

**Legal Journal of the Silesian University of Technology**

**item 279**

**RESOLUTION No. 122/2019  
OF THE RECTOR OF THE SILESIAN UNIVERSITY OF TECHNOLOGY  
of 27 September, 2019**

**on introduction of Regulations for Residents of Student Dormitory of  
the Silesian University of Technology**

Acting under article 23, section 1 of the act of 20 July, 2018 – Law on Higher Education and Science (Journal of Laws of 2018, item 1668, amended) it is ordered as follows:

§1.

Binding Regulations for Residents of Student Dormitory of the Silesian University of Technology which constitute Annex to these Regulations shall be introduced.

§2.

Regulation No. 21/11/12 of the Rector of the Silesian University of Technology of 6 Dec., 2011 on Regulations for Residents of Student Dormitory of the Silesian University of Technology shall no longer be binding. ( Legal Journal of the Silesian University of Technology of 2011, item179).

§3.

The Resolution shall be effective as of the date it is signed.

A. Mężyk, Rector of the Silesian University of Technology

**Regulations for Residents of Student Dormitory of  
the Silesian University of Technology**

**Definitions**

§1

The terms used in these Regulations mean:

- 1) The University - The Silesian University of Technology,
- 2) Resident – a student or non-student in residence in a student dormitory,
- 3) A student – a person who studies at the University

**General rules binding on residents of student dormitories.**

§2

1. Student Dormitory, hereinafter called DS is a place of residence of people entitled to it.
2. DS residents must obey these Regulations and collaborate with a DS manager and the Administration of the Student Estate, hereinafter called AOS.
3. The resident is materially liable for bedclothes and other furnishings received on the check-in day until they are returned.
4. The room furnishings should be consistent with the inventory list that can be found in the room and confirmed by all residents who are materially liable for them until the check-out time ( the second copy is kept by DS administration).
5. Changes in the furnishings and décor of the room ( i.e. moving furniture) can be made exclusively upon the consent of the DS manager and the other residents with respect for the property as well as ensuring an easy access to windows and bar codes marking the inventory.
6. Upon check-out the resident must remove all private furnishings from DS.
7. The rent is due monthly but there is an option of a half-monthly payment of the rent. If the period of accommodation is shorter than one month, than a number of accommodation days are taken into account for payment whereat if the accommodation is shorter than 15 days, the rent is a half of the valid rent, when it is over 15 days, it is the full rent for the whole month.

**Check-in and check-out rules**

§3

1. AOS prepares allocation of dormitory accommodation in DS annually which is approved by the Rector.
2. Accommodation in DS is granted based on submitted applications for a period of 9 months ( from October to June inclusive) and for a period of 3 months ( from July to September) in a designated dormitory based on valid Student ID.  
A model of application form is included in an Annex to the Regulations for establishing the amount, and granting and paying social benefits for students of the Silesian University of Technology.
3. A person applying for accommodation in a dormitory is entitled to apply for accommodation in any dormitory of their choice.

4. The decision on granting accommodation in a dormitory is approved by the Rector or a person authorised by him.
5. A Resident Card is a proof of entitlement to accommodation in DS.
6. The resident must pay the rent for accommodation in DS by the 10<sup>th</sup> day of every month for a given month to a given bank account, subject to sec.7.
7. The rent for October must be paid in advance by 10<sup>th</sup> September ( the month proceeding the commencement of the academic year).
8. The absence of payment in the above mentioned due dates will result in crossing the student out from the list of people who were granted the accommodation in DS.
9. The students are represented by The Resident Council chosen by them, hereinafter called RM, and The Student Estate Council, hereinafter called ROS. Both Councils act based on The Silesian University of Technology Student Self-government Regulations.
10. The student is checked in by the DS manager based on the lists approved by the Rector or another authorised person. Before the check-in, the student signs a statement that he/she has read the provisions of these regulations and undertakes to respect the rules contained in them.
11. The student loses the entitlement to accommodation before the end of the period for which the student was checked-in upon:
  - a) A suspension in student rights by binding decision of disciplinary committee,
  - b) Being crossed out from student list,
  - c) Course completion,
  - d) rent arrears for two consecutive months – based on Rector’s decision,
  - e) gross violation of these regulations or University computer network regulations.
12. Upon the loss of accommodation in the DS, the student must move out within 14 days. In case of violation of that deadline, after notifying the Rector or a person authorised by him, the DS manager is authorised to evict the student immediately.
13. In case of discovering a gross violation of Regulations or social behaviour rules, especially offences committed under the influence of alcohol or narcotic drugs, the DS manager is authorised to evict the student immediately. The motion for eviction including a statement of reason is subject to the Rector’s approval. In this situation the student may have to appear before Disciplinary Committee.
14. Upon the check-out the student must return all furnishings they received, pay all rent and leave the room in order. The room is examined by the DS manager or a person appointed by the manager. The manager makes the roommates jointly and severally liable for any missing furnishings.
15. The student cannot move to a different accommodation without permission. Such action must be settled with the DS manager each time.
16. The student may be moved to another room in order to use the accommodation in DS more effectively.
17. The student who lives alone in a room designated for more than one person and does not agree to move must cover the cost of maintenance of the whole room according to valid price list.
18. The student must collaborate with DS and RM management.
19. In justified cases ( i.e. leaking water, turned on light, noise) DS manager with employees and RM or ROS representatives are authorised to enter the student’s room during their absence.

## **DS Resident Rights and Obligations**

### §4

1. DS Resident is entitled to:
  - a) use equipment and rooms for general use in the DS according to their intended use,
  - b) use the DS first aid kit,
  - c) the change of bed linen every three weeks,
  - d) have visitors and overnight guests,
  - e) make changes to the room décor to suit their preferences with the consent of the DS manager and their roommates and with the respect for social property.
2. DS Resident must:
  - a) use the DS room according to its intended use,
  - b) make the payment in due time,
  - c) leave the keys at the reception desk when leaving the DS,
  - d) use the water and electricity economically,
  - e) strictly comply with health and safety regulations and fire regulations, and react immediately to all evacuation announcements,
  - f) inform immediately the DS manager, RM or DS receptionist about any case of danger to life, health or safety of DS residents,
  - g) inform the DS manager or receptionist immediately in case of any failures in DS installations and devices or other technical failures and property damage,
  - h) strictly observe cleanliness and order in their room and common rooms,
  - i) take out rubbish and put it only to containers located outside the DS, and segregate it properly,
  - j) show the DS resident ID card on request of every receptionist, DS manager, RM or other authorized person.
3. The following activities are strictly prohibited:
  - a) bringing in, selling and consuming alcoholic beverages, drugs and narcotics under pain of criminal liability based on Act of 26 Oct., 1982 on Upbringing in Sobriety and Counteracting Alcoholism (Journal of Laws of 2018 item 2137),
  - b) entering the DS in a state of intoxication or under the influence of drugs,
  - c) bringing in, keeping or using any flammable substances or explosives,
  - d) running business or commercial activity,
  - e) gambling,
  - f) smoking tobacco on the DS premises,
  - g) throwing any objects out of the windows, entering or leaving the DS through the windows, sitting on windowsills and getting on the building roof,
  - h) bringing in or keeping bicycles in the rooms or in any other places not intended for this purpose, destroying speakers, broadcasting, telephone or computer nets and CCTV (cameras, video intercom), any interference with fire protection systems (especially covering fire detectors and damaging voice alarm system loudspeakers)

- under pain of immediate eviction from the DS,
- j) unjustified use of fire extinguisher or hydrant, voice alarm systems, smoke removal installation or triggering of fire alarms,
  - k) the DS property devastation, destroying walls, doors, room furnishings or common rooms equipment,
  - l) taking out garbage and leaving it in the corridor or any other common rooms,
  - m) replacement of locks, or lock buckles in the room doors without permission,
  - n) letting the visitors in and out through the window in order to avoid accommodation fees,
  - o) keeping animals,
  - p) placing ads anywhere except for the boards designated for that purpose;
  - q) using additional electrical devices in the rooms (toasters, kettles, electric cookers or microwave ovens etc. ) that pose a fire hazard by overloading the electrical installation or which could trigger a false fire alarm,
  - r ) tempering with electrical switchboards or boxes and distribution boards of electrical, gas, water and sewage, telephone, computer or hydrant installations
  - s) destroying barcode stickers which are used to mark the DS inventory.

### **Order regulations**

#### §5

1. In case a fault or failure (in water supply installation or central heating etc. ) is reported, a repairperson or a member of a maintenance crew accompanied by the DS manager are entitled to enter the room while the resident is not present in order to solve the problem.
2. From 11 p.m. to 6 a.m. the Quiet Hours are obligatory on the DS premises. From 11 p. m. the DS entrance door is locked and opened only at the resident request. During the Quiet Hours all people staying in the DS are obliged to behave in the way that does not violate other people right to rest.
3. A visitor ( guest) is obliged to present their ID with a photo (Personal ID, Passport, Student ID, Military Book) to the receptionist which will make it possible to establish visitor's identity in order to write down their data or to leave their resident card. In case there is no such document, the host resident must confirm the visitor's identity. If the visitor stays in the DS after 11 p.m., the resident must pay the accommodation fee according to the fee schedule.
4. To ensure safety in DS and in order to conduct financial settlements, a guestbook is kept in the DS. The employees keeping the records are obliged to secure and protect personal data included in the records.
5. The host resident bears full responsibility for their visitors . This also concerns all financial liabilities for damage caused by their visitor or for any other random event.
6. All financial losses caused by the resident or by their visitors are covered in full by the resident, at the full value of damaged property.
7. The organization of cultural, special and non-alcoholic events in rooms specially designated for that purpose requires written consent of the DS manager and RM.

8. The resident who has a private car must park the vehicle in designated areas. Parking on access roads, fire roads or blocking access to garbage containers is prohibited.
9. The University does not bear any responsibility for personal belongings ( valuables or money) left in the room by the resident.
10. Entering the DS premises equipped with the identification device is possible with the use of electronic access key.
11. The person registered in DS equipped with the identification device receives the access key, mentioned in item 10, for free for their exclusive use during their stay in the DS.
12. The fee for the loss of the access key mentioned above is charged at market price.

### **Information on processing personal data**

1. The basis for personal data processing of DS resident is execution of accommodation agreement including information clause on personal data processing.
2. Personal data of DS residents are processed for the purpose of financial reports, keeping records in the form of a register book, an accommodation chart, issuing certificates, making resident lists needed by the University, lists of overpaid financial means, issuing external debit notes, reminders for debtors and concluding car park agreements.
3. Personal data of DS visitors are processed for the purpose of generating information for financial reports on temporary accommodation, drawing up rent agreements and issuing invoices.

### **Final provisions**

1. During an academic year DS manager may make vacant accommodation in DS available to another interested person based on separate agreement.
2. Matters of dispute which have arisen on the DS premises concerning students are examined by RM. Every student is entitled to send requests to RM. The requests should be submitted to University Student Self-government Management.
3. Vice-Rector for Student Affairs and Education has the Rector's authority resulting from these Regulations.