



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

Number: R 628

Date: 12 February 2026

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### **Rector's Ordinance establishing the Guidelines for the Accommodation of Students of the University of South Bohemia in České Budějovice for the academic year 2026/2027**

#### **1. Guidelines for all students commencing their studies in the 2026/27 academic year**

Student accommodation is decided by D&R USB according to the capacity of the dormitories based on:

- Commuting time, i.e. the time spent travelling from the place of permanent residence to České Budějovice (railway station) according to IDOS
- The paid reservation deposit

By submitting an application for accommodation, students confirm that they have read the Guidelines for the Accommodation of Students of USB in České Budějovice for the given academic year.

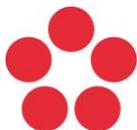
#### **2. Submitting applications via the ISKAM accommodation system**

Students interested in accommodation in a dormitory should submit an electronic application at: <https://koleje.jcu.cz> between 15 June and 31 July 2026.

Once the application has been submitted correctly, the student will receive a confirmation email.

Students with STAG login details should use the link 'Student login to ISKAM'; the login details are the same as for STAG.

Students without STAG login details who have a Czech national identification number should use the link 'Applicant login to ISKAM'. Login: the student's full national identification number (without the slash), password: initials in lowercase (always only 2 letters, e.g. Jan Novák-jn). If you cannot log in, click on the link to request a new password.



Students without STAG login details and without a Czech national identification number should use the link 'Applicant login to ISKAM'. Login: student's pseudo national identification number, password: last two letters of the pseudo national identification number in lowercase.

### 3. Reservation deposit

The reservation deposit is CZK 5,000. Students must pay the reservation deposit by 31 July 2026.

If the student already paid the deposit in the previous period (this can be checked in ISKAM), it is not necessary to send a new one. This reservation deposit will be transferred to the accommodation deposit on the day of arrival. No confirmation of payment of the reservation deposit will be sent; payment status can be checked after logging into ISKAM.

Deposit payment options:

Online: by card in ISKAM

At any reception desk: in cash (CZK) or by card

Bank transfer:

Account number: 169492602/0300

Variable symbol: available in ISKAM upon login

*Payments from abroad:*

BIC: CEKOCZPP

IBAN: CZ35 0300 0000 0001 6949 2602

Reference number / variable symbol: available in ISKAM upon login (important information)!

Account holder: University of South Bohemia in České Budějovice

Bank name: ČSOB

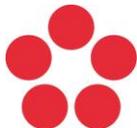
### 4. Shared accommodation

Requests for shared accommodation must be sent by 31 July 2026 at the latest, in the form of a written request from all students to kam@jcu.cz. If the capacity of the dormitories allows, we will try to accommodate requests for shared accommodation. The condition is that all applicants must have their applications approved in accordance with point 1.

### 5. Decision on the approval of applications

D&R USB will decide on the accommodation of applicants by 5 August 2026 at the latest.





By this date, all students will receive an email with the decision according to point 1 and further instructions.

## 6. Bed selection

From 12:00pm on 6 August 2026 to 12:00pm on 9 August 2026, students who wish to reserve the same bed they used until 31 May 2026 will have priority in selecting beds.

From 12:00pm on 10 August 2026 to 12:00pm on 21 August 2026, bed selection will be unrestricted, subject to availability in all dormitories.

If a student does not reserve a specific bed within the specified period, their entitlement to accommodation expires.

The dormitory manager may cancel a student's application/reservation for accommodation if they violated the D&R USB Dormitory Rules in previous years.

## 7. Cancellation of application

Applications can be cancelled by contacting [emailingkam@jcu.cz](mailto:emailingkam@jcu.cz).

Cancellation of an application by 31 July 2026 – the deposit will be refunded in full (excluding a fee of CZK 500 for returning the money to a foreign account).

Cancellation of an application between 1 August and 21 August 2026 – the deposit will be reduced by a contractual penalty of CZK 2,500 (and reduced by a fee of CZK 500 for returning the deposit to a foreign account).

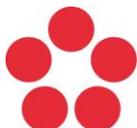
Cancellation of the application from 22 August 2026, the deposit is not refunded – contractual penalty of CZK 5,000.

## 8. Additional applications

Applications for accommodation can additionally be submitted from 6 August 2026, with accommodation being provided on an individual basis according to available capacity. Students will be informed by email or telephone.

## 9. Moving into the dormitories

All students will have a bed reserved from 14 September 2026. From this date, it is necessary to pay the accommodation fee for September (16 nights) before moving into the



accommodation. Payment can be made online by card after logging into ISKAM or by bank transfer to the account (as with the deposit payment). Students will receive information about the amount of the accommodation fee by email before moving in. Students will not be provided with accommodation unless the accommodation fee has been paid by the day of moving in at the latest.

Students are required to move in between 14 September and 21 September 2026.

Students who do not move in by 21 September 2026 without notifying the dormitory of a later arrival date will have their reservation cancelled and the reservation deposit forfeited in favour of D&R USB.

After this date, the vacated place will be allocated to other applicants for accommodation.

## 10. Summer semester

Students interested in accommodation during the summer semester must submit an electronic application between 1 December 2026 and 31 January 2027. Students have the option to set their arrival and departure dates. Accommodation fees must be paid from the set arrival date.

By 2 February 2027, students will receive a decision on their application along with further information.

We require a deposit of CZK 5,000 to be paid no later than the date of arrival. Payment can be made on site at the reception desk together with the first payment of accommodation fees. Payment can be made by credit card or in cash (CZK).

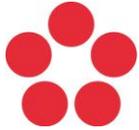
If the student has already paid a deposit in the previous period (this can be checked in ISKAM), it is not necessary to send a new one. This reservation deposit will be transferred to the accommodation deposit on the date of arrival. Confirmation of payment of the reservation deposit will not be sent; payment status can be checked after logging into ISKAM.

## 11. Accommodation during the summer months

Students who are interested in accommodation during the summer months should submit their application between 15 March to 14 May 2027.

By 31 May 2027 at the latest, students will receive an email with the decision and further instructions.

The relevant dormitory and room where the student will be accommodated will be determined by the accommodation office.



## 12. Other information

All future students entering the first year of bachelor's studies will receive an information letter about accommodation and instructions on how to pay the accommodation reservation deposit from the faculties together with their admission notification. The D&R USB will deliver the information letter about accommodation to the student offices of the individual faculties by 9 May 2026 in paper form in the required quantity or electronically.

For organisational and technical reasons, the allocated bed may change before the student's arrival.

There is no legal entitlement to accommodation in the dormitory.

Students accommodated in the dormitory are obliged to comply with the provisions of the Dormitory Regulations and all internal regulations and decisions of the USB Rector and the Director of D&R USB.

In the event that a student staying in the dormitory seriously violates the Dormitory Regulations, internal regulations or decisions of the USB Rector and the Director of D&R USB, the Director of D&R USB is entitled to decide, based on a proposal from the dormitory manager, to immediately terminate the student's accommodation in the D&R USB facility by means of a written decision.

Students staying in the dormitories are obliged to respect the deadline for leaving the dormitories as specified in the valid contract.

Students with specific needs have priority for accommodation based on the recommendation of the Support Centre for Students with Special Needs at USB. The centre will inform D&R USB of the number of places required in the dormitories for students by 31 July 2026.

This ordinance repeals Rector's Ordinance No. R 587, Guidelines for the Accommodation of Students of the University of South Bohemia in České Budějovice for the 2025/2026 academic year.



prof. Ing. Pavel Kozák, Ph.D.

Rector

Prepared by: Ing. Michaela Merčáková, Director of D&R USB

Distribution list: Deans of Faculties, Vice-Rector for Student Affairs, Vice-Rector for International Relations, Support Centre for Students with Special Needs

