

# Become a HAMKO Member – Step by Step Instructions

**Important before applying:** You need to have activated your HAMK ID and have access to your personal HAMK student e-mail (in Outlook) and Pakki.

1. Go to HAMKO's **online service form** (QR code below).
2. **Enter your name** (Given name and Family name). Note: Your name should match the one in the HAMK system.
3. The Finnish ID number is not mandatory.
4. **Enter your student number.**
  - Your student number has 7 digits, starts with the number 2, and can be found in e.g., **Pakki**. Note that the student number is different from a long study number.
5. You will **receive a code** in your HAMK email (in Outlook).
6. **Enter the code** from HAMK email into the form and log in.
7. Enter your **contact and study information.**
  - **Address:** the Finnish address, where you live.
  - **Campus and study type:** Which campus you study and what is your study type.
8. Select **the business language** (English or Finnish).
9. **Grant Slice permission.** The digital student card Slice will receive information that you are a member and entitled to a student card.
10. **Upload a face photo** of you.
11. **Proceed to payment.** Payments are made via Paytrail, which allows you to use online banking, Mobilepay, or, for example, Visa or MasterCard.
  - If you can't pay online, you can pay with cash in Hämeenlinna. Select "I can't pay online" and visit HAMKO's member service point at Hämeenlinna University Centre, room C-138, during opening hours.
12. When your membership has been accepted, you will receive a **confirmation message** in your student email.
13. After confirmation:
  - You'll get Slice digital student card activation codes in your HAMK student email within 1-2 business days.
  - Download the Slice.fi application from app store.
  - Log in to the app with your credentials from Slice.fi and give the app all the permissions it requests.
  - When the physical student arrives from the print, you get an e-mail to your student email.

