

Housing for exchange students spring 2019

KP/University College Copenhagen (Københavns Professionshøjskole, former Metropolitan University College and UCC) assists accepted exchange students in finding furnished housing during their stay at KP/University College Copenhagen.

We will strongly recommend you to get familiar with the conditions for finding housing as a student in Copenhagen greater area. Please find relevant and important information on:

<http://studyindenmark.dk/live-in-denmark/housing-1>

Remember to look for furnished housing for your exchange. Usually student residences are not furnished, if not offered by KP/University College Copenhagen housing service. Private accommodations are usually furnished.

In addition, information on:

<https://international.kk.dk/artikel/student-housing-0>

Please be careful when searching for housing on your own

WARNING: Please be very careful if you search for housing on different housing portals on the internet. Unfortunately, we experience almost every semester some students being the victim of fraud, and cheated if paying in advance. Either the address does not exist or the family living there has nothing to do with the rent offer.

So be careful and do not pay in advance.

Application for housing through KP/University College Copenhagen

KP/University College Copenhagen offers to facilitate contact to a limited number of single or a few double rooms in private homes, through private landlords and at student residences.

As a government-financed university college, we have not permission to run our own student residences or spend government funds to facilitate student housing, and we are obliged to charge a housing fee of 1.200 DKK from each exchange student for the administration costs of this service.

As we have a limited number of housing options we can refer to, we only accept applications for our housing services from exchange students who have received their acceptance letter from KP/University College Copenhagen and who have paid the housing fee.

Semester rent only

Housing is primarily offered on a full semester basis. Only a very limited number of private housing is available for shorter rent periods. Normally full semester rent will be charged, independent on actual period of stay within the semester. Still a semester rent will be an economically viable solution in most cases.

When you apply for exchange at KP/University College Copenhagen, you can indicate in the application form, that you want to use our housing services at KP/University College Copenhagen.

For housing in the spring semester, housing application form opens on November 15th and for housing in the autumn semester, housing application form opens on May 15th.

Student residences

Types of housing offered

Usually we can accommodate all applicants in furnished rooms at student residences, private property owners or in private housings of students or families.

Please notice that all rooms are non-smoking rooms and no dogs or other pets allowed.

Please notice that some student residences are available for both single and double occupants.

You can be offered a double occupation / shared room dependant on availability. If you want to share housing or stay at the same residence with a fellow student, you can specify this in the application form.

We will try our best to accommodate your priorities. Due to the limited number of housing options, we though cannot guarantee to meet your requests.

Location and transport

The student residences and most private rooms are located in the suburbs of Copenhagen. Housing can be located up to 40 km from the City Centre of Copenhagen.

Depending on your place of study or placement of internship, you can expect a daily commute of up to one hour each way and public transportation costs between 400 DKK up to 1.500 DKK per month, dependent on distance.

Many Danish students prefer to save money by cycling. A used bike costs from approx. 500 DKK.

Car parking is very expensive in Copenhagen, and only possible at a few of the housing locations.

Step by step application

When you have received your acceptance letter from KP/University College Copenhagen, and you have indicated that you would like our help to find housing, you can continue with the following steps, according to instructions:

Step 1: Prepare

When you apply, you must have received your acceptance letter, and have your electronic copy of the housing fee receipt and the name of your insurance company and relevant policy numbers ready.

Please note that all international exchange students applying for housing are required to obtain insurance.

The insurance should cover personal property, more specifically home and contents, burglary, theft and loss, during your exchange in Denmark. Therefore, applications not including information on policy numbers and insurance company are not eligible for receiving a housing offer.

KP/University College Copenhagen does not offer any insurance. Insurance is typically handled through your regular insurance company in your home country.

For help regarding insurance, contact the international coordinator from your home institution, or ask some students who have been on exchange, how they handled the insurance issue.

Step 2: Transfer the housing fee

Transfer the housing fee of DKK 1.200 to University College Copenhagen.

The housing fee covers the administrative costs of finding and offering housing to you. Include the reference: "INTERNATIONAL DEPARTMENT HOUSING FEE", as well as [YOUR NAME] and transfer to:

Bank: Danske Bank, Holmens Kanal 2-12, 1092 Copenhagen K, Denmark
Reg. no.: 0216 Account no.: 4069152775
SWIFT-BIC: DABADKKK
IBAN: DK6802164069152775
Account holder: University College Copenhagen Address: Tagensvej 18, 2200 Copenhagen N, Denmark.

A copy of the confirmation of the transfer of the housing fee must be uploaded in the housing application process.

Step 3: Fill in the housing application form

Just before the housing application opens, you will receive an email with the acceptance letter, and information on the housing application procedure with a link to the housing application.

Please follow the link, to the application form for housing.

Please fill in all the mandatory fields in the housing application form. Then submit the application.

Due to shortage of housing options, please send your application as soon as the application procedure opens. When we have received sufficient applications for the available housing options, the housing application form will close and a waiting list will open instead. Waiting list only gives access to a very limited number of possible cancellations. On the waiting list you will only be contacted in case of a vacancy. So students on the waiting list must go ahead with finding housing on their own.

Step 4: Accept the housing offer

Wait for us to process your application, and thereafter you will receive one housing offer. You can expect to receive the housing offer approximately two weeks after you have applied.

Please notice you will only receive one housing offer!

If you decline your housing offer, the International Department cannot assist you further with housing during your stay. If we are not able to provide you with the one housing offer, in case of no more vacancies, your housing fee will be returned to you.

Please notice that an accepted housing offer is binding and irrevocable, and the full semester rent (and deposit) has to be paid in advance of your arrival.

Step 5: Await contact

After you have accepted your housing offer, your respective landlord will contact you. Here you will be further informed about key pickup, rent contract, payment dates and methods and what date you can move in. As well as other practical issues are handled directly with the landlord.

Step 6: Payment

Applicants must pay their fees and housing rent invoices through online banking or at a bank or post office. Applicants are responsible for any transfer and exchange costs. Fees and rent must be paid and received in Danish Kroner (DKK). If fees and rent thus are transferred in Euro, the amount must cover all bank fees, transfer and exchange costs. Lacking payments up to the received payment in Danish Kroner (DKK) at KP/University College Copenhagen, will be charged to the applicant, and housing cannot be occupied before full payment has been made.

Full semester payments must be paid in advance of your arrival and on time, as instructed by your landlord. A deposit can also be charged up front.

Please notice that you are liable for paying rent the whole duration of your semester lease, even if you arrive later or move out earlier during the semester.

Please note that rent contracts are non-terminable and housing rent is non-refundable.

If you have any questions regarding the housing application, please send an email to housing@kp.dk

Then we look forward to receive you in Copenhagen, and wish you a pleasant stay in your accommodation.