

Rules and Regulations of the Dormitories

I. Regulations of moving in and out of the Dormitories, placement

1. The precondition of moving into the Dormitories is signing the contract of residence. Students having gained admission to the Dormitory have to send the contract signed back to the Dormitory by the date given in the Contract.
2. Residents who do not occupy their appointed place in the Dormitory within 14 days from the appointed date will no longer be eligible for that place, unless they have been previously given a permission for moving in later.
3. Residents can resign their Dormitory membership only in writing. However, for the last 2 months of the academic year residents are not allowed to resign their dormitory membership. Residents who resign their dormitory membership after the 20th day of a month must pay the accommodation fee of the next month as well. In case of moving out for a period more than 1 month because of obligatory field practice courses, **internship** or Erasmus training program etc. keeping the accommodation for a Resident is possible if he/she pays 50% of the fee.
4. Residents have to register their dormitory address in the Office of Government (Kormányhivatal, Szeged, Rákóczi tér 1.) within 72 hours after moving in and moving out of the Dormitory.
5. In case of moving out of the Dormitory (regardless whether at the end of or during the academic year) Residents are obliged to give back all the properties, objects and keys of the Dormitory listed in the room inventory and on the equipping sheet. Residents are also obliged to give back their place in their room clean and tidy and in a proper condition for the following Resident moving in.
6. If Residents do not complete their above mentioned obligations, the Caretaker is allowed to open and enter the room in the presence of 2 witnesses and is allowed to take the Residents' things out of the room and clean the room and change its state to its original. The costs of this procedure must be paid by the Resident.
7. The Dormitory Supervisor delivers the rooms taking into consideration the Residents' requests and the Dormitory Committee's opinion and informs students by displaying the list in every floor.
8. During the academic year changing rooms is only possible with the consent of the Dormitory Supervisor and the Residents affected by the room changing. Residents can change rooms in case of a room-mate moves out.
9. Once in every semester during winter and spring breaks the Dormitory only with the agreement of the Dormitory Committee can use and offer the place of the Residents for guests, if it is announced 15 days earlier than the guests' arrival. For that period for the Residents' properties a storeroom should be provided in the Dormitory, otherwise the Dormitory has to pay compensation for the damages may occur in the Residents' properties.

II. Payment (accommodation fee and caution money)

1. Residents have to pay a deposit as caution money to the bank account of the Dormitory by the date given in their contract. The amount of caution money is 1.5 times the accommodation fee rounded to 3 digits. Students gained admission to the Dormitory also in the next academic year have to supplement their caution money to the amount detailed above. A student's dormitory admission is no longer valid and a student cannot move into the Dormitory if she /he does not sign the contract or does not pay / supplement the caution money. To the place of this student the Dormitory is eligible to accommodate other applicants.
2. Dormitory / accommodation fee has to be paid till 15th day of every month. If the invoice of the fee is issued later than that date, the fee has to be paid within 5 workdays from the issuing date. Residents have to pay the fee of an entire month even if their dormitory status

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is terminated during the month. In this case proof of payment has to be shown to the receptionist.

3. Dormitory fee and late fee has to be paid by bank transfer.
4. In case of paying more than 10 days later than the deadline Residents have to pay a late fee specified by the Senate of the University of Szeged.
5. A student has dormitory status if she / he gains admission to the dormitory and has an active student status. If the active student status is terminated, the dormitory status is also terminated. On the 9th day after warning the Resident in writing his / her Dormitory status is terminated in the following cases:
 - If the Resident does not pay dormitory fee or other fee over deadline within more than 15 days and this case occurs twice.
 - If the Resident has payment arrears due more than 30 days.
6. The Dormitory is eligible to turn caution money for paying the debts of the Resident whose dormitory status and contract ends. Caution money is not paid back to the Resident in the following cases:
 - If the Resident gained admission for the next academic year as well.
 - If the Resident sends back the contract of residence after deadline.
 - If the Resident pays caution money after deadline and because of it the Dormitory gives his/ her place to somebody else.
 - If the Resident terminates the contract of residence unilaterally.
7. In other cases the caution money is used to pay the debts of the Resident if she / he moves out of the Dormitory. If the Resident gives back all the received properties and does not have any debts, the Dormitory Supervisor initiates to transfer the caution money back to the Resident's bank account next month after terminating the contract of residence.
8. The contract of residence is terminated if the Resident keeps his / her place, but pays less than the amount given in the contract. In this case the caution money is paid back also after terminating the contract of residence.

III. Dormitory opening hours, receiving guests

1. The Dormitory Receptionist service is continuous.
2. Between 11 pm and 8 am only those guests can stay in the dormitory who has got permission for dormitory residence.
3. Every person who does not live or work in the Dormitory is considered a guest. A guest can enter the Dormitory after showing his /her identity card or passport or university student card or driving license. The guest's room number and the host student's name have to be written by the Receptionist. The Rules and Regulations for Selling and Using Dormitory Accommodation are
4. The Receptionist is entitled to ask anybody in the Dormitory to identify him/ herself. The guests and visitors should also follow the Rules and Regulations of the Dormitory and it is the host student who is responsible for calling his / her guest's / visitor's attention to follow these rules. The Receptionist or the Dormitory Supervisor can expel guests violating these rules.
5. Every Resident can receive visitors from 8 am to 11 pm in the drawing room and in the courtyard. Guests can only stay in the rooms from 9 a.m. to 9 p.m. and only if every room-mate agrees. A person spending regularly several hours in the Dormitory cannot be considered a guest. Such a person is not eligible to use dormitory services (e.g.: shower in a bathroom).
6. Every Resident can request for his / her visitor accommodation. Guests can be accommodated in the host's room if previously his/ her room-mates agree in writing.

IV. Property security and Sparing regulations

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1. In the interests of preserving dormitory properties Resident students have entire compensation liability for the damage or loss caused in the property or objects having got to exclusively use from the Dormitory and having to be given back to the Dormitory. In case the damage or loss is caused by something could not be staved off, the Resident exempts from liability. For the losses or damages of dormitory properties, appliances, equipment being used by Residents commonly they have liability jointly and severally in the ratio of their attributable behaviour.
2. If the Resident does not indicate in writing any defect or any other unusual thing in the room within 5 days of moving, it has to be considered that he/she has received the room in an appropriate condition to its purpose. The Resident is responsible for the changes, damages of the objects recorded in the inventory when moving in and for the loss of keys, such things should be compensated to the Dormitory.
3. All damages caused by damaging or breaking have to be compensated by the perpetrator individually. If more people jointly cause damage, they have liability jointly and severally to the Faculty, but may be also condemned in the ratio of their damaging. The damage or its reimbursement will be distributed equally to the perpetrator students, if their proportion of acting cannot be identified.
4. Objects registered in the inventory and placed in the dormitory, in the bedrooms, and in the common rooms are not allowed to transfer to other premises or take out of the building unless the Caretaker has given written permission.
5. Any object that represents a higher value (above 20,000 HUF) or whose performance exceeds 500 W/h can only be brought into the dormitory with the prior written permission of the Caretaker and for the own responsibility of the Resident. In the dormitory one can only use devices that fit to the Hungarian standards and are perfectly protected against electrical shock. The objects brought in and used without permission must be removed by the owner from the dormitory at the request of the Caretaker.
6. Every Resident has got an own room-key. In case of losing the key the lock has to be changed because of security and its cost has to be paid by the Resident. At the end of the academic year and in case of moving out the key has to be given back to the Receptionist.
7. The Residents can use the rooms and cabinets only during the academic year. In case of moving out for summer breaks and for other reasons they must leave the rooms and cabinets in their original state, empty. During the summer break the Dormitory provides a storeroom for the Residents' sealed packages.
8. Before leaving the common rooms, if nobody else is there, the Resident must switch the light, devices (e.g. television) off. When leaving the computer room, the Resident must log out of the system.
9. Before leaving the bedrooms the Resident must switch the light, devices off, close the windows. When leaving the bedroom doors must be always locked.
10. The dormitory and the Faculty are responsible for the valuables, marketable securities and cash held by the Resident students in the Dormitory only, if the damage is caused for a reason for which they are responsible under the general rules. In this case, the interested Resident student has to evidence it.
11. Use of external and other antennas is prohibited. It is not allowed to make individual branches on the common cable network.
12. Technical malfunctions and errors should be recorded in the "Error Notification Book" at the Reception for earliest repairing. The Caretaker looks at and signs the book daily and takes the necessary action.

V. Hygiene measures

1. Each Resident student is individually and also collectively responsible for the cleanliness and proper use of commonly used rooms and bedrooms. Resident students should not disturb cleaning. The Resident is obliged to clean and ventilate his/ her room regularly and properly.

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2. After staying in public areas, common rooms, watching TV or any other special event, everyone is obliged to clean them and re-establish the furniture of the room in the original condition.
3. Perishable food or food residue must not be stored in the rooms. Refrigerators should be regularly cleaned by the users. Before the end of the year or summer break refrigerators must be unloaded, defrosted, cleaned and switched off by the users.
4. Do not scratch or put pictures on the walls of common rooms and on devices. Pictures can only be put, if its removal can be made without leaving a trace. Only those decorations can be used in the room, after the removal of which the state of the room is the same as originally. Everyone is obliged to write their own name, his/her study program and year on the door of his/her room. Other decorations can be placed on the doors only in a removable way. The Resident student is obliged to reimburse the cost of restoration because of damaging by decorating or graffiti.
5. The persons entitled to inspect the order of the rooms are the dean of the Faculty, her deputies or delegates, the Dormitory Supervisor, the Caretaker and the members of the Dormitory Board. To inspect the presence of at least two authorized persons is required. Inspection can be carried out at any time between 9:00 and 22:00.

VI. Firefighting measures

1. When moving in the Resident students are informed by the Caretaker about the Dormitory part of the Firefighting Regulations of the University and they sign the minutes of it. All students are obliged to comply with the regulations.
2. Some mainly important rules:
 - Smoking is allowed only in the designated area. In rooms smoking is prohibited!
 - Burning cigarette is prohibited to place on shelves, furniture, devices or to drop in litter bin.
 - Using do-it-yourself lighting devices and electric appliances is prohibited!
 - Every student must know how to use fire extinguishers placed on each floor, if necessary.
 - Ironing, cooking, making coffee, heating is allowed only in the designated rooms, kitchens.
 - During baking, cooking, ironing, washing etc. the users of the electric and gas appliances have to continuously oversee them.
 - It is prohibited to put out electric fire by water!
 - To the Receptionist every Resident must report malpractice, irregularities that can directly cause fire
3. In case of fire the Receptionist must be immediately informed and the Fire Service must be called dialling number 105.
4. In case of fire or elemental damage everybody is obliged to take part in extinguishing and preventing common properties.

VII. Measures regarding co-existence

1. With listening to radio, tape recorder, audio devices etc., playing musical instruments etc. the other Residents and the silence of the neighbouring rooms must not be disturbed! During the exam period all day and night, otherwise from 23:00 p.m. to 8 a.m. such silence must be kept that provides peaceful learning and rest.
2. In study rooms, or in rooms used also for studying and in computer rooms talking, listening to music is only allowed if it is not disturbing for other students.
3. In the Dormitory it is prohibited to keep pets, animals, to sell alcoholic drinks, and to gamble.
4. In the Dormitory it is prohibited to keep and take drugs (illegal substances) or similar things and to drink excessive amount of alcohol or to disturb others with drinking alcohol.

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5. Namedays, birthdays or other celebrations can be held in the bedrooms, in other dormitory rooms, excepting the exam period and only with the prior permission of the Dormitory Supervisor. To hold such gatherings, the permission of Residents of neighboring rooms is also required. In examination periods celebrations, gatherings can be exclusively held in the club room. Events are to be ended at 23 p.m. The Dormitory Board may hold events only up to 1 a.m.
6. Other events held in the dormitory, regardless of the organizer, are permitted by the Dormitory Supervisor.
7. The Dormitory Supervisor may convene simple, floor or year meetings of the Residents to inform them. In justifiable cases (e.g. extraordinary technical disruption, joint dormitory interest), the participation of Residents may be compulsory.
8. The Receptionist has to switch phone calls to residential area from 8 a.m. to 10 p.m.

VIII. Procedural and other rules

1. Residents commit disciplinary offence if they violate the rules of the dormitory.
2. If the Resident deliberately or seriously damaged the property, object of the Dormitory or his/her mates, the Dormitory Board initiates a disciplinary procedure immediately, where decides on the sanction against the Resident student.
3. The Dormitory Board, the secretary of the Dormitory Board, the Dormitory Supervisor and the Caretaker can initiate disciplinary procedures. Without disciplinary procedure the Dormitory Board, the secretary of the Dormitory Board and the Dormitory Supervisor are also entitled to give a written warning to a Resident who slightly defies the rules. In this case the Resident student receives minus 15 points per warning when calculating during the dormitory admission procedure. Students participating in the Annual General Meeting receive 5 extra points during the dormitory admission procedure.
4. In case of suspicion of a criminal offense or of a behaviour seriously unworthy to a university student, the University Student Discipline Code shall be used. At that time, the Dean of the Faculty initiates the disciplinary procedure, which in this case is not held within the Dormitory.
5. Dormitory life is organized by the Dormitory Board that can be attended by all Residents. The Dormitory Board may issue binding decisions to all Residents in matters not covered by these rules and regulations.

These rules and regulations will enter into force on 1st April 2008.

These rules and regulations have been approved and accepted by the Dormitory Council of the Faculty of Health Sciences and Social Studies of the University of Szeged at its meeting on 23rd April 2014. The amendments will come into effect on April 24th 2014.

Szeged, 23rd April 2014.