

# Study Abroad Guide 2012-2014

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# INTRODUCTION

*Founded in 1479 the University of Copenhagen has a long tradition of welcoming international students. After three unsuccessful attempts, the Danish King Christian the First finally obtained permission from the Pope in Rome to establish a mediaeval University serving the Nordic countries and Northern Europe.*

The Pope's only condition was for the king to find a place for the University with plenty of food available – and Copenhagen was chosen. It turned out to be a wise choice. The city is a safe European capital with a bustling cultural life, and it offers you not only food, but also plenty of food for thought. Today the University of Copenhagen is host to around 2,000 international exchange students and 3,500 international full-degree students every year. The students come from approximately 65 different countries, each adding a cosmopolitan flavour to the teaching, research and social life of the University.

We hope this guide will make you feel welcome, and that it will answer some of the questions that you have before coming to Copenhagen and during your stay. Studying abroad may be very different from studying at home, but we will do our best to help you adjust and have a successful experience studying and living here. Study abroad is also about discovering that although things may be done differently, they are still worth doing.

In a world where all the major challenges we face are of a global nature, the mobility of students and researchers across continents – and the intercultural knowledge and understanding achieved through this – is needed more than ever. Studying abroad is not only about courses and credit transfer – it can change your whole life, it can be important to your career, and more importantly it can add to international understanding, peacekeeping and conciliation.

**WELCOME TO THE UNIVERSITY OF COPENHAGEN**



FREDERICVS SECVTIS  
UNIVERSITATIS COPENHAGENSIS



# THE UNIVERSITY OF COPENHAGEN

## THE UNIVERSITY OF COPENHAGEN

*The University of Copenhagen (UCPH) is the oldest University in Denmark. It was founded as a Catholic University in 1479 with permission of the Pope in Rome. After the Reformation, it was reopened as a Protestant university in 1537. Throughout its long history, the University has adapted and developed.*

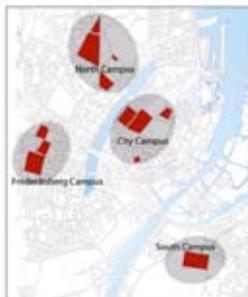
Today the University of Copenhagen has a student body of more than 37,000 and maintains teaching and research activities in 6 Faculties: Health and Medical Sciences, Humanities, Law, Science, Social Sciences and Theology. The University is renowned for research of outstanding quality, and for an excellent academic environment that challenges students personally as well as intellectually. The primary goals of the University of Copenhagen are to promote research, teaching, and to communicate the results of scientific and scholarly research. The University holds as a central principle that teaching and research should continually interact.

In 2005, the University of Copenhagen formed the International Alliance of Research Universities\* with nine other world-leading research universities.

The University offers a wide range of courses and degree programmes taught in English, including the Copenhagen Master of Excellence programmes which are degree programmes taught in English and developed to challenge students at the highest international academic level.

The University administration, teaching and research facilities are located in four campus areas in Copenhagen.

\* IARU members: Australian National University, ETH Zürich, National University of Singapore, Peking University, University of California Berkeley, University of Cambridge, University of Copenhagen, University of Oxford, University of Tokyo and Yale University.



*Frederiksberg Campus*  
The Faculty of Science.

*North Campus*  
The Faculty of Science and the Faculty of Health and Medical Sciences.

*City Campus*  
The Faculty of Law, the Faculty of Social Sciences, the Faculty of Theology, sections of the Faculty of Health and Medical Sciences and the Faculty of Science along with the Central Administration.

*South Campus*  
The Faculty of Humanities.

## THE INTERNATIONAL OFFICE

The International Office at the University of Copenhagen has a total of 14 staff and a smaller group of students who work as student advisors for our incoming and outgoing students. The office is responsible for services to international exchange and guest students such as admission, housing, student counselling, and orientation programmes including various social events to help you meet other international students. Students can meet staff from the office in the UCPH Student Centre.



Living and studying away from home can be a challenging experience – particularly in the beginning of your stay. In our Student Centre you have the opportunity to ask questions in informal surroundings. We are happy to help you, or to point you in the right direction to where you can get help whether your question relates to your academic programme, personal problems or practical tips.



Feel free to visit the UCPH Student Centre at any time during your stay. It is located in Fiolstræde 1, ground floor. Opening hours are available at [studies.ku.dk/contact](http://studies.ku.dk/contact).

## **LIBRARY SERVICES**

The University Library was founded in 1482.

Today, the University and the Royal Library have established CULIS. It is made up of Copenhagen University Library, which is a division of the Royal Library, and of the faculty and departmental libraries run by the University itself. To take out books from the libraries, you need to register online. Library website and addresses are listed in the section "Important Addresses" at the back of this guide.

Skilled staff at all the library outlets can assist you in the search for material. Subject-specific databases and CD-ROMs are available at all the libraries. Please inquire about the English version of the search systems used by the University libraries.

Copenhagen also has an extensive municipal library service free of charge. The main municipal library, Hovedbiblioteket, is located in Krystalgade close to the UCPH Student Centre. To take out books, you must be registered with the Danish authorities.

## **COMPUTER FACILITIES**

All Faculties at the University provide access to computers, printers and scanners. It is usually free of charge to use these facilities, although you may be required to pay a deposit for



a key or an admission card. Also some computer centres may charge for prints. Information about the facilities at each faculty is given below.

### **Faculty of Health and Medical Sciences**

Wireless internet access is available all over the Faculty. Students have free access to computers, printers, scanners etc. in designated computer rooms. The computers are all connected to the internet. For further information about facilities and opening hours, please contact the Faculty.

### **Faculty of Humanities**

The IT Centre provides computer facilities for employees and students in the Faculty of Humanities. In order to use the computer equipment and software available, it is necessary to be a registered user. Registered users are given an account with a username and a password, which enables them to log into the computing facilities. An account can be opened at the helpdesk. Go to room 25.1.11 to register and for IT-support. The Faculty has access to wireless internet.

### **Faculty of Law**

At the Faculty of Law students have access to computers for word-processing and Internet use. The buildings have wireless internet access. The computers are located in Jurahuset in Studiestræde 34.

### **Faculty of Science**

All departments in the Faculty of Science have computer facilities for students. Computers are available to students in computer rooms and group rooms around campus.

Most students have a laptop when they begin their studies. Teaching may therefore be planned on the assumption that students have their own computer. It is not an ultimate requirement that you buy a laptop, but the teachers responsible for a course may plan their teaching on the

assumption that you have a laptop at your disposal. If you do not wish to or are unable to buy a laptop, you may use the computer facilities at the Faculty.

There is wireless network access in most parts of the Faculty. Power sockets for recharging laptops can be found in locations with network access. Printers are available in the computer rooms.

### **Faculty of Social Sciences**

Each department has one or more computer centres for students. In some cases, students will need to purchase a key or access card in order to access the computer centres. Please inquire in your department about access to the computer facilities.

### **Faculty of Theology**

In the Faculty of Theology & Centre of African Studies students have 24-hour access to computer facilities that provide computers and printers for word-processing. All computers are connected to the internet. Wireless internet access and plugs for laptops are available in all libraries. To access the facilities you need your student ID-card and to be registered as a user. You can register and buy prints in the reception, ground floor.



# STUDYING AT THE UNIVERSITY

## COURSES OFFERED IN ENGLISH

*The University of Copenhagen offers a wide range of courses in English in all 6 faculties. Prior to each semester the International Office publishes a catalogue online on [www.studies.ku.dk](http://www.studies.ku.dk) listing the courses offered in English.*

The course catalogue enables you to plan your academic programme before the semester begins. With the exception of a few courses designed particularly for international students, the courses taught in English are also open to Danish students.

## REGISTRATION FOR COURSES

Some departments require that you register for courses prior to the beginning of the semester. In other departments you simply show up for class on the first day. If you are not sure whether you need to register for courses or how to register, please check with the relevant department or check the guidelines at [www.studies.ku.dk/studies](http://www.studies.ku.dk/studies).

## CREDITS

The University of Copenhagen is committed to the implementation of the European Credit Transfer System (ECTS), which eases the process of credit transfer between EU universities. The ECTS system defines a full study load for one year as 60 ECTS credits. The number of credits awarded for each bachelor and master course varies depending on the workload. The online catalogue of courses offered in English gives



THE DANISH  
GRADING  
SYSTEM:  
THE 7-SCALE

*(as defined by the  
Ministry of Education)*

---

12

*For an excellent performance*

---

10

*For a very good performance*

---

7

*For a good performance*

---

4

*For a fair performance*

---

02

*For an adequate performance*

---

00

*For an inadequate performance*

---

-3

*For an unacceptable performance*

---

*02 is the required grade to pass.  
Some courses are just evaluated by a pass or fail.*

details about the number of credits you earn for any particular course.

To make sure that you are able to transfer the credits earned at the University of Copenhagen, it is important that your home institution approves your intended study programme. Be aware that credits for courses are only awarded if you meet the course requirements. Studying is a full time job, and in addition to attending classes, you will be expected to spend much time studying outside classes.

## **EXAMS**

At the University of Copenhagen students are assessed after taking one of the following types of examinations: paper, written examination, oral examination or active participation. In addition, some courses may require the successful completion of written, oral or practical assignments during the semester.

Academic performance is either graded according to the Danish 7-scale or evaluated by a pass/fail. If your home institution requires that all your work be evaluated according to the 7-scale this may in some cases be arranged with the lecturer.

After completing your period of study at the University of Copenhagen, you will receive a transcript of your academic records. Please also refer to the chapter on "Transcript of Academic Records".

## **DANISH LANGUAGE COURSES**

Even if you plan to take courses taught in English at the University of Copenhagen, we encourage you to learn some Danish while you are living in the country. The University of Copenhagen offers Danish language courses to all

## ACADEMIC CALENDAR

*Autumn semester:  
Optional 3-week  
pre-semester Danish  
language course begins  
early August*

*Autumn semester  
begins around  
1 September and  
ends late January*

*Spring Semester:  
Optional 3-week  
pre-semester Danish  
language course begins  
early January*

*Spring semester begins  
around 1 February  
and ends late June*

international students from non-Scandinavian countries, and courses range from beginner's to advanced level. Knowing some Danish – even just basic words – is useful when trying to understand the Danes and Danish society, which you will be part of during your stay. Taking part in Danish language courses is also a good way of meeting other international students.

The Department of Scandinavian Studies and Linguistics, one of the world's leading centres for the study of Nordic languages and literature, co-ordinates all the Danish language programmes at the University of Copenhagen. Every August and January they arrange a three-week pre-semester Danish language course. The three-week courses are free of charge for international students admitted to the University of Copenhagen under the auspices of an exchange programme. It is also possible to take Danish language classes during the semester. If you wish to take part in one of the pre-semester courses, you must apply for this when applying for admission, whereas you can register for courses during the semester upon arrival.

## ACADEMIC CALENDAR

The academic year begins late August and contains two semesters. In some faculties the semesters are divided into two blocks. Please refer to [studies.ku.dk/studies/academic\\_calendar/](http://studies.ku.dk/studies/academic_calendar/) or to the department(s) in which you are going to study for more detailed information concerning exam periods, breaks etc.

## DEGREE PROGRAMMES

Exchange and guest students cannot take a degree at the University of Copenhagen. However, if you are interested in taking a full degree, the University offers a wide range of

high quality full-degree programmes taught in English including a number of Erasmus Mundus Programmes and the Copenhagen Master of Excellence Programmes designed to challenge leading students.

## STUDY TOUR TO RUSSIA



The University of Copenhagen organises a study tour to Russia. The tour aims at providing hands-on experience and direct access to the complex and fascinating history and culture of Russia, the biggest country in the world. The tour gives priority to learning over traditional tourism and is conducted in English for the benefit of international students. You will meet students from all over the world, currently studying in Copenhagen, as well as Danish students and Russian students acting as hosts in Moscow and St. Petersburg.

## STUDENT ID-CARD

All students at the University of Copenhagen get a student ID-card. Please refer to [studies.ku.dk/admission](http://studies.ku.dk/admission) for information on the application process. When you arrive in Copenhagen, you can pick up your student ID-card at the Orientation Meeting which is held in the beginning of each semester or in the UCPH Student Centre. The card identifies you as a student at the University and you must remember to bring it when you sign up for and sit your exams. You also use the card as a key to access University facilities outside regular opening hours, to benefit from student discounts in bookshops, museums, theatres etc., and as a library card. Please note that producing the card may take several weeks. Therefore, it is a good idea to send the photo as quickly as possible.

*If you are enrolled in the University of Copenhagen as an international exchange or guest student, you may apply to extend your enrolment*



## EMAIL ACCOUNT

When you are admitted to the University of Copenhagen, you are assigned an email account with the University. We will use your University of Copenhagen email address to contact you regarding your accommodation, courses etc. both prior to and during your stay in Copenhagen, so it is very important that you make sure to check it regularly. You can set up the account to forward e-mails to your own private e-mail account.

## EXTENSION OF STAY

If you are enrolled in the University of Copenhagen as an international exchange or guest student, you may apply to extend your enrolment. Note, however, that you cannot be enrolled in the University of Copenhagen as an exchange or guest student for more than two years in total.

If you wish to apply to extend your enrolment, please ask your department(s) in the University of Copenhagen and your home university to send a confirmation of your extension as an exchange or guest student for the period in question to [int-admission@adm.ku.dk](mailto:int-admission@adm.ku.dk). We will then register your extension in the University database. You will receive a letter of extension from the International Office. Students who need to extend their visa must contact the Danish Immigration Service upon receipt of the letter of extension. Your current student ID-card will be valid for the next semester as well.

## CANCELLATION OF STAY

Please notify the International Office immediately if, for whatever reason, you may not be able to come to the University of Copenhagen after having been admitted. You can send an e-mail to [int-admission@adm.ku.dk](mailto:int-admission@adm.ku.dk) or stop by our Student Centre if you are already in Denmark.

# STUDENT SERVICES AND STUDENT LIFE

## STUDENT SUPPORT AND GUIDANCE

*In addition to the UCPH Student Centre, there are a number of other support services for students. The addresses of these services are listed in the section “Important Addresses” at the back of this guide. You are welcome to come and talk to someone in the Student Centre about any issues and if you need to be put in touch with other student support services.*

- Department-based Student Advisory Service (*Studievejledningen*)  
In addition to the student advisory service available to all students, you will find that many departments have advisors especially for international students. They can help you with questions relating to your studies in the department.
- The Student Counselling Service (*Studenterrådgivningen*)  
The Student Counselling Service provides advice for students who need help in relation to social, psychological, and psychiatric issues. Staff includes psychologists, medical consultants, and social workers. The main office is placed in the centre of Copenhagen, and there is an office in the University of Copenhagen South Campus. The service is free.
- The Student Chaplain (*Studenterpræsten*)  
Students at all 6 faculties have the opportunity to speak to a student chaplain. The student chaplains are available to perform religious rituals and for personal conversations. Conversations are confidential, and students of all religious beliefs or of no belief are welcome to see the chaplains.



- The Association for Disabled Students & Graduates (*Handicappede studerende og kandidater*)  
The Association for Disabled Students & Graduates provides advice on issues such as access for disabled to various facilities and special services available to disabled students. Please use the UCPH Student Centre as your first point of contact to disability services.
- United Student Council (*Forenede Studenterråd*)  
The United Student Council is a politically independent organisation working to promote student issues. It is a democratic organisation open to all students with an interest in student politics.

## MENTOR

To help you get a good start, the University of Copenhagen has a well-organised mentor network. Mentors are not academic tutors, but Danish students who, on a voluntary basis, agree to help you settle in during the first days or weeks of your stay in Denmark. Your mentor will typically study the same subject area as you or attend the same faculty. Some faculties have groups where mentors help international students. In general, mentors will help you with practical matters such as registration with the Danish authorities, advise you on where to shop and introduce you to the University premises. The extent of your relationship beyond this depends on how well you get along.

*A mentor is not an academic tutor, but a Danish student who, on a voluntary basis, agrees to help you settle in during the first days or weeks of your stay in Denmark*

If you have indicated in your online application that you would like to be assigned a mentor, the department/faculty where you are going to study will try to assign one to you or make you part of a mentor group.

*During the week the Student House puts on a range of activities such as debates, live music, and an International Café*

## ESN

During the semester, the Erasmus Student Network (ESN) and local mentor groups at the University organise social events for all international students. The events give you an opportunity to socialise with both Danish and other international students. You can also join the ESN and help in choosing and planning social activities.

## THE STUDENT HOUSE

The Student House (Studenterhuset) is located in the centre of Copenhagen, and functions as a natural place for students from all faculties to meet, study, and have a good time. During the week the Student House puts on a range of activities such as debates, live music and an International Café. Furthermore, the house is home to a number of activity groups.

## INTERNATIONAL CAFÉ

Every Wednesday night during the semester is International Café night in the Student House (Studenterhuset). 300-400 Danish and international students meet to have a drink and debate and joke in numerous languages. The atmosphere is friendly and open which has made the International Café an important meeting place for all international students. If you are keen to help behind the bar, the Student House is often looking for volunteers. The work is unpaid, but it is a great way to meet new people and become part of the active crew that makes the house a lively and popular place for all students.



## SPORTS

If you are interested in doing sports while you are studying at the University of Copenhagen, we encourage you to make use of the University's Sports Association (Universitetets Studenter-Gymnastik/USG). It is cheap compared to joining other clubs and it is a good way to socialise with Danish and other international students in an informal way. USG has approximately 4,000 members, and the programme is designed to provide you with a range of sporting opportunities.



Most members exercise on an informal basis once a week, but you can also join more competitive teams that practice for tournaments. The programme includes activities as diverse as ski-gymnastics, water polo, handball, fencing, ballet, squash, indoor soccer, rock climbing, and yoga. USG makes use of facilities around Copenhagen. The main office where you sign up for activities is located in the Department of Exercise and Sports Science.

For contact details, please refer to "Important Addresses" at the back of this guide.

## KUBULUS ALUMNI

Kubulus Alumni is an association for students and graduates from the University of Copenhagen. If you are an international student you are able to connect or reconnect with the University by becoming a member of Kubulus. You are welcome to attend our events during your studies in Copenhagen and Kubulus offers you ways of staying in touch with the University when you go back home. Visit the alumni website at [www.alumni.ku.dk/englishkubulusalumni/](http://www.alumni.ku.dk/englishkubulusalumni/)

# ARRIVING AND LIVING IN COPENHAGEN

*We recommend that you arrive in Copenhagen a few days prior to commencing your studies. This will give you time to settle in, and to get acquainted with the city before starting classes. If you wish to arrive early, the International Office can assist you with addresses of hostels and inexpensive hotels.*

## COPENHAGEN

Copenhagen – the capital of Denmark – was officially founded in 1167. The small fishing village, as it was then, prospered and developed into *København* – ‘port of tradesmen’. Today Copenhagen is the commercial, cultural, and administrative centre of Denmark, and the greater city area has a population of 1.7 million. Although busy and noisy as any large city, Copenhagen continues to captivate visitors because it has managed to maintain some of its original charm. Compared to many other cosmopolitan cities, it is considered a safe city.

Copenhagen has a rich cultural life. It is home to a wide range of interesting museums and attracts international performers and artists to festivals, concerts, and other events throughout the year. Copenhagen’s cafés, bars and restaurants, many of them half submerged in cellars or located in picturesque historical buildings, range from traditional to trendy and serve everything from hot Thai curries to traditional Danish *frikadeller* (meatballs).

Just outside the city centre, you find the areas of *Østerbro*, *Vesterbro*, *Nørrebro*, *Frederiksberg* and *Amager*. *Østerbro* is one of the well-off areas of Copenhagen. Buildings as well as cafes, restaurants and shops are often of a more classical style





than what you find in other areas. *Vesterbro* and *Nørrebro* used to be working class areas, but over the past two decades both areas have turned into trendy hot spots influenced by people of many different ethnic origins, and they are very popular areas for shopping and going out. Though you may not notice it, *Frederiksberg* is actually an independent municipality surrounded by Copenhagen. It offers good shopping facilities, places for going out as well as Frederiksberg Have – a beautiful park loved by all Copenhageners. *Amager* is in fact an island linked to the rest of Copenhagen by bridges. Still, it is as close to the city centre as the other areas, and in addition to that, it has its own beach, which is a popular destination in summer.

Copenhagen is small compared to other capital cities around the world, so even if you are not going to live in one of the areas mentioned above, you will never be far away from the city centre, from the University or from where things are happening!

## WHAT TO PACK

Denmark is situated in Northern Europe where spring and summer seasons are generally temperate, windy and occasionally wet. Autumn and winter are wet, windy, dark seasons, but the temperature during the day is rarely excessively cold although it does get below freezing. You will need warm clothing and a waterproof coat is advisable. Finally, it might be a good idea to bring a sleeping bag, if you intend to travel during your stay. Other things to remember/consider:

- Tickets and insurance papers
- Passport (make sure the passport is valid for the whole period of your stay in Denmark)
- Your 'Letter of Admission' and other relevant documents
- Cash and/or credit card
- Sheets and a blanket or duvet as well as towels
- Adaptor for electrical appliances (220V)
- Documentary evidence that you have enough money to

support yourself while studying in Denmark (a recent bank statement or proof of scholarship)

- Name, telephone, fax number, and address of your contact person at your home institution
- Personal items that will help you feel at home

Finally, be sure to check your baggage allowance with the airline or train company with which you are travelling. Paying for excess baggage can be very expensive! The Guidance and Admissions Office can not hold baggage for you.

## ARRIVING BY PLANE

If you arrive by plane, you arrive in Copenhagen International Airport Kastrup, which is located 8 kilometres south of the city centre on the island of Amager. You can get from the airport to the city by train, metro, bus or taxi.

*Copenhagen is small compared to other capital cities, so you will never be far away from the city centre, from the University or from where things are happening!*

It is easy to get from the airport to the city centre by train or metro. The ride from the airport to the city centre takes about 15 minutes. Before getting on the train or metro, you need to purchase a ticket at the ticket stand (DSB) located in the airport terminal. The ticket costs around DKK 40. When you arrive in the city centre you may decide to continue on the train or metro or get a bus or taxi depending on where you are going to stay. If you are going to live in the southern part of Copenhagen (in Amager) it may be more convenient to get a bus from the airport, as you do not need to get all the way to the city centre. Bus number 250S runs from the airport. A ticket costs around DKK 40 (for 3 zones) and can be purchased on the bus. Please note that the driver may not accept large notes.

## ARRIVING BY TRAIN

Copenhagen has three large train stations and a number of smaller stations. Copenhagen Central Station

(*Hovedbanegården*) is located in the western part of the city centre. Nørreport is located in the northern part of the city centre, while Østerport is located east of the city centre. From either of the stations it is easy to get to your destination by public transport or taxi. Tickets for the metro and S-trains are purchased on the platform or in the train terminal, while bus tickets can be purchased on the bus. You use the same ticket for both busses and trains. A two-zone ticket, which is probably what you will need, costs around DKK 25. Please note that the driver may not accept large notes.

## TAKING A TAXI

If you take a taxi, note that the meter will start at a certain fixed rate and run as you drive. It is not possible to negotiate with the driver regarding the price of the fare. Taxi fares include service charges and therefore you are not expected to tip.

If you feel lost, or just want to inquire about the easiest way to get to where you are going, please do not hesitate to ask for assistance and directions: Practically everyone speaks English!

## HOUSING

*The rooms assigned by the International Office are all furnished rooms with access to kitchen, toilet and bathing facilities.*

Due to the large number of applicants and the difficult housing situation in Copenhagen, you may receive a housing offer from us as late as a couple of weeks before the beginning of your studies if you have applied in due time. If you have not heard from us two weeks prior to your arrival, please feel free to contact the Housing Coordinators at: [int-housing@adm.ku.dk](mailto:int-housing@adm.ku.dk). If you choose to decline your housing offer, or you do not respond to the housing offer within the deadline stated in the offer, we will not be able to give you a second offer.

All housing applicants, who have applied before the close down of the "housing window", will be offered housing according to

their period of study, which is including or excluding the pre-semester language courses. This also means that if you arrive early, you cannot expect to move into your room early. As a general rule the period of study that you have applied for is binding.



The University of Copenhagen does not have on-campus accommodation and we only have access to around 370 rooms in halls of residences (kollegier). The rooms assigned by the International Office are all furnished rooms with access to kitchen, toilet and bathing facilities. The rooms offered in halls of residence are a combination of single rooms and twin rooms. Twin rooms are shared with another student of the same gender and preferably the same age. The typical monthly rent in Copenhagen can vary but is normally between DKK 2,600 to 4,800 per person. For very cheap offers, you should expect that the housing is located on the outskirts of Copenhagen and/or is of lower quality.

Due to the limited access to rooms in halls of residences, many students will have to find accommodation on their own from the International Office's list of housing offers from private sublessors. The University's involvement is limited to updating the list. It is up to the students to contact the landlord/lady, review their offer and make a contract.

Students living in a private home should follow house rules determined by the landlord/lady. We strongly recommend that the landlord/lady and the tenant agree upon any house rules immediately after arrival in order to avoid any misunderstandings during the tenancy. Likewise, it is always a good idea to ask the landlord/lady to write down the house rules.

If you live in a hall of residence or a shared student apartment, it is essential to ensure a pleasant and comfortable environment where everyone can live and study. It is important to respect your neighbours and to keep noise to a minimum level. Likewise, it is necessary for everyone to take part in the shared responsibilities at the residence. You should familiarise yourself with



*Cycling is, in fact, the most popular, quickest and cheapest way to get around*

the housing procedures and types of housing on our website [www.studies.ku.dk](http://www.studies.ku.dk) so you know what to do and what to expect. You should not expect the landlord/lady or your hall of residence to cover your personal items for instance in cases of theft or fire. We recommend that you take out house content insurance in Denmark. Otherwise, you will have to accept the costs, which can be substantial, if something happens. For contact details, please refer to "Important Addresses" at the back of this guide.

## LIVING IN COPENHAGEN

The safe atmosphere, the well-developed infrastructure, the low level of pollution and the many cultural events all contribute to making Copenhagen one of the most livable cities in the world.

The waterfront and the many parks offer opportunities to relax away from the noise of city life. On weekends and during semester breaks, it is easy to get away to explore the beautiful castles and the countryside around the island of Zealand or cross Øresund to discover our neighbouring country, Sweden.

Getting around the inner city as well as the rest of Copenhagen is easy. The city has a well-developed public transportation system of busses and trains but cycling is, in fact, the most popular, quickest and cheapest way to get around. There is an extensive network of cycling paths throughout Copenhagen. Many students choose to buy a cheap used bike when they arrive in Copenhagen.

## MEETING THE DANES

The University of Copenhagen welcomes more than 2,000 international exchange and guest students each year, and there is a range of social events taking place during the semester. It will be easy for you to meet and socialise with

other international students. However, while you are living in Copenhagen, we also encourage you to make an effort to meet the Danes. You will undoubtedly form your own opinion about the Danes, and so you should. We do not intend to supply you with a whole set of views in advance, but only give you a few hints to make your stay a bit easier from the beginning.

Danes have a reputation of being quite reserved and in the beginning they may seem difficult to get into contact with. Danes often fulfil their social need in a narrow circle consisting of family, colleagues, and close friends. The home is a central concept in the life of a Dane, and the Danes put a lot of effort and money into making their homes comfortable and *hyggelige* (cosy). *Hygge* (cosiness) is a keyword in the Danish way of life focusing on enjoying the simple things in life.

However, if you show an interest in getting to know the Danes, their culture, and their language you will get a positive response. Try to speak a bit of Danish to them even if you only know a few phrases. It pays off. Most Danes will be happy to help you and will also be happy to speak English with you. Invite your Danish mentor along to things you like to do, participate in the ESN and Student House activities or join a sports team. There are many ways to meet the Danes.

Danes are very informal and liberal in their way of life. The position towards alcohol is generally relaxed.

## LIVING COSTS

These are rough estimates of what it costs for a single person to live in Copenhagen

Housing	DKK 2,600 – 4,800 /month
Board	DKK 1,500 – 2,000 /month
Books and other study materials	DKK 1,000 – 1,500 /semester
Local transportation	DKK 300-600 /month
Estimated pocket money	DKK 1,000 /month

*To open an account and get a debit card, you must remember to bring your cpr-number, which is printed on your Danish Health Insurance Card*



To save money, we recommend that you consider buying a used bicycle, which you can get for around DKK 500-1,000 at bicycle shops.

If you use public transportation frequently, getting a monthly pass may be the cheapest option for you. Please note that international students are not eligible for student discount on public transportation.

Be aware that tipping is only customary in Denmark when service has been particularly good. Taxi fares and restaurant bills include service charges and therefore you are not expected to add extra to that.

## MONEY AND BANKING

The Danish currency is the krone; 1 krone equals 100 øre. It is easy to convert a wide range of currencies and travellers' cheques in Denmark but it can also be quite expensive as Danish banks charge a fee for this type of service. While well-known international credit cards are widely accepted, they may be inconvenient for you to use for everyday shopping. Therefore it may be a better option for you to open a bank account with a Danish bank. To open an account and get a debit card, you must remember to bring your cpr-number, which is printed on your Danish Health Insurance Card. It is also a good idea to bring copies of your passport, your Letter of Admission and your housing contract, as you may be asked for these documents. Note that Danish banks are closed on Saturdays and Sundays.

## SHOPPING

Shopping is easy in Copenhagen. On the main shopping pedestrian street Strøget and in the small surrounding streets in the historic city centre, you will find major international retail names as well as shops with more student-friendly



prices, all within walking-distance from each other. Copenhagen also has a number of shopping centres just outside the city centre such as *Fisketorvet* in Vesterbro, *Fields* in Amager and *Spinderiet* in Valby .

You may also choose to explore your local neighbourhood. While each of the residential areas surrounding the city centre has distinct styles, some stand out as particularly interesting:

### **Vesterbro**

If you want to spot the latest trends in Copenhagen and, indeed, Scandinavia, this is not a bad place to start. *Vesterbro* used to be known as Copenhagen's working class district, but in the last few years a genuine transformation has occurred in the area to the west of the Central Station. Main shopping streets are *Istedgade* and *Vesterbrogade* where you find the latest in cool street wear, as well as small designer shops with clothes and handicrafts. *Værnedsvej* is a small street full of small charming shops.

### **Nørrebro**

Like *Vesterbro*, *Nørrebro* has become a trendy area for shopping and going out. The south end of *Nørrebrogade* and the smaller side streets in that area such as *Elmegade* and *Blågårdsgade* are particularly interesting with shops run by local designers. If you are looking to buy second-hand furniture for your room, *Ravnsborggade* is the place to go. The street is lined with places where you can get a bargain.

For everyday shopping of groceries, some the cheapest places to go are *Netto*, *Fakta*, *Aldi*, *Lidl* and *Rema1000* which you will find all over Copenhagen. The shops are not known for their service but they are popular with the Danes because prices are low, and the large turn-over in the shops ensures fresh products. To buy more exotic spices and specialities, look for the little Turkish, Pakistani and other ethnic shops all of which add their special flavour to shopping in Copenhagen.

# RESIDENCE PERMIT AND INSURANCE

## RESIDENCE PERMIT

*Some students will need to obtain a residence permit before entering Denmark, some can obtain it upon arrival, and others will not need one. Keep yourself updated at [www.nyidanmark.dk](http://www.nyidanmark.dk)*

### **Students from Non-EU/EEA and Non-Nordic Countries**

If you are not an EU/EEA citizen and not a Nordic citizen, you must apply for a student visa using an ST1 application form which is supplied by the International Office together with the letter of admission. Most students from our partner universities can enter Denmark prior to having obtained a visa, but some must have a visa prior to departure for Denmark. Please refer to the Danish Immigration Service website [nyidanmark.dk/en-us/coming\\_to\\_dk/vise/need\\_visa/who\\_needs\\_visa](http://nyidanmark.dk/en-us/coming_to_dk/vise/need_visa/who_needs_visa). The application process usually takes 2-3 months.

Also, please be aware that prior to your departure, the Danish Immigration Service may require that you provide documentation from your bank certifying that you can support yourself financially while in Denmark. Please refer to your Residence Permit application form for detailed information.



All international students in Denmark are allowed to work while studying here (15 hours per week from September to May and 37 hours per week from June to August). However, you need a work permit to do so, and we strongly advise you to apply for a work permit when you apply for your residence permit, if you plan to work part-time.

You are welcome to contact the Danish Immigration Service directly with any questions you may have. The direct no. for their student hotline is in the back of this guide.



### **Students from EU/EEA Countries and Switzerland**

If you are an EU/EEA or Swiss citizen, you will need a residence permit, if you are staying in Denmark for more than three months. The permit may be obtained upon arrival in Denmark. Bring your passport, two passport photos and your Letter of Admission when you apply.

Students from EU member states will not need a work permit for regular student jobs.

### **Students from Nordic countries**

If you are a Nordic citizen, you do not need a residence permit. Students from the Nordic countries will not need a work permit for regular student jobs.

## **WORKING IN DENMARK**

Some international students manage to find work in bars or restaurants or with distributing newspapers. However, chances of finding employment are small, and you should not base your finances on the chance of obtaining paid employment. For information on how to apply for a work permit, please refer to the chapter on “Residence Permit”.

## **CPR-NUMBER**

When you have arrived in Copenhagen, you are required to register with the local civil registration office (Borgerservice). To do so you must have your residence permit (except Nordic students) and a permanent address in Denmark. The civil registration office will provide you with a personal identity number, called a cpr-number, as well as a Health Insurance Card. The UCPH Student Centre will refer you to your local registration office. You can also refer to “Important Addresses” at the back of this guide.

## COPENHAGEN INTERNATIONAL SERVICE

*For further information  
about being New in  
Copenhagen and  
registering with the  
authorities, please visit  
[www.kk.dklenglish](http://www.kk.dklenglish)*

## NATIONAL HEALTH INSURANCE

*To be covered by the  
Danish Health Security  
Act, you must apply for  
the Health Insurance  
Card with the local civil  
registration office upon  
arrival*

Your cpr-number is used to register officially that you are living in Denmark, but you will also find that banks, libraries, phone companies, sports associations etc. ask for your cpr-number if you wish, for example, to open an account or get a membership.

## INSURANCE

The University of Copenhagen does not have a mandatory insurance policy which students are required to take out, and students are not covered by any insurance policies taken out by the University of Copenhagen. We strongly encourage you to purchase general insurance (personal possessions, accident and liability) as well as a health insurance prior to your departure for Denmark. Contact your own international office for further advice on where to take out an insurance policy.

Alternatively you may take out an insurance policy with International Health Insurance (IHI) in Denmark. The IHI Study Abroad insurance covers for periods up to 24 months, and gives full protection in case of acute illness and injury. It also covers medical evacuation back to your home country, emergency repatriation and personal liability, among many other things.

The Danish Health Security Act covers students staying for more than three months. Note, however, that this does not cover the costs of medical evacuation back to your home country, emergency repatriation and personal liability. To be covered by the Danish Health Security Act, you must apply for the Health Insurance Card with the local civil registration office upon arrival. You will be assigned a medical doctor in your area of residence. If you have chronic medical problems requiring prescriptive medicine, please bring copies of your medical history issued by your local doctor. Please note that medicine is not free of charge in Denmark.

## CITIZENSHIP

## HEALTH INSURANCE

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### *NON EU/EEA AND NON-NORDIC COUNTRIES*

*Students from non-EU/EEA and non-Nordic countries staying for more than three months should apply for a Health Insurance Card upon arrival. The certificate is valid immediately after you have registered with the local civil registration office – Folkeregistret/Borgerservice. It is therefore strongly recommended that you register as soon as possible after arrival.*

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### *EU/EEA COUNTRIES AND SWITZERLAND*

*European students who are planning to stay for more than three months should bring the European Health Insurance Card from their local health insurance office. This card is proof that you are entitled to health insurance at home, and therefore it entitles you to apply for the regular Danish Health Insurance upon arrival in Denmark. The Danish Health Insurance is valid immediately after you register with the local civil registration office – Folkeregistret/Borgerservice. It is therefore strongly recommended that you register as soon as possible after arrival.*

*British and Austrian students are covered under the Danish Health Insurance. If a British or an Austrian student requires medical assistance, before they receive their Health Insurance Card, they should show their passport to the doctor and refer to the special agreement with Denmark..*

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### *NORDIC COUNTRIES*

*Nordic students are covered for up to six months by the Danish Health Security Act if you need acute medical treatment. If you are staying for more than six months, you must register with the local civil registration office – Folkeregistret/Borgerservice to be covered. You are able to register if you stay in Denmark more than three months.*

# HEALTH AND SAFETY

## CULTURE SHOCK

*Culture shock is the name given to a feeling of disorientation or confusion that often occurs when a person leaves a familiar place and moves to an unfamiliar place.*

The reaction may be both physical and psychological, and some students will probably at some point ask themselves why they chose to leave their familiar surroundings. It is important then to remember that it is a learning process, and that most students will return with greater self-confidence and the ability to manage in an intercultural environment.

When you arrive in Denmark, you will no doubt encounter a multitude of new things. The food is not the same as it is at home, and familiar greetings such as 'hello' and 'good day', 'thanks', and 'how are you doing' may suddenly give completely different responses than the ones you are used to. People talk in a strange language and look different. University rules are different, and the way of studying may appear strange and difficult. Even though things seem very similar, they may not be, and suddenly everyday routines and simple actions become difficult and frustrating. It is often small differences that are most frustrating, as you think you know how to act, but you get a strange response. Your family and friends are very far away.

Research has shown that culture shock often develops in different stages:

- *Arrival/ "Honeymoon" Stage:* Everything is new and exciting.
- *Culture Shock Stage:* You start to experience difficulties with everyday things, as they are different from home, such as the language barrier, getting the right food etc.





- *Adapting Stage:* You slowly start to understand the new culture and feel more in balance. You feel an urge to belong.
- *Re-entry Shock Stage:* This stage takes place when you return to your home country and suddenly find out that you have brought back something with you that makes you see your own culture with more critical eyes. This can be difficult to come to terms with. Please also refer to the chapter “Re-entry”.

To minimise the effect of culture shock it is important to acknowledge the existence of it, and to know and pay attention to the symptoms, as well as to keep in mind that it is occurring as part of a learning process. Some of the typical symptoms of culture shock are:

- Loneliness
- Sleeplessness or excessive need of sleep
- Mood changes, powerlessness
- Anger, animosity against other people
- Idealisation of home culture and development of stereotypes in the new culture
- Loss of self confidence and insecurity
- Strong longing for family and friends back home

If you experience some of the above symptoms and have a sudden feeling of loneliness or sadness, here are some ideas that may be helpful in dealing with culture shock:

- Accept that you cannot know everything about the new country and the language, and if it is overwhelming, take a break
- Keep an open mind. People in Denmark may say or do things that people at home would not do or say. But the people in Denmark act according to their own set of values, not yours. Try to avoid evaluating their behaviour using the standards you would use in your own country
- Try to do things that you did at home, listen to your favourite music and eat familiar food
- Stay in touch with family and friends at home
- Talk to your new friends about your feelings

*Moving to a new culture can be the most fascinating and educational experience of your life. There is no better way to become aware of your own values and attitudes or to broaden your point of view.*

- Stay active – physical activity often helps!
- Learn from experience. Moving to a new culture can be the most fascinating and educational experience of your life. There is no better way to become aware of your own values and attitudes or to broaden your point of view.

### Where to get help

However, this may not be enough, and you are always welcome to come and talk to the staff at the UCPH Student Centre. Talking things through with one of the advisors can help in achieving a perspective on culture shock, and the learning possibilities it implies. Another possibility is to contact the student counselling, *Studenterrådgivningen*. For addresses and opening hours, please refer to “Important Addresses” at the back of this guide.

Please be aware that the waiting time for a consultation with *Studenterrådgivningen* is up to 2-3 weeks but you can always get a consultation in a critical situation. Another option is to contact your personal doctor and set up an appointment.

In case you are experiencing a very strong feeling of sadness, and cannot see your way out of it, you should immediately contact *lægevagten* (emergency medical service) to make an appointment. They are open everyday from 16 to 8 the following morning and 24 hours on weekends and holidays. The telephone number is 38 69 38 69.



You can also contact the psychiatric emergency ward directly for counselling. For contact details, please refer to “Important Addresses” at the back of this guide.

## EMERGENCIES

In case of an emergency such as fire, a traffic accident or acute health problems, call 112. Remember to provide as many details as possible:

- Where are you?
- What has happened?

- How many people are injured and what is their condition?
- What telephone number are you calling from?
- Etc.

For non-urgent matters, please call 114.

## DOCTOR AND MEDICAL ADVICE

*Remember to bring your Danish Health Insurance Card when you go to see the doctor*

With the Danish Health Insurance you can see a doctor without charge. When you register for the CPR-number, a medical doctor (General Practitioner) will be assigned to you. His/her contact details are printed on your Health Insurance Card if you need to make an appointment. Remember to bring your Danish Health Insurance Card when you go to see the doctor. If you have a medical history, it is always a good idea to bring with you the accurate and complete physical and mental health information to secure a safe and healthy study abroad experience.

If you need medical assistance outside of your doctor's opening hours, call the emergency medical service. The telephone number is 38 69 38 69 and is open from 16 to 8 the following morning and 24 hours on weekends and holidays.

If you are not sure if you need medical assistance, but would like professional advice from a nurse, call 1813. The number is open 24hrs on all days of week. When you have described your injury or condition, they can advise you on how to treat your injury or direct you to further treatment by trained medical staff; e.g your own general practitioner or an emergency ward.

## DENTIST

If you need to see a dentist, you are free to choose any dentist and call to make an appointment. Be aware that dental treatment is not free of charge in Denmark. You can find a list of dentists (tandlæger) in the yellow pages on [www.dgs.dk](http://www.dgs.dk).

In case of an emergency outside office hours (8-16), you can visit the emergency dental service. You cannot call the emergency dental service, but must show up in person at Oslo Plads 14, DK-2100 Copenhagen East.

## HOSPITALS

If you are injured and need urgent medical care in hospital, you can seek help in an emergency room (*skadestue*).

You have to pick a number when entering the emergency room. For addresses, please refer to "Important Addresses" at the back of this guide.

## PHARMACIES

You are able to buy a few types of medicine in supermarkets. However, if you need medicine, even just pain killers, we recommend that you always buy them in a pharmacy where specialists are able to give you professional advice on what you are buying, possible side effects and how much to take.



If you need medication outside regular opening hours, there are a few pharmacies that are open 24 hours. For addresses, please refer to "Important Addresses" at the back of this guide.

## CONFIDENTIALITY

Patients and patient journals are treated confidentially in Denmark. Hence the only persons who have access to the information are you and your doctor/medical advisors. However, in case of a serious illness or accident during your study abroad period in Denmark, we encourage you to contact the International Office. Also, you are always welcome to come to the UCPH Student Centre if you have personal or health related issues that you are concerned about.



## PREVENTION OF CRIME AND ASSAULT

Even though Copenhagen is a safe city, it is a big city and a capital, and crime does occur. We therefore urge you to pay attention and respond to your instincts, if something is not right, use your common sense, as you would do in any other big city.



Assaults often occur when people are intoxicated or agitated. It is important to keep one's head clear and not lose one's temper. If possible, pull away from the situation.

The following precautions may help to get you out of a possible violent situation:

- Do not show you are afraid
- Do not lose your temper
- Use a kind, but assertive voice
- Apologise if you have been a part of the episode
- Avoid further discussion
- Do not answer back
- Quietly leave the place if possible
- If there are others present let them in on what is happening
- If all fails then run to safety

## THEFT/ROBBERY

In the unlucky event of theft or robbery, you should contact the police immediately. The more details you are able to provide, the more the police have to work with in the effort to solve the crime. For phone numbers of the Police Stations, please refer to "Important Addresses" at the back of this guide.

## VIOLENT INCIDENTS

Violent incidences are rare. However, if you have been exposed to physical violence, you should contact the police

immediately. You may also want to contact the UCPH Student Centre. The case will be a police matter but we will assist you in every way we possibly can. Remember that it is possible to bring another person to the station to report the crime. This person will be allowed to sit in on all questioning and can therefore be of great support. Please note that if you bring another person to report the crime this person will be bound to professional confidentiality.

## **IN CASE OF SEXUAL ASSAULT**

It is very unlikely that you should be exposed to a sexual assault. However, in the event that this occurs, it is possible to receive both medical and psychological counselling at the local rape centre or hospital. It is very important to go to the nearest rape centre (or hospital) to be examined, if you have been subject to a sex crime. Do not clean yourself up/wash before going. Remember that it is not a shame, and not something you need to hide. It is not your fault, and it does help to talk about it.

Rigshospitalet has a Centre for Victims of Sexual Assaults. The centre is open 24 hours a day, and you can contact a nurse. You do not need an appointment, but it may be a good idea to contact the centre before going there, so they know you are coming, and are able to give you advice on what to do and what to bring. Remember that the centre will help you irrespective of whether you want to report the assault to the police or not.

## **DRUGS**

It is illegal to be in possession of drugs in Denmark, and if you are caught in possession of drugs you will be arrested and charged. The sentence depends on the type drug you are caught with and the amount. Be aware that you may risk deportation.

# GOING BACK HOME

*When your stay in Copenhagen is coming to an end, there are a few things that need your attention before you can go back home.*

## TRANSCRIPT OF ACADEMIC RECORDS

The International Office issues transcripts for international exchange and guest students. After the departments have registered all the results, your home university will receive a transcript of your academic records. This may take up to 8 weeks. If you have enquiries please contact us at [int-transcript@adm.ku.dk](mailto:int-transcript@adm.ku.dk).

## HOUSING

Students living in private homes are advised to clean their rooms and to arrange for inspection of the room with the landlord/lady. This should be done prior to departure in order to ensure the return of the deposit. This is a way of avoiding any misunderstandings regarding cleaning or decoration of your room, which might otherwise result in extra bills after your departure.

If you are living in a hall of residence or a shared student apartment, you must remember to leave your complete set of keys and laundry card with the office or inspector stated in your contract no later than noon the last day of the rental period. Otherwise you will be charged for the change of the lock. In order to get your deposit back, it is very important that you make sure to leave your contact and bank details with the administration office in question. In some halls of residence, you may have to fill in a form before leaving.

## **RE-ENTRY CULTURE SHOCK**

Going back home can be as big a challenge as going abroad. You have probably changed more than you realise, and will see things differently when you return back home. It can take time to settle back in, and this is often a big surprise to most students, as they are looking forward to going home and seeing family and friends again. It is a good idea to start preparing yourself for the return by saying goodbye to people and places that have been important to you during your stay abroad. Try to think about how you may have changed and what you have learned, and allow people back home to adjust to these changes in you. Again, it may be a help to simply be aware of it, and also if times get tough, try to recognise what you have gained and which skills you have acquired. Give yourself credit for it!

# IMPORTANT ADDRESSES

(Information as of June 2012)

## Faculties and Offices at the University of Copenhagen

### The International Office UCPH Student Centre

Fiolstræde 1  
DK-1171 Copenhagen K  
Tel: (+45) 35 32 26 26  
Email: inter@adm.ku.dk  
www.studies.ku.dk

### The Faculty of Health and Medical Sciences

The Panum Institute  
Blegdamsvej 3B  
DK-2200 Copenhagen N  
Tel: (+45) 35 32 79 00  
www.healthsciences.ku.dk

### The Faculty of Humanities

Njalsgade 76  
DK-2300 Copenhagen S  
Tel: (+45) 35 32 88 11  
www.humanities.ku.dk

### The Faculty of Law

Studiestræde 6  
DK-1455 Copenhagen K  
Tel: (+45) 35 32 26 26  
www.jura.ku.dk/english

### The Faculty of Science

Tagensvej 16  
DK-2200 Copenhagen N  
Tel: (+45) 35 32 42 00  
www.science.ku.dk/english

### The Faculty of Social Sciences

Øster Farimagsgade 5  
DK-1353 Copenhagen K  
Tel: (+45) 35 32 35 46  
www.socialsciences.ku.dk

### The Faculty of Theology

Købmagergade 44-46  
DK-1150 Copenhagen K  
Tel: (+45) 35 32 39 61  
www.teol.ku.dk/english

## Student Services and Associations

### The Student Counselling Service at Kompagnistræde

Kompagnistræde 21, 1  
DK-1208 Copenhagen K  
Tel: (+45) 70 26 75 00  
www.studraadgiv.dk  
Email: kbh@srg.dk

### The Student Counselling Service at KUA

University of Copenhagen, Amager  
Njalsgade 80, 19.2  
DK-2300 Copenhagen S  
Tel: (+45) 35 32 93 80  
www.studraadgiv.dk  
Email: kua@srg.dk

### The Student Chaplain – Social Sciences, Law and Theology

St. Kannikestræde 8, 3  
DK-1169 Copenhagen K  
Tel: (+45) 33 14 01 83  
Email: slh@rundetaarn.dk  
www.studenterpraesten.dk

### The Student Chaplain – Humanities

Njalsgade 126, room 23.3.06  
DK-2300 Copenhagen S  
Tel: (+45) 35 32 80 17  
Email: bkp@km.dk  
www.studenterpraesten.dk

### The Student Chaplain – Health Sciences and Science

Blegdamsvej 3B, room 15.2.1  
DK-2200 Copenhagen N  
Tel: (+45) 35 32 70 94 / 28 75 70 94  
Email: praest@sund.ku.dk  
www.studenterpraesten.dk

### The Association of Disabled Students & Graduates

University of Copenhagen, Amager  
Njalsgade 130, room 24.0.50  
DK-2300 Copenhagen S  
Tel: (+45) 35 32 91 01  
Email: hsk@hum.ku.dk  
www.hsknet.dk

### United Student Council

Fiolstræde 10  
DK-1171 Copenhagen K  
Tel: (+45) 35 32 38 38  
Email: FSR@fsr.ku.dk  
www.studenterraad.ku.dk

### The Student House

Købmagergade 52  
DK-1150 Copenhagen K  
Tel: (+45) 35 32 38 62  
www.studenterhuset.com

### The University Sports Association

Nørre Allé 53  
DK-2200 Copenhagen N  
Tel: (+45) 35 37 61 98  
Email: kontor@usg.dk  
www.usg.dk

## University Book Shops

### Health and Medical Sciences

Nørre Allé 20  
DK-2200 Copenhagen N  
Tel: (+45) 35 32 68 09  
Email:  
panum@academicbooks.dk  
www.academicbooks.dk

### Humanities

Njalsgade 80  
DK-2300 Copenhagen S  
Tel: (+45) 35 32 80 79  
Email:  
humaniora@academicbooks.dk  
www.academicbooks.dk

**Law**

Nørregade 6  
 DK-1165 Copenhagen  
 Tel: (+45) 33 12 69 70  
 Email: atheneum@academicbooks.dk  
 www.academicbooks.dk

**Science**

Ole Maaløes Vej 5  
 DK-2200 København N  
 Tel: (+45) 77 42 43 07  
 Email: poly@polyteknisk.dk  
 www.polyteknisk.dk

Thorvaldsensvej 40  
 DK-1871 Frederiksberg C  
 Tel: (+45) 35 35 76 22  
 Email: life@academicbooks.dk  
 www.academicbooks.dk

**Social Sciences**

Øster Farimagsgade 5  
 DK-1014 Copenhagen K  
 Tel: (+45) 35 32 43 34  
 Email: css@academicbooks.dk  
 www.academicbooks.dk

**Libraries****The Black Diamond**

– covers all subjects  
 Søren Kierkegaards Plads 1  
 P.O. Box 2149  
 DK-1016 Copenhagen K  
 Tel: (+45) 33 47 47 47  
 www.kb.dk/en/

**Faculty Library of Social Sciences**

Gothersgade 140  
 DK-1123 Copenhagen K  
 www.kb.dk/en/

**Faculty Library of Humanities**

Njalsgade 112  
 DK-2300 Copenhagen S  
 www.kb.dk/en/

**Faculty of Law Library**

Studiestræde 34, 2nd floor  
 DK-1455 Copenhagen K  
 www.jura.ku.dk/english/library

**Faculty of Sciences Library**

Dylægevej 10  
 DK-1870 Frederiksberg C  
 www.bvfb.life.ku.dk/English

**Faculty Library of Natural and Health Sciences**

Nørre Allé 49  
 DK-2200 Copenhagen N  
 www.kb.dk/en/

**School of Pharmaceutical Sciences Library**

Universitetsparken 4, 2nd. floor,  
 2100 København Ø  
 www.farma.ku.dk/english

**Faculty of Theology Library**

Købmagergade 44-46  
 DK-1150 Copenhagen K  
 www.teol.ku.dk/english/library/

In addition, there are department or institute libraries that function as reference libraries with very limited loaning services.

**Danish Immigration Service****Danish Immigration Service**

Service Center  
 Ryesgade 53  
 2100 Copenhagen Ø  
 www.newtodenmark.dk  
 Tel.: (+45) 35 30 87 50  
 E-mail: us@us.dk

**Civil Registration Office****Borgerservice København**

Nyropsgade 1  
 DK-1602 Copenhagen V  
 Tel.: 33 66 66 06  
 Email: east@icitizen.dk  
 www.kk.dk/english

**Borgerservice Frederiksberg**

Frederiksberg Rådhus, 1st floor  
 Smallegade 1  
 2000 Frederiksberg  
 Tel.: 38 21 21 00 / 38 21 21 21  
 Email: raadhuset@frederiksberg.dk  
 www.frederiksberg.dk/omkommunen/english

**Emergency Rooms****Hvidovre Hospital, department 536**

Kettegård Alle 30  
 DK-2650 Hvidovre  
 Tel. (+45) 38 62 38 62

**Bispebjerg Hospital**

5. tværvæg, Entrance no 7C,  
 ground floor  
 Bispebjerg Bakke 23  
 DK-2400 Copenhagen NV  
 Tel: (+45) 35 31 23 73 / 35 31 23 72

**Amager Hospital**

Kastrupvej 63, entrance 17  
 DK-2300 Copenhagen S  
 Tel: (+45) 32 34 35 00

**Frederiksberg Hospital**

Nordre Fasanvej 57  
 DK-2000 Frederiksberg  
 Tel: (+45) 38 16 35 22

## Psychiatric Emergency Wards

### Bispebjerg Hospital

Psykiatrisk skadestue  
Tuborgvej 235, entrance no 51  
DK-2400 Copenhagen NV  
Tel: (+45) 35 31 23 00 (24 hours)

### Amager Hospital

Psykiatrisk skadestue  
Digevej 110  
DK-2300 Copenhagen  
Tel: (+45) 38 64 16 50 (8-22)

### Frederiksberg Hospital

Psykiatrisk skadestue  
Nordre Fasanvej 57, entrance no 27,  
ground floor  
DK-2000 Frederiksberg  
Tel: (+45) 38 16 45 15 (8-22)

### Hvidovre Hospital

Psykiatrisk skadestue  
Brøndbyøstervej 160  
DK-2605 Brøndby  
Tel: (+45) 38 64 55 02 (24 hours)

### Københavns Amts Sygehus in Glostrup

Psykiatrisk Skadestue  
Ndr. Ringvej 69, Building B  
DK-2600 Glostrup  
Tel: (+45) 38 64 06 71 (24 hours)

### Psykiatrisk Center Ballerup

Psykiatrisk Skadestue  
Ballerup Boulevard 2  
DK-2750 Ballerup  
Tel: (+45) 38 64 50 03 (24 hours)

### Københavns Amts Sygehus i Gentofte

Psykiatrisk Skadestue  
Niels Andersens Vej 65, entrance no  
32, ground floor  
DK-2900 Hellerup  
Tel: (+45) 38 64 61 00 (8-22)

## Emergency Dental Service

### Emergency Dental Service

(Tandlægevagten)  
Oslo Plads 14,  
DK-2100 Copenhagen Ø  
(by Østerport station)  
Email: info@tandvagt.dk  
www.tandvagt.dk  
You cannot make an appointment, but  
have to show up in person. Remember  
to bring your Health Insurance Card  
and cash to pay for the treatment.

## 24 – Hour Pharmacies

### Copenhagen Steno Pharmacy

Vesterbrogade 6C  
DK-1620 Copenhagen V  
Tel: (+45) 33 14 82 66

### Copenhagen Sønderbro Pharmacy

Amagerbrogade 158  
DK-2300 Copenhagen S  
Tel: (+45) 32 58 01 40

## Police Stations

### Police Station Amager – covers Amager

Kamillevej 3  
DK-2770 Kastrup  
Tel: (+45) 33 14 14 48

### Police Station Bellaø – covers Nørrebro, Østerbro and Frederiksberg

Borups Allé 266  
DK-2400 Copenhagen NV  
Tel: (+45) 33 14 14 48

### Police Station City – covers City and Vesterbro

Halmtorvet 20  
DK-1700 Copenhagen V  
Tel: (+45) 33 14 14 48

## Embassies

**The Danish Ministry of Foreign Affairs** website has a Diplomatic List with all foreign representations in Denmark. Go to [www.um.dk/en](http://www.um.dk/en) and perform a search for Diplomatic List.

## Insurance Companies

### Alm. Brand

Tel: (+45) 35 47 47 47  
Email: [almand@almand.dk](mailto:almand@almand.dk)  
[www.almand.dk](http://www.almand.dk) (website is in English)

### Tryg Forsikring

Tel: (+45) 70 11 20 20  
Email: [tryg@tryg.dk](mailto:tryg@tryg.dk)  
[www.tryg.dk](http://www.tryg.dk) (website is in English)

## Legal Aid

Københavns Retsshjælp  
Stormgade 20, 1st floor  
DK-1555 Copenhagen K  
Tel.: (+45) 33 11 06 78  
[www.retsshjaelpen.dk/eng](http://www.retsshjaelpen.dk/eng)  
Free service. Legal Aid's advisors decide whether to assist in the specific cases.

University of Copenhagen  
The International Office  
UCPH Student Center  
Fiolstræde 1  
DK-1171 Copenhagen K

Telephone: (+45) 35 32 26 26  
E-mail: [inter@adm.ku.dk](mailto:inter@adm.ku.dk)  
[www.international.ku.dk](http://www.international.ku.dk)

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