

Dormitory Rules

When you check in, you confirm that you understand and agree to abide by these rules.

There is a receptionist at the dormitory 24/7.

When the receptionist is not at the reception desk, they can be reached at +372 511 6262.

You will receive your key card upon arrival. The card opens the front door until 11:00 pm, the door to your floor, the apartment door and the door to your room. To ensure security, it is mandatory to register the door card upon entry and exit.

The front door of the dormitory is closed from 23.00 to 7.00.

If you are not spending the night at the dormitory, inform the receptionist beforehand and say when you plan to return. Minors must have parental consent.

If you lose your key card, you will be charged a replacement fee.

Use the main entrance only to enter and leave the dormitory.

You will be given a clean room in the dormitory. Keep the room tidy every day, paying special attention to your washroom and empty your trash cans every day. If you need any equipment for cleaning your room you can borrow these from the reception. If you need trash bags, toilet paper etc, please ask receptionist.

After using the washroom and the toilet, you must leave them clean for your roommates.

After cooking or eating, wash your dishes and other kitchen utensils and keep everything organized so that your roommates can use the kitchen whenever they need it.

Every Wednesday is a cleaning day in the dormitory until 18:00. The rooms are inspected by the administrator and/or the manager of the dormitory between 18:00 and 19:00 in the presence of the student.

Bed linen are changed every two weeks according to the schedule drawn up by the manager of the dormitory and announced to the students. The student is obliged to use bed linen and to change the bed linen he/she has used in every 2 weeks.

After cooking, always check that you have turned off the stove and microwave. Additional cleaning supplies can be borrowed from the reception.

Every time you leave your room, turn off the lights, close the windows and make sure that the electrical equipment is unplugged and that the door is locked.

You are responsible for the room and therefore, when you check out, you will need to collect your personal belongings and clean the rooms (room, kitchen and washroom) before you vacate the room. Trash should be taken to a designated place. The dormitory key card must be returned to the reception desk.

Clean your room before check-out:

- Take out the trash
- Take the used bed-linen and towels to designated place (ask from the reception).
- Clean the bathroom (walls, ceiling and floor are clean, toilet bowl and toilet seat are clean, tap is clean, mirror is clean, no dirt on the surfaces)
- Clean the kitchen (walls, ceiling and floor are clean, chairs, table, shelves, tap is clean, no dirt or grease on the surfaces)
- Clean the bedroom (walls, ceiling and floor are clean, chairs, table, beds and mattresses, shelves and drawers are clean, refrigerator is cleaned, no dirt on the surfaces)

Keep the lounge tidy on your floor.

The staff of the dormitory have access to your room during your stay in the dormitory, and they are required to inspect the room.

Pillows, blankets, bed linen and towels are in your rooms, but they are the property of the dormitory. Do not throw used towels on the floor - this is not a hotel. If you need new/clean towels or bed linen, notify the receptionist and you will receive new ones. Do not wash towels and bed linen yourself!

A washing machine and dryer can be used at the dormitory. If you need to wash your clothes, ask for more information at the reception. Washing powder can be found in the laundry room, you only have to buy your own washing powder/liquid if you have allergies or have a particular preference. If you need to iron your clothes inform the receptionist who will show you where you can do it.

You must not enter the rooms of other residents unless invited.

Guests are allowed to visit you if they register themselves in the reception. Guests are not allowed to stay after 23.00.

Pets are not allowed.

Smoking (including chewing tobacco, snuff, hookah or similar) is not allowed in rooms or on the school grounds. The same rules apply to electronic cigarettes. Smoking is permitted only in the smoking area outdoors from the age of 18.

It is prohibited to consume, acquire or distribute energy drinks, alcohol or drugs in the dormitory or on the school grounds and you must not have prohibited items/substances in your room. If in doubt, the receptionist has the right to use a breathalyzer and/or call the police if you are intoxicated. Your school will also be contacted and problems will be reported.

Dying hair is not allowed at the dormitory.

Installing posters and decorations on walls, doors, refrigerators, etc. is not allowed.

You are not allowed to enter the dormitory in workwear – clothes must be changed in the workplace.

You must not install any electrical equipment (including a loudspeakers) without the permission of the receptionist.

Open flames, candles or personal heaters are not allowed in the dormitory.

In the event of a fire, a fire alarm sounds and all residents of the dormitory must leave their rooms immediately. If you discover a fire, call 112 immediately and notify the administrator. Each floor has two exits - do not block the corridors and exits with any objects. There are fire extinguishers on each floor and evacuation plans on the walls. Please be aware of your evacuation routes. Evacuated residents must gather and wait on the game court in front of the dormitory until they are given further instructions.

Do not open fire exits or make fire alarms go off without cause. If you make a fire alarm go off for no reason, you will have to pay €32.

The quiet hours are from 23.00 to 6.00. It is not allowed to go to other rooms or stay in common areas during these hours.

You will receive a Wi-Fi password at the reception desk. You are not allowed to download large files (movies, games, videos, etc.) or create network extensions (modems, switches, network devices, etc.). It is possible to borrow a internet cable from the reception for you laptop.

If you feel unwell, you must notify the receptionist. Contact the receptionist for first aid supplies and further instructions.

You can leave money and valuables at the reception for safekeeping. The staff of the dormitory is not responsible for things stolen from the rooms.

Damage to the property of the dormitory must be compensated.

Adhere to the accepted ethical principles and rules of behaviour – be polite with other residents and staff of the dormitory, do not shout or listen to loud music, do not disturb other residents' sleep, etc.

Please contact the reception desk if you have any questions or concerns.

If you violate these rules, the manager of the dormitory has the right to cancel your accommodation in the dormitory. In this case, you will still be charged for the accommodation for the entire period for which your reservation was made.