

For:
All departments, students
and residents of MENDELU dormitories

Brno, 7 May 2014
File ref.: 8042/2014-922

RECTOR'S DECISION No. 8/2014

Dormitory Rules

I. Introductory provisions

1. These Dormitory Rules outline the operating conditions of accommodation at the dormitories (hereinafter referred to as the "Dormitories") of Mendel University in Brno (hereinafter referred to as MENDELU) which are managed by a MENDELU special-purpose facility called Dormitories and Canteens Centre (hereinafter referred to as "DCC" or "Accommodation Provider").
2. Dormitories mean the following complexes of DCC buildings:
 - J. A. Komenský Hall, Kohoutova 5-11, Brno
 - J. Taufer Hall, J. Babáka 3/5, Brno
 - The Academy Hall, tř. Gen. Píky 2005/7, Brno
 - Petr Bezruč Hall, Valtická 538, Lednice na Moravě
 - Zámeček Hall, Valtická 340, Lednice na Moravě.
3. Accommodation at the Dormitories is governed by the Accommodation Contract, Civil Code, MENDELU Statutes, fire and safety regulations and these Dormitory Rules.
4. The operating conditions of accommodation at the Dormitories are further governed by decisions of the Rector of MENDELU, managing director of DCC, instructions and orders of dormitory managers, dormitory operating managers and others authorized by the aforementioned persons.
5. These Dormitory Rules are binding upon every participant who has entered into a Housing Contract according to these Dormitory Rules, especially university students and other third parties.

II. Decision on accommodation

1. There is no legal right to accommodation at the Dormitories.
2. Accommodation at the Dormitories is provided to students on the basis of an application. The accommodation application shall be filed in accordance with the specified deadline and form. Particular dates and conditions of granting dormitory accommodation for the academic year concerned shall be published in the form of a Rector's decision at the official notice board or by other appropriate means, e.g. at the website of MENDELU DCC, no later than in April of the previous academic year.
3. The MENDELU department designated for this purpose shall process the filed accommodation applications, prepare, in accordance with the defined criteria, a ranking list of applicants and a list containing names of the applicants with whom the Accommodation Contract is to be concluded. DCC shall publish the list of all applicants at the website of MENDELU or DCC or by other appropriate means.
4. Accommodation applicants who were not promised the Accommodation Contract may ask the dormitory manager in writing for a review of the negative decision within the specified deadline after publication of the information on the official notice board or after receipt of the written information at the university e-mail. The dormitory manager shall review and examine the request and inform the applicant of his/her decision in writing within thirty days from the date of receipt of the request. The decision is final.
5. The Accommodation Contract shall be concluded by the managing director of MENDELU DCC or a person authorized by the managing director. The obligation to conclude the Accommodation Contract with the student shall expire unless the student enters into the Accommodation Contract by the deadline for the conclusion thereof and informs DCC of serious reasons of his/her absence (failure to act) by the specified deadline.

III. Termination of accommodation

1. Accommodation shall terminate on the grounds of termination specified in the Accommodation Contract, i.e.:
 - a) expiration of the period for which it was agreed (Accommodation Contract);
 - b) notice of termination served by the resident with a period of notice specified in the Accommodation Contract;
 - c) notice of termination served by the Accommodation Provider in accordance with the conditions agreed in the Accommodation Contract;

- d) notice of termination served by the Accommodation Provider if the resident seriously or repeatedly violated the Accommodation Contract, provisions of the Dormitory Rules or any of the governing regulations;
 - e) notice of termination served by the Accommodation Provider if the resident repeatedly fails to pay the residence fee or if the due amount has exceeded the amount of the residence fee for two months;
 - f) notice of termination served by the Accommodation Provider if the resident violates any of the provisions of the Dormitory Rules when under the influence of alcohol, narcotic drugs and psychotropic substances or gravely infringes the safety and fire regulations;
 - g) if the student fails to check in by the specified deadline without a prior written excuse.
2. Within 7 business days from the date of receipt of the notice of termination, the student is entitled to ask the Vice-Rector for Special-Purpose Facilities, via the DCC Manager, for a review of the ground for termination. The Vice-Rector or the person authorized by him/her in accordance with special internal rules shall review the reasons specified in the application for review and inform the resident of his/her decision in writing within 7 days from the date of receipt of the application. The decision is final.

IV. Rights and obligations of the resident

1. Basic rights and obligations of the resident are provided for in the Accommodation Contract.
2. The resident has the following rights (not specified in the Contract):
 - a) to be provided with basic equipment of the room;
 - b) to fully use the dormitory equipment and the premises designated for the needs of residents;
 - c) to be provided with bed linen and to have the bed linen changed regularly (once every 3 weeks according to the schedule). In exceptional cases, the resident is entitled to a change of bed linen on a date other than the specified one;
 - d) to use the reported and permitted electrical appliances in the dormitory building according to the price list in force provided that these appliances, their location and conditions of use comply with all regulations applicable to them;
 - e) to move the equipment and furniture in the room (after consulting the dormitory manager and obtaining his/her consent) provided that the room is restored to its original state upon termination of accommodation;
 - f) to have any operating defects preventing proper use of the room remedied;
 - g) to receive visitors in accordance with these Dormitory Rules;
 - h) to file proposals and comments regarding the operation of the Dormitories either with authorized employees of DCC or via dormitory boards. Anonyms will be disregarded;
 - i) to move on the basis of an application and with the consent of the dormitory operating department as of the first day of the month following the granting of the consent to move.
3. The resident shall:
 - a) comply with the above-mentioned rules relating to the operation of the Dormitories, including public health, fire and safety regulations, acquaint himself/herself with the rules and regulations immediately after moving in and take care of his/her own safety when staying at the dormitory;
 - b) move only in the designated room specified in the Accommodation Contract and check the condition of furniture and equipment in the room. He/she shall enter any defects and deficiencies in the accommodation card and deliver the card to the linen storeroom;
 - c) present a proof of accommodation to the receptionist, operating manager or other authorized employee of DCC without being invited to do so when entering the dormitory. The resident may identify himself/herself by other identity document, i.e. identity card, passport or other document proving the resident's identity;
 - d) where the resident uses his/her own permitted electrical appliances, he/she shall immediately inform the dormitory accommodation office. His/her own electrical appliances have to comply with safety regulations and must be in the condition necessary for proper functioning. The resident shall pay monthly fees for the use of his/her electrical appliances according to the price list in force;
 - e) comply with the principles of social coexistence, obey the quiet hours from 10 pm to 6 am, respect the rights and needs of other residents and refrain from anything which might endanger the safety of people and property or disturb the order and peace inside the dormitory or otherwise infringe the rights of other persons;
 - f) regularly clean the room including appurtenances (toilets, kitchen), regularly take out the garbage to the containers located at the designated area, maintain the orderliness and cleanliness in the common premises of the dormitory. Any failure to maintain cleanliness and hygiene shall be considered a grave infringement of the Dormitory Rules and may be a ground for termination of accommodation;

- g) save electricity, water and heat. When leaving the room, he/she shall close the windows and taps, turn out the lights and appliances and lock the room;
 - h) abide by the smoking ban in the entire dormitory compound;
 - i) the student shall check his/her e-mail box in UIS so that he/she is informed about any organizational instructions and information of DCC no later than within 7 days following their publishing;
 - j) pay compensation for any damage or loss caused by him/her while staying in the dormitory;
 - k) move in the course of the year for operational reasons; he/she shall be informed about the move and the reasons in writing;
 - l) in case of window cleaning notified in advance, make the surroundings accessible to that the cleaner's safety is not jeopardized;
 - m) make the room accessible at the time notified in advance to enable an inspection to be carried out by dormitory employees in accordance with Article VI (hygiene, orderliness, electrical appliances, fire and safety checks etc.).
4. The resident must not:
- a) run a private business at the dormitory premises without a proper lease contract concluded with the managing director of DCC;
 - b) move to other room without the consent of the dormitory manager;
 - c) intentionally damage the property of MENDELU, cycle or roller skate, use jumping boots etc. in the corridors;
 - d) keep bicycles, large sports equipment and other large objects in the room;
 - e) bring any toxic substances, drugs, alcoholic beverages in crates, kegs and other large packaging into the dormitory or use them in the dormitory, use and handle any dangerous chemical substances and combustibles;
 - f) tamper with the wiring and plumbing in the dormitory premises, damage or misuse the fire protection system;
 - g) keep pets and other animals in the dormitory;
 - h) bring firearms and stabbing weapons including ammunition into the dormitory, except for the area designated for this purpose (under the defined conditions);
 - i) throw any objects or pour any liquids out of the dormitory windows;
 - j) move the equipment of the common premises of the dormitory to rooms;
 - k) use electrical appliances which are forbidden or have not been reported to the operating manager of the dormitory building.
5. Repeated violation of the above-mentioned provisions shall be considered a serious violation of the MENDELU Dormitory Rules and may be a ground for termination of accommodation at the dormitory.

V. Operating times of the Dormitories

1. The Dormitories open at 5 am and close at 12 midnight.
2. From 12 midnight to 5 am, a student will be allowed to enter the dormitory only upon presentation of his/her ISIC card, exceptionally upon presentation of his/her ID card, passport or other document proving his/her identity. Other residents will be allowed to enter the dormitory at this time only upon presentation of their ID card, passport or other document proving their identity.
3. Visitors:
 - a) visiting hours are from 6 am to 10 pm;
 - b) when entering the dormitory, the visitor shall report to the reception and provide his/her name and visited person's room number;
 - c) no visitor can be received in the room against the will of roommates;
 - d) the visitor shall comply with the provisions of the Dormitory Rules and, where violated, he/she shall leave the dormitory at the request of a dormitory employee or building manager;
 - e) the visitor shall leave the dormitory by 10 pm. After this time, he/she may stay in the building only under the following conditions (according to the accommodation price list):
 - registration at the reception, presentation of an identity document,
 - consent of the roommates present,
 - payment of the defined fee according to the price list in force,
 - presence of the visited person throughout the visit,
 - the visitor may stay in one room no longer than for 3 subsequent nights.

VI. Inspections

1. Authorized employees of DCC are entitled to carry out inspections of the rooms of accommodated students in order to ascertain:
 - technical condition of the room,
 - compliance with hygiene standards, fire and safety regulations,
 - condition of the reported appliances.

2. Notification of the above-mentioned inspections shall be pinned up on the reception notice boards of individual buildings 7 calendar days in advance.
3. Where any deficiencies are ascertained, a record of the inspection shall be prepared and filed with the dormitory manager.
4. Notification before entry to the residential premises is not required where it is necessary in order to prevent an imminent danger or where there are reasonable grounds to suspect a violation of the Dormitory Rules (fire, water or gas leaks etc.).
5. The inspection shall be carried out by at least two persons who shall knock before entering the room.
6. No personal effects of the student may be touched during the inspection unless the student is present.

VII. Effect

1. These Dormitory Rules take effect on the date of their signature by the Rector of MENDELU.
2. Once these Dormitory Rules take effect, the force and effect of the Dormitory Rules of 4 December 2007 file ref. 3786/2007-981 shall expire.

prof. RNDr. Ladislav Havel, CSc.
Rector