

# **RULES OF ALLOCATION OF TENTATIVE HOUSING IN GUEST ROOMS OF THE UNIVERSITY OF LODZ DORMITORIES.**

(Annex to Rector's Regulation No. 98 of 23/6/2014)

## **§1**

1. The following Rules shall stipulate the principles for the allocation of tentative housing in guest rooms of the UL Dormitories (DS), hereinafter referred to as "tentative housing".
2. The tentative housing may be booked for stays no shorter than 14 days, with the exception stipulated in Section 2 Part 2 Point 3.
3. The implementation of the provisions of the present Rules shall be the responsibility of, respectively:
  - a. the COS-SBS – Student Service Centre (and Social Affairs Department) – in the scope of the implementation of housing allocation for Polish citizens;
  - b. the BWZ - International Students Office - and the SJPdC - School of Polish for Foreigners – as regards the appropriate compilation of lists of foreign UL students and SJPdC participants entitled to use tentative housing, as well as transferring the lists, upon approval by entitled bodies, via e-mail to the COS-SBS for implementation.
4. The BWZ and the SJPdC shall compile the lists of persons referred to in Part 3 Point b), entitled to tentative housing, within the pool of places for the given academic year, individually for each UL Dormitory. The contents of the list, compiled in the alphabetical order, shall contain: item no.; full name – with the spelling as in the ID document; gender; period of stay; number of suggested Dormitory; name of course/programme/field of study attended at the UL.

## **§2**

1. In the period between: the day after the end of the summer examination session, and 31 October each year, the tentative housing in the UL Dormitories shall be made available.
2. The present rules shall be applicable to the allocation of places in UL Dormitories, in the period between:
  - 1) the day after the end of the summer examination session, and 30 September – to persons who have the status of UL student or SJPdC participant, and are:
    - a) willing to stay in UL Dormitories during the vacation period set by the UL Rector's Regulation concerning the division of the academic year – but have not submitted the appropriate application to the deadline stipulated in Annex No.1 to Rector's Regulation No.

72, of 8/5/2014 concerning the introduction of the Rules of allocation and use of housing in the University of Lodz Dormitories;

b) SJPdC participants who: attend classes and take final exams until 31 July, and were accommodated in the DS until the last day of the summer examination session each year; participate in summer courses of the Polish language organized through the agency of SJPdC; or take a make-up examination session, referred to in the document on the organization of the SJPdC academic year as approved by the Head (Director) of the SJPdC;

c) invited by the UL to summer schools, summer courses, or training sessions under interinstitutional agreements coordinated by the BWZ (IRO);

2) the day after the end of the summer examination session, and 30 September – to persons who have the UL/SJPdC leaver status acquired in the ongoing academic year;

3) 20 September and the resumption date (ie. start of the following academic year) – to persons newly admitted to study at the UL / SJPdC within the first recruitment session;

4) the resumption date and 31 October – to persons who:

a) have been newly admitted to study at the UL / SJPdC within the additional (second and following) recruitment sessions,

b) are foreign applicants, waiting for their data being entered into the USOS web platform.

### §3

1. Tentative housing shall be allocated as follows:

a) to UL students referred to in §2 Part 2 Point 1 Subpoint “a”, as well as to UL leavers referred to in §2 Part 2 Point 2, on the basis of correctly filled in application form being the Annex No. 5 to the Rector's Regulation no. 72, of 8/5/2014, concerning the introduction of the Rules of allocation and use of housing in the University of Lodz Dormitories, submitted in accordance with its provisions of §8 and §15;

b) by the SJPdC, on the basis of referral, to SJPdC leavers referred to in §2 Part 2 Point 2;

c) by the SJPdC, in accord with the rules stipulated by §1 Part 4, to persons referred to in §2 Part 2 Point 1 Subpoint “b”;

d) by the BWZ, in accord with the rules stipulated by §1 Part 4, to persons referred to in §2 Part 2 Point 1 Subpoint “c”, and in §2 Part 2 Point 4 Subpoints “a-b”;

e) by the COS-SBS, in accord with the rules stipulated by §1 Part 4, to persons referred to in §2 Part 2 Point 4 Subpoint “a”;

f) by the COS-SBS/BWZ/SJPdC, to persons referred to in §2 Part 2 Point 3, on the basis of *certificate of accommodation* issued by the COS-SBS/BWZ, or of *referral* issued by the SJPdC; the person reports directly to the Dormitory they have been granted room in, and submits their certificate/referral there.

#### §4

1. The following gross prices (including 8% VAT) shall be set for tentative housing in UL Dormitories:
  - a) 14 PLN per person per day, in the Dormitory No. 14;
  - b) 13 PLN per person per day, in the Dormitories No. 2, 3, 10, 11;
  - c) 12 PLN per person per day, in the Dormitory No. 13;
  - d) 11 PLN per person per day, in the Dormitories No. 5, 7, 8, 9.
2. The accommodation fee for tentative housing shall be paid in cash to the fiscal cash register of the appropriate UL Dormitory: the fees for the initial 14 days of stay shall be paid on the day of check-in, while subsequent monthly fees shall be paid every 30 days; and the possible remaining fees shall be paid not later than the day of check-out. Failure to keep the deadline for payment shall result in change of the room's status from tentative housing to guest housing, the latter referred to in Rector's Regulation No. 74, of 5/2/2013 concerning fees for guest housing in the UL Dormitories.
3. Persons referred to in §2 Part 2 Points 3-4 who have been granted housing in UL Dormitories by the BWZ or the SJPdC, shall be obliged, upon checking in at the UL Dormitory, to pay a deposit referred to in Annex No. 11 to Rector's Regulation No. 72, of 8/5/2014, concerning the introduction of the Rules of allocation and use of housing in the University of Lodz Dormitories, subject to its provision of § 17.