

VIP Access for Your Students - Personal Information Templates

University of Ljubljana

What's in it?

1.	How to inform your INCOMINGS about their VIP access?	2
1.1	Email template	2
1.2	Website template	3
1.3	University Arrival Guide / study guide / information package / etc	4
2.	How to inform your OUTGOINGS about their VIP access?	5
2.1	Email template	5
2.2	Website template.....	6
2.3	University Study Abroad Guide	7

1. How to inform your INCOMINGS about their VIP access?

The following templates can be used for your incoming students, interns, PhD candidates, researchers, visiting professors etc.

1.1 Email template

How to spread it:

Spread this text by adding it to:

- your selection emails
- your information emails,
- your welcome messages etc.

Keep in mind – the earlier you inform your students the less competition they face, the higher the chances to end up in their dream room! And: adding it to several messages has the best effect!

Sample text to be used:

Sign-up here to receive a *University of Ljubljana* VIP profile on HousingAnywhere.com:

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

To help you find and book your new room abroad before your arrival, *University of Ljubljana* recommends HousingAnywhere, the international housing platform. Through HousingAnywhere you can safely book your new room, offered by our outgoing students or by verified private landlords. Only if you successfully find a room, a small booking fee will be charged. Signing up with the link above, you will receive priority access to all rooms available.

To learn more about living in Ljubljana, see:

<https://housinganywhere.com/Ljubljana--Slovenia>.

Keep in mind: The housing market in Ljubljana is very seasonal. So if you don't find a room listed right away check back regularly.

Do you need more information or have a specific question? Send an email to

vip@housinganywhere.com and be treated with priority!

1.2 Website template

How to spread it:

We recommend to place this text on any web page that provides information about housing, practical information around arriving in your city, and similar.

Examples of such places we have found on your website are:

- https://www.uni-lj.si/students_life/student_accomodation/
- https://www.uni-lj.si/international_cooperation_and_exchange/erasmus-plus-programme/incoming_students/
- <https://www.uni-lj.si/study/faq/>

Sample text to be used:

Sign-up here to receive a *University of Ljubljana* VIP profile on HousingAnywhere.com:

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

As a student, intern, PhD candidate, researcher, or visiting professors of University of Ljubljana you are entitled to priority access to all accommodation available on HousingAnywhere.com. The platform allows you to choose from rooms listed by local students or verified landlords and securely book prior to your arrival.

For more information, check the local guide on living in Ljubljana here:

<https://housinganywhere.com/Ljubljana--Slovenia>.

Keep in mind: The housing market in Ljubljana is very seasonal. So if you don't find a room listed right away check back regularly.

Do you need more information or have a specific question? Send an email to vip@housinganywhere.com and be treated with priority!

1.3 University Arrival Guide / study guide / information package / etc

How to spread it:

We recommend to add the following text to your arrival guide, university guide, information package etc. This will help your students to receive the information the moment they need it most –when they are starting with their arrangements to go abroad.

Sample text to be used:

Finding accommodation in Ljubljana can be a challenge. For this reason, *University of Ljubljana* has partnered with HousingAnywhere.com to make sure you can book your room with priority and in complete safety. Only if you successfully find a room, a small booking fee will be charged. You can also use HousingAnywhere to offer your room to an incoming student during your time abroad. In this way, you avoid paying double rent and can move back into your place upon your return. Signing up with the link below, you will receive priority access to all rooms available

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

Keep in mind: The housing market in Ljubljana is very seasonal. So if you don't find a room listed right away check back regularly.

Do you need more information or have a specific question? Send an email to vip@housinganywhere.com and be treated with priority!

2. How to inform your OUTGOINGS about their VIP access?

The following templates can be used for your outgoing students, interns, PhD candidates, researchers, professors etc.

2.1 Email template

How to spread it:

Spread this text by adding it to:

- Your selection emails
- Your information emails,
- Your welcome messages etc.

Keep in mind – the earlier you inform your students the less competition they face, the higher the chances to end up in their dream room! And: adding it to several messages has the best effect!

Sample text to be used:

Sign-up here to receive a *University of Ljubljana* VIP profile on HousingAnywhere.com:

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

To help you find and book your new room abroad before your arrival, *University of Ljubljana* recommends HousingAnywhere, the international housing platform. Through HousingAnywhere you can safely book your new room abroad, offered by students or by verified private landlords. Only if you successfully find a room, a small booking fee will be charged. You can also use HousingAnywhere to offer your room to an incoming student during your time abroad. In this way, you avoid paying double rent and can move back into your place upon your return. Signing up with the link above, you will receive priority access to all rooms available.

Do you need more information or have a specific question? Send an email to

vip@housinganywhere.com and be treated with priority!

2.2 Website template

How to spread it:

We recommend to place this text on any web page that provides information about going abroad, finding accommodation, and similar. This will help your students to find the information the moment they are actively looking for it.

Examples of such places we have found on your website are:

- https://www.uni-lj.si/international_cooperation_and_exchange/erasmus-plus-programme/incoming_students/

Sample text to be used:

Sign-up here to receive a *University of Ljubljana* VIP profile on HousingAnywhere.com:

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

To help you find and book your new room abroad before your arrival, *University of Ljubljana* recommends HousingAnywhere, the international housing platform. Through HousingAnywhere you can safely book your new room abroad, offered by local students or verified private landlords. Only if you successfully find a room, a small booking fee will be charged. You can also use HousingAnywhere to offer your room to an incoming student during your time abroad. In this way, you avoid paying double rent and can move back into your place upon your return. Signing up with the link above, you will receive priority access to all rooms available.

Do you need more information or have a specific question? Send an email to

vip@housinganywhere.com and be treated with priority!

2.3 University Study Abroad Guide

How to spread it:

We also recommend to spread the word within your study abroad guide, information package etc.

This will help your outgoing students to learn about their VIP access when they need it most – when they start to actively prepare their time abroad.

Sample text to be used:

Sign-up here to receive a *University of Ljubljana* VIP profile on HousingAnywhere.com:

<https://housinganywhere.com/Ljubljana--Slovenia/university-of-ljubljana/sign-up>

To help you find and book your new room abroad before your arrival, *University of Ljubljana* recommends HousingAnywhere, the international housing platform. Through HousingAnywhere you can safely book your new room abroad, offered by local students or verified private landlords. Only if you successfully find a room, a small booking fee will be charged. You can also use HousingAnywhere to offer your room to an incoming student during your time abroad. In this way, you avoid paying double rent and can move back into your place upon your return. Signing up with the link above, you will receive priority access to all rooms available.

Do you need more information or have a specific question? Send an email to

vip@housinganywhere.com and be treated with priority!

Thank you very much for your support. We are excited to offer
your students VIP access to our platform together!