

Arrival information KLOSTERGATAN

Autumn 2019

Check-In

The earliest time you will be able to collect your keys is at **13:00** (1 pm) on the first day of your leasing agreement. Your room will be available from **15:00** on the same day. Make sure you are well informed of the dates in your leasing agreement. Below you find detailed arrival information depending on what date you arrive in Sweden. Remember to bring your passport or ID-card to the check-in location.

Arrival August 22nd-24th

August 22nd-24th you can collect the keys for your accommodation at our Welcome Center held at the Segerstedt building, address: Dag Hammarskjölds väg 7 (see map on next page).

We recommend you to plan your arrival within the opening hours:

August 22 nd	12:00 - 21:00
August 23 rd	12:00 - 22:30
August 24 th	12:00 - 16:00

On these days the International Office of Uppsala University will greet you at Arlanda airport, outside customs service in Terminal 5, and take you directly to the Welcome Center by bus. This arrival service is free of charge and available:

August 22 nd	11:00 - 20:00
August 23 rd	11:00 - 21:30
August 24 th	11:00 - 15:00

From the welcome center, shuttle busses will drive all new arrivals to their respective residential area, free of charge.

Please note that there is no after hours service between the days of the welcome center. If you arrive after closing time on August 22nd or 23rd we recommend you to book a hostel/hotel room for the night and collect your keys the day after.

Arrival all other dates

If you arrive on any other date you must collect your keys at Uppsala University Housing Office:

Office address: Kungsgatan 27, Uppsala

Opening hours: Mon-Thu 13:00 – 16:00
Friday 10:00 – 12:00 (if the first day of the month is a friday we are open: 13:00-16:00)
Special opening hours for public holidays are posted on the website.

Arrival outside opening hours

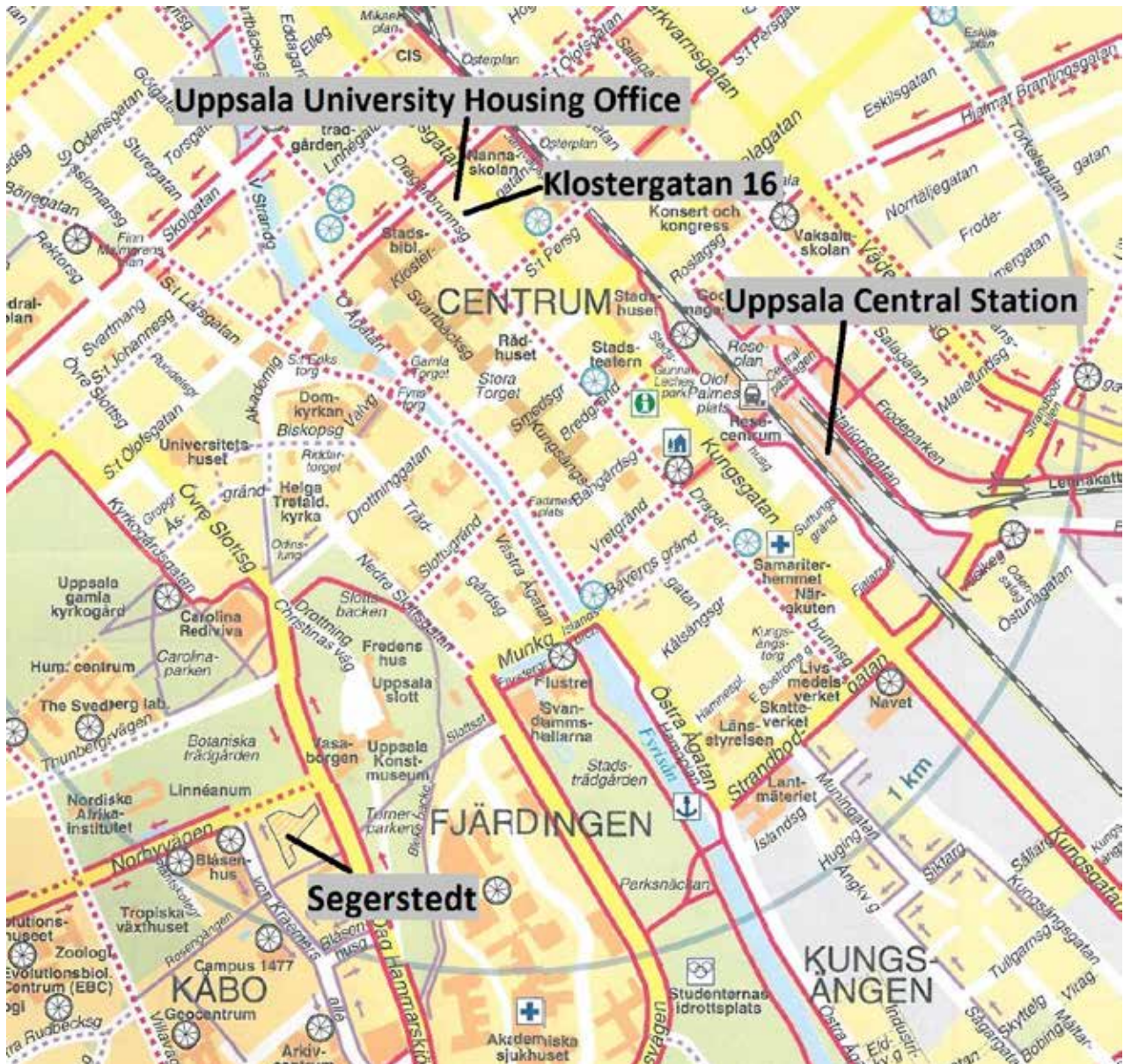
From 16:00 until 20:00, seven days a week, you can collect your keys at the Green Cup café right outside Uppsala University Housing Office, at Kungsgatan 27. Alternatively you can send someone else to collect your keys on your behalf, see section "Power of Attorney".

NOTE: After 20:00 (8 pm) there is no possibility to collect keys.

Power of Attorney

You must collect your keys in person. If this is impossible you can write a power of attorney for a trusted friend or colleague. He/she must bring a printed copy when collecting the keys on your behalf. The document must contain all the following information, if it is incomplete the keys will not be handed out (there is a template on our website that you can use):

- Address and room number, expected arrival date
- Your full name and birth date
- Full name, birth date, telephone number and e-mail address to the person collecting your keys instead of you.
- Your signature
- Copy of your ID-card or Passport



Transportation from Arlanda airport

From Stockholm Arlanda airport you can travel to Uppsala by train, bus or taxi. There are several options and transportation companies to choose from and the trip planner on www.sj.se will show trains and buses for all companies (SJ, UL, SL). Make sure you buy the right ticket!

By train: Travel time: 20 min; price: approx. SEK 185-240. Tickets can be pre-purchased on www.sj.se or bought at ticket machines at the terminal.

By bus: Bus number 801 from terminals 2, 4 and 5. Travel time: 45 min; price: approx. SEK 100. Buy tickets on board (only card payments), or in the ticket machines at the bus stop. More information on www.ul.se

By taxi: Travel time: 30 min; price: approx. SEK 500 - ask for fixed price.

Transportation from Uppsala Central Station

Trains and buses will arrive from Arlanda at Uppsala Central Station. The station is at walking distance from Uppsala University Housing Office and Klostergatan 16.