

Guide for House Hunting 2018

Your situation: You are looking for a flat in Aachen

Our offer: We will try our best to **help you find** good accommodation

Our aim is to show you how to find a flat in Aachen!

We don't own any flats, so in the end it's up to you!

This guide will help to make your search easier.

We can give during our Service Hours further advice and help you to call the owner / landlord / flatmates to arrange an appointment to visit the flat.

OFFICE HOURS:

www.incas.rwth-aachen.de/newsite/index.php/en/offers/office-hours

First of all: If you still don't have access to **Internet** in Aachen, there are some hotspots that you can use independently from our opening hours:

- If you are a student at RWTH, FH Aachen or another University part of the network, you can use **Eduroam**:
 - www.fh-aachen.de/en/university/data-processing-centre/network-connection/
 - [www.itc.rwth-aachen.de/cms/IT-Center/Dienste/kompletter-Servicekatalog/Netzdienste/~estw/Wireless-Local-/Area-Ne work-WLAN-/lidx/1/](http://www.itc.rwth-aachen.de/cms/IT-Center/Dienste/kompletter-Servicekatalog/Netzdienste/~estw/Wireless-Local-/Area-Ne%20work-WLAN-/lidx/1/)
- **Café Egmont**, Pontstr. 1-3 (It is located 2 minutes away from Humboldt-Haus; however, you need to order something before asking for a password at the bar)
- **Starbucks**, Markt 35 (opposite the town hall, the signal is good enough to use Wifi just sitting outside)
- **Chico Mendes**, Pontstr. 62 (ask at the bar for login-details)

Guide for House Hunting 2018

Step 1

a place for the night...

Do you have a place to stay *tonight*?

YES → You can continue with **Step 2**

NO → There are some hostels in Aachen. Once you secured a bed there you might also want to look into hospitality networks, such as BeWelcome and Couchsurfing.

Youth Hostel Aachen
Maria-Theresia-Allee 260
52074 Aachen
Call: +49 241 71101-0
aachen@jugendherberge.de
www.aachen.jugendherberge.de

Hostel Aachen
Mauerstraße 116
52064 Aachen
Call: +49 241 4305288
www.hostel-aachen.de
rezeption@hostel-aachen.de

A&O Hostel/Hotel
Hackländerstr. 5
52064 Aachen
Call: +49 241 463073300
www.aohostels.com

Klenkes Apartments
Heinrichsallee 46
52062 Aachen
Call: +49 173 2656665
www.klenkes-appartements.de
info-klenkes@t-online.de

preStep
Römerstr. 13
52064 Aachen
Call: +49 241 16069069
www.prestep.de
info@prestep.de

More links:

- www.wimdu.de
- www.airbnb.de

Step 2

Getting started...

A general hint: Choose offers which give telephone numbers! It is faster than waiting for an answer by email.

For your own search we recommend you to buy a **German prepaid SIM** as soon as possible!

We also recommend you network and make some German friends who can help you communicate with your future landlord. They might also have heard about someone moving out or looking for a flatmate!

Guide for House Hunting 2018

Also think about moving to a neighbouring town and, if your situation allows, **Belgium or the Netherlands (ONLY for EU citizens except Kerkrade)**. Towns such as Vaals, Eupen, Kelmis and Hauset are easily reachable by public transport or bike and may offer lower rent prices and greener surroundings. If you're unsure if your visa allows you to live in other countries than Germany you can contact the branch office of the foreigners registration office (in Super C, 4th floor).

Aachen is pretty small and has a good public transportation system so think about moving to outer parts of the town as Richterich, Haaren, Laurensberg, Brand, Eilendorf, Kornelimünster, Walheim. Also a student at the university you will receive a semester ticket after you enrol so you can use public transport for free.

Cities close by where you can also look for accommodation are Würselen, Herzogenrath, Kohlscheid, Alsdorf, Eschweiler and Stolberg.

Please consult the following links to find offers and further information:

- WG gesucht (available in English)

www.wg-gesucht.de

It's one of the biggest and most popular websites for searching shared rooms and flats. You can apply some filters to exclude offers that aren't interesting to you. Generally the offers include photos of the flats.

- Extraraum Aachen

www.extraraum-aachen.de

A special website from students for students with a lot of offers which aren't on WG gesucht. The search engine is available in English, the offers aren't. You can apply some filters to exclude offers that aren't interesting to you.

- Campuslife ("Schwarzes Brett")

www.campuslife.de/anzeigen

- Oecher Wohnungsmarkt (Newsgroup)

groups.google.com/forum/?hl=de#!forum/oecher.wohnungsmarkt

- You can also buy some local **newspapers** (aachener-zeitung or aachener-nachrichten) and look through the classifieds. They are largely identical with those offers on kalaydo but you might find some different offers none the less. You should do this early in the morning!

Guide for House Hunting 2018

Check out the following **FACEBOOK GROUPS** where students post a lot of offers for a free place (for some of them you need to send a request to join; in this case, please notify us so we can accept you as a member in those groups once you send the request)

- *Suche Wohnung in Aachen*
- *WG & Wohnung Aachen gesucht*
- *Wohnung Aachen*
- *Wohnung & Haus in Aachen gesucht*
- *Wohnung WG Zimmer Aachen – Room & Flat Aix-la-Chapelle*
- *Wohnungsbörse Aachen*
- *WG Zimmer frei in Aachen*
- *Wohnungen frei in Aachen*
- *RWTH Aachen WG Börse*
- *also the **INCAS group** on facebook: '**INCAS Aachen**' (But not for finding accommodation!!!)*

More links:

1. Accommodation ads:

- www.kalaydo.de
- www.immobilienscout24.de
- www.zwischenmiete.de
- www.aachen-pension.de
- www.immowelt.de
- www.immobilo.de
- www.studenten-wg.de/Aachen.html
- www.immonet.de
- www.wohngemeinschaft.de

2. Accommodation agency:

- www.reaq.eu
- www.newton-apartments.de

3. Temporary accommodation:

- www.airbnb.de

4. General ads and tips:

- www.wg-liste.de
- www.meinestadt.de
- www.aachen.de/DE/tourismus_stadtinfo/130_onlinebuchen/Privatvermieter/index.html
- www.campus-living.de
- www.maschboard.de - unofficial platform just for the mechanical engineers in Aachen, offers a wide variety of information as well as a section for offers

Guide for House Hunting 2018

One of your **best and cheapest** options are **student dormitories**. However there are long waiting lists, therefore it is vital to apply for a room or apartment as soon as possible. You can and should do so before you get your proof of enrolment, as you might have to **wait** up to **six months** or more.

- **Studentenwerk Aachen**
www.studierendenwerk-aachen.de/en/Housing.html
The Studentenwerk Aachen offers a total of 4441 beds in 21 dormitories in Aachen and Jülich to students.
- **KHG (Katholische Hochschulgemeinde)**
www.stwkhg.de
- **ESG (Evangelische Hochschulgemeinde)**
www.esg.rwth-aachen.de

Are you an exchange student as part of a partnership or exchange program? The RWTH Aachen International Office has arranged a limited allotment of rooms in the dorms with Studierendenwerk Aachen. You can also apply for one of these rooms online. Please note that there is a separate housing portal for this allotment of rooms. Since these rooms are not open to all international students, the International Office will inform you separately and you will receive an email containing further information about how to apply for one of these rooms as well as the link for the online application.

Are you going to work at RWTH Aachen? Your institute can book a room at one of the three Guest houses for you, but reservation several months in advance is required.

Private student dormitories:

This are some private student dormitories, they are a more expensive than the university dorms but it is easier to find an accommodation there and they have another advantages:

- studentencampus-aachen.de
- www.studenten-wohnen-aachen.de/studentenwohnungen
- c13-aachen.de
- www.wohneninkatzensprung.de (just for EU-citizens)

Apartment rental companies: companies that they own apartment to rent, it might be expensive but they are a good option for a short time :

- www.newton-apartments.de/index-2.html

Guide for House Hunting 2018

- www.prestep.de/
- www.unterkunftaachen.de/
- www.fastrada-apartments-aachen.de/de/home/
- www.i-live.de/apartment-mieten/
- www.aachen-apartment-zeidler.de/produkt/apartment-blau/
- www.i-live-aachen.de/apartments/

Notice Boards for long and short term offers

"Das schwarze Brett"

- KHG (Katholische Hochschulgemeinde), Pontstr. 74
- Cafeterias and big lecture buildings (e.g. Foyer Ahornstraße 55, Audimax or Kármán-Auditorium).
- Many pubs and bars in Pontstraße

Accommodations for Help – Wohnduo:

Aachen students, who found housing through the “WOHNDUO” project, pay a particular price per square meter: Here, you only pay half of the typical price per square meter for rent, and “pay” the other half, through help/labour. A square meter per hour per month. Whether you take care of a pet, help in the garden, or assist the landlord with shopping, can all be arranged individually by you in the rent agreement. Allocation of WOHNDUO-rooms takes place through the Aachen Student Union (www.studierendenwerk-aachen.de/en/Housing/wohnduo.html).

Step 3

***Applying for a room/Motivaton letter ...

Very Important: when you apply for a room in a **shared apartment** or a **student dormitory** it is crucial to give a good description of yourself (what you like to do in your free time etc.) and write something about your motivation to live together with other students (what you want to do in a shared apartment, what is important for you). In your communication you should always be nice and personalize your request. I know this is a lot of work, but being nice and funny is the first step

Guide for House Hunting 2018

to living in a nice shared apartment. If you can you should write this in German, but in English is fine, too.

Furthermore you should always read the description of the shared apartment, often they write how their new tenant should be like so you can respond to their requirements.

If you're into new media you can even make a short video of yourself to introduce you.

Step 4

Meeting the Landlord...

You will meet the landlord or your future flatmate(s) when you visit the flat.

During the interview you should make a good impression (don't look on your phone, be respectful, be yourself, but don't emphasise your faults etc.) and try to find out if you want to life with your possible flatmates.

To ensure your landlord of your solvency you can show him the document you used to get your visa (blocked account, scholarship, declaration of commitment) or a work contract.

If everything is okay for both sides, your future landlord will most likely hand you a contract - take it home to read it carefully! If your German is not that good, ask a German friend to take a look at it; if you are still uncertain, you can take the contract to the legal council of the AStA or the attorney of the foreign students:

- AStA legal council (Rechtsberatung - for German students)
 - Call: +49 241 8093792
 - E-Mail: asta@asta.rwth-aachen.de
 - www.asta.rwth-aachen.de
 - Mon-Fri 10 am - 2 pm
- Foreigner's representation (Vertretung ausländischer Studierender - for international students):
 - av@asta.rwth-aachen.de
 - www.av.rwth-aachen.de
 - Mon-Fri 10 am - 12 am except Thursday

For both you need to make an appointment and pay a deposit which will be refunded when you

Guide for House Hunting 2018

attend the meeting.

You can also bring the contract to our office during opening hours to have specific parts translated or explained, but as none of us are attorneys we cannot give advice that is legally binding. We can help you however get a better understanding of what you are signing.

As a general guideline you should try to get a contract either issued by an organisation such as the Mieterbund (association of tenants - www.mieterbund.de) or an impartial organisation.

Never sign anything you don't understand!

If both sides have agreed on a contract, it is time to sign and deal with the deposit - usually two months rent. There are three kinds that are common:

- **Cash-Deposit**

Often landlords will try to get this kind of deposit as it is the easiest for them. Unfortunately it is also the least safe for you. Avoid this if possible! Should you agree for whatever reason ensure they issue a receipt that clearly states the amount and purpose of the sum paid!

- **Deposit-account**

The traditional and probably safest solution. You need to ask your bank to create an account called Mietkautionskonto. They will guide you through the rest of the process.

- **Surety – Bürgschaft versus Garantie – Guarantee**

Another common form is the parent's surety. An alternative is a bank surety. If you can no longer fulfil the landlord's legal claims (e.g. rent payments) he will be able to claim from whomever provides surety for you.

- Have the maximum amount of the surety fixed in the contract.
- Be aware that a guarantor has a much weaker position than a provider of surety.
- Avoid a guarantee!

Now you should receive your keys and be able to move in. Make sure your new flat is not already damaged. If you cannot prove that certain damages were already there when you moved in, you

Guide for House Hunting 2018

might have to pay for them to be fixed! It's best is to get a "Wohnungsübergabeprotokoll" e.g. from the Mieterbund.

Mietbescheinigung (written confirmation on tenancy agreement) :

You need to ask your landlord for a 'Mietbescheinigung' when you successfully sign a contract and move in.

Congratulations, you found a flat!

Now you only need to take your MIETBESCHEINIGUNG and ID to the Bürgerservice in the following two weeks to register as a citizen of Aachen to call yourself Öcher! If you register yourself later than two weeks after you moved you have to pay a fine! For international students the branch office of the foreigners registration office in Super C is responsible.

*INCAS takes no responsibility for the recommended websites, their content and any other advice given! *

If you have any **suggestions** to improve this guide please send us an email!

Other good websites to help you:

- www.rwth-aachen.de/go/id/bpbw/lidx/1
Information for finding accommodation from RWTH
- www.rwth-aachen.de/global/show_document.asp?id=aaaaaaaaasrgku&download=1
Guide for house hunting from RWTH
- www.daad.de/deutschland/nach-deutschland/bewerbung/en/6222-finding-accommodation/
Information for finding accommodation from DAAD
- www.rwth-aachen.de/global/show_document.asp?id=aaaaaaaaapqfij&download=1
List of abbreviations typical for ads.
- www.asta.rwth-aachen.de/media/medien/wohninfo14_gray_6eacf_edc12.pdf
Guide for house hunting from the students' union executive committee

Guide for House Hunting 2018

Glossary

Deutsch	English
Mietvarianten :	Kinds of rent :
Miete	Rent
Zwischenmiete	Temporary apartment / room
Untermiete	Sublease
Wohngemeinschaft (WG)	Flat sharing community
Wohnung	Flat
Zimmer / Raum (Zi)	Room
Dachgeschoss (DG)	Top floor
Erdgeschoss (EG)	First floor / Ground floor
Kosten :	Costs :
Kaltmiete (KM)	Additonal costs, costs you have to add to the rentcost
Warmmiete (WM)	Coverd costs, costs wich are already in the rentcosts
Nebenkosten (zzgl. NK)	Extra costs
Strom	Electricity
Wasser	Water
Heizung	Heating
Zentralheizung (ZH)	Central heating
STAWAG	Electricity and gas provider in aachen
Provision (Prov.)	Commission
Zimmertyp :	Typs of rooms :
Kochnische (KN)	Small kitchen
Küche	Kitchen
Bad	Bathroom
Balkon	Balkony
Keller	Celler
Dachboden	Attic

Guide for House Hunting 2018

Garten	Garden
Dachterrasse	Roof terrace
Parkplatz	Parking place
Abstellkammer	Lumber room
Etag	Floor
Geräte :	Equipment :
Waschmaschine	Washing machine
Trockner	Dryer
Herd	Cooker
Kühlschrank	Refridgerator
Teppich	Carpet
Zusätzliche Angaben :	Extra information :
Nichtraucher	Non smoker
Möbliert / Unmöbliert	Furnished / Unfurnished
Keine Haustiere	No pets