



YOUR GUIDE TO
A GOOD START
AT AAU CPH

GUIDE

FOR NEW INTERNATIONAL STUDENTS
AT AALBORG UNIVERSITY IN COPENHAGEN



AALBORG
UNIVERSITY
COPENHAGEN

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WELCOME TO AALBORG UNIVERSITY IN COPENHAGEN

The beginning of a new academic year is exciting!
Campus is buzzing and we kick off a new semester of learning, studying, and building new friendships.

As a new international student, you will have a lot of things to figure out. You will probably want to get off to a good start with your studies, become acquainted with all the new faces and surroundings, and adjust to the study methods at Aalborg University. A lot of questions will definitely turn up as well.

This guide provides the information and guidance you need to help you make the most of your time in Denmark and at Aalborg University in Copenhagen.

You are also always welcome to contact the counsellors in our guidance teams for a chat - they would love to help you as well! Contact information can be found on p. 16-17.

We wish you the best of luck with your studies and hope you will have a great experience staying in Copenhagen.

The Staff at Aalborg University in Copenhagen

AALBORG UNIVERSITY



PREPARING FOR YOUR STAY IN DENMARK

GUIDES FOR LIVING IN DENMARK

International Students' Survival Guide to life in Denmark

We recommend you download and read the *International Students' Survival Guide to life in Denmark*, which has tons of useful information to help you prepare for living and studying in Denmark. Find information on topics such as healthcare, housing, MitID, transportation, and Danish culture. Aalborg University has also contributed to the guide.

AAU's online guide to living in Denmark

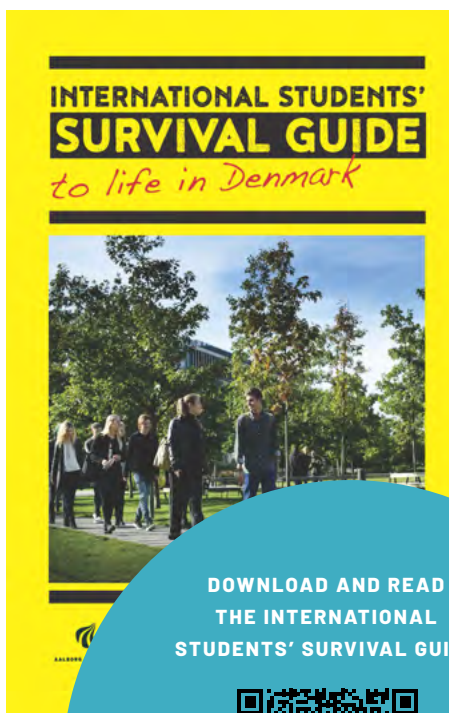
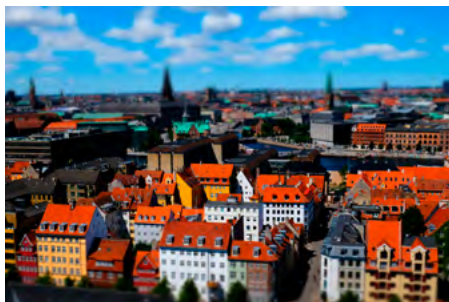
On our website, you can find a specific section, called *Daily life in Denmark* with information about living costs, the language, transportation, how to find accommodation, and much more.

en.aau.dk/living-in-denmark

Official websites

You can find several general guides for newcomers to Denmark and new students in Copenhagen online. We recommend visiting some of the official portals, such as:

lifeindenmark.borger.dk
denmark.dk
visitcopenhagen.com



PREPARING FOR YOUR STAY IN DENMARK

ACCOMMODATION

Finding an affordable place to live in Copenhagen is difficult. Get started by familiarising yourself with the housing market and start your search preferably 3 months before your arrival.

You need to find out whether you want to rent a room in a student dormitory, a private apartment, or if you want to share a flat or a house with others. Renting a room (10 – 20 m²) in Copenhagen usually costs between DKK 4000-7000 per month. Small studio apartment with private bathrooms and kitchens start from around DKK 7500.

→ There are two main offices, KKIK and CIU, that administer student accommodation in Copenhagen. We recommend that you join their waiting lists if you plan to study in Copenhagen for more than one year.

Please note that it may take up to 3 to 12 months before you receive an offer from them. Read more and sign up at their websites below:

kollegierneskontor.dk
[s.dk](https://ciu.s.dk)



PREPARING FOR YOUR STAY IN DENMARK

→ After signing up at KKIK and CIU, start your search for accommodation on the private housing market by checking out the direct links on our website via the QR Code in the bottom right hand corner. At AAU CPH, we are here to help you and you are always welcome to contact us if you need help regarding accommodation.

→ Take extra care to read our chapter on housing scams! Although crime-rates in Denmark are low, scams and notably housing scams with the deposit unfortunately do occur. On the website you can find tips to avoid scams.

→ Denmark has an efficient public transport system. All housing located nearby 'S-train' stops and Metro stops are convenient in terms of getting around Copenhagen and to campus. Just a short walk from campus, you will find the S-train station *Sydhavn st.* and the metro stop *Sluseholmen*. You can also bring your bike on the S-trains for free.

If you search for the Copenhagen S-train map and Metro map online, you can see the locations and names of all the lines and stops.



READ MORE AND FIND
RELEVANT LINKS AT
[EN.AAU.DK/LIVING-IN-DENMARK](https://en.aau.dk/living-in-denmark)



OFFICIAL REGISTRATION IN DENMARK

Depending on your country of origin, different rules will apply.

STEP 1

Non-EU students → residence permit

Before arrival, you need to start the application process. An application for a residence permit on the basis of studies is processed by The Danish Agency for International Recruitment and Integration (SIRI).

When you have sent in your application to SIRI, the expected processing time is around 2 months but delays are not unusual, so please take care to start as soon as possible with the visa process. All questions, requests, or inquiries need to be addressed directly to your embassy or SIRI, as AAU doesn't have any authority regarding visa processing. Visit SIRI's website for more updated information and their contact details:

nyidanmark.dk

STEP 1

EU/EEA students → Residence document

As a citizen from an EU/EEA country or Switzerland, you must obtain a residence document which confirms that you are entitled to reside in Denmark.

It is The Danish Agency for International Recruitment and Integration (SIRI) that process your application for the EU residence document.

Please visit their website to apply online. We recommend to start this process 1 month before you arrive in Denmark. Find relevant links and read more about the procedures on our website:

en.aau.dk/living-in-denmark

After submitting your online application, you need to book a meeting with SIRI in their booking calendar. If possible, we recommend you book an appointment at the SIRI-DAY events organised specifically for EU/EEA university students. Read more on our website:

en.aau.dk/living-in-denmark/official-denmark#how-to-register-in-denmark-as-a-eu/eea-citizen---copenhagen

STEP 2

All international students → CPR number (CIVIL PERSONAL REGISTRATION NUMBER)

Everyone living in Denmark is required to have a civil person registration number called a CPR number. It is mandatory for all students regardless of their nationality to apply for a CPR number.

You need a CPR number to open a bank account, to get a health insurance card (referred to as "the yellow card"), to contact public authorities, borrow books from a library, and the like.

OFFICIAL REGISTRATION IN DENMARK

Important: You can obtain a CPR number only when you have received your residence permit (non-EU students) or have applied for your residence document (EU students) at the Danish Agency for International Recruitment and Integration (SIRI).

Find more information and apply for your CPR number at the International House Copenhagen – a one point entry for reception and retention of international citizens in Copenhagen. Visit the website:

ihcph.kk.dk

**Nordic citizens do not need to apply for a residence permit/certificate and only have to apply for a CPR number if staying in Denmark for more than six months.*

On our website you can also read more about the CPR number and the registration process to Denmark:

en.aau.dk/living-in-denmark/official-denmark

→ It is a condition that you are an active student enrolled in an educational programme in Denmark to obtain and keep your residence permit. The University is obliged to inform the Immigration Service if you are not actively attending the study programme.

→ Please note that a valid Danish address is mandatory to obtain a CPR number. This means you need to make sure that you are allowed to register the address of your accommodation in the CPR system. We highly recommend that you ask if a CPR registration is possible at the housing manager before signing the rental contract.

STEP 3

Get your digital ID → MitID

Once you have your CPR number you have to get MitID, which is your own personal secure login for the public and private sector in Denmark. It means you can use the same login details for pretty much anything you want to do online – from banking to shopping.

We recommend to visit this website and to register for MitID as soon as you have received your CPR number (step 2).

lifeindenmark.borger.dk/apps-and-digital-services/mitid



DAILY LIFE IN DENMARK

After completing the previous steps you can take your daily life in Denmark to the next level!

OPENING A DANISH BANK ACCOUNT

Having a Danish bank account is necessary to receive a student job salary, pay your rent, or utilise the widely used app Mobilepay from your phone. Finding the right bank is always a bit of a struggle. We suggest that you ask your fellow students for recommendations or search for advice on the internet.

Opening up a bank account in Denmark requires a Danish CPR number. You need to register your bank account as a “Nemkonto” as this is your public bank account. Further information can be found here:

en.aau.dk/living-in-denmark

FINDING A STUDENT JOB

Denmark is an expensive country to live in and you might need to find a student job. Money is not the only thing you'll gain - you will also improve your network, learn how to manage in a Danish workplace, and you might even gain relevant experience for future jobs. But where can you find a student job and what should you be aware of? Read more here:

students.aau.dk/choices-along-the-way-and-jobs/gain-experience-while-you-study/student-job

LEARNING SOME DANISH

We recommend you start practising Danish as it will often be much easier for you to network, private and professionally, if you speak and understand basic Danish. Attending Danish lessons will give you a grasp of the language, new friendships, better job opportunities, and an understanding of the Danish society. Register for free courses and read more here:

newstudents.aau.dk/master#danish-language-courses-at-campus-copenhagen

GETTING INVOLVED

Almost all Danes are part of a club or association, whether it is for sports, hobbies, volunteering, or other social gatherings. It is an excellent way of meeting Danes and expanding your network! Read more in this article:

ihcph.kk.dk/welcome-guide

ARRANGING INSURANCES, TELEPHONE AND INTERNET

Insurances, telephone, and internet are also an important steps to take care of for your daily life in Denmark. Read more here:

en.aau.dk/living-in-denmark/daily-life

DAILY LIFE AT CAMPUS

STUDENT LIFE

What is going on at Aalborg University in Copenhagen besides studies and exams? Education does not just mean books and lectures. Education also means sports, hobbies, community, networks, Friday cafés, and much more.

As a student at AAU in Copenhagen, you can enjoy the many different leisure activities and facilities that we have to offer. You are a part of a unique study environment where community is at the heart of every day and students know each other across study programmes and year groups. Help shape your ideal student life through leisure activities, student associations and more.

Leisure time and community

At Aalborg University in Copenhagen, you have many options for to create an active student life. We have both sports activities and activities that can help you relax. For example, you can use the fitness centre, join the football or bathing club, or get a massage on campus.

Do you want to get to know your fellow students better? At campus we have many places where you can be social and hang out with your friends, such as the Student Lounge. We also have a weekly Friday bar called *Slusen* and the student cafe *Kaffepletten* where you can meet fellow students, chat, and have a drink or a cup of coffee at student friendly prices.



DAILY LIFE AT CAMPUS

Student associations

There are many different student associations at Aalborg University in Copenhagen, all run by student volunteers, where you will find plenty of opportunity to get involved and help shape the community around you. The student associations organise social events and activities of all kinds, from board game nights and concerts to parties and sports tournaments.

The associations are always looking for new members, and it can be a fun way to meet new people and influence your study environment. If you want to volunteer in an association, you can find their contact details by accessing the QR-code on this page.

And if there is an association that you feel is missing from campus, you are always welcome to start your own!

Student Entrepreneurship

Many students at AAU CPH get involved with startups and entrepreneurship during their studies. With AAU Student Entrepreneurship, you can try your hand at entrepreneurship, whether you are curious about innovation processes or have an idea you want to turn into a business.

Engage in a range of entrepreneurial activities to develop your skills and empower yourself to create meaningful impact with your knowledge and ideas.



READ MORE ABOUT
STUDENT LIFE AT
STUDENTS.AAU.DK



DAILY LIFE AT CAMPUS

PRACTICAL INFORMATION

As a new student at AAU CPH, there is quite a bit of practical information you need to remember. You can find most information, such as IT Services, the library, parking, the canteens, etc., on students.aau.dk.

In addition, we have collected some resources here to help you find your way when you are first starting at AAU CPH.

AAUCARDS FOR STUDENTS

All AAU students are required to obtain a personal AAUcard to access campus buildings and serve as their student ID card.

To order your AAUcard, log into UniStart and upload a photo under the "Order AAUcard" tab. Once your order is placed, you will receive an email notification at your AAU email address when your AAUcard is ready for pickup at the Facility Support Service office on campus.

For more details and step-by-step instructions, please go to:

students.aau.dk/practical/student-card

STUDY SECRETARY

During your studies, it is important for you to know the study secretary of your programme. Your study secretary is a link to most campus activities and is responsible for preparing course schedules, uploading examinations to the platform Digital Exam (www.en.de.aau.dk), sending out important information to you, and much more.

Most programmes will arrange for you to meet your study secretary during your first weeks at AAU CPH. Find their contact information at:

en.aau.dk/education/master/list/copenhagen

KEEP UP TO DATE

Get news and information at students.aau.dk. You will also find useful links to other websites and platforms in addition to practical information and opportunities available at Aalborg University in Copenhagen. If you have any suggestions or need information that you cannot find, please write to kommunikation@cph.aau.dk.

You will also find useful news about events and student life at AAU CPH on the info screens all around campus and on our social media channels.

Instagram: [@aaucph](https://www.instagram.com/aaucph)

Facebook: facebook.com/aaucph

DAILY LIFE AT CAMPUS

AAU APPS

Aalborg University offers several apps designed to improve aspects of your daily activities at AAU. Get an overview here of the AAU apps, available for both Android and iOS in Google Play and App Store.

AAU Start

AAU Start is the app designed specifically for new students at Aalborg University. This app presents you with relevant information about the study start period, and you will get a checklist to prepare you for your new life as a student.

The app also contains a FAQ and a schedule of the entire study start period.

AAU Student

AAU Student is a digital tool for all students at AAU and is designed to make your study life easier. In this app, you can find all necessary information about your courses and study life at AAU, as well as subscribe to news and events that are relevant for your studies.

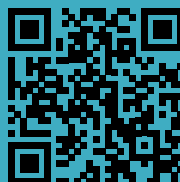
AAU Map

The campus of Aalborg University in Copenhagen consists of three buildings. The main building is building A, located on A. C. Meyers Vænge 15. It is connected to building B on Frederikskaj 12 and C on Frederikskaj 10B via the bridge.

While you can find physical maps with room numbers on every floor in each building, you can also find this information in the AAU Map app. In this app, you can get a full overview of the campus as well as search for and find the location of specific rooms in addition to specific facilities such as the library, waste sorting, accessible entrances, etc.



FIND MORE
PRACTICAL INFORMATION
AT [STUDENTS.AAU.DK](https://students.aau.dk)



AAU STUDENT SERVICES

AAU offers a range of services that can make a difference for your well-being and development, personally and professionally.

THE GENERAL STUDENT GUIDANCE

The student counsellors can help you cope with any aspect of student life, from concerns about exams and group work to dealing with study doubt, homesickness, and much more. The general student guidance offers a confidential space with a focus on your well-being.

Email: studentguidance@cph.aau.dk

STUDY SPECIFIC COUNSELLORS

If you have questions that are specific to your study programme, such as questions about your courses, curriculum, exams, exemptions, etc., you can book a meeting with your programme's study counsellor. Find your study counsellor's contact information on the website of your study programme, as well as on the poster in building B, by the canteen entrance.

CAREER GUIDANCE

AAU's career counsellors can guide you in exploring your motivations, skills, and possible careers. They assist with both specific queries, such as feedback on CV's and cover letters, and with more abstract ones, like how to communicate your value to employers.

Email: career@cph.aau.dk

INTERNATIONAL & ACCOMMODATION GUIDANCE

At AAU CPH we also offer support specifically for international students. You can contact our international coordinator with any questions related to being new to Denmark, whether it is about registration, finding accommodation, Danish culture, loneliness, or anything else.

Email: international@cph.aau.dk

Email for housing: accommodation@cph.aau.dk

MONTHLY MEETUP: INTERNATIONAL CORNER

Every first Wednesday of the month, AAU's international coordinator hosts the *International Corner*, which is an informal meet-up for anyone interested in chatting with other students across study programmes over coffee or tea.

For location and timing, check the event calendar at students.aau.dk.

STATE EDUCATIONAL GRANT (SU) & SPECIAL EDUCATIONAL SUPPORT (SPS) OFFICE

The SU & SPS Office can help you with questions about and how to apply for a State Educational Grant in Denmark and special educational support (SPS) for students with psychological or neurological conditions. Their office is located in Aalborg but you can contact them via email.

Email: su@aau.dk

AAU STUDENT SERVICES

ADMISSIONS OFFICE

If you have questions concerning your application, admission requirements, tuition fees or admission in general, please contact the master admissions office at masteradmission@aau.dk

PROJECT-ORIENTED COURSES ABROAD

Although you most likely just arrived in Denmark, you might consider doing a semester or an internship abroad as part of your future education. If you are looking for a project-oriented course abroad, it is important that you contact the International Office at AAU as there are different contracts and funding options available. The International Office can also help you with cover letters and other practical matters.

Book a guidance appointment by contacting the email below. Please state what you would like guidance on and if you wish to stay outside or inside of the EU/EEA.

Email: outgoing-student@adm.aau.dk.

CHOICES ALONG THE WAY AND JOBS

During your studies, you will have to make choices that may have an impact on your future life and career. But what can you do if you are not sure what you want? Visit our website where you will find a range of options to support you:

students.aau.dk/choices-along-the-way-and-jobs



**FIND CONTACT INFORMATION
AND BOOK APPOINTMENTS
AT STUDENTS.AAU.DK**





OTHER USEFUL INITIATIVES & NETWORKS

YOUNG PROFESSIONALS IN DENMARK PROGRAMME

As an international student in Denmark, you have a unique chance to take part in a six-month career development and networking programme at no cost. The programme is a collaboration with seven other major Danish universities and external partners at Copenhagen Capacity.

We recommend you apply for a spot at the start of your studies. The application opens in July and the deadline is in the middle of September. Read more about the programme here:

students.aau.dk/choices-along-the-way-and-jobs/gain-experience-while-you-study/young-professionals-in-denmark

STUDENTERRÅDGIVNINGEN

The Student Counselling Service (Studenterrådgivningen) offers free counselling to all students in Denmark. They can help with everything from psychological issues to more practical concerns such as SU or maternity leave. AAU CPH have a psychologist from Studenterrådgivningen who offers counselling for our students at our campus twice a week.

Book a campus session on students.aau.dk under 'Guidance' or book an online session on their website:

srg.dk/english/book/individual-consultation

STUDENT HOUSES IN COPENHAGEN

Studenterhuset

Studenterhuset is run by an independent organisation under the University of Copenhagen but all students at higher education institutions can become a member. Located in central CPH, they offer a great atmosphere, many events, debates, concerts, hobby clubs, and all kinds of activities. See more here:

studenterhuset.com/en

Station

Station is an open student platform located in the former Frederiksberg Police Station, which has been transformed into a state-of-the-art innovation powerhouse. Station aims to unite and mobilise the wider CPH student community in collectively putting their knowledge into action for a sustainable future. They organise events, courses, and offer spaces for workshops or study projects. Read more here:

station.dk

ByStudents

ByStudents is an organisation run by students to improve student life for all students in Copenhagen. Read more about their initiatives and meetups at their website:

bystudents.dk

THE DANISH HEALTHCARE SYSTEM

HEALTH INSURANCE CARD

All students registered in the Civil Person Registration System are covered by the Danish national healthcare scheme. Please note that you are not covered until you have received your Danish health insurance card.

How does the health insurance card work?

When you have completed the procedure for obtaining a CPR number you will receive the card by post at your official address of residence in Denmark (identical to the address printed on the card). The contact details of the general practitioner (GP) of your choice are printed on the card.

What does the health insurance card cover?

You are entitled to free medical consultations at your GP, free examinations, and treatments from specialists on referral from your GP, and free treatment at hospitals among other things, when you have the card. You must present the card for every consultation and treatment, so always carry your health insurance card on you.

What does the health insurance card NOT cover?

Your Danish health insurance card does NOT cover the costs of emergency repatriation, personal liability, and dental care. Before leaving your home country, we therefore strongly encourage you to purchase an additional travel insurance covering the full period of your stay in Denmark.

We also recommend that you take out insurance on personal accident and home contents ("indboforsikring") while in Denmark, so you have coverage for your personal belongings during your stay.

What if you need a doctor and do not yet have a CPR number/health insurance card?

You can of course see a medical doctor in Denmark before you receive your health insurance card.

You need to book a consultation and pay the fee directly at a clinic of your choice, and make sure to check with your insurance company if this fee is reimbursable. You can choose any available private doctor so search online for "Doctor in Copenhagen", choose one near you, and find their opening hours and contact details on their website.



THE DANISH HEALTHCARE SYSTEM

DENTAL CARE

Dental care is only partly covered by the national healthcare system and can be quite expensive, although some dental clinics offer lower prices for students. You should also bring your yellow health insurance card when going to the dentist.

Since it is up to you to choose a dentist in Copenhagen, you can ask your fellow students, friends, or roommates for recommendations.

Alternatively, you can contact the School of Dentistry, which is part of the University of Copenhagen. Treatments are part of the student training, carried out under close supervision of teachers, so prices are lower but you can expect there to be waiting lists for treatments. Read more at:

odontology.ku.dk

If you need emergency dental treatment and your dentist is closed or otherwise unavailable, you can call the helpline 1813 or make an appointment with the Copenhagen Emergency Dentist (Tandlægevagten) directly. Read more at:

tandlaegevagten.dk

MENTAL HEALTH CARE

Arriving in a new country can result in both practical and personal issues. Everyone inevitably feels overwhelmed at least once during their studies, and there's absolutely no reason to face this feeling alone. Should you face loneliness, stress, or any other challenges, do not hesitate to reach out. You can get support both at AAU and around the city.

We have collected a number of mental health resources and offers, all of which are free for students, on our website. Find them here:

students.aau.dk/student-life/well-being-and-support-offers



EMERGENCY MEDICAL SERVICES

Helpline

1813

HELPLINE - DIAL 1813

In the event of sudden illness or injury while your GP or dentist is closed, you need to call the Emergency Helpline ("Akuttelefonen") at 1813.

The lines are open around the clock. Specially trained nurses and physicians will assess your situation, advise you on what to do next, and, if necessary, dispatch an ambulance. They will also be able to refer you to the emergency department or care center with the shortest waiting time.

→ **Remember! If you are using a mobile phone service based outside Denmark, you need to put in Denmark's country code +45 before dialling the emergency lines.**

**FIND CONTACT INFO
FOR THE PSYCHIATRIC
CENTRES HERE**



Emergency line

112

POLICE/MEDICAL EMERGENCY - DIAL 112

If you need urgent police assistance or intervention, call 112. If you have questions, tips, or reports (e.g. in case of theft, crime reports, etc.) that do not need immediate intervention, you need to call 114.

If you need urgent medical assistance with acute life-threatening illness or injury, you need to call 112.

URGENT PSYCHIATRIC HELP

If you or someone you know needs urgent psychiatric help, you can contact one of the Capital Region of Denmark's mental acute psychiatric centres. Five of these are open around the clock and you do not need to make an appointment. Experienced staff will assess your situation and what treatment you require. Scan the QR code to the left or read more at the URL below.

[regionh.dk/english/Healthcare-Services/
Emergency-Medical-Services/](https://regionh.dk/english/Healthcare-Services/Emergency-Medical-Services/)

You can also call 1813 who will help guide you through to a center. In case of suicidal thoughts, call 112.

JOIN US!



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/ Aalborg Universitet København - AAU CPH
/ AAU-CPH International Students
/ International Students - Aalborg University
/ International Accommodation Office AAU CPH
/ Social Life AAU CPH



AAU in Copenhagen:

@aaucph

AAU in general:

@aalborguni



www.en.aau.dk/copenhagen

www.students.aau.dk

www.newstudents.aau.dk



studentguidance@cph.aau.dk

career@cph.aau.dk

accommodation@cph.aau.dk

international@cph.aau.dk



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