

Internal Regulation
Center of business and university services
University of Economics in Bratislava

According to the valid internal regulation in regard to the accommodation in students dormitories University of Economics in Bratislava (hereafter UEBA) the students who are taking in the stay at the UEBA in the framework of the ERASMUS programme and other mobility programme lasting 3 up to 12 months and are accommodated in the UEBA's dormitories are charged the deposit of 100 Euro (one hundred EURO) for the key and inventory of allocated room.

The methods of deposit payment:

- 1) Bank transfer (only via domestic bank transfer) to the account No: 7000080698/8180 The bank voucher coupled with the confirmation of the accommodation's fees payment in accordance with applicable Internal Directive „Charges for accommodation in dormitories University of Economics in Bratislava“ is the subject of the submission at the accommodation's registration.
- 2) In cash at the registration coupled with the confirmation of the accommodation's fees payment in accordance with applicable Internal Directive „Charges for accommodation in dormitories University of Economics in Bratislava“ is the subject of the submission at the accommodation's registration.

The accommodation officer will check the room inventory completeness at the leaving of accommodation and under diverse circumstances following procedures will be applied:

- 1) Provided there was no room inventory's damage assessed, the deposit is refunded in the form of bank transfer to the student's account (only via domestic bank transfer) or in cash. In case of foreign bank, a student is charged a transfer additional fee.
- 2) Provided there was the room inventory's damage assessed and the amount of damage determined:
 - the statement of damage (in which the amount of damage is stated as well) is elaborated by the director of dormitories,
 - the statement is handed over to the student against his/her signature.
- 3) The deposit's decrease will be applied equal to the amount of damage and the decreased deposit will be refunded in the form of bank transfer to the student's account (only via domestic bank transfer) or in cash. In case of foreign bank, a student is charged a transfer additional fee.
- 4) Provided the damage was caused as the matter of fact that the room keys were not returned, the statement of the incurred damage is elaborated. The deposit is not refundable in this case at all.

In Bratislava, 2, February 2011

Ing. Helena Kuchyňková
Director