

Information about the teaching facilities in Videnshuset, SUH Køge

Here you will find information about teaching facilities in Videnshuset.

Videnshuset, SUH Køge

Videnshuset is located in close connection with Zealand University Hospital (SUH, Køge). It was built in 2024 by Region Zealand and from September 2024 it will house the University of Copenhagen's medical degree programme (Medicin Køge) and the Master's degree programme, Region Sjællandsporet. The medical programme's premises are located on the 2nd, 3rd and 4th floors.

Address and arrival

The address is: Videnshuset, Zealand University Hospital (SUH, Køge), Lykkebækvej 1, 4600 Køge

Transport between Copenhagen and Køge (Videnshuset) can be done with

- S-train to Ølby St. – then 10-15 minutes walk to SUH Køge, Lykkebækvej 1
- Car to SUH, Køge (see parking conditions below)

Find your way

- [See map A: SUH Køge, entrance to Videnshuset](#)
- [See map B: Ølby Station to SUH Køge entrance 4](#)

Parking

Free parking is available in the hospital car parks. Please note that parking spaces are time-limited, there are zones of 3 and 4 hours.

You can extend your parking at a parking stand at one of the indoor parking stands at the hospital's main entrance (Entrance 5). It is valid for up to 12 hours. Here you must enter the car's registration number and your mobile number or email address. Then you will receive your permit immediately, which gives you the right to park for up to 12 hours.

It is also possible for UCPH teachers to request long-term parking permits:

- For one month: Contact the information at the main entrance. NB: You can only park in the 4 hour zone
- For one year: Write to SUHparkering@regionsjaelland.dk and state your RS email address, which comes with your ID card to SUH, Køge (see below how to get an ID card for SUH, Køge)

Opening hours

The front door to Videnshuset is open weekdays between 7.30 am – 4.00 pm. Access is through Steno Diabetes Center Zealand on the ground floor.

Between 4:00 pm and 7:30 am, you will need an ID card to access the building (see below how to get an ID card for SUH, Køge).

Staffing in Videnshuset

Videnshuset is staffed by study secretary Pia Ejby Lorentzen Raagaard, who is employed in Education and Knowledge, SUH for 34 hours.

Pia's office is on the 4th floor of Videnshuset.

Pia has various administrative tasks and coordinates with UCPH regarding room booking. Pia is also helpful with the creation of ID cards and other questions in connection with Videnshuset.

You can contact Pia on mobile: +45 93 56 86 27/ mail: pelo@regionsjaelland.dk

ID card for Zealand University Hospital (SUH, Køge)

As a teacher, you can get an ID card that gives you access to Videnshuset outside opening hours from 07.30 - 16.00 and to various doors at Zealand University Hospital, Køge.

How to get an ID card for SUH, Køge

You must contact study secretary Pia Ejby Lorentzen Raagaard, who has an office on the 4th floor of Videnshuset, or by email/phone.

Pia needs some data from you (name, civil registration number, your UCPH email address and information about how long you need access to the doors at SUH Køge).

When you have registered at IT, you will receive an email sent to your UCPH/RH address with a username and a temporary password as well as instructions for 'Creating a User Account and ID Card' for teachers at Zealand University Hospital (SUH, Køge).

You must show up at Videnshuset in Køge to activate your user account and print your ID card. It is open between 7:30 and 16:00. Bring the email with your username and temporary password. You may want to agree with the study secretary when you will be coming so that she can help you.

Support for IT and AV

For help with IT and AV, contact Onsite Support. Phone no. 5651 5555 is located on the wall of the classroom next to the presentation screen.

[Quick guides and video guides have been prepared for IT equipment in the teaching.](#)

Find your way to the classroom

The room numbers contain the necessary information about where the room is located. For example, if you need to find room C4.101a, the number is explained in this way:

- The first digit indicates the entrance and floor.
- The second digit is the number of the room.

The room's number is on the screen outside each room.

PC and office space

On the 4th floor there are 2 offices with room for 4-6 people:

- Room no. C4.125a has access with a keycard/ID card. Here is the study secretary and changing employees from UCPH and RS.
- Room no. The C4.123a (next to it) has 6 PC slots. The office is not locked and can be used by teachers, tutors, students, etc.

Printers

There is access to 2 UCPH printers at

- 3rd floor, room C3 143a
- 4th floor, room C4.124a.

Use of printers requires a UCPH ID card.

Staff rooms and coffee machines

On the 4th floor there is a staff room with a fridge, microwave, electric kettle and dishwasher. There is also an 18 liter coffee machine that you brew yourself. Coffee/tea is brought your own.

Coffee machines are available in connection with open tea kitchens on the 3rd and 4th floors.

Canteen

The canteen is located on the 1st floor, between entrances E and C. There is signage to the canteen.

The canteen is open 07.00 - 13.30.

From 7.00 – 9.00 you can buy breakfast and from 11.00 – 13.30 you can buy lunch.