## Register at ROOM



#### Are you going to follow a study programme at an educational institution in the Netherlands? Register at ROOM!

Registration at ROOM will cost you €35 and gives you an 8 year subscription. Click on the button below and enter your personal details at My ROOM. When you fill out your country of current residence and it is outside the Netherlands, you'll be eligible for priority.



## Find your ROOM!

#### Log in to 'My ROOM' and click on 'Suitable range'. Here you'll find the available rooms you can respond to.

You can respond to all ads. However, to increase your chances of finding a room, it's strongly advised to respond to ads which give you priority as an international student. If you filter on 'priority', you'll get a selection of all the priority rooms for you. If you're interested in a room, click on 'Respond' at the bottom of the page. Happy ROOM-hunting!



## Check your ROOM

Every offering has an expiration date. You'll know what position you've ended up on the waiting list when the offer has expired. If you're ranked first we'll offer you the room.

If you respond to a room with priority for international students, you end up at the top of the list for that room. When more international students have responded, the international student with the longest registration time ends on top. If you're the first candidate you receive an e-mail with instructions from ROOM. This includes contact information for the leaving tenant of the room, so that you can schedule a viewing. You can also accept the room without a viewing. It's advisable to contact the leaving tenant for some pictures of the room. Then you can also check whether the leaving tenant can give/sell you some of their furniture (f.e. desk, stovetop burner, fridge) or upholstery (curtains, lamps, flooring). PLEASE NOTE: if you do not make these arrangements with the leaving tenant, you can expect the room to be unfurnished and unupholstered.



#### Accept your ROOM

# Decided you want the room? Then it's time to officially accept the room! There's a deadline for this which is communicated to you at your offered rooms and in the e-mail we've sent.

Don't really like the room? No problem. Just refuse it. This will not affect your registration. Let us know when you're not interested via the Offered rooms section, and we might make the next candidate's day.



## Own your ROOM

#### After acceptation the room is yours! The housing association-your land lord-will ask you to send some documents for verification.

If you got a room through DUWO's priority for international students you'll receive an e-mail from DUWO to activate your My DUWO account and to upload some documents for verification. These documents include a copy of your ID, a proof that you'll start a fulltime study in the region in which the room is located, and a proof that you 're moving from abroad, such as the diploma of your recent prior education. Make sure you have the documents ready! After you signed the contract you can make arrangements to collect the keys from the leaving tenant or, if you're arriving after the start date of your contract, with DUWO. Enjoy your stay!