

Guidelines for registering at CIU

CIU

CIU (The Central Nomination Committee) is a political housing organization, which works with a fair and central nomination for student and youth accommodations.

At www.ciu.dk you can find detailed information about the application process (in Danish only). Please note that when you enter this Internet site, you can click the green button FIND BOLIG and be transferred to www.findbolig.nu, which is a free website, where you can apply for accommodation.

Under Urgent Housing you will find information in English about how to apply if you have urgent housing needs.

Apply

Please note that you can only apply for housing through CIU, if you are between 18 and 35 years old. You have to be admitted for a minimum of 1 year to be eligible for a room via the CIU.

You have to be able to document that you are a student; if you are also able to apply as an Exchange student.

It is not possible to apply for PhD students – or students doing Postgraduate Teacher Training, because that is considered as a job, not studying. It is likewise not possible to apply if you have already completed an education, for example a postgraduate degree.

Please note that you can become an active applicant no earlier than 3 months before your studies in Copenhagen begin. You are able to apply prior to these 3 months, but if you for example begin your studies in Copenhagen on the 1st of September, the application will not be active until 1st of June.

When you have filled in an application for CIU, you will receive an e-mail within two weeks. It will be sent to your e-mail address and to your mailbox at FindBolig.nu.

If you have not received an answer from CIU within two weeks, please contact CIU at info@ciu.dk or + 45 33 11 64 44.

Filling in the application form

At www.findbolig.nu you start at the site with title 'Find accommodation', where you fill in various criteria for your search for accommodation. Please note that if you are a single applicant, you can only apply for 1 or 1 ½-room housing. It is also possible to apply a couple and search for a 2-room apartment.

The field called 'Udbyder' means provider. In order to search for as many rooms as possible, you might want to choose 'Alle', meaning all of them.

Then you have the option of choosing the area where you wish to live. From a drop-down menu choose 'Hovedstaden' which means Copenhagen and surroundings. There are many areas to choose from. We suggest you look at a map of Copenhagen and surroundings to decide, which areas you wish to include in searching for accommodation. Please note, that the more areas you choose, the better is your chance to get a room quickly.

The housing situation in central Copenhagen is difficult, and if you only choose rooms in the centre, the waiting time may be up to two years. Choose therefore areas in the suburbs. The collective traffic around Copenhagen is good and you will be able to commute to the university easily. You can check travelling time at www.rejseplanen.dk.

You can also choose to search more specific criteria - size, number of rooms or rent. Please note that the more specific criteria, the fewer rooms will appear in the search result.

When you have finished filling in the search criteria, click on the 'Search' button.

The next site is 'Find accommodation - Search result'. You can see the residences, which contain accommodations that meet your search criteria with the name of the street or the residence hall, nominator, the specific address and how many rooms are available there.

By clicking on the icon 'i' you will see the detailed information about the place, for example where it is situated and how much it costs. If, after viewing the details, you decide that the place is not relevant for you, you can leave it out. In order to include the chosen residencies to your application, you need to click the 'Add' button.

By clicking 'Selected accommodations', you will be presented with the accommodations you wish to apply for. You can remove some of them or make a new search at this point.

Then you can continue your application. Click on 'Continue application' and you will be transferred to a new site 'Applicant profile'. Fill in the required fields, marked with an asterisk (*), in order to be registered as an applicant. Remember to state your correct address in home country, as the contract will be sent there.

Click the 'Accept' button in the bottom of the page and your applications will be registered.

You will get a confirmation saying that your application has been registered. Please note your application number on the right side of the site - you will need this when contacting CIU.

If you have any questions, please contact CIU directly, as The International Office does not have anything to do with this application procedure.