

RULES OF ALLOCATION AND USE OF HOUSING IN THE UNIVERSITY OF LODZ DORMITORIES.

(Annex to Rector's Regulation No. 117 of 22/7/2016)

CHAPTER 1: GENERAL REGULATIONS

§1

1. The following Rules of allocation and use of housing in the University of Lodz dormitories, hereinafter referred to as "Rules", have been prepared on the basis of Article 66, Passage 1-2, in connection with Article 14 of the Higher Education Law (Dziennik Ustaw - Journal of Laws of the Republic of Poland – 2012.572; amended).
2. The present Rules shall specify templates for request as well as determine the terms of: application for housing accommodation in the UL dormitories; allocation of rooms; accommodation procedure; fees; rights and obligations of the Dormitory residents; terms of, and order regulations for proper maintenance of every Dormitory of the UL.
3. The provisions of the present Rules shall be applied as appropriate to the UL students of all cycles, as well as to participants of the School of Polish for Foreigners.

§2

The following terms used in the Rules, shall have the following meaning:

- 1) UL – University of Lodz,
- 2) Rector – Pro-Rector in Charge of Students' Affairs,
- 3) COS-SBS – Student Service Centre (and Social Affairs Department),
- 4) BWZ – International Relations Office,
- 5) SJPdC – School of Polish for Foreigners,
- 6) Rules of Study – the binding Rules of Study at the UL, applied as appropriate to students of first and second cycle, as well as doctoral students,
- 7) DS – Dormitory (of the University of Lodz),
- 8) WRS – Faculty Students' Council,
- 9) URS – University of Lodz Students' Council,
- 10) UK-DS – Institutional Commission for allocation of rooms in Dormitories, as appropriate for students of first and second cycle, as well as doctoral students,

- 11) Resident – a person who resides in a UL dormitory,
- 12) ROA – University Campus Council ,
- 13) RM DS – Residents’ Council of specified Dormitory.

§3

1. Dormitories are an integral part of the UL.
2. A Dormitory is designed for housing, learning, and leisure needs of entitled persons.
3. Dormitories and accompanying objects are a property of the UL and they are to be a matter of special concern for the residents, who are all involved in the maintenance of their good condition and order.
4. Residents of a particular dormitory are represented by the Resident’s Council of this dormitory.
5. The residents of UL Campus are represented by the University Campus Council.
6. The administration of Dormitory is directed by the Head of this Dormitory, who is subject to the Students’ Service Centre director, with the scope of activities defined by the UL Organizational Rules.
7. The Head of the Dormitory is obliged to display the present Rules in a commonly accessible place. The same applies to any further UL authorities’ binding regulations concerning the functioning of the Dorms.

§4

1. The Institutional Commission for allocation of rooms in Dormitories (UK-DS) shall be appointed by the Rector upon request of URSS and URSD (as appropriate) and it shall include five members, for of whom are students (or doctoral students, as appropriate), and one is a COS-SBS staff.
2. The UK-DS shall operate all year round.

CHAPTER 2: RULES OF DIVISION OF PLACES IN DORMITORIES, AND RESPONSIBLE BODIES

§5

1. Each year the Rector divides the pool of places in Dormitories available. The pool shall include places for: UL students being Polish citizens, foreign UL Students (of higher studies), and the participants of the UL School of Polish for Foreigners (SJPdC).

2. Subject to Part 3, the pool of places (referred to in Part 1) that have not been allocated, either by the BWZ, or the SJPdC, shall, on 30 October, be transferred to the Rector and be subject to his disposition.
3. In the case of foreign UL students, including SJPdC participants, who complete their education with the winter semester, the BWZ / SJPdC shall retain the right to administer vacant places. In case vacant places are not allocated till 28 February, provisions of Part 2 shall apply as appropriate.
4. The UL Rector is entitled to grant places in Dormitories to students of other higher education institutions on the basis of academic agreements.
5. Places in the Dormitories are granted by the Rector on the request of the Student. The templates for requests for granting / reservation of place in a Dormitory, as well as for change of Dormitory are attached to the present Rules as Annexes Nos. 2-5 and 7-10.
6. The address and deadline for submitting the request are specified in Annex No. 1 to the present document.
7. The Rector shall transfer his rights to examine requests stipulated in Points a-b, and to allocate places in dormitories in the scope pertaining to the requests stipulated in Points a-c, so that they are executed by, respectively:
 - a. members of UK-DS commission, appointed to grant committees – this applies to requests made by the UL students being Polish citizens;
 - b. BWZ – requests made by foreign UL students;
 - c. SJPdC – requests made by SJPdC participants;
 - d. The bodies referred to in Points a-c may decide against a place in a Dormitory to be granted to, or reserved by the person(s) whose conduct to date has been a breach to the provisions of the present Rules or to the principles of community life at the UL Campus and the UL Dormitories. The grounds for such a negative decision are to be supported by appropriate documentation.
8. The UK-DS Commission referred to in Part 7 Point “a”, shall examine requests for place, or reservation of place in UL Dormitories, in June and September, as a first instance body; In case no appellate commission is appointed, the appeals against the decision are considered by the Rector.
9. Subject to the provisions of Section 8 Part 3, the UKS-S commission referred to in Part 7 Point “a”, shall examine requests for a place in the Dormitory, and requests or change of Dormitory. In case no commission is appointed, the requests are considered by the Rector.

10. In case the BWZ allocates all the places from the pool referred to in Part 1, subject to Parts 2-3, the UKS-S shall be the body competent to allocate places. Requests whose templates are Annexes 2 and 4, shall be submitted at the COS-SBS.
11. Should the commissions, referred to in Part 7 Point “a”, fail to assemble in the period of one month, the Rector shall assume their competences.
12. The units that administer the allocation of places in UL Dormitories, ie. COS-SBS, BWZ, and SJPdC, shall be obliged to update the USOS application database regularly with the aforementioned requests, as well as with positive and negative decisions on housing accommodation. The provisions of Part 11 shall apply as appropriate to foreign UL students.
13. The personal data of a foreign UL student, or SJPdC participant, that are entered into the USOS database are to comply with the data in the Passport, or, in the case of EU citizens, a valid National ID.

CHAPTER 3: RULES OF ALLOCATION OF PLACES IN DORMITORIES,PROCEDURE FOR UL STUDENTS OF POLISH CITIZENSHIP

§6

1. A place in a Dormitory is granted for the period of duration of the daytime/evening/weekend study programme, adequate to a specific undergraduate, graduate, long-cycle, or doctoral level programme.
2. A person granted the place in the Dormitory has the right to stay in the Dormitory from 1 October to the last day of the Summer examination session, as set by the Decree of Organization of the Academic Year.
3. Priority in granting a place shall be given to a student of a full-time undergraduate, graduate, or doctoral programme, who would have major difficulties, or be unable to study, if forced to commute on a daily basis.
4. The difficulty in commuting shall be documented with a copy of a bus / train ticket, as well as a printout from the GoogleMaps browser, both showing route from home to University, and attached to the request whose template is Annex No. 2 to the present Rules.
5. For allocation of places in Dormitories, the Commission uses the following criteria:
 - a. net income per family member per month
 - b. distance from the place of residence,
 - c. particular conditions, e.g. orphanhood or disability,

- d. documented chronic disease,
 - e. residence of the spouse in the same Dormitory.
6. Before the start of another level of studies, the procedure of granting places in Dormitories is started from the beginning.

§7

1. In order to hold a place in a Dormitory for the following academic year, one is to submit a reservation request, whose template is Annex No.3, to the body and prior to the deadline set in Annex No.1.
2. A person granted reservation of the place in the Dormitory has the right to stay in the Dormitory from 1 October to the last day of the Summer examination session, as set by the Decree of Organization of the Academic Year.
3. The reservation of a place in a specific Dormitory may only be made by a person who had stayed in it in the academic year preceding the one for which the reservation is made, no less than 2 months before the deadline stipulated in Part 2, that is not later than 30 April.

§8

1. A Student who intends to change the housing from the place granted hitherto to a place in another Dormitory, is obliged to submit a request for change of dormitory, whose template is Annex No. 4, to the body and before the deadline set in the Annex No. 1 to the present document.
2. If the change of dormitory is denied due to lack of available places in the Dormitory requested, then the request stipulated in Part 1 may be reviewed only on two consecutive sessions of the UK-DS. Between October and June, the UK-DS is to review a request for the ongoing academic year, not later than a month of its submission.
3. A Student who is given consent for a change of dormitory, is obliged to move within 7 days from the date of the decision of the UK-DS.
4. The request for change of dormitory is processed on condition that a prior request for reservation of place for the upcoming year is submitted not later than 31 May. The provisions of Section 7 of the Rules shall be applied as appropriate.

§9

1. The period of stay in the Dormitories can be prolonged to include summer vacation (ie. from 1 July to 30 September of a given year), on request for reservation of place for holiday

period, whose template is Annex No. 5 , submitted to the body and prior to the deadline set in the Annex No. 1 to the present document.

2. Priority in reservation a place in a particular Dormitory for holiday period shall be given to students who stayed in that Dormitory during the academic year.
3. A Student who fails to submit the request for place in Dormitory for holiday period prior to the deadline stipulated in Annex No.1, may apply for a place in Dormitory on terms pertaining to guest rooms on condition that the period of stay is no shorter than 7 days. The rules for application, allocation and payment of fees for guest rooms are regulated by separate provisions.

§10

1. Between November and June, the Rector shall review appeals to negative decisions upon hearing the opinion of the UK-DS.

Persons of opposite genders who wish to be accommodated together in a double room, shall submit a declaration of willingness to share a room to the Head of a given Dormitory, with a reservation that each of them agrees to be relocated in case they split. It is also necessary to obtain a written consent of co-residents of the housing unit, if the room forms a part thereof.

§11

1. The Rector may, upon hearing the opinion of the UKD-S, agree for a student to be accommodated in a single room if they are:
 - a. Students with a valid certificate of disability degree (a copy of it should be attached),
 - b. Students with a medical practitioner's certificate of at least one of the following: prolonged therapy, chronic disease, or necessity for adapted housing conditions.
 - c. Other categories of Students, in exceptional justified cases.
2. The template for the request referred to in Part 1 is the Annex No. 7 to the present Rules. The request, together with attachments, shall be submitted to the COS-SBS.

§12

1. The Rector may, upon hearing the opinion of the UK-DS, grant a room together with child to:
 - a. A Student who raises a child alone (a photocopy of the child's abridged birth certificate should be attached),

- b. A married couple ((a photocopy of the child's abridged birth certificate should be attached),
2. The template of the request referred to in Part 1 is the Annex No. 7 to the present Rules. The request, together with attachments, shall be submitted to the COS-SBS.

CHAPTER 4: RULES OF ALLOCATION OF PLACES IN DORMITORIES, PROCEDURE FOR FOREIGN STUDENTS OF THE UL AND SJPdC PARTICIPANTS

§13

1. Foreigners taking up higher studies at the UL, who are applying for a place in a Dormitory for the first time, shall submit the documents to the International Relations Office (BWZ).
2. Foreigners taking up courses at the SJPdC, who are applying for a place in a Dormitory, shall submit to the SJPdC their declaration of stay in the UL Dormitory.
3. The provisions of Section 5 Parts 1-3 and 7, apply as appropriate to provisions of Parts 1-2.
4. The template of the request referred to in Part 1, is the Annex No. 9 to the present Rules.
5. The name of a foreign student of higher studies at the UL, or a participant of the SJPdC, who has not been granted a place in a Dormitory due to lack thereof, shall be put on a reserve list. The reserve list shall be made by the BWZ, or the SJPdC, as appropriate. The persons whose names are on the reserve list shall be granted places as students leave places in the Dormitories.

§14

1. Foreigners accommodated at a UL Dormitory, who continue higher studies at the UL, shall submit the request for reservation of place in the dormitory for the following academic year to the administration of the Dormitory they stay in prior to the deadline stipulated in Annex No. 1., using the template stipulated in the Annex no. 10.
2. The administrations of the Dormitories shall immediately transfer the requests referred to in Part 1 to the BWZ in order to enter them, as well as the decision on them, into the USOS platform.

§15

Subject to the provisions of Section 5 Part 10, the BWZ may, albeit within the pool of places attributed to specified Dormitories, change the Dormitory on the request of an UL student (of

higher studies). The request should be submitted to the BWZ. The Dormitory's administration should be notified of the change in writing, with observance of the provisions of Section 17 Part 1.

§16

The procedure defined in Section 14 shall be applied as appropriate to foreign students of higher studies at the UL, and participants of the SJPdC, who are applying for accommodation for the holiday break period. The template for the request is Annex No. 11 to the present Rules. The provisions of Section 9 shall be applied as appropriate.

§17

1. Summary lists of students entitled to housing accommodation shall be transferred by the BWZ and the SJPdC to the administration of a given Dormitory. The lists shall be printed out from the USOS platform, and signed by the Head of the unit or their authorized employee.
2. The provisions of Chapter III Sections 9-12 shall be applied as appropriate to foreign UL students and SJPdC participants.

CHAPTER 5: DEPOSIT

§18

1. Foreign citizens who gained the right to accommodation in a Dormitory are obliged to pay a security deposit (hereinafter referred to as "Deposit") whose rate is defined in Annex no. 12 to the present Rules.
2. The deposit is to be paid, upon receipt, to an appropriate employee of the Dormitory.
3. The deposit serves to secure against repair costs of possible damages done to the room and/or the Dormitory used by the resident, as well as damages done to its equipment, except repairs costs inherent to the ordinary wear and tear, and costs arisen from failure to pay accommodation fees.
4. The Head of a Dormitory or an employee authorized by him is to keep a record of deposit payments made by specified persons as well as to account for the damages done by these persons.

5. The settlement of the deposit can take place no earlier than the last day of stay, after the property leased is passed to the Dormitory in the presence of the committee.
6. The (aforementioned) committee, whose task is to assess the technical condition of the premises and property, as well as the appraisal of damage, is appointed by the Head of the Dormitory
7. The committee includes the Head of the Dormitory, an employee authorized by him, and one member of the Residents' Council (RM).
8. The appraisal of damages is based on the evaluation of costs incurred to regain the condition from before the damage occurred.
9. After the assignment of property in the presence of a committee, on the last working day of the UL Cash Office before the resident's departure, the resident obtains a document (whose template is Annex no. 13 to the present document) that entitles them to collect deposit money from the UL Cash Office.
10. If the value of inflicted damages exceeds the value of the security deposit, the resident is obliged to cover the difference by making a balance payment. The balance payment is not required if the total damage value exceeds the security deposit by no more than 10%.
11. Moving out of the Dormitory without the procedure of passing the property in the presence of the committee, shall make the resident forfeit the deposit.

CHAPTER 6: ACCOMMODATION FEES

§19

1. A UL Student who is a Polish citizen, shall provide confirmation of willingness to stay in the Dormitory through:
 - a. paying the reservation fee by 15 August, in the case of decisions made in June, and
 - b. paying the reservation fee by 21 September in the case of decisions made in September, and delivery of payment confirmation to the administration office of a specified Dormitory by 23 September.
2. The reservation fee shall be credited towards accommodation fee for October. Failure to check in between 1 and 15 October shall result in losing Dormitory accommodation.
3. The provision of Part 1 Points a-b shall not apply to foreign UL Students and SJPdC participants for that they shall pay the reservation fee on the day of their check-in.

4. Persons who, in accord with the present Rules, are granted places in the Dormitory after 20 September, are liable for payment within 7 days from the date of arrival to the place as well as immediate delivery of the proof of payment to the administration office of a specified Dormitory. The referral to Dormitory, referred to in Part 4, is valid for 7 days from its date of drawing up.
5. Rules and deadlines concerning fees and rent rates per place in a specific Dormitory are defined in Annex No. 12 to the present document.
6. Failure to pay the reservation fee in time shall result in losing Dormitory accommodation.

CHAPTER 7: RULES FOR DORMITORY RESIDENTS

§20

1. The Dormitory's administration registers the entitled person's accommodation with the USOS web platform [Dormitories (Polish: Akademiki) module, Housing accommodation request (Polish: Podanie o akademik) tab], on the basis of referral or on the basis of the list of students entitled to housing accommodation compiled as appropriate by COS-SBS/BWZ/SJPdC. The list shall be printed out from the USOS web platform and signed by the Head of the COS/BWZ/SJPdC as appropriate.
2. Any person who applies for accommodation is requested to fill in and sign:
 - a. form of registration for a temporary stay,
 - b. personal questionnaire,
 - c. statement of liability for damages to the property of the Dormitory,
 - d. statement of familiarization with and obedience to the present Rules and the fire safety instructions,
 - e. inventory list.
 - f. the applicant shall also submit a valid identity document with a photograph, such as:
 - valid student ID,
 - national identity card,
 - passport,
 - military service book.
3. During accommodation procedure, a resident confirms the assignment of the room and is issued a Dormitory ID card.

4. The resident is obliged to attend formalities concerning the registration for a temporary stay, in the period of 14 days from the date of moving in.
5. Pursuant to the provision of Section 18 Part 7, both moving in and checking out shall take place in the presence of the resident and the employee of the Dormitory, and, if needed, a member of the Resident's Council.
6. The resident shall report, in writing, any defects or lacks in the equipment of the room to the reception office in the period of 2 days from moving in.
7. The resident shall bear financial responsibility for damages to the property in the entrusted room and its furnishings.
8. In case the person doing damage cannot be determined, all residents of the room are jointly and severally liable. The value of the damage is assessed by the bodies stipulated by the provisions of Section 18 Part 7.
9. Within the period of 7 days from the date of the notice of pay, the Resident shall pay the damages fee and sign the book of receipts at the administration of the Dormitory.

§21

1. The resident is entitled to have visitors who are not residents of the Dormitory on written consent of all co-residents. The maximum number of visitors shall be four persons per room, and the visitation hours shall be from 6 am to 11:30 pm. In case of second-time violation of visitation hours, the Head of the Dormitory has the right to impose ban on visitations to a specified room, for the period of 1 month. Third time violation in the course of one academic year shall result in ban on visitations valid till the end of the academic year.
2. Visitors to the Dormitory are, for the purpose of registration, requested to leave an identification document with a photograph (such as a student ID, or a national identity card) at the reception of the Dormitory, as well as they are to give the name and the room number of the resident they are going to visit.
3. The Resident who receives visitors shall bear full, including financial, responsibility for their stay in the Dormitory. The visitors are requested to obey the present Rules.
4. The Head of the Dormitory, in consultation with the Residents' Council, is, in justified cases, entitled to limit the number of visitation hours in a specified Dormitory, as well as to forbid non-residents the access to the Dormitory.
5. The Head of the Dormitory, or an authorized employee of the Dormitory, or a Residents' Council representative, shall have the right to enter any room or housing unit, without the

necessity to inform the residents, in the case of any kind of emergency, as well as upon suspicion there is a life- or health-threatening activity, or illegal activity (i.e. one that is a breach of the present Rules, or of commonly applicable law), taking place in the rooms.

§22

1. Within the Dormitory, it is prohibited to:
 - a. transfer his/her room to anybody, change the room arbitrarily, transfer his/her resident card, or student ID to unauthorized persons,
 - b. admit unauthorized persons to the Dormitory,
 - c. install without permission, repair without permission, or tamper with the entrusted electric, gas, and water fittings, or computer hardware equipment,
 - d. alter the door locks, or copy the keys without permission,
 - e. keep motor vehicles, or bicycles, in enclosed rooms,
 - f. use sounding equipment in a way that impedes other residents' study or rest,
 - g. sell tobacco products or alcoholic beverages,
 - h. possess, distribute, sell, or consume abusive substances, especially narcotic drugs,
 - i. accept third parties, while intoxicated or under the influence of abusive substances, in the dormitory premises,
 - j. take the equipment of the Dormitory outside the Dormitory premises,
 - k. organize gambling games,
 - l. keep animals,
 - m. keep firearm or pneumatic weapon,
 - n. paste any coverings on the doors, walls, or equipment of the Dormitory,
 - o. put signs, advertisements, notices, or printed information outside places designated for this purpose, and without the permission of the Head of the Dormitory,
 - p. practice door-to-door selling or distribute handbills in the Dormitory premises,
 - q. conduct business activity without the permission of the Rector,
 - r. throw litter outside places designated for this purpose,
 - s. put objects on the exterior window sills or throw objects outside the windows,
 - t. smoke tobacco in the corridors or rooms designated for common use,
 - u. organize social meetings in rooms designated for common use without the written permission of the Tenant's Council and the Head of the Dormitory.

CHAPTER 8: RESIDENT'S RIGHTS AND OBLIGATIONS

§23

1. The resident of the Dormitory has the right to:
 - a. use all the rooms and equipment of the Dormitory, intended for common use, according to the rules formulated by the Head of the Dormitory and the Residents' Council,
 - b. change the furnishings of the room if it does not deface any structure, with the obligation to return the room to its initial condition. This right does not apply neither to furniture which are permanently fixed to walls, or floor, nor "major" pieces of furniture, such as wardrobes, desks with add-on units, or beds,
 - c. store the fridge for the period of vacation break, according to the rules and in a space stipulated by the Head of the Dormitory,
 - d. make use of the ceiling lighting after 11.30 pm by common consent of the co-residents,
 - e. change the room with the consent of the Head of the Dormitory,
 - f. accept guests following the principles listed in order regulations,
 - g. vote in election and be elected to the Residents' Council,
 - h. report any comments, requests, or suggestions concerning the operation of the Dormitory,
 - i. insure the room at one's own expense.

§24

1. The resident of the Dormitory is obliged to:
 - a. observe the provisions of commonly applicable law, and the present Rules, as well as decisions, and directives of the UL Authorities and the Head of the Dormitory,
 - b. be acquainted with, and observe work safety regulations and fire safety regulations, such as the ban on electric heating appliances in the Dormitory rooms,
 - c. maintain order and cleanliness in the room assigned, be cautious with the UL property, the Dormitory equipment and facilities, as well as maintain cleanliness in common rooms, observe the instructions given by the Head, reception desk employees, and the Residents' Council of the Dormitory,

- d. pay accommodation fees by deadline,
- e. show the Dormitory ID Card on each request from the Head, a reception desk employee, or a member of the Residents' Council of the Dormitory, as well as administration employees of the Campus,
- f. lock the door of the room on leaving the room or during hours of sleep,
- g. leave the key to the room with the Dormitory porter whenever outside the Dormitory,
- h. report any breakages to the equipment of the Dormitory or entrusted room to the Head of the Dormitory, or directly by submitting them to the Dormitory's defect report book. By reporting the defect, the Resident agrees that the room/unit he occupies may be entered into, also during the absence of its residents, until the breakage is fixed,
- i. respect the quiet hours between 11.30 pm and 6 am,
- j. observe the provisions of the Upbringing in Sobriety (and Alcoholism Prevention) Act (Journal of Laws – Dz.U. 2016. 487 amended), as well as of the Act on Protection of Health Against the Effects of Use of Tobacco and Tobacco Products (Dz.U. 2015.298), as well as of the Misuse of Drugs Act (Dz.U. 2016.224, amended).

CHAPTER 9: FORFEITURE TO THE RIGHT TO A PLACE IN THE DORMITORY

§25

1. The resident shall forfeit his right to a place in the dormitory in the following cases:
 - a. the residence period defined with the place assignment decision has expired,
 - b. the deprivation of the right to reside in the Dormitory by the Rector's decision,
 - c. with the end of the month removal from the list of students, or suspension in student's rights pronounced by a valid decision of the disciplinary board,
 - d. being in arrears with payments of accommodation costs for full two months, in compliance with the provisions of Part 3.
2. The Rector may, on the motion of: the UL Student Self-Government bodies, the UL Doctoral Student Self-Government, the Head of a dormitory, or the Head of COS, deprive a Resident of his place, or deliberately transfer him to another Dormitory in case the Resident:
 - a. has been granted the place on the basis of false personal data,
 - b. has transferred his place in the Dormitory to another person,
 - c. breaks the provisions of the present Rules,
 - d. violates the principles of community life,

- e. or for any other good case shown.
3. Head of a Dormitory is obliged to notify in writing the BWZ / SJPdC immediately after a situation referred to in Part 2 occurs in relation to foreign UL students or SJPdC participants.
4. In case the Resident is in arrears with payment, the Head of the Dormitory shall give a written notice requesting the Resident to pay the debt in 14 days.
5. Heads of dormitories are obliged to notify in writing the BWZ / SJPdC about foreign UL students or SJPdC participants being in arrears for more than 1 month with their payment of accommodation fees.

CHAPTER 10: FINAL PROVISIONS

§26

1. Keys shall be handed solely to the Dormitory ID Card holders.
2. Bedding shall be dispensed to the student/SJPdC participant only on their request.
3. The administration office of the Dormitory shall not be liable for private property left in the Resident's room or common rooms.
4. All correspondence addressed to the Resident of the Dormitory is delivered to the Dormitory reception desk.
5. By check-out shall be meant: leaving the entrusted room after payment of all fees or debts, including possible damage costs of the Resident's liability, settlement with the depository, de-registration from the Dormitory and returning the key to the Dormitory administration office.
6. Any matters not provided herein shall be governed by the provisions of the Polish Civil Code (Dz.U. 2016.380, amended).