



HOUSE RULES

1. General provisions

- 1.1 It is the obligation of students (hereinafter: occupants) living in the Somogyi Imre Dormitory (hereinafter: Dormitory) of Szent Istvan University to abide by the fundamental rules of communal living and by the provisions of the House Rules.
- 1.2 Occupants must have their dormitory access card with them at all times and use it in the specified manner when entering and exiting the Dormitory, and must also show it to authorised personnel when requested to do so. If they do not have the access card, they must show other photo ID in order to enter the Dormitory. Transferring the access card to another person is a disciplinary offence and may result in expulsion from the Dormitory.
- 1.3 When taking up occupancy in the Dormitory, the occupant shall receive a room key, access card, a list of the room inventory and key to the kitchen cabinet. If an occupant moves in during the academic year, s/he must check the itemised room inventory. When moving out, the occupant must return the room key and access card, and the last occupant leaving the room must return the room to the operator of the Dormitory in accordance with the room inventory, in a clean and well-cared for condition. The same rules apply to occupants moving out during the academic year to those moving out at the end of the year.
- 1.4 Every occupant is liable for the furnishings and equipment of the housing unit which are received when they move in. Occupants of a room are jointly and severally liable for the objects provided for their use in the room and bathroom.
- 1.5 Occupants shall be liable to reimburse for any damage caused to the premises of the Dormitory or to its furnishings resulting from improper use, negligence, or caused deliberately. Damage caused deliberately shall be sanctioned by disciplinary proceedings. It is strictly forbidden to remove the furnishings and equipment of the Dormitory from the Dormitory, or to take them to another location without permission. Violation of this rule shall be sanctioned by disciplinary proceedings. Occupants of the Dormitory must adapt to the daily cleaning and maintenance schedules, as well as to any renovation and rebuilding works.
- 1.6 It is in the occupants' interests to report any deficiency or damage to the building and furnishings of the Dormitory and it is also their obligation to do so. Such reports shall be submitted to somogyikarbantartas@gmail.com by email.
- 1.7 Each student must occupy the room designated for him or her by the Dormitory Coordinator. Students may only exchange rooms if they submit a request to the Dormitory Coordinator, who shall evaluate the request, and must in all cases notify the representative of the Operator 24 hours before moving to a new room. Such notification must be made in person at the reception desk.

2. Daily schedule

- 2.1 The main purpose of the Dormitory is to ensure an opportunity for undisturbed study and rest. Equipment that includes loudspeakers may only be used (with the consent of roommates) if it does not disturb occupants of neighbouring rooms and surrounding buildings, particularly with regard to the time period between 10 PM and 7 AM. Upon notification of disturbance, the volume must be immediately reduced, without argument, to a level that does not cause a disturbance.

2.2 Violation of section 2.1 constitutes a disciplinary offence. Persons violating this rule must be notified by those in their immediate vicinity; if this does not produce a result, the Student Dormitory Coordinator must be notified, and, if necessary, the Dormitory Coordinator.

3. Cleanliness of rooms

3.1 It is in the interests of occupants to maintain cleanliness of dormitory rooms, and they have the obligation to do so. Failure to maintain cleanliness shall be sanctioned by disciplinary proceedings. Maintaining the cleanliness of rooms and regularly emptying waste bins are health-related obligations, thus compliance with these rules shall be verified at least once monthly by the Dormitory Coordinator and the Operator's representative, either jointly or separately.

3.2 Occupants must carry out household waste generated in the rooms and place it in the waste disposal containers found in the courtyard. Waste may not be stored in hallways, not even temporarily.

3.3 Room waste may not be disposed of in the bins placed in the toilets and kitchens.

3.4 Throwing anything out of the windows of the building is strictly forbidden and poses a risk of accidents.

3.5 For security reasons, the last person leaving each room must ensure that the windows and door of the room are locked. The Dormitory and its Operator do not undertake any responsibility for the personal belongings kept in rooms. The police will only launch proceedings in cases where rooms have been broken into.

3.6 Objects placed in communal areas may not be brought into rooms, and furniture may not be taken out of rooms. In the event that an occupant moves from one dormitory room to another, it is forbidden to move refrigerators, beds, chairs, blankets and pillows from one room to the other.

3.7 No posters or decorations, etc. may be placed in hallways and in other shared areas. It is strictly forbidden to draw or paint on walls. Pictures may only be placed on dorm room walls in such a manner that they can be removed without leaving a trace. If a room is rearranged in any way, its occupants must assume the responsibility to restore the room to its original condition upon the request of the Operator to this effect.

3.8 Placing stickers or affixing pictures with liquid adhesive glue on the outside of room doors is forbidden. It is strictly forbidden to paint or draw on doors or to affix posters to them with thumbtacks or pushpins. Violators of section 3 must repair the damage or pay for the costs of repairs.

3.9 When moving out, occupants must restore order in the room, return the beds to their original position, clean the bathroom, defrost the refrigerator and leave it clean and empty, and remove all waste from the room. Occupants who fail to do so will be charged cleaning costs by the Dormitory.

3.10 The use of higher-output, heat-generating appliances (cookers, hobs, radiators, immersion heaters, irons, etc.) in Dormitory rooms is strictly forbidden.

3.11 Electrical connection points in the Dormitory may only be used in accordance with fire prevention rules and with the relevant guidelines to protect users from electrical shocks.

3.12 Ironing is not permitted in rooms (for fire hazard reasons) or in bathroom areas (due to the risk of electrical shock). The designated areas for ironing are the washing/ironing rooms on the ground floor and on the first floor.

3.13 No objects or materials (laundry rack, shoes, shoe rack, etc.) may be stored in hallways or in other communal areas.

4. Rules for receiving visitors and guests

4.1 Occupants may receive visitors on any day between 7 AM and 11 PM. Visitors to the Dormitory must wait at the entrance door for the Dormitory occupant host to meet them. They are then only

permitted to enter, accompanied by the host, after having deposited their ID at the reception and after having registered in the visitors' logbook.

- 4.2 Dormitory occupants may only receive guests in their room with the consent of their roommate(s), and may not receive more than 2 guests at a time.
- 4.3 An occupant may receive guests for 4 nights per month, subject to his/her roommate's consent. Any guest may only spend a maximum of 4 nights per month in the dormitory. The occupant must enter the required information into the visitor logbook at the reception desk required for overnight guests. If an occupant receives a guest, s/he must pay a guest fee.
- 4.4 An occupant who receives a guest must pay the guest fee even if the guest does not spend the night at the dormitory but fails to leave the building before 11 PM or if the guest arrives at the dormitory between 11 PM and 7 AM.
- 4.5 Hosts shall bear full liability for the conduct of their guests.
- 4.6 Receiving guests without permission or without registration is considered a disciplinary offence which may result in the restriction or revocation of guest hosting privileges, and, in the case of repeat offences, of expulsion from the Dormitory.
- 4.7 Delivery persons arriving at the Dormitory must be met by the occupant at the main entrance. Delivery persons are not authorised to circulate within the institution unaccompanied.

5. Events and communal areas

- 5.1 Noisy gatherings in Dormitory rooms or levels may be held between 9 AM and 11 PM with the consent of the occupants living on that level and on the neighbouring levels.
- 5.2 No noisy events may be held in the Dormitory during examination and reporting periods.
- 5.3 Smoking is forbidden in all areas of the building, as well as on the stairs to the main entrance and within a 5-metre radius therefrom, except in designated smoking areas.

6. Miscellaneous provisions

- 6.1 Medical care is available at the local medical clinic. A first-aid kit is available at the reception desk.
- 6.2 Internet use is free for all occupants.
- 6.3 Any packages or valuables sent to occupants (recommended letters, packages, money) will be held at the reception desk and will be handed over to the addressee (or his or her authorised proxy) who must show personal ID and sign for the item(s).
- 6.4 Notices and posters may only be posted in the Dormitory on the bulletin boards.
- 6.5 Everyone must leave the laundry/ironing room clean and tidy after use.
- 6.6 Cooking is only permitted in the designated area, in the kitchen. Keeping the kitchen clean and complying with cook stove safety regulations is compulsory. After using the kitchen, the stove, sink, tables and chairs must be left clean.
- 6.7 Dishes may only be washed in the kitchen sinks. Dishes may not be washed in dorm room sinks.
- 6.8 Unwashed dishes left out may be removed by the operator at designated, specified times, and placed in a storage area. After a one-month grace period, they will then be permanently disposed of.
- 6.9 After leaving shared areas (toilets, laundry/ironing room, kitchen), occupants must turn off the lights and close the taps.
- 6.10 Making copies of room keys is strictly forbidden. Violations of this rule may be sanctioned by expulsion from the Dormitory. If a key or access card is lost, a replacement key or card may be requested from the operator's office. The current replacement fee must be paid on the spot and in full.
- 6.11 It is forbidden to cover up the smoke detectors in rooms and to smoke in rooms, as well as to engage in any activities that may cause a fire.

RULES FOR CLUB AREA USE

Users of the club area must keep the room clean and tidy.

Before using the club area, the key must be requested at the reception, in exchange for photo ID. The receptionist will register the date and time when the key was requested, as well as the name and room number of the occupant. The receptionist will then notify the maintenance staff, who will give access to the area.

After use, it must be returned to maintenance staff, who will inspect it and record any missing items. Then the key must be returned to the reception, where the date and time of key return will be recorded. Handover and takeover of the club area may only take place during working hours. Up to 16 people may use the club at once between 4 PM and 2 AM.

Users may not disturb the peace of other people living in the Dormitory with noise or the use of loudspeakers.

The occupant who requests the key is responsible for the technical condition and cleanliness of the club area and for any damage caused.

In the case of damage, and if the person who caused the damage cannot be identified, the last registered occupant shall be liable.

The club area key may not be transferred to another person. Smoking is prohibited in the club area, and its furnishings may not be removed from the premises.

RULES FOR FITNESS ROOM USE

Users of the fitness room have the obligation to keep the room clean and tidy.

Before using the fitness room, the key must be requested at the reception. A maximum of 6 people may use the room at once. Before each use, users must verify the condition of machines and equipment. If any irregularity or technical defect is noted, this must be promptly reported to the operator.

For hygiene reasons, no uncovered body part may come into contact with benches. The use of a towel is compulsory.

Machines may only be used to do the exercises for which they are designed. Free weights must be affixed to the bar when using them. Weights and discs may not be placed on benches or thrown about. Any equipment used must be returned to its place after the user has finished exercising.

The operator or its agent may make random spot checks to verify the condition and tidiness of the fitness room. If the fitness room is not in an appropriate state, the last occupant having used the room shall be held responsible for cleaning it up.

Everyone shall use the sporting equipment and the fitness room at his or her own risk. Users shall bear liability for any injuries resulting from improper use or any damage to equipment.

Sporting equipment available at the reception desk: expanders, skipping ropes, step benches. Equipment may be borrowed by depositing a photo ID in exchange, and may be kept for a maximum of 24 hours.

Smoking, eating, consuming alcohol and making noise are all forbidden in the fitness room.