

Resident regulations in students' dormitories of the Silesian University of Technology

(Załącznik do Zarządzenia Nr 21/11/12)

wolne tłumaczenie z Biura Międzynarodowej Wymiany Akademickiej (RW4)

dla potrzeb studentów zagranicznych

§ 1

General regulations

1. Students' Dormitory (DS) of the Silesian University of Technology (SUT) is a place for eligible residents. Evidence of being a resident in the DS is proved by possession of an Inhabitant Card.
2. Resident of DS is represented by Residents Council (RM) which is elected by residents of each DS and the Council of Students Housing Estate (ROS) consisted of delegates from each DS. Both RM and ROS operate in accordance with the regulations approved by the Rector of the Silesian University of Technology (Rector).
3. RM is obliged to cooperate with head of each DS in issues concerning residents of the DS. In case of absence of the head of the DS, RM cooperates with the person authorised by head of the DS.
4. Mentor of the each DS, is an academic teacher appointed by the Dean in agreement with the University Board of Students (UZSS) and ROS.

§ 2

Check-in

1. Division of placements in the DS is organized on annual basis by the Head of Students Housing Estate (AOS) and is confirmed by the Rector.
2. According to written applications of interested persons, placements in the DS are assigned for 10 months (from October to June - included, but for month of September in an additional DS). An example of the application is included in the Attachment No. 8¹ to Regulations of Amounts and Rules of Beneficial Help Provided for Students of the Silesian University of Technology, in the Ordinance No 79/10/11 of 3rd August 2011.

¹ Application for a placement in a students' dormitory

3. Decision of placement in the DS is made by:
 - a) Dean or the Faculty Social Affairs Commission (WKS), who are in charge of limited number of placements for students of each faculty of SUT;
 - b) The Rector, who is in charge of limited number of placements;
 - c) UZSS, which is in charge of limited number of placements.
4. From the decision of Dean or WKS there is a right of appeal to the Rector. Appeal can be issued before the Dean.
5. Check-in of resident is done by head of the DS with participation of RM. The check-in procedure is based on a named list of students, who were accepted by the Dean. Prior to check-in, student is signing a statement familiarizing him/her with herein regulations and a statement of commitment to follow all the provisions.
6. While checking in, student is given bedclothes and sheets and other room equipment, for which is materially liable.
7. Equipment of the room ought to be compatible with the inventory list placed in the room and signed by all residents of that room, who are materially responsible for inventory to the moment of check-out (the copy of the inventory list is in possession of head of each DS).
8. Any changes in check-in can be done by permission of head of the DS.
9. While checking out, student is obliged to take out all personal belongings and private things which were brought into the room during a time of stay.
10. Student is deprived of the right to live in the DS before assigned period of stay, if one of this situations takes place:
 - a) cancellation of a decision to stay at the DS by the Dean, the WKS or the Rector,
 - b) suspension in student rights by a lawful decision of Disciplinary Committee,
 - c) exclusion from the student list,
 - d) when graduated from the University,
 - e) delayed payment for DS fees for past 2 months,
 - f) serious breaches of the **Academic Computer Network Regulations**².
11. Upon deprivation of residency in the DS, student is obliged to move out from the DS within 14 days. If the student does not move out during this time, head of the DS after consultation with the Dean or the Rector, will evict such student.

² Rules of use of the Academic Computer Network in the students' dormitories of the Silesian University of Technology

12. In case of serious breach of herein regulations, especially misdemeanours done by the student under the influence of alcohol or drug use, head of the DS in agreement with the Board of AOS can check-out such student without any delay. The application for eviction must be sign by the Rector. Moreover, student can be taken into liability before either the Disciplinary Committee or the Student Disciplinary Panel.
13. While checking out student is obliged to return all assigned equipment from the room, pay all the necessary fees (debts) and leave the room in a cleanness. Procedure of check-out is supervised by head of the DS or by someone appointed by head of the DS. In case of lack of some parts of the room equipment, residents of the room will be taken into a collective liability.
14. Residents of the DS cannot move into other rooms. Moving in must be consulted with head of the DS.
15. In order to use more effectively places in the DS students are obligated to change their rooms if head of DS decides so.
16. Student who lives by himself/herself in a multiple room and does not wish to be checked into single room is obliged to cover all fees for that room.

§3

Rights and duties of the DS resident

1. Resident of the DS has a right to:
 - a) use facilities and rooms of the DS assigned to be used by all residents with accordance of their use,
 - b) use the First Aid Kit of the DS,
 - c) have bed sheets changed every three weeks,
 - d) put up a guest from outside of the Students Housing Estate. Payment fee for a single stay is decided by the Rector after receiving an application from the Students Board of Cleanness of the DS’.
 - e) put up a student from other DS without any payment but only after showing the Inhabitant Card,
 - f) redecorate and redo the interior of a room, with respect to the property, and after approval of roommates and consultation with head of the DS.
2. Resident of the DS is obliged to:
 - a) use facilities by the rules of their purpose,
 - b) pay the residency fee to the 10th day of a month,
 - c) hand in the keys from the room to the receptionist before going out from the DS,

- d) follow the Fire Regulations and the Environment, Health and Safety (BHP) Regulations,
 - e) notify head of the DS, receptionist or RM immediately about situations which can cause threat to health and safety of all residents of the DS,
 - f) notify head of the DS immediately about any breakdowns of facilities, appliances and equipment in the DS,
 - g) maintain cleanness and order in the room as well as in all facilities of the DS,
 - h) recycle and dispose all rubbish into designed containers outside of the building,
 - i) show the Inhabitant Card each time head of the DS, receptionist, RM or other authorized persons asks.
3. It is forbidden to:
- a) bring in, use and sell alcoholic beverages – the breach of the herein regulations under influence of alcohol is penalized (Sobriety and Anti-alcohol Act - final text Journal of Laws of 1982, no 35, item 230, as amended) with a consequence of eviction from the DS,
 - b) enter when not a resident of the DS, while being under influence of alcohol, drugs or other intoxicants;
 - c) bring in, poses, use and distribute drugs,
 - d) organize and manage any business or commercial activity,
 - e) gamble,
 - f) smoke tabacco all over the DS premises,
 - g) throw anything away through windows,
 - h) sit on the window sills,
 - i) brake down the radio connection, telecommunication, fire or IT infrastructure,
 - j) use the fire extinguisher and fire hydrants in an unjustified way,
 - k) devastate the property of the DS,
 - l) dispose rubbish outside of the room and into other undesigned places,
 - m) either enter or leave the DS through windows,
 - n) allow non-residents to either enter or leave the DS through window in order to avoid the overnight stay fee,
 - o) own an animal,
 - p) brake out the alarms and anti-smog systems in an unjustified way.

4. In case of difficulty in recognising person responsible for the damage caused to the DS property, residents either of the room or the whole floor of the DS will be taken into collective responsibility. If the person responsible is not found, the whole cost of material damage will be covered collectively by residents of the whole floor.

§4

Rules of behaviour

1. Residents of the DS are obliged to cooperate with head of the DS and RM.
2. In justified situations head of the DS and RM or any other authorised person are allowed to enter resident's room while his/hers absence.
3. In case of any media brake down (such as water pipes, gas, heating, air conditioning etc.) the worker of a service company is allowed to enter the room.
4. From 23:00-6:00 the „Quiet Hours” are in force all over the DS premises. At 23:00 the DS main doors are being closed and can be open on condition that a resident will ask for it.
5. Guest is obliged to show the identification document and leave it at the receptionist desk for the time of stay in the DS.
6. Resident of the DS, who is being a temporary host of the guest, takes fully responsibility for guest's conduct and behaviour (financial responsibility is included).
7. Financial loses, caused by either the resident of the DS or guest/s of the resident, are fully covered by the resident in the equal amount to the damage (and up-to-date price).
8. Organization of the cultural, occasional and non-alcoholic events in the designed rooms of the DS must be consulted, in writing, with head of the DS and RM.

§5

Final regulations

1. Anyone present on the premises of the DS is obliged to follow herein regulations.
2. Those residents and guests who are not following herein regulations will be taken into responsibility and given sanctions (up to deprivation of resident status of the DS).
3. Any dispute on the premises of the DS must be brought up before the RM or Student Disciplinary Panel. Every resident can forward an application to the Student Disciplinary Panel. Applications ought to be send to UZSS.
4. If it comes to all provisions of herein regulations the Vice-Rector for Students' Affairs and Education is authorised to act on behalf of the Rector.

Gliwice, 6th of December 2011

Approved