



ACCOMMODATION AT USB UNIVERSITY DORMITORIES INSTRUCTIONS FOR EXCHANGE STUDENTS (IE. ERASMUS+...) – WINTER SEMESTER 2021



1st step: Request for accommodation (by 15th June)

You can request a reservation of a bed in the University dormitories. The reservation has to be made through your online registration to the university (STAG system).

More information about USB dormitories: <https://www.jcu.cz/study-at-usb/practical-info/accommodation/university-dormitories> or <http://kam.jcu.cz/cs/> (webpages mostly in Czech – you can use automatic google translate)

It is not possible to choose in which residence or room you will stay, the place will be assigned to you according to current room availability.

Funding*	Erasmus+:Erasmus	
Appropriate office that issues Czech visa abroad		More information
ISCED-F Code	Select from registry	
Language skills		
Department		
Incoming st. visit type*	Short study stay	
Assigned buddy		
Buddy contact details		
Do you require accommodation at the dormitory?*	YES	Information about dormitories
Do you attend the Orientation Week before the start of the semester?		
Information about Orientation Week		
Mobility status*	400 - New arrival added	
Student's LA signature date	dd.MM.yyyy	
Emergency contact		
Incoming study visit creation date	10.5.2018	
Ability coordinators of host institution		

Institution
Department
Contact in
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Attache

2nd step: Confirm the reservation by paying the reservation fee (by 31st July)

In the beginning of July you will receive information in which dormitory you will be assigned.

In order to confirm your reservation, it is necessary to pay a reservation fee of 2000 CZK (about 80 EUR).

On the start day of your accommodation at USB dormitories, this amount of 2000 CZK will be kept as an **accommodation deposit** until the date of your departure for covering eventual damage or cleaning. It will be refunded at the condition that no damage was found.

You have to send the fee of 2000 CZK by 31st July to the following bank account:

BIC: CEKOCZPP

IBAN: CZ35 0300 0000 0001 6949 2602

Reference for payment: your pseudo birthcode + name and surname

Name of the beneficiary of the account: Jihoceska univerzita v Ceskych Budejovicich

Czech Bank name: ČSOB

It is very important to indicate your pseudo birthcode to identify the payment. You can indicate it into the „Reference for payment“ or “message for payee”.

You can find the pseudo birth code in your online application:

The image shows a screenshot of a web form for personal data. The form is divided into two main sections: 'Personal details' and 'Delivery address'. In the 'Personal details' section, the 'Birth code assigned in the Czech Republic' field is highlighted with a red rectangular box. The value entered in this field is '77070712XC'. Other fields in the 'Personal details' section include 'First name(s)' (Xaverius), 'Surname' (CVICNI), 'Degree (in front of name)', 'Degree (after name)', 'Sex' (male), 'Identity card number', 'or (*) passport number' (XXCC123), 'Qualificator of citizenship' (Citizen of), and 'Nationality' (Antarctica). The 'Delivery address' section includes 'Differs from permanent address' (checkbox), 'Additional contact information' (Phone, Email: cvicni.xaverius@email.com, Note), and 'Date and place of birth' (Birth - date: 7.7.1977, Birth place - Country: Antarctica, Birth place - place: North).

If you decide to cancel your reservation, you should do it by the 31st July. **If you don't pay the reservation fee, the reservation will be automatically cancelled.**

During the month of August, you will get the final confirmation of your reservation.

Please, inform us if you plan to arrive at a different date than the one you previously indicated.

The reservation fee is non-refundable.

3rd step: Accommodate at the dormitory

- **Arrival during Covid-19 pandemic**
 - Before arrival follow current instructions for arrival during pandemic: <https://www.jcu.cz/study-at-usb/erasmus/instruction-for-arrival-during-covid-19-pandemic>
 - The rules may quickly and often change, so please, follow this link and Czech official webpages regularly.
 - The Winter semester begins on **29th September**. The Orientation week will be mostly led online from 22nd September. There may be some onsite activities on 27th September if the sanitary situation allows it.
 - For accommodation at USB dormitories, always follow the [Decisions of the Director of KaM JU](#).

When arriving from abroad, you must fulfill the conditions for entry into the Czech Republic (see above).

In case you are obliged to enter **self isolation after arrival** to the Czech Republic, you cannot be in your usual room at dormitories.

Because of higher number of incoming international students, there will be prepared special capacities at the beginning of the semester for students who need self isolation room for the first days.

- You have to **plan your arrival from abroad starting from 13th September and in order to end the self isolation at the latest on 23rd September**, following the instructions below.

1. You must arrange in advance a special room for self isolation. Contact Mrs Dvořáková, the Head of Dormitories at pdvorakova02@jcu.cz, and indicate your exact date of arrival, indicate also from which country you are arriving and for how long you need the self isolation.
2. The rooms for self isolation after arrival are situated in Dormitory K5 ([K5 Dorm map](#))
3. You can end the self isolation only when you receive the negative PCR test result of your test undergone in the Czech Republic. You can then check in at your originally assigned room. Send the negative PCR test result to your Faculty International office coordinator and to the Head of Dormitories pdvorakova02@jcu.cz
4. In case that your PCR test undergone in the Czech Republic is positive, contact immediately your Faculty International office coordinator (in usual working hours) or Emergency call line available 24/7 at +420 702 027 176.
 - You have to get accommodated at the latest on 3rd October 2021.

If you don't show up by the beginning of the semester (by 3rd October), the reservation fee will not be paid back.

- On the day of arrival, prepare your ID document (passport or national ID) and one passport photo for the establishment of your dormitory card.

- **Payment - Monthly rent**

On the day of your arrival, you will have to pay the rent for the current month, according to the price list: <http://kam.jcu.cz/images/doc/cenikEN.pdf>

You can pay either by cash or by card in czech crowns - CZK (payment in euros or other currency is not possible).

You will have to pay the next month rent always before the 20th of previous month (for example: payment of March rent before 20th February). So if you arrive after 20th September, you must also pay immediately on arrival for the October rent.

- **City tax for short term stay**

Due to the decree of the statutory city of České Budějovice n°4/2019 on local fees effective from 1st January 2020, USB Dormitories are required to charge an accommodation fee for each stay of less than 61 days. This fee is paid to the relevant municipal area. Current fee rate is 15 CZK/person/night.

In case you stay at USB Dormitories longer than 61 days, you don't have to pay the fee.

In case you planned a longer stay at USB Dormitories, but your stay is shortened to less than 60 days, you will be charged the fee backwards.

- **Practical information**

- Internet is available in all student rooms. In some rooms, the connection is only possible using a network cable. You need to bring your own cable. Some rooms have WIFI – Eduroam (K1 dormitory). Eduroam network can also be set at your home university.
- Blankets, pillows and bed sheets are furnished.
- The kitchen or rooms are not equipped with dishes, cookware, kettle neither microwave oven.

- **Student Accommodation Code and rules of Dormitories**

For the whole stay at USB dormitories, it is essential that each student respect the Student Accommodation Code and the different rules of the dormitories. This include for instance: keep clean the common areas (kitchen, bathrooms), wear a face mask in the common areas (according to current epidemiological situation), respect quiet and silence after 10pm etc...

Please read carefully the Student Accommodation Code: http://kam.jcu.cz/images/doc/kolejni_rad_en.pdf

Other rules linked with the current situation at Dormitories are published on the Dormitories website, and in the entrance hall of each dormitory.