

DORMITORY HOUSE RULES

Centre of University Services the University of Economics in Bratislava

Article 1 FUNDAMENTAL PROVISIONS

The student dormitories are special-purpose facilities of the University of Economics in Bratislava (hereafter SD UE in Bratislava). They are managed by Director of the Center of Business and University Services University of Economics in Bratislava (hereafter CBUS) who is responsible to Rector of the University of Economics in Bratislava.

Article 2 CONDITIONS OF ACCOMMODATION in the SD UE in Bratislava

1. The accommodator accommodates:
 - the students on the basis of a valid Accommodation Permit published and signed by the Rector University of Economics in Bratislava, Faculty Dean, or a deputy delegated by him, Director of the International Programmes Institute UE in Bratislava or a deputy delegated by him,
 - the post-graduate students at the request for accommodation approved by the Dean of the Faculty, or his representative
 - other categories of accommodated persons on the basis of an application for accommodation approved of by the CBUS Director.
2. The accommodator is not responsible for any damage of the accommodated person's belongings.
3. Neither students¹ nor other categories of persons have a legal entitlement to accommodation in the SD UE in Bratislava.
4. The Director of CBUS has the right to refuse accommodation of the students who have qualified for the allocation of accommodation, but previously repeatedly violated the dormitory House Rules of EU in Bratislava.
5. Changes or exchanges in accommodating shall only be allowed in case of being approved by Director (after the term given in the Course of Action).

Article 3 DUTIES OF THE ACCOMMODATED PERSONS

The accommodated person is obliged to:

1. Present the identity card, two pieces of actual photos size 4x4 cm, the Accommodation Permit, or the approved application for accommodation.
2. Accommodate him/her on the date specified in the Accommodation procedure. It is possible to accommodate him/herself by another person in certain cases (illness, stay abroad, etc...) after a fee payment.

¹ Students 1., 2. and 3. full-time degree

3. Accommodate him/herself solely in the allocated room or to move after the specified date with an approval of the SD UE in Bratislava director.
4. Lock the room, protect it against burglary, not to lend the key or leave it at places accessible to the third parties. Never leave personal belongings of higher value in the room when leaving it, even for a short time.
5. Abide by the dormitory house rules, to follow safety, fire prevention, sanitation regulations, and the evacuation guide.
6. Abide by the rules that prohibit smoking, consumption of alcohol, drugs and other addictive substances on all SD UE in Bratislava premises.
7. Be medically examined, if necessary, or to be submitted to other medical or sanitation measures.
8. Keep cleanliness and order in his/her room and in facilities by individual tidying up, and economize on power and water. He/she shall keep cleanliness also in common bathroom facilities if there are any.
9. Show his/her accommodation card when entering the house.
10. Pay the accommodation charge in compliance with the directive, and with the Agreement on Accommodation.
11. Register all the allowed electric appliances at the Accommodation Office before bringing them to the house, and pay a charge in advance, in conformity with the valid regulations.
12. Be liable for any damage due to doing harm or destroying equipment through his/her fault.
He/She shall be obliged to pay fully any damage incurred, stolen, damaged and destroyed property.
13. Make the accommodation facility accessible in case of control by a Student Dormitory employee, or persons authorized by the SD UE in Bratislava Director.
14. Announce any case of danger (concerning health or theft) at the SD UE in Bratislava porter's lodge.
15. The accommodated is obliged to insure the personal belongings of higher value with the commercial insurance company, which he will recompense him or her in the case of theft or damage.

Article 4

RIGHTS OF THE ACCOMMODATED PERSONS

The students accommodated in the student dormitories have mostly the following rights:

1. Right to be accommodated once the application is approved.
2. Right to have the bed linen exchanged in conformity with the sanitation regulations.
3. Right to use the electric appliance for personal use, as well as the following appliances (free of charge, the charge is included in the accommodation payment):
 - TV set
 - Radio cassette recorder
 - PC
 - Electric kettle.
 Charge for other electrical appliances provided by-law CBUS UE in Bratislava.
4. Right to use the SD UE in Bratislava common and sports facilities.
5. Right to receive visitors within the appointed time.

Article 5 INTERNAL RULES

1. The accommodation card serves as a proof of the accommodation in SD EU in Bratislava. The accommodation card is non-transferable, i.e. it can be used solely by its owner.
2. The residence permit is a proof by which the short-term accommodated person shows the fact that he/she is accommodated in SD UE in Bratislava for a short time. The residence permit is non-transferable, i.e. it can be used solely by its owner
3. The accommodated person is obliged to inform the accommodator about the loss of his/her accommodation card or residence permit.
4. Visitors are allowed from 8 a.m. to 10 p.m. with the agreement of the accommodated person (who is being visited) after signing to the visitor's book. To keep the identity protection, the visitors will show the employee at the reception an identity card (ID, driving licence, etc.). The employee will check the name and the time of arrival/departure.
5. The accommodated (visited) person accompanies his/her visitors or will pick them up at the reception and as a deposit will leave his/her accommodation card which he/she will pick up after the departure of the visitors.
6. The person that is being visited takes over the responsibility for the behaviour of the visitors, for keeping the visiting hours or for possible damage caused by the visitors.
7. The acceptance of visitors is contingent on the approval of the other accommodated persons from the given room. Possible complaints of the other accommodated about stay or behaviour of the visitors will result in prohibition of any future entrance of these visitors to the SD UE in Bratislava.
8. The night peace is kept from 10 p.m. to 6 a.m. and has to be respected by each accommodated person.
9. The appropriate provisions of the House Rules are binding for all categories of accommodated persons in the SD UE in Bratislava (students, inceptors, employees, lecturers, guests, etc.)

Article 6 LIMITATIONS

1. Damaging of the property
The accommodated person must not damage the property of SD UE in Bratislava in any way, nor the property of other accommodated persons.
2. Manipulation with the property
The accommodated person must not manipulate with the property of SD UE in Bratislava, most of all must not take out the dishes from the canteen, inventory from the rooms or arbitrarily rebuild furniture in the room.
3. Garbage
The accommodated person must not pile up garbage in the room, balcony, hallway, kitchen or toilets.
4. Separation of municipal waste
It is required to separate municipal waste such as paper, glass, plastic and metal pieces and store them at collection points set up in individual student homes
5. Disposal of objects through windows and balconies
The accommodated person must not dispose of any objects through the windows and balconies.
6. Electrical appliances

- The accommodated person must not use electrical appliances in the rooms, besides the ones stated in Article 4, p.3.
7. Disturbance of other accommodated persons
The accommodated person must not perform any activity that would disturb the other accommodated persons in any way, especially in the evening and night.
 8. Gatherings
The accommodated person must not organize or take part in any public gatherings that disturb the other accommodated persons.
 9. Private enterprise activities
The accommodated person must not perform any unreported enterprise or other commercial activity on the premises of SD UE in Bratislava.
 10. Weapons, drugs and other narcotic substances
The accommodated person must not keep any weapons, drugs and other narcotic drugs or other objects that can endanger life on the premises of SD UE in Bratislava.
 11. Animals
The accommodated person must not keep any pets in the residential part of SD UE in Bratislava.
 12. Installations
The accommodated person must not arbitrarily interfere with installations of any kind.
 13. Manipulation with an open fire on the premises of SD UE in Bratislava
The accommodated person must not manipulate with an open fire on the premises of SD UE in Bratislava.

Article 7 TERMINATION OF THE ACCOMMODATION

Termination of accommodation:

1. On the day of expiration agreed upon the Agreement on Accommodation.
2. If students refuse accommodation within the time specified in the procedure for accommodation.
3. By cancelling the accommodation in the SD UE in Bratislava.
4. When a student completes his/her the studies, expels from school, withdraws, suspends his studies or changes the type of study, transfers schools or, when an employee terminates his employment.
5. When the accommodation is cancelled by the SD UE in Bratislava Director on the grounds of:
 - a violent breach of the disciplinary regulations of the UE in Bratislava Statutes, provision of dormitory house rules or principles of coexistence,
 - prior notice due to not keeping order in the room, in common and other facilities,
 - having moved the SD UE in Bratislava equipment, exchange of rooms without permission of Director,
 - not having paid the charge in the given time,
 - not observing the SD UE in Bratislava Director's orders regarding running the dormitory,
 - using electric appliances without permission, except those stated in the Art. 4, point 3,
 - improper behaviour under the influence of alcohol, drugs, or other addictive substances,
 - disturbing the night peace,
 - damaging the SD UE in Bratislava furniture, equipment, and the surroundings,

- allows the accommodation of persons without permission SD UE in Bratislava.
This means a visit after means a visit after 10 pm.
- 6. On the day of termination the accommodated person (within 3 days) shall be obliged to hand in the allocated room in a good condition, to hand in the key and inventory to the SD UE in Bratislava responsible employee. In case he/she does not do so on the appointed day he shall pay a charge for every additional day, in conformity with the regulations in force (lodging strangers, or during holidays, for a charge for the summer accommodation).
- 7. If the student passes his room over without authorization, this fact shall be considered breach of the House Rules of the UE students, and followed by disciplinary proceedings.
- 8. Offences committed by the UE student in the dormitory he does not stay in, are settled by the respective faculty commission at the CBUS Director's instigation.

Article 8 CONCLUDING PROVISIONS

1. The House Rules shall come into effect on 1. September, 2011.
2. On the day it comes into effect, the previous House Rules, approved on 1 September, 2010, will be revoked.

In Bratislava 29. April, 2011

Dr. h. c. prof. Ing. Rudolf Sivák, PhD.
Rector University of Economics in Bratislava