

Puro-service lets you retrieve your higher education credits from the national Virta database. You can select and transfer credits to your home organization to be approved and included in your current studies.

1. Log in : <https://puro.joopas.fi/> with your current Haka-account

**puro** Log in Student instructions

2. You can retrieve your credits by selecting:

Your credits

Retrieve credits

Name	Credits	Organisation
<input type="checkbox"/> FYS101, Fysiikka 1-0-1	13.6	Helsingin yliopisto
<input type="checkbox"/> MAT101, Matematiikka 1-0-1	3	Helsingin yliopisto
<input type="checkbox"/> MAT101, Matematiikka 1-0-1, luennot/tentti	1	Helsingin yliopisto
<input type="checkbox"/> .....	.....	.....

3. You can filter credits by selecting:

Show credits under co-operation agreements

4. Select the credits you want to transfer to your home organization and fill the following information:

- Message: write which degree or programme you want the credit to be included in or other important info for your home organisation.
- Write the name of your department, field of study or other organizational info in "Own unit"
- Accept the terms of use and select: "Send"

You are transferring these credits. Receiver: Turun yliopisto  
In the message field you can write which degree the credits are intended to be included or other information.

Name	Message
FM, mat, Filosofian maisteri, matematiikka	<input type="text"/>

Own unit  Your faculty, orientation or such

As a user of the Puro service you accept following terms:

- your home organisation will retrieve your credits from Virta-database
- the credit identifiers are saved in Puro-service until your organisation has completed the transfer
- after that you can delete the credit information from Puro database
- identifiers are only used in Puro, they are not handed over
- information in accordance of (523/99) 10

I accept the terms of use

You can also download the credits you want to transfer by selecting "Download a pdf".

By selecting "Transferred credits" you can review the credits you have sent to your home organisation. When they have been received (taken into approval process) you can delete them from the list.

## Credits transferred

Name	Credits	Transfer date	Message	Status
<a href="#">FYS101, Fysiikka 1-0-1</a>	13.6	05.10.2017	hasgjhas	Waiting for action
<a href="#">MAT101, Matematiikka 1-0-1</a>	3	05.10.2017	asdsaf	Waiting for action
<a href="#">MAT101, Matematiikka 1-0-1, laskuharjoitukset</a>	2	05.10.2017	asfaSF	Waiting for action
<a href="#">MAT101, Matematiikka 1-0-1, luennot/tentti</a>	1	05.10.2017	asfas	Credit received 06.10.2017

You can always retrieve your credits from Virta database by selecting "Your credits" in Puro-service.