



# Survival Guide



- Your help in the  
Housing jungle!

*Studentboet*

# Welcome to Uppsala!

The booklet in your hand contains information on how to tackle the jungle that is the housing market in Uppsala. It gives you the answers to the how's and where's to apply for housing but it also explains some practicalities concerning the procedure of contracts, inspection protocols and moving-out cleaning. Simply put, it's a guide to your rights and responsibilities as a lodger. It's an invaluable little booklet.

Still, if you should find yourself in a difficult situation you can contact us at Studentboet. We were established by the Uppsala Student Union in order to help students find housing. We collaborate with the Tenants Association and the Uppsala Student Tenant Association to offer legal advice on housing issues and we provide information and aid to students in lodging trouble. Above all we administer a housing ad website at [www.studentboet.se](http://www.studentboet.se). Here you also find our contact information and opening hours.

## Index

p. 4	1. 7 steps to finding housing in Uppsala
p. 6	2. Apply for housing at the student nations
p. 7	3. Temporary housing
p. 8	4. Inspection protocol
p. 9	5. How you are allowed to use your apartment
p.10	6. If your apartment need repairs
p. 11	7. Termination of contract
p. 12	8. Cleaning template
p. 13	9. Student housing dictionary

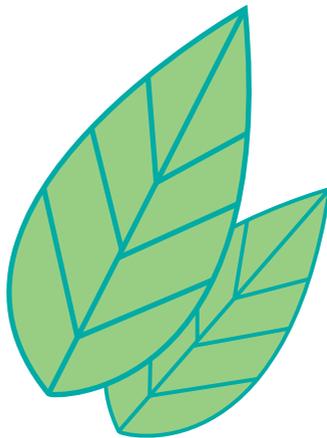


## 1. 7 Steps to finding housing in Uppsala!

1. **Get in line!** If you are considering even applying to study in Uppsala, it is beneficial for you to register in housing queues. The largest queues are with Uppsalahem, Rikshem, Heimstaden and Studentstaden.
2. **New kid on the block.** Uppsala Bostadsförmedlingen is a common queue for all housing in Uppsala. Their site will go live in June 2016 and with time the hope is to gather all accommodators to their queue.
3. **Housing at the nations.** When you get started with your application to the universities of Uppsala you should also have a closer look at the student nations' housing foundations. You can have membership in several nations if you like.
4. **Be active in your search.** Have you been accepted, are you waiting for your acceptance letter or did you get a place on the reserves? Start actively looking for housing.
5. **Private ads!** Check [www.studentboet.se](http://www.studentboet.se) for private ads as well as the local newspapers. You can even like our page on Facebook, Studentboet ads/annonser, to get live updates of all newly published ads on [studentboet.se](http://studentboet.se)!
6. **Don't lose patience, stay calm and persevere!** If you have not found housing by the time of the second admissions round (usually around the end of July) don't give up! Be one of the first to reply to ads, be polite and be open about yourself. But remember to never pay in advance or send copies of your id or passport to strangers.
7. **Emergency housing.** At the start of the fall semester Studentboet organize emergency housing. This housing is usually sleeping arrangements at a local hostel at a reduced price for those students that have not succeeded in finding housing yet. This housing is usually available for a few weeks at the beginning of the term.

**A tip from us:** Renting housing earlier than the beginning of August might feel excessive and expensive at first. However it is cheaper to pay one or two months' rent than paying for hostels or hotels if you do not find housing immediately, and as an added bonus you are spared the stress and the time you will need in order to find housing once you have moved to Uppsala.

*The most important thing to keep in mind is that it takes time to find housing in Uppsala, but it is only the first step in your student life. It is absolutely worth the trouble so that you will be able to enjoy the best years of your life here in our student city! In the mean-time we are doing everything we can to help you.*



## 2. Quick guide to student nation housing!

There are 13 different student nations in Uppsala and all of them offer housing. If you are a new student it can be quite hard to get an insight into their system. That is why we have asked the student nations of Uppsala a few pertinent questions about their housing which we hope will help you understand as well:

*Which nations' housing queues can you register for before you are accepted to the universities in Uppsala?*

Stockholms-, Gästrik-Hälsinglands-, Norrlands-, Kalmar and Uplands nation

*Which nations' housing queues can you register in without being a member?*

Stockholm-, Gästrik-Hälsinglands-, Norrlands-, Värmlands- and Kalmar nation.

*Which nations reserve housing specifically intended for new students?*

V-dala, Kalmar, Gotlands.

*Which nations are likely to be able to offer housing to new students without queue or activity points?*

Södermandland-Nerikes-, Västmanlands-Dala-, Kalmar, Gotlands-, Gästrik-Hälsinglands- och Värmlands nation



### 3. Temporary Housing

#### **Hotel & Hostel Central Station**

Bangårdsgatan 13 / Phone: 018-444 20 10

[www.hotellcentralstation.se](http://www.hotellcentralstation.se) /  
[info@hotellcentralstation.se](mailto:info@hotellcentralstation.se)

We offer all students our breakfast buffé for 79kr (waffles, fresh fruit, a large variety of breads, hams and cheese etc) in our Café. 100Mbit wi-fi is always included, with no extra cost.

#### **CityStay**

Trädgårdsgatan 5 A / Phone: 018-12 10 00

[www.citystayuppsala.se](http://www.citystayuppsala.se) / [booking@citystayuppsala.se](mailto:booking@citystayuppsala.se)

If you decide to stay at CityStay you can give a booking Reference 'Studentboet' and have your breakfast included! For students with a Mecenat student card CityStay also offers a 10% discount on regular prices.

#### **Akademihotellet**

Övre Slottsgatan 5 / Phone: 018-155190

[www.akademihotellet.se](http://www.akademihotellet.se) / [info@akademihotellet.se](mailto:info@akademihotellet.se)

Akademihotellet offers 10% discount for students and their families.



## 4. Inspection protocol

An inspection protocol is something your landlord writes and in which is recorded all the damages or deficiencies there is in the apartment, so that both parts are informed on how the apartment looked when you moved in and when you move out.

### What you should do

- Ask for a copy of the protocol on the day you move in. Check all the damages stated on it.
- If you find damages that are not reported in the protocol you need to inform your landlord so that you don't risk having to repair damages that you did not cause.
- Keep the copy of the inspection protocol from when you moved in (you are entitled to a copy).
- Have it with you during the inspection when you move out.

### What you should know

- It is the landlords responsibility to make sure the apartment is fully usable and in good standard when you move in.
- A landlord cannot rent out "as is" and avoid responsibility
- You are responsible for the apartment from the day you move in until the day you move out. That is why it is so important that you apartment is inspected both when you move in and when you move out.
- It is the landlord that inspects the apartment.

## 5. How you are allowed to use your apartment

**You are only allowed to use your apartment in the ways it is meant to be used.** If, for example you have rented an apartment to live in you are not allowed to use it as an office.

**Take care of the apartment:** This means that you will keep the apartment in good shape and that you will clean it.

**You can put your personal touch to your apartment** and you can pay for repainting, new wallpaper or similar small things.

**You are allowed to have live-in tenants** even if it says on your contract that you are not allowed to have any.

**You are allowed to have pets** as long as you do not live in a building that is specifically designed for people suffering from allergies or anything similar.

**Your landlord does not have the right to enter your apartment without your approval.** There are a few instances, though, where you are obligated to allow your landlord access.

For more in depth explanations about the statements above please go to **[www.studentboet.se](http://www.studentboet.se)**.

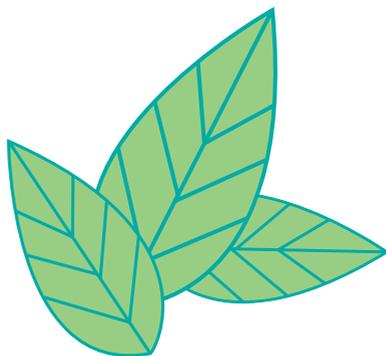
## 6. If your apartment needs repairs

**Your apartment should be in usable condition** when you rent it.

**If the apartment has deficiencies** or something is damaged in the apartment, then you as the tenant are obligated to immediately inform your landlord.

**As a tenant you should never make rent reductions on your own.**

**You have the right to repair damages yourself and bill the landlord.** Always contact us or the tenants association before trying anything of the sort



## 7. Termination of contract and cleaning upon moving out

### Termination guidelines

- The termination of a housing contract should be written and preferably posted via registered letter.
- Do not rely on emails or regular letters. The law is very specific on what is accepted
- If the termination of the contract is given with three months' notice, then the termination comes in effect three months after the beginning of the coming month. That means that the period of notice of the termination cannot be less than three months in total, so you add the days left in the month that you send the letter in and add three months. This applies regardless of how long the termination period is.

### Cleaning guidelines

Around the time that you move out your landlord will come to inspect your living space. This means that the shape of the living space will be inspected with regards to fittings, cleaning and equipment.

- **Make sure that you properly clean your living space** before you leave it. Don't forget the extra spaces, like the balcony or the storage area, that also need to be empty and clean when inspected.
- If you don't want to clean your living space by yourself, then **you need to make sure** that someone else will.
- **You can count on** the fact that your landlord will bill you for the extra cleaning needed, if you have not cleaned properly before inspection.
- Rip out the cleaning list on the next page and use it as a checklist when cleaning.
- An inspection protocol will be written by your landlord and **you should have a look at it** to make sure everything in it is correct.

## 8. Cleaning list

### IN ALL ROOMS AND SPACES:

- Ceiling** – Clean the ceiling with a moist towel
- Walls** – vacuum clean tapestried walls, wash painted walls
- Floors** – vacuum clean and mop
- Floor frames and thresholds** – clean
- Windows** – wash the windows and make sure to open the window panels to wash all sides if necessary
- Windowsills** – clean
- Ventilations shafts and radiators** – clean
- Ceiling lamps** – take down the light shades and wash them
- Sockets and switches** – clean with a slightly moist towel, carefully!
- Wardrobes, shelves, cupboards, etc** – clean inside and out
- Cabinet doors** – clean
- Inside doors** – clean

### KITCHEN:

- Refrigerator and freezer** – turn off and defrost. Clean inside and out. Make sure you don't miss the rubber band frames on the doors. Leave the doors open.
- Stove** – pull out the stove from the wall and clean all its sides, the wall, floor and cupboards around it. Clean the stove itself.
- Oven** – clean the inside of the oven and all the oven plates and the grid.
- Worktops** – clean
- Lamps** – take down the light shades and wash them
- Kitchen cabinets** – clean
- Kitchen cabinet doors** – clean
- Kitchen fan** – clean inside and out, make sure you also clean the filter

### BATHROOM:

- Ceiling** – clean the ceiling with a moist towel
- Walls** – clean the walls of soap deposits
- Floor** – clean the floors of soap deposits
- Toilet seat** – clean carefully inside and out
- Bathtub/shower** – Clean above and in the bathtub/shower. Clean under and behind the bathtub as well.
- Bathroom cabinets** – clean inside and out
- Mirrors** – polish
- Lamps** – take down the light shades and wash them
- Floor drain** – clean out hair etc.

### OTHER SPACES:

- Storage room** – empty, vacuum and dust
- Balcony** – clean the floor

Make sure to leave behind the same equipment you found when you moved in. If you have removed a door, for example, then you need to make sure that it is put back in its place. Don't use any rough cleaning material that can compromise the surfaces of the apartment. Remember to remove all refuse from the apartment before leaving. Good luck!

## 9. Student housing dictionary

There are many different housing options for students in Uppsala. Living in a student corridor, having a student apartment, a double room apartment, or sharing an apartment and other second-hand housing are the most common options. In all kinds of student housing you need to be an active student in order to keep your accommodation.

**Student housing** is a form of housing available exclusively for students. In order to reserve the right to live in student housing you will need to be able to prove that you are studying.

**Student corridor:** Student corridors are rooms on one floor, sometimes with separate bathrooms, and with a large kitchen space that is common for everyone on the same floor. You can find corridor rooms at the student nations, Studentstaden, Heimstaden and more.

**(Student)Apartment - first hand:** The only difference between an apartment and a student apartment is that in the latter you need to prove that you are actively studying.

**(Student)Apartment - second hand:** Living in a second hand contract means that someone else owns the first hand contract or the condominium and you rent the entire accommodation from that person. During the time you live in the accommodation you can consider it your own. There are however some things that you should keep in mind. Firstly the landlord or the condominium board need to approve you as a second hand tenant. Secondly, when your landlord gives you notice you will have to move.

**(Student)Apartment – sharing:** Living in a shared apartment means that it is someone else's first-hand contract and that person rents out a room to you. It is comparable to a second-hand contract, although not entirely. If the apartment is a student apartment then the person who has the first-hand contract is obligated to be a student. You on the other hand do not have to study to keep on living there. The costs for the apartment (rent, internet, electricity, etc) should be equally divided unless there are other factors to consider (eg. renting a furnished room).

**Double-room apartment:** A Double-room apartment is a hybrid between a corridor and an apartment. That is to say that in a Double-room you share an apartment with another person, but both of you have your own first hand contract with the main landlord. This effectively means that you share a kitchen, a bathroom, a living room but you each have your own room and your own contract, so that you are not as dependent on each other.