



RESERVATION OF ACCOMMODATION AT USB UNIVERSITY DORMITORIES INSTRUCTIONS FOR EXCHANGE STUDENTS (IE. ERASMUS+...)



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 application to the university (STAG).

Description of dormitories available here: <http://www.jcu.cz/study-at-usb/practical-info/accommodation/university-dormitories>

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	Institution
Appropriate office that issues Czech visa abroad	<input type="text"/>	More information
ISCED-F Code	Select from registry	Department
Language skills	<input type="text"/>	Contact in
Department	<input type="text"/>	Mo
Incoming st. visit type*	Short study stay	Attache
Assigned buddy	<input type="text"/>	
Buddy contact details	<input type="text"/>	
Do you require accommodation at the dormitory?*	YES Information about dormitories	
Do you attend the Orientation Week before the start of the semester?	<input type="checkbox"/>	
Information about Orientation Week		
Mobility status*	400 - New arrival added	
Student's LA signature date	dd.MM.yyyy	
Emergency contact	<input type="text"/>	
Incoming study visit creation date	10.5.2018	
ability coordinators of host institution		

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 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:

Personal data	Incoming study visit	Courses
Personal details		
First name(s) <small>(official passport version)*</small>	Xaverius	
Surname <small>(official passport version)*</small>	CVICNI	
Degree (in front of name)		
Degree (after name)		
Birth code assigned in the Czech Republic*	77070712XC	
Sex	male	
Identity card number or (*) passport number	XXCC123	
Qualificator of citizenship	Citizen of	
Nationality*	Antarctica	
Delivery address		
Differs from permanent address <input type="checkbox"/>		
Additional contact information		
Phone		
Email*	cvicni.xaverius@email.com	
Note		
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

You have to get accommodated at the latest on 30th September 2020.

We recommend to arrive on 19th or 20th September, in order to attend the Orientation week from Monday 21st September.

In case you would need to get accommodated later for any reason, it is essential to inform us through the email erasmus@jcu.cz

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

On the day of arrival, you will have to pay the two first monthly rents in advance in cash or by card.

Also remember that there is a 30 days notice period for cancelling the accommodation contract prematurely.

In any case, it is very important **to read carefully the Student Accommodation code and respect the rules** indicated.