

**REGULATIONS OF STUDENT DORMITORIES OF THE UNIVERSITY OF LIFE SCIENCES IN LUBLIN**  
**AND GENERAL PROVISIONS**

**§ 1**

The regulations for student dormitories lay down the rules for the allocation, loss of places in student dormitories and payment, as well as the rules for residence in student dormitories.

**§ 2**

1. The student dormitory, hereinafter referred to as 'SD', is an integral part of the University of Life Sciences in Lublin, hereinafter referred to as the University.
2. The student dormitory is a place of residence for eligible persons, a place of study and recreation.
3. The student dormitory is administered by a student dormitory administrator.
4. The student dormitory administration is supervised by the Head of the Student Dormitory Section.

**II RULES FOR ALLOCATION OF PLACES IN STUDENT DORMITORIES, RESERVATIONS AND  
ACCOMMODATION**

**§ 3**

1. A place in a student dormitory shall be granted on a first-come, first-served basis upon application by the applicant.
2. The application for a place in a student dormitory is available in the ULSL Admission System. Applicants must submit their applications exclusively through the ULSL Admission System. All applications for a place in a student dormitory sent to other email addresses will not be considered valid.
3. A place in the SD is granted for the period from 1 October to 30 June.
4. Students and doctoral students of full-time and part-time studies may apply for a place in the ULSL student dormitory.
5. A student or doctoral student may apply for accommodation in the SD for his/her spouse and child.
6. If there are vacancies, persons other than those mentioned in paragraph 5 may also apply for accommodation.
7. Priority in the allocation of a place in a student dormitory shall be given to students and doctoral students who have a recognised degree of disability, who are orphans or semi-orphans, and to persons whose daily commuting to the University would make studying impossible or significantly difficult.
8. Part-time students may stay overnight during conventions and other guests as long as there are places available in the SD.
9. A student of another University may live in a student dormitory if there are vacancies, given that a certificate of student status is provided.
10. Another person may be given a place in a student dormitory if there are vacancies, subject to the approval and determination of payment by the Vice-Rector for Student Affairs and Education.

11. Persons who have been granted a place in the student dormitory are required to confirm that they have taken up their accommodation by the specified deadline.

12. Failure to confirm acceptance of accommodation by the specified deadline is tantamount to resignation from residence in the student dormitory.

#### § 4

1. Accommodation in a SD takes place at the SD administration within a time limit specified by the Head of the Student Dormitory Section on the basis of lists of persons who have been given a place in the respective student dormitory.

2. If it is not possible to be accommodated within the time limit specified in § 3 paragraph 12, the person who confirmed the accommodation is obliged to inform the student dormitory administration and indicate a date for accommodation.

3. Prior to being accommodated, the person who has confirmed their intention to take up residence in the student dormitory shall be required to familiarise themselves with the contents of these regulations.

4. At the time of their accommodation, the student shall be given a resident's card, which they shall present at the request of the administrator or the student dormitory receptionist on duty.

5. Every resident of the student dormitory is required to sign a contract for the lease of a place/room in the student dormitory of the University of Life Sciences in Lublin.

6. The exchange of a place in a student dormitory shall be effected with the administration of the student dormitory.

7. In the event of inability to complete a room, the resident shall be obliged to move to a room in the same or another student dormitory designated by the student dormitory administrator.

8. If a two-person room is changed to a one-person room while the furnishings remain the same, the single occupancy fee shall be 75% of the room fee.

### III RIGHTS AND OBLIGATIONS OF STUDENT DORMITORY RESIDENTS

#### § 5

1. All residents of the student dormitory have equal rights and obligations.

2. Residents of the student dormitory have the right to:

1) express opinions and make proposals on all matters concerning the functioning of the student dormitory and submit any motions and proposals,

2) request the administrator of the student dormitory to intervene in the event of a violation of their rights,

3) use all rooms and facilities of the student dormitory intended for common use,

4) enter and leave the student dormitory at any time, subject to the rules of quiet hours,

5) use the bed linen exchange service,

6) in exceptional circumstances, to accommodate a close family member free of charge, after obtaining the consent of all residents of the room in which they live and after prior notification and agreement with the administrator of the student dormitory,

7) to deposit their belongings for the duration of the summer break. Items may be left in storage between 15 and 30 June and collected by 10 October,

8) to change rooms, room standards or student dormitory, if possible.

3. Residents of student dormitory are required in particular to:

1) respect for SD property – residents are financially responsible for any culpable losses or damage to SD equipment and furnishings,

2) if the perpetrator of the damage cannot be identified, all residents of a given room, floor or the entire student dormitory shall be financially liable, depending on the nature of the damage and the place where it occurred,

3) informing the administration of the student dormitory of any noticed faults, damage or destruction of the property of the student dormitory,

4) maintaining cleanliness in rooms and common areas, including regular cleaning of the room/segment,

5) locking the room when leaving it and during sleeping hours,

6) complying with health and safety, and fire regulations,

7) notifying the student dormitory administration of the date of moving out of the student dormitory and of a roommate's prolonged absence,

8) presenting a valid resident card upon request by the duty receptionist or administrator,

9) paying the monthly fee for the occupied place in the student dormitory,

10) returning the equipment and bedding collected upon check-out, settling any outstanding charges and leaving the room in impeccable cleanliness and order. The rooms vacated shall be inspected by the administrator of the student dormitory or another employee of the student dormitory designated by the administrator,

11) leaving the room key at the reception desk each time they leave the student dormitory,

12) moving to another room at the request of the student dormitory administrator, if justified by economic reasons or the needs of the University, when a roommate has moved out,

13) complying with the provisions of these regulations.

#### IV RULES FOR LIVING IN STUDENT DORMITORY

##### § 6

Visits to rooms may take place with the consent of roommates at strictly defined times, i.e. from 8 a.m. to 11 p.m., subject to the following requirements:

- 1) visitors are required to leave their ID at the reception desk, provide the room number they are visiting and the name of the person they are visiting. The ID should be collected at the end of the visit, but before curfew. After this time, the person leaving or the visitor staying in the dormitory must pay a fee of PLN 20 to the receptionist on duty,
- 2) the person being visited is jointly responsible for the behaviour of visitors,
- 3) the Vice-Rector for Student Affairs and Education may prohibit persons who are not residents of the student dormitory from entering the premises if they have previously committed offences against the Student Dormitory Regulations,
- 4) persons who fail to comply with the applicable regulations may be prohibited from visiting by the Head of the Student Dormitory Section.

#### § 7

1. Quiet hours are in effect in the student dormitory (from 11 p.m. to 7 a.m.). During other hours, it is prohibited to disturb the peace in the student dormitory, e.g. by slamming doors, playing loud music, and in particular by placing audio equipment in windows or corridors.
2. In the event of a disturbance of the quiet hours, the receptionist is obliged to intervene immediately and reprimand the persons concerned. If the receptionist's intervention is unsuccessful, he/she shall call security.
3. The entrance doors to the student dormitory are locked at 11 p.m. After this time, only residents are allowed to enter the student dormitory.

#### § 8

The following are prohibited in the student dormitory:

- 1) keeping animals,
- 2) being intoxicated or under the influence of intoxicating substances,
- 3) throwing any objects out of the window,
- 4) independently modifying any installations, including mainly electrical, gas, water and sewage systems and the Internet network,
- 5) trading and organising gambling,
- 6) bringing, storing and distributing drugs, alcohol, firearms and gas weapons, explosives and other items that may pose a danger on the premises of the SD,
- 7) removing equipment belonging to the SD from its premises,
- 8) leaving leaflets outside the designated area,
- 9) permanently decorating the interior of the room and the building's façade,
- 10) giving up your room to another person,
- 11) smoking tobacco products, including innovative tobacco products, and smoking electronic cigarettes outside designated areas,
- 12) using gas and electric cookers that are not part of the room's equipment,

13) throwing objects into sanitary facilities that could cause damage to them.

## V FEES FOR ACCOMMODATION IN STUDENT DORMITORY AT THE UNIVERSITY OF LIFE SCIENCES IN LUBLIN

### § 9

1. The amount of fees for accommodation in student dormitories is determined by the Rector.
2. The fee for a place in a student dormitory shall be paid by the resident to the designated account no later than the 15th day of each month.
3. A one-time, non-refundable fee is introduced for residents of student dormitories to cover the costs of damage caused by residents of student dormitories in common areas (corridors, kitchens, lifts, etc.).
4. A refundable deposit equal to one month's rent for the rented room is introduced for students from other universities and non-student residents.
5. The deposit referred to in paragraph 4 shall be paid upon check-in at the student dormitory. The deposit shall be refunded, in full or in part, within 30 days of the student's check-out from the occupied room.
6. The fee for a place in the student dormitory includes utilities and Internet.
7. If the period of residence is shorter than one month, the fee for accommodation up to 15 days is half of the applicable rate, and for more than 15 days – the full rate.
8. In the case of several days' accommodation, it is possible to settle the bill using daily rates, after prior agreement with the dormitory administrator.

## VI CHECK-OUT AND LOSS OF PLACE IN THE STUDENT DORMITORY

### § 10

1. Residents are required to check out of the student dormitory by the last working day of June at the latest, unless they have received permission to stay in the student dormitory during the summer break.
2. Before checking out of the student dormitory, residents are required to settle all their obligations towards the student dormitory administration, in particular with regard to payment for the occupied place, under pain of not receiving a place in the next academic year, as well as the costs of repairing any damage caused by the resident.
3. If a resident fails to check out in accordance with these regulations, they may be checked out by a committee consisting of: the Head of the Student Dormitory Section, the Head of the Student Social Affairs Department, the Student Dormitory Administrator, a roommate or another student.

The personal belongings of the evicted resident shall be secured in the student dormitory. A written report of the eviction shall be drawn up and signed by all members of the committee. Secured personal belongings shall be destroyed by the committee if they are not collected within 2 years of the eviction.

## § 11

1. In the event of a delay in paying accommodation fees exceeding one month, the resident receives a warning and a request to pay the debt.
2. In the event of a delay in payment of fees exceeding two months, the resident receives a second warning and a final request to pay the debt. Failure to pay the debt results in the loss of accommodation in the student dormitory.
3. In the event of an unjustified absence from the student dormitory for more than half a month or failure to comply with a warning, summons or final summons, the resident shall be evicted.
4. If a former resident fails to settle outstanding payments despite being summoned, debt collection measures shall be taken against them.

## § 12

1. A resident of a student dormitory loses the right to reside in the dormitory in the following cases:
  - 1) failure to confirm accommodation,
  - 2) three months of arrears in payment,
  - 3) removal from the list of students or doctoral students,
  - 4) suspension of student rights,
  - 5) sharing or renting the allocated place to another person,
  - 6) gross violation of the rules of order and safety in the student dormitory,
  - 7) obtaining a place in a student dormitory on the basis of false information,
  - 8) violation of the provisions of these regulations,
  - 9) decision of the Vice-Rector for Student Affairs and Education or the Student Disciplinary Committee for conduct unbecoming of a student.
2. A resident against whom a decision referred to in paragraph 1 has been issued is obliged to vacate their place in the student dormitory within 7 days.

## VII FINAL PROVISIONS

### § 13

All faults in rooms reported by residents are repaired only in their presence.

### § 14

1. In the case of planned repairs (after informing the residents in advance) and in emergencies, e.g. damage to the gas, central heating, water and sewage, electrical systems, etc., technical staff may enter a student room during the absence of its residents in order to repair the fault, but only under the supervision of the student dormitory administrator.
2. In other justified cases, only the dormitory administrator may enter the room during the absence of its residents.

#### § 15

1. Any violation of these regulations is punishable.
2. In serious cases of violation of the regulations, the Head of the Student Dormitory Section or the administrator of the student dormitory may request punishment by the Student Disciplinary Committee or the Vice-Rector for Student Affairs and Education.

#### § 16

These regulations apply to all residents of student dormitories at the University of Life Sciences in Lublin.

#### § 17

The regulations come into force on 1 October 2018.