

## **ACCOMMODATION RULES**

**FOR STUDENT DORMITORIES AT THE SLOVAK UNIVERSITY OF  
TECHNOLOGY**

**UNDER THE ADMINISTRATION OF THE SPECIAL FACILITY OF STUDENT  
DORMITORIES AND CANTEENS OF THE SLOVAK UNIVERSITY OF  
TECHNOLOGY IN BRATISLAVA**

Internal Regulation ÚZ ŠDaJ STU  
Number :3/2014

Date: 22.7.2014

**ACCOMMODATION RULES  
FOR STUDENT DORMITORIES AT THE SLOVAK UNIVERSITY OF  
TECHNOLOGY IN BRATISLAVA**

**under administration of the Special Facility of Student Dormitories and Canteens  
at the Slovak University of Technology in Bratislava**

(hereinafter referred to as the "Accommodation Rules")

The facilities of the Slovak University of Technology in Bratislava (hereinafter referred to as "STU") for accommodation of students and employees, are student dormitories (hereinafter referred to as "SD")

Mladá garda, Račianska 103, Bratislava  
Jura Hronca, Bernolákova 1, Bratislava  
Nikosa Belojanisa, Wilsonova 6, Bratislava  
Svoradov, Svoradova 13, Bratislava  
Mladost', Staré grunty 53, Bratislava  
Dobrovičova, Dobrovičova 14, Bratislava  
Akademik, Vazovova 1, Bratislava.

Pursuant to Article 1, point 2) of the organisational rules of the STU Special Facility of Student Dormitories and Canteens (hereinafter referred to as "ÚZ ŠDaJ") and ÚZ ŠDaJ workplaces that are responsible for effective and economic operation in accordance with STU internal regulations, STU internal organisational and control standards, legal regulations and in accordance with the interests of the STU.

The following is stated for the mentioned purpose:

**Article 1  
Introductory Provisions**

- 1) SD provide accommodation for students, foreign students, doctoral students (hereinafter referred to as "students") and STU employees (hereinafter referred to as the "accommodated individual"), and other persons, if capacity of the SD allows it. Accommodation is provided pursuant to the principles for accommodation of STU students and pursuant to STU principles for accommodation of individuals, who are not students.
- 2) The interests of students accommodated in the SD are represented by the board of accommodated students (hereinafter referred to as "RUŠ"), whose statute is approved by the STU Academic Senate (hereinafter referred to as the "AS STU").
- 3) The accommodation rules are binding for all people accommodated in the SD. The Director of the ÚZ ŠDaJ STU is entitled to issue and change the Accommodation Rules.

- 4) The accommodation conditions are stipulated, in addition to the principles contained in point 1 of this article, also in Act No. 131/2002 Coll., on Universities and on Change and Additions of Some Acts, as amended.
- 5) The establishment and termination of student accommodation is stipulated in the student accommodation contract.
- 6) The establishment and termination of employee accommodation is stipulated in the employee accommodation contract.

## **Article 2**

### **Internal SD Rules**

- 1) The entrance into the SD building is open from 5:00 and closes at 24:00. Outside these hours, the porter is entitled to open the entrance to the building in hourly intervals and to allow accommodated students to enter building upon presentation of the accommodation card.  
This does not apply to SD Akademik as all accommodated students are given a key to the entrance of this accommodation facility.
- 2) The person accommodated may receive visitors between 6:00 and 22.00.
- 3) Visits are recorded by the SD porter. Each visitor must present an ID card to the SD porter when entering or exiting the building. The visitor must inform the person accommodated of their arrival and the person accommodated must accompany the visitor throughout the duration of the visit to the SD. During the visit, the visitors ID card is to be kept in the porter's room at the SD.
- 4) The person accommodated shall be obliged:
  - To present a valid accommodation card upon the request of the authorized SD employee or member of RUŠ;
  - To keep the rules of polite behaviour, not restrict or disturb other people accommodated and not to damage the property and the areas surrounding the SD;
  - To respect quiet at night from 22:00 to 6:00;
  - To comply with occupational health and safety and fire protection;
  - To treat effectively with water and electricity.
- 5) It is forbidden in the SD:
  - To let the room or area of accommodation be used by someone, for whom it was not assigned;
  - To lend the keys from the room, in which the person is accommodated and the accommodated card to someone else;
  - To leave personal items in common premises in the SD, to leave bicycles in premises that are not designated for such purposes;
  - To produce, store or use narcotics and psychotropic substances in all premises of the SD, including the outside areas belonging to the particular SD;
  - To produce, store or drink alcohol in all premises of the SD, including the outside areas belonging to the SD; The prohibition on alcohol does not apply to premises leased for the organisation of students' social events (university club);
  - To smoke and use open fire;
  - To directly use electric consumer heating appliances (boilers, radiators, hot-air heaters, etc., if not part of the inventory for the room or the area (e.g. kitchenette), designated for use;

- To conduct a business or other trade activity;
  - To keep guns;
  - To keep animals;
  - To exit and enter the SD through other premises than the marked entrance;
  - To remove inventory from the boarding facilities of the STU (plates, cutlery, glasses, salt etc.);
- 6) People accommodated in the SD
- Take over the room in form of a written protocol and confirm the condition of the room upon acceptance;
  - Are entitled to use the room, in which a bed was assigned to them, including the basic equipment and accessories in the room within the scope of the inventory and the common premises of the SD and the services provided as a part of the accommodation;
  - Must not make any changes in the premises of the assigned room and in premises of the SD (change furniture, replace locks, interfere into electric installations, etc.) without a consent of the provider;
  - Must immediately record any defects arising during the accommodation into the book of failure;
  - Must keep the room and common premises of the SD, clean and to remove waste to the stated place;
  - Must immediately pay for any damage on the basis of a written decision of the accommodation provider;
  - Must change the bed linen a minimum of once every 14 days.
- 7) No later than upon the expiration date for the accommodation, the accommodated person must vacate and hand the room back to the accommodation provider with the equipment listed in the respective inventory. The room (walls, floor, windows, doors, etc.), inventory of the room and the hygiene facility (if part of the room) must be clean and undamaged at the time of handing back;
- 8) The person accommodated will be deemed to have vacated his/her accommodation once s/he present confirmation of his/her cleaned and undamaged room to the operating section of the SD along with his/her accommodation card and the agreement to remove or compensate any damage, if the damage cannot be removed upon vacating the accommodation; all documents must be signed by the responsible employees of the SD;
- 9) If the person accommodated does not vacate the room within the stated deadline, i.e. no later than on the day of termination of the accommodation in the SD, the accommodation provider is entitled to replace the lock on the assigned room and the possessions of the person accommodated will be stored for up to 14 days in specially designated premises in the SD. The accommodation provider is entitled to charge the person accommodated of compensation for costs related to vacation of the room, and for any other damages arising by not vacating the room within the stated deadline (e.g. lost profit and other financial losses).
- 10) Authorized employees of the SD are entitled to conduct regular inspections of the accommodation and common premises in the SD, in order to check the condition of the assigned room and that the accommodation rules are kept.
- Pursuant to the above, the inspection can be conducted without presence of the accommodated person by the authorized representative of the SD in presence of an RUŠ member (or in presence of another student accommodated, who is authorized in writing by the RUŠ). If, after the proven written notification of the date of inspection, which is a minimum of three working days in advance, the member of the RUŠ or the person

authorized by the chairman of the RUŠ (hereinafter referred to as the "RUŠ member") does not attend the inspection, the inspection can be conducted without presence of the RUŠ member, but in presence of two authorized SD employees. The same procedure is applied in case that such a person does not work on behalf of the stated ŠD RUŠ.

All people conducting the inspection pursuant to previously mentioned facts, must be indicated by their ID cards.

- 11) In other cases than mentioned in point 10 of this article, the SD authorized employees may enter a room without notification to the person accommodated, if there is a risk of damage to the property or a health risk (in such cases, presence of an RUŠ member or two SD employees is not required) or in the case of state authorities, then with presence of the authorized SD employee and the employee of the state authority, who conducts the inspection. When entering a room without presence of the person accommodated in cases not covered in this point, the authorized SD employees must leave a written notification for the person accommodated stating the reason for entering the room.

### **Article 3 Final Provisions**

- 1) Severe breaching of the accommodation is:
  - Threats to the life and health of the person accommodated or other people;
  - Damage to SD property of SD and harm to people accommodated in the SD;
  - Threats to the operation of the SD;
  - Non-payment of the accommodation fee within 30 calendar days after the delivery of the reminder;
- 2) In case of any other breaching of these accommodation rules or the accommodation contract, the SG Operating Director may issue a written warning to the person accommodated with the proposed solution after not adhering the warning.
- 3) The person accommodated has the right to appeal in writing (or by e-mail) against the decision of the SD Operating Director concerning the issue of accommodation within three working days as of receipt of the decision of the SDH Operating Director.
- 4) The decision of the SD operating Director or another written document concerning the accommodation (hereinafter referred to as the "decision of the SD operating director" or the "document") must be delivered personally to the person accommodated at the SD or to another place in the faculty, where s/he can be found. In such a case of delivery, the person accommodated must present his/her ID card or accommodation card to the person making the delivery. The person accommodated shall accept and confirm a copy of the decision of the SD operating director with his/her signature with indication of the day, hour, the method of delivery in person and is to hand back the signed copy of the decision of the SD operating director to the person who delivered the document to him/her.
- 5) If delivery according to the previous point is not possible, the decision of the SD operating director will be delivered by mail or through another service for deliveries, as a registered letter with a return receipt to the address stated by the person accommodated as their postal address. If it is not possible to deliver the decision of the SD STU operating director to the address according to the previous sentence (not applicable if the person accommodated refuses to accept the letter in writing), then in such a case, the date of refusal to accept the letter will be deemed to be the delivery date, or in case that the address provided by the person accommodated is the same as the address of their permanent residence (in such a case the provisions of the first sentence do not apply), the letter is delivered to the person

- accommodated at their permanent address by mail or through another delivery service for delivery as a registered letter with a return slip.
- 6) The obligation to deliver the decision of the SD operating director is fulfilled, when the person accommodated receives the decision or on the date when the letter is returned as undelivered (i.e. the decision is delivered, even if the person accommodated is not aware of such), or if the delivery was prevented by action or omission of the person accommodated, i.e. if the person accommodated refuses to accept the letter, then in this case the date of rejection of the letter is deemed to be the date of delivery of the letter. The delivery will become effective on the date, when the person accommodated refuses to accept the decision of the SD operating director, irrespective of the method of delivery.
  - 5) The date of termination of the accommodation is the date when the decision of the SD operating director becomes valid, i.e. upon the expiration on one day after the day of delivery of the decision of the SD operating director pursuant to Article 3, point 3 of the SD Accommodation Rules.
  - 6) All documents and valid regulations to which the Accommodation Rules refer and delivery of issues according to these Accommodation Rules, are published on the website of the STU [www.stuba.sk](http://www.stuba.sk).
  - 7) These Accommodation Rules become effective on **1 September 2014**.
  - 8) As of this date, the Accommodation Rules of STU Student Dormitories in Bratislava as of November 2004 are cancelled along with all appendixes and annexes.



Ing. František Hulík<sup>1</sup>  
Director of the ÚZ ŠDaJ STU

<sup>1</sup> Article 4 point 1 second sentence in connection with Article 2 point 2 first sentence of the Organisational Rules for Accommodation of Special Facility of Student Dormitories and Canteens of the Slovak University of Technology in Bratislava, Number 1/2014-OP dated 25. 02. 2014.