

## **COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE**

Number: R 371

date: 8<sup>th</sup> February, 2018

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### **Regulations for Accommodating Students of the University of South Bohemia in České Budějovice for the Academic Year 2018/2019**

1. Applicants for on-site mode of study and persons who have interrupted their studies or who are transitioning from another form of studies (hereinafter "applicants" under point 1) are reserved 650 beds from the total capacity of the Dormitories and Refectories (DaR USB).
2. The accommodation is allocated to applicants under point 1 by DaR USB in the quota specified in point 1. The decisive criterion is the commute time, i.e. the time spent by travelling from the applicant's permanent residence to České Budějovice.
3. Together with notification of admission to studies, each Faculty shall send an accommodation information letter to all its applicants for on-site mode of study, including the accommodation application form and instructions on payment of the accommodation deposit. The accommodation information letter shall be provided by DaR USB to the Study Departments of each Faculty by 18 May 2018 in the required number of copies. Students interested in dormitory accommodation shall apply at [www.kam.jcu.cz](http://www.kam.jcu.cz).
4. The deadline for submitting applications for accommodation for applicants under point 1 is 31<sup>st</sup> July 2018.
5. DaR USB shall decide on the accommodation of applicants according to point 1 by 10<sup>th</sup> August 2018 and publish the list of the accepted applicants on the DaR USB website at [www.kam.jcu.cz](http://www.kam.jcu.cz).
6. Applicants under point 1, who have been allocated accommodation in the Dormitory, shall pay a deposit in the amount of CZK 1,000 by 31<sup>st</sup> August 2018. This deposit will be cleared at the first payment of the dormitory fee, i.e. in October 2018. If the applicant fails to pay the deposit, they will lose their entitlement to accommodation. If the applicant pays a deposit and does not check in by 2<sup>nd</sup> October, 2018, the deposit shall be forfeit.
7. The Institute of International Relations of the USB Rectorate shall notify the Director of DaR USB of the number of required places in the Dormitories for Erasmus + foreign students by 21<sup>st</sup> April 2018. The Institute shall then send accommodation information and conditions to the foreign students.
8. Current students are accommodated in the remaining capacity of DaR USB.
9. Current students apply for accommodation through an electronic application available at: [www.kam.jcu.cz](http://www.kam.jcu.cz) between 23 April 2018 and 11 May 2018.
10. Based on the commute time criteria, DaR USB determines the order of the eligible current students according to point 8. The list of successful applicants will be published on 18 May 2018 at: [www.kam.jcu.cz](http://www.kam.jcu.cz).
11. Each Current student under point 8, who is granted accommodation in the Dormitory by DaR USB, shall contact the Manager of the Dormitory, in which they are requesting accommodation



for the academic year 2018/2019, in person. The applicant is required to contact the Manager from 4<sup>th</sup> to 22<sup>nd</sup> June 2018, otherwise the entitlement to accommodation shall cease. The wishes of these applicants regarding accommodation in a preferred dormitory or a particular room are respected if possible. The Dormitory Manager may terminate a student's accommodation due to late payment of the dormitory fee, a breach of the Student Accommodation Code or cases of misconduct during previous years.

12. Applicants under point 1, who have been allocated dormitory accommodation (according to point 2), will be assigned a specific Dormitory and room by 11<sup>th</sup> September 2018. The list of assigned Dormitories and rooms will be published on the website [www.kam.jcu.cz](http://www.kam.jcu.cz).
13. All successful applicants who have been assigned a place in the Dormitory are obliged to move in between 28<sup>th</sup> September and 2<sup>nd</sup> October 2018. If they do not do so, their entitlement to accommodation shall cease with effect from 3<sup>rd</sup> October 2018 and the place will be allocated to another applicant.
14. Managers of the individual Dormitories are obliged to ensure full occupancy of the Dormitory rooms. If any capacity is freed (due to a student relocation or loss of accommodation entitlement by failing to observe the deadline for checking in the Dormitory or by terminating or interrupting studies, decision not to start studies etc.), the vacancy shall be allocated to other accommodation applicants.
15. Students accommodated in the Dormitories are obliged to observe the Student Accommodation Code. If the accommodated student seriously violates the Code, the Director of DaR USB - upon a complaint from the Manager of the relevant Dormitory - is entitled to terminate their accommodation at the DaR USB accommodation facility. The decision is issued in writing.
16. There is no legal entitlement to accommodation in the Dormitories.
17. Failure to pay dormitory fees on time is deemed a gross violation of the Student Accommodation Code.
18. Upon the recommendation of the Centre for Support of Students with Special Needs, students and applicants with special needs have priority right to accommodation.
19. Accommodated students are obliged to respect the deadline for checking out of the Dormitory, usually 30<sup>th</sup> June, possibly with respect to other serious circumstances such as extensive building repairs, reconstruction of buildings, etc., as instructed by the Dormitory Manager.
20. Students can use the Dormitory accommodation during school holidays (July-September). The individual Dormitory and room where the student will be accommodated during the holidays is determined by the Dormitory Manager. The current DaR USB price list applies to accommodation during summer holidays. Students are obliged to book their accommodation in advance and respect the closures of Dormitories due to renovations, repairs, staff holidays, group events etc.

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