

How to submit an application in e-Campus system?

1. Requested flat type

You can choose only one option for a flat type. Please be sure to think through your decision before applying because different flat types and different waiting times. "One bed in twin room" is the easiest to get. Other room types have quite long waiting lists. You can find more information about the waiting times on our website (under the section Student Residences choose the house you are interested in and you can see the prices and waiting times).

2. Select houses

After you have decided on your room type, the system will show you only the houses that have the requested room type. From these options you can select maximum of two houses. Please make sure that you are actually interested in those houses and have checked the rent prices as well. Offers will be made according to your chosen houses.

NB! Kalevi 4 dormitory is not located in Tallinn. It is approximately 2 hours' drive away from Tallinn, in eastern part of Estonia – Kohtla-Järve.

3. Roommate

If you wish to live with a certain person, you can submit a group application. If you are the first one to submit the application, please tick "Group application" box. Second person to submit the application should insert their roommate's (in this case, yours) application ID-number to "Main application ID" box.

NB! Both of you need to choose "one bed in twin room" as your requested flat type.



Welcome to TUT Student Campus!

REQUESTED FLAT TYPE

<input checked="" type="radio"/> One bed in twin room	<table border="1"><tr><th colspan="2">Filling instructions</th></tr><tr><td>Avalikust veebist kohataotluse lisamine</td><td>doc</td></tr><tr><td>Public web user login</td><td>pdf</td></tr></table>	Filling instructions		Avalikust veebist kohataotluse lisamine	doc	Public web user login	pdf
Filling instructions							
Avalikust veebist kohataotluse lisamine		doc					
Public web user login		pdf					
<input type="radio"/> Single room with one bed							
<input type="radio"/> Student family residence, one-room apartment							
<input type="radio"/> Student family residence, two-rooms apartment							
<input type="radio"/> Two beds in twin room							
<input type="radio"/> Private flat (1 bed)							
<input type="radio"/> Private flat (2 beds)							

SELECT HOUSES

Choose up to 2 houses

TALLINN
<input checked="" type="checkbox"/> Akadeemia tee 11/2
<input type="checkbox"/> Akadeemia tee 7/1
<input type="checkbox"/> Akadeemia tee 7/2
<input type="checkbox"/> Raja 4d
<input checked="" type="checkbox"/> Siidisaba 7
KOHTLA-JÄRVE
<input type="checkbox"/> Kalevi 4

ROOMMATE'S NAME

Please fill this field only if you are applying for a place with your roommate. If you are the first to submit the application, please mark "Group application" box. Second person to submit the application should insert their roommate's application ID-number to "Main application ID" box.

Main application Id

Group application

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4. Applicant's information

Some things to take note of:

- 1) Personal ID code** is an Estonian personal identification number, which you will receive after you move to Estonia. As you cannot leave this space empty, just write your birthday without commas/stops and we will change it after you have your documents (e.g. 11041993).
- 2) Student code** – if you don't know your student code yet, leave this space empty. We can fill it afterwards.
- 3) Citizenship** – please enter the country of which citizenship you have. If there is no country that would suit you, just pick the closest one and write in the comment box later on your exact nationality. We will update it later on.
- 4) Address** – we need your home address, please try to be as precise as possible. As our systems won't have counties (other than Estonian) listed in the options, please select "International" as your county.
- 5) Email** – please be very careful with entering your email and be sure to enter a correct one. After submitting an application, the information for logging in to your e-Campus account will be forwarded to the email address you provided.
- 6) Faculty** – if you cannot find a suitable faculty, write the correct one in the comment box later on and we will change it.
- 7) Contact person** – please list someone we can call if we cannot reach you. Best option would be someone from your immediate family or your contact person of the university in Estonia. **Please note that you cannot list yourself as the contact person!**
- 8) Enrolled members of state budget** – please leave this box empty.



APPLICANT'S INFORMATION

First name(s)	Jane	<input checked="" type="radio"/> Female <input type="radio"/> Male
Surname	Smith	
Personal ID code	11041993	
Date of birth (dd.mm.yyyy)	11.04.1993	
Student code		
Citizenship	Finland	
Address	Kuusikkotie 1-3	
City and zip code	00630 Helsinki	
County	-- Select county --	
Country	Finland	
Phone number	+123 4567 8910	
E-mail	janesmith@gmail.com	
Educational institution	Tallinn University of Technology	
Faculty	School of Business and Governance	
Study start date (dd.mm.yyyy)	01.09.2019	<input type="checkbox"/> Enrolled members of state budget
Contact person /Tutor (name and phone)		

Read data from ID-card

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5. Bank information

Your bank information is used for sending you back the deposit money after you finish your contract with us.

If you don't have a bank account yet, please fill the account number with 0000. After you have opened a bank account in Estonia, you can give us your proper bank information. If you have a bank account, we require the bank account number, the name of the bank account owner, the address of the bank account owner and SWIFT (BIC) number. **NB! If you don't have Estonian bank account, please leave the IBAN section empty as our accounting system only recognizes Estonian IBAN numbers.**



BANK

us_english Juhend pangaandmete täitmiseks

Name of the Bank	<input checked="" type="radio"/> Other	<input type="radio"/> DANSKE	<input type="radio"/> LHV	<input type="radio"/> NORDEA	<input type="radio"/> SEB
	<input type="radio"/> SWEDBANK	<input type="radio"/> XXX_OTHER			
Bank address	<input type="text"/>				
Bank account number	* 0000 <input type="text"/>				
Bank account owner	<input type="text"/>				
Bank account owner address	<input type="text"/>				
IBAN	<input type="text"/>				
SWIFT (BIC)	<input type="text"/>				

6. Application information

- 1) When choosing rent period, please pick the closest to your wishes and then write the exact period to the comment box below.
- 2) Comments – you can write here notes or comments to Student Campus' worker, or any other information, which you couldn't write to other fields of the application.
- 3) Make sure to tick "I agree" box before submitting the application!

APPLICATION INFO

Application reason	I am a first year student
Rent period	<input checked="" type="radio"/> 16.06.2019 - 30.06.2019 <input type="radio"/> 01.07.2019 - 30.06.2020 <input type="radio"/> 16.07.2019 - 30.06.2020 <input type="radio"/> 01.08.2019 - 30.06.2020 <input type="radio"/> 16.08.2019 - 30.06.2020 <input type="radio"/> 26.08.2019 - 30.06.2020 <input type="radio"/> 02.09.2019 - 30.06.2020 <input type="radio"/> 16.09.2019 - 30.06.2020
Comments	your comment here!

The submitted personal data is used for drawing up the housing contract, providing accommodation services and forwarding information about accommodation as well as necessary invoices. Personal data is processed in accordance with TTÜ Student Campus [Privacy Policy](#)

I agree

After submitting the application, the program will show you the Application ID (application number). **By submitting the application, user account will be created in e-Campus system. The system will automatically forward you via email the appropriate hyperlink where you can log in to the system with username and password.** After logging in, there will be a menu in left-hand side from where you can select Applications. If you wish to check your application, just click on the ID number.