



## REGULATIONS FOR RESIDENTS OF STUDENT DORMITORIES AT UNIVERSITY OF WARMIA AND MAZURY IN OLSZTYN

### § 1

#### General provisions

1. The student dormitory, also referred to in the text content as „SD” or „dormitory” is the place of accommodation, education and rest of eligible students and other persons who have been granted a place there.
2. Dormitories are administrated by the „ŻAK” Foundation of the University of Warmia and Mazury in Olsztyn, referred to in the content as the „Foundation”
3. Obtaining a place in SD entitles the residents to live there from 25 September to the last day of summer exam session
4. In the period from the day following the last day of summer exam session to 24 September , there is a possibility of accommodation in dormitories designated by the President of the Foundation’s Management Board.
5. Besides the manager, receptionist or representative of the Resident Council, also at least 2 authorized employees of the University of Warmia and Mazury in Olsztyn referred to as „UWM” have the right to enter the rooms in SD. In the event of a threat to the health or life of residents, the rooms may also be entered by the health service, fire brigade and police.
6. The right to receive a place in a dormitory is granted to a person who submitted the application form online via [www.zak.olsztyn.pl](http://www.zak.olsztyn.pl).
7. A person who has been granted a place in the dormitory is obliged to pay a deposit within 5 days of receiving the information about the allocation of a place in the Student Dormitory.
8. A person who has been granted a place in a dormitory is obliged to check-in by 5 October.
9. The deposit can be distributed to pay for accommodation in SD or to secure the costs of possible damage to the dormitory. Any unused part of the deposit will be returned to the bank account indicated by the resident.
10. The deposit is not refundable if the person who was granted a place in the dormitory does not check-in by 5 October or, despite being accommodated, did not live for at least 2 months, i.e. until 30 November .  
The deposit may be refunded in the case of not moving-in in SD if there were random reasons (e.g. long-term illness confirmed by a medical certificate, expulsion from the student list confirmed by the relevant dean’s office).
11. All payments should be made by bank transfer to the account of the relevant SD. Information about account numbers of individual dormitories is available at [www.zak.olsztyn.pl](http://www.zak.olsztyn.pl)

12. In the event of a person moving out of the room , the dormitory manager has the right to accommodate another person there or re-accommodate the remaining residents to another room. In a situation where a resident or residents do not agree to accommodate another person or being moved to another room, they are obliged to pay a fee for a free place in the room. The SD manager has the right to reclassify a given room into a room with a smaller number of beds and charge fees in accordance with the valid price list.
13. In case of vacancies in the dormitory, the SD manager may accommodate a person who does not have the status of a student.

## **§ 2**

### **Order regulations**

1. Quiet hours in SD apply from 23.00 to 6.00.  
Night from Friday to Saturday and from Saturday to Sunday, quiet hours apply from 24.00 to 6.00.
2. Visits to SD may take place between 7.00 and 23.00.
3. Rules for visiting residents in dormitories:
  - a. the visitor is required to fill in the „GUEST CARD” form and present an identity document to the receptionist,
  - b. a person regularly visiting SD residents may submit an application for a „DORMITORY ENTRY CARD” to the manager,
  - c. a person who is a resident of another dormitory may leave his/her card at the reception during the visit,
4. person ending a visit is obliged to inform the receptionist about it.  
Rules for guests staying in dormitories from 23.00 to 7.00:
  - a. the resident is obliged to report the guest’s accommodation by completing the appropriate form and paying the fee in accordance with the valid price list,
  - b. if the guest is not reported, the accommodation costs are covered by the room residents in accordance with the valid price list,
  - c. the accommodation fee is not collected from a resident of another SD administrated by the Foundation,
  - d. the resident of the dormitory is responsible for the actions of his guests as for his own actions.
5. In justified cases, the SD manager has the right to limit the visiting hours or days and forbid access to the dormitory to persons who are not residents of SD.
6. In the event of interference with the building’s fire protection system (e.g. covering, damaging, devastation of smoke detectors), the perpetrator is obliged to repair any damage caused by this action. If the perpetrator is not identified, all residents of the room, studio, floor or the entire SD take responsibility.
7. In the event of an unjustified call to the fire brigade, which was the fault of the resident, the person responsible for the situation will be charged with the costs of intervention.

### § 3

#### Entitlements

Residents of dormitories have the right to:

1. Elect and be elected to the Resident Council, also referred to in the text „RC”.
2. Create the program of RC activities and participate in its implementation.
3. Use the premises and equipment in SD, intended for general use, on the terms specified by RC.
4. Host visitors.
5. Move to another room with the acceptance of the SD manager.
6. Store their belongings in a designated room during the holidays. The Foundation is not responsible for the items left behind.

### § 4

#### Duties

Dormitory residents are obliged to:

1. Comply with the provisions of the Regulations for Residents of UWM Students Dormitories in Olsztyn.
2. Follow the rules of social coexistence.
3. Pay the accommodation fees by the 15th of each month. In exceptional cases, the SD manager may postpone the payment date, however no longer than the 15th day of the following month.
4. In case of living for an incomplete month, from 1 October to 31 May, pay the accommodation fees for a place at the amount of 1/3 of the monthly rate for each started decade.  
Breakdown of the month into decades:
  - a. the first decade- days from the 1st to the 10th,
  - b. the second decade- days from the 11th to the 20th,
  - c. the third decade- days from the 21st to the end of the month.
5. In case of living in the dormitory in June and September, pay the accommodation fees in the amount of 1/30 of the monthly rate for each day.
6. Respect the property of the dormitory. The residents are financially responsible for any shortages and damage to the SD equipment. If the perpetrator of the damage is not identified, the residents of the room, studio, floor or the entire SD may be financially responsible depending on the nature of the damage and where it occurred.
7. Notify about any faults occurring in SD via the „REPORT A FAULT” form at [www.zak.olsztyn.pl](http://www.zak.olsztyn.pl).
8. Obtain permission from the DS manager to make changes to rooms or other premises.
9. Keep the rooms, public areas as well as the surroundings of the dormitory clean and tidy.
10. Recycle and throw waste outside the building in designated places.

11. Show a resident card or other identity card at the request of the SD manager and the receptionist.
12. When checking-out, pay the fees, return the collected equipment, a resident card, keys as well as leave the room and other premises in a proper condition.
13. Strictly follow the Health and Safety and the Fire Safety regulations.

## **§ 5**

### **Bans**

DS residents are forbidden to:

1. Use devices that are a source of significant electricity and water consumption and that pose a fire hazard.
2. Self-modify the installation, mainly electricity, gas, water and sewage, television and internal computer network.
3. To cover or stick the ventilation grilles and smoke detectors.
4. Modify door locks and duplicate room keys.
5. Trade or conduct any other economic activities and to organize gambling games.
6. Bring in and store firearms, ammunition, explosives and other potentially dangerous items on the premises of the SD.
7. Use open fire in SD and its surroundings.
8. Take equipment out of the SD premises.
9. Keep animals on the premises of SD.
10. Organize events on the premises of the SD and its surroundings in a way that creates difficulties for other people.
11. Consume alcohol, smoke cigarettes, electronic cigarettes and bring in, use and distribute narcotic substances on the premises of the SD.
12. Move furniture and cover walls.
13. Use the Internet and TV in an inappropriate way.
14. Put rubbish bags in the halls, staircases and public areas.
15. Block passageways by placing bikes, clothes dryers in the halls.

## **§ 6**

### **Loss of the right to accommodation**

The resident loses the right to live in SD:

1. After the time for which he/she was allocated the seat.
2. As a result of any false information provided in the application for a place in SD.
3. In the case of more than two weeks of delay with payment for a place in SD, excluding § 4 Act 3.
4. In case of non-accommodation by 5 October.
5. Immediately due to non-compliance with these regulations and gross violation of the rules of social coexistence. The decision in this matter is made by the Foundation's Management Board at the request of the SD manager.

6. A person deprived of a place in SD has the right to appeal to the Chairman of the Foundation Council within 7 days.

## **§ 7**

### **The Resident Council**

1. The Resident Council is the only representative of SD residents.
2. RC is elected from among the residents of SD for a given academic year.
3. RC is directly subordinated to the Council of the Academic Estate, also referred to in the content as CAE.
4. RC reviews the rooms and equipment together with the SD manager.
5. The rules for the selection and operation of the Resident Council are set out in separate regulations.

## **§ 8**

### **The Council of the Academic Estate**

1. The Council of the Academic Estate is the representative of the academic estate.
2. CAE consists of representatives of the Resident Council off all SDs.
3. The term of office of the CAE lasts one academic year.
4. AE represents RC, initiates and gives opinions on projects in matters related to the Academic Estate.
5. CAE, together with RC, organizes cultural and entertainment events on the premises of the dormitories.
6. The rules for the selection and operation of the CAE are set out in separate regulations.

## **§ 9**

### **Final Provisions**

1. The Management Board of the Foundation, in consultation with the managers of SD and CAE, decides about any disputable matters not covered by the regulations.
2. In justified cases, the Management Board of the Foundation, in consultation with the SD managers and after obtaining the opinion of the CAE, may extend or limit the provisions contained in these regulations.
3. The regulations for Residents of Student Dormitories of the Univeristy of Warmia and Mazury in Olsztyn enter into force on 10 April, 2023. At the same time, the Regulations of 6 June , 2022, expire.