



Swedish Language Courses  
for International Employees  
at Stockholm University



Stockholm  
University



## About the courses A, B, C

The three courses A, B and C comprise teaching and exercise of practical skills in Swedish as a foreign language and the participants will acquire a basic knowledge of Swedish grammar, vocabulary, phonemes and pronunciation as well as composition of narrative and descriptive texts.

### Classes

The courses comprise approximately 40 contact hours distributed once a week during the semester. The study group will take 20–30 participants. Seminars will cover practical exercises in listening, reading and speaking, as well as writing functional texts used in every day working situations. The participants are expected to prepare tasks outside classes.

### Course Period

The courses start late September and late February.

Department of Swedish Language and Multilingualism

Stockholm University

**Application form**  
Swedish Language Courses for International Employees at Stockholm University  
[www.su.se/svefler/swe\\_employees](http://www.su.se/svefler/swe_employees)

- Applicant: Please fill in this interactive form (1), save and E-mail it to your supervisor;  
- Supervisor: Please fill in this form (2), save, print, sign and send to us.  
- Please note: You need to download the form before you fill it in.

1. Family name: \_\_\_\_\_  
First name: \_\_\_\_\_  
Date of birth (YYYYMMDD): \_\_\_\_\_ Mothername: \_\_\_\_\_  
Previous knowledge in Swedish: \_\_\_\_\_  
Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

2. This is to be completed by your department at Stockholm University.  
Fylls i av din institution vid Stockholms universitet.

En kurs (A, B eller C) omfattar totalt ca 40 undervisningsstammar. Tyrmäss (i.e., 16-17 d. vt-18)  
Som chef till den sökande godkänner jag att hen får avsätta den arbetstid som krävs till kursen.  
Datum (YYYY-MM-DD): \_\_\_\_\_  
Namn och titel chef: \_\_\_\_\_  
Namn och tjänst på institutionen: \_\_\_\_\_  
Telefon: \_\_\_\_\_ E-post: \_\_\_\_\_  
Institution vid Stockholms universitet: \_\_\_\_\_

Skicka med lösningsposten eller skanna och e-posta till:  
Studieledare Swedish Employees Room: D 624, Hus D, plan 6, Södra huset  
Institutionen för svenska och färspråkighet Tfn: 08-16 34 74  
E-post: [anslag@svetfler.su.se](mailto:anslag@svetfler.su.se) [www.su.se/svefler/swe\\_employees](http://www.su.se/svefler/swe_employees)

Institutionen för svenska och färspråkighet

Stockholm University



## Application

The first ones that send us the application form will be accepted – the application has to be signed by your supervisor/head of department.

### Interactive application form

Website: [su.se/svefler/swe\\_employees](http://su.se/svefler/swe_employees)

Please note: You need to download the form before you fill it in.

### Applicant

Please use the interactive form. Fill in the form, save and E-mail it to your supervisor.

### Supervisor/Head of Department

Please fill in the form you have received from the employee, save, print, sign and send to us (see information in the form).

[su.se/svefler/swe\\_employees](http://su.se/svefler/swe_employees)

# Course A

## Course code: NSSUSA

This course is intended for international employees at Stockholm University who need competence in Swedish in order to communicate with colleagues and students during their stay in Sweden. The course will provide an opportunity to learn about the basic grammatical structure of Swedish through everyday Swedish words and phrases, and through practical exercises.

The course material is made up of texts and conversations about subjects concerning personal interests, day-to-day activities and work as well as current news and well-known social phenomena with a special focus on the academic workplace. Descriptions of basic language rules are also included. During the course the participant will practice reading, speaking and understanding simple Swedish and applying basic rules to the grammar, pronunciation and spelling of standard Swedish.

### Expected level at admission

Course A is for beginners with no or little knowledge in Swedish. You need to be employed at Stockholm University.

### Placement test

A person who already has some knowledge of Swedish but has not previously participated in a course for employees can take a placement test. Please contact the student counsellor for more details. (Application info on p. 3.)

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*"I moved to Sweden for work and decided to learn Swedish to settle in faster. The course puts emphasis on speaking the language and mastering everyday life situations in a relaxed and encouraging atmosphere. Most importantly, classes helped me get over my initial inhibition of speaking Swedish in everyday life. I highly recommend doing this: In my experience, people really appreciate your effort and sometimes even teach you new things."*

**Tanja Dallafior**

*Department of Environmental Science and Analytical Chemistry*

# Course B

## Course code: NSSUSB

The course is intended for international employees at Stockholm University who wish to expand their basic skills in Swedish written and oral communication. The course provides an opportunity for you to extend your knowledge about the structures of written and spoken Swedish. Pronunciation and listening comprehension will also be practiced.

The course material is made up of texts and conversations about subjects concerning personal interests, day-to-day activities and work as well as current news and well-known social phenomena. Descriptions of basic language rules are also included. During the course you will practice applying basic rules to the grammar, pronunciation and spelling of standard Swedish.

## Expected level at admission

### PREVIOUS KNOWLEDGE

You have to possess knowledge about:

- Basic Swedish grammar and syntax.
- Basic Swedish vocabulary, words and phrases that occur in day-to-day situations.
- Basic Swedish pronunciation.

You can already

- talk about yourself in an everyday situation.
- participate in simple conversations about general subjects.
- re-tell and comment on something that has been read or heard and which contains everyday vocabulary and concerns general subjects.
- write simple texts about well-known subjects and personal interests.

### FORMAL CRITERIA

Criteria for participation in course B are:

- employment at Stockholm University.
- participation in and a pass grade from Course A: Swedish language course for international employees at Stockholm University, **or**
- sufficient results on the placement test to be placed in Course B.

## Placement test

A person who already has some knowledge of Swedish but has not previously participated in a course for employees can take a placement test. Please contact the student counsellor for more details. (Application info on p. 3.)

# Course C

## Course code: NSSUSC

The course is intended for international employees at Stockholm University who need to communicate in Swedish and who wish to improve their written and oral communicative competences. The participant will practice their ability to describe, discuss, hold presentations and produce written material.

The course contains exercises in oral communication in everyday situations and exercises in producing simple coherent texts about well-known subjects or personal interests, where the participant can account for experiences, events, dreams, hopes and goals as well as briefly explain motivations, opinions and plans. During the course the participant will practice applying the rules of the grammar, pronunciation and spelling of standard Swedish.

## Expected level at admission

### PREVIOUS KNOWLEDGE

The participant has to possess knowledge about:

- Basic Swedish grammar and syntax.
- Basic Swedish vocabulary, words and phrases that occur in day-to-day situations.
- Basic Swedish pronunciation.

The participant can already:

- Re-tell and comment on the main contents of something which has been read or heard, and which contains highly frequent and everyday vocabulary.
- Exchange information in presentations and conversations concerning well-known subjects and activities.
- Write simple texts about well-known subjects and personal interests as well as describe experiences and impressions.

### FORMAL CRITERIA

Criteria for participation in course C are:

- employment at Stockholm University.
- participation in and a pass grade from Course B: Swedish language course for international employees at Stockholm University, **or**
- sufficient results on the placement test to be placed in Course C.

## Placement test

A person who already has some knowledge of Swedish but has not previously participated in a course for employees can take a placement test. Please contact the student counsellor for more details. (Application info on p. 3.)

# Contact

Please contact the student counsellor if you have questions about the courses.

## Postal address

Department of Swedish Language  
and Multilingualism Stockholm  
University  
Student counsellor Swedish Empl.  
SE-106 91 Stockholm  
Sweden

## Visiting address

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Floor 6, Room D 613

## Telephone

08-16 26 27

## E-mail

[studexp.int.svefler@su.se](mailto:studexp.int.svefler@su.se)

## Website

[su.se/svefler/swe\\_employees](http://su.se/svefler/swe_employees)



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[youtube.com > Svefler StockholmUni](https://youtube.com/SveflerStockholmUni)

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