	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

INTERNAL REGULATION NO. 34/2022

Dormitory Regulation of the University Dormitory and Canteen of the
 Jessenius Medical Faculty in Martin, Comenius University in
 Bratislava

Elaborated by: PhDr. Jana Seryjová	On: 07/30/2022	Signature:
Negotiated by: Management of JMF CU	On: 08/24/2022	Signature:
Approved by: prof. MUDr. Andrea Čalkovská, DrSc. Dean of JMF CU	On: 08/25/2022	Signature:
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Updates, amendments and additions to the internal regulation:

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	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

In accordance with Article 4(3)(i) of the internal regulation of the Jessenius Medical Faculty of CU in Martin No. 23/2017 Organizational Regulations of the University Dormitory and Canteen of the Jessenius Medical Faculty of CU in Martin (hereinafter referred to as "UD", "UDandC" and "JMF CU"), after discussion in the Student Self-Government of the UDandC of the JMF CU (hereinafter referred to as the "Self-Government") and in the Management of the JMF CU I hereby issue the following


Dormitory Regulations of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava

Article 1 Subject of the Regulation

The Dormitory Regulation (hereinafter referred to as "the DR"), in accordance with generally binding legal regulations, the Statute of the CU and the Statute of the JMF CU regulate the rights and obligations of the students of the CU, the employees of CU and other persons (hereinafter referred to as the "Resident") accommodated in the UDandC, to whom the CU provides temporary accommodation in the UDandC (hereinafter referred to as the "Accommodation Provider").

Article 2 Accommodation

1. Accommodation shall be provided within the scope of the accommodation capacity, as a rule, for one academic year from 1st September to 30th June of the corresponding calendar year on the basis of an application. The application shall be submitted within the deadline in accordance with the applicable internal regulations of the CU. During the main holidays, students may be granted accommodation according to the price list in force.
2. The agenda related to accommodation of students in the UD is carried out and managed by the Accommodation Office of the UD in cooperation with the Study Department of the JMF CU.
3. The UD accommodates students according to the accommodation allocation notices provided by the Information Technology Centre of the CU. The UD reserves the right to refuse accommodation to a student for the new academic year who has been in the past imposed by a valid offence measure - withdrawal from the Accommodation Contract, or who has not paid accommodation fees and contractual fines for previous periods of accommodation in the UD.
4. Accommodation is provided in the premises of the JMF CU University dormitory at ul. L. Novomeského č. 7 in Martin and at ul. P.O. Hviezdoslava č. 35 in Martin.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

5. If the candidate does not fill the allocated place in the UD by the deadline set by the UD, he/she loses his/her right to it and the Director will decide on its occupation on the basis of the valid internal regulations of the CU.
6. For the purpose of access to the accommodation part, the access card is used - depending on the type of the Resident, it is ISIC, employee card or other active card (hereinafter referred to as "access card").
7. The decision on granting accommodation to other persons is made by the Director of the UD. Accommodation may be provided in the part allocated for short-term accommodation of JMF CU guests and other members of the public, and in case of free capacity also in the part allocated for student accommodation. Prices for accommodation are specified in the valid price list.

Article 3 Rights of Residents in UD

1. The Resident shall have the right to a bed with accessories, i.e. bedding (quilt, pillow and bed linen). The Resident shall have the right to a regular change of bed linen at least once every 14 days.
2. The Resident shall have the right to peaceful enjoyment of the bed and room allocated to him/her, in particular for rest, study and sleep.
3. The accommodation provider is not responsible for the actions of third parties in the UD. At any time, the Resident has the right to report to the UD JMF CU porter's lodge any activity that objectively prevents him/her from peaceful use of the assigned bed and room. Exceptions to this right are activities necessary for the proper operation of the dormitory, especially operational activities, repairs, or renovations, which will be properly and continuously announced through the UD website or by written notices.
4. The Resident has the right to use the inventory that is part of the room and the right to its maintenance within the economic possibilities of UD. The inventory of the room is listed in the property inventory, which is located in each room and is not transferable. By signing the Accommodation Contract, the Resident takes over the inventory in the room. The loss of the inventory shall be penalised in accordance with the current damage price list.
5. The Resident has the right to receive visitors in accordance with this DR.
6. The Resident has the right to use the common areas, sports facilities and inventory (study rooms, kitchenettes, iron, vacuum cleaner, etc.).
7. The Resident has the right to participate actively in the social life of UD.
8. The Resident has the right to make suggestions and comments on all areas of life in the UD (usually through representatives in the self-government).
9. The Resident has the right to use, subject to compliance with the manufacturer's instructions: electrical personal appliances (shaver, electric curling iron, hair straightener, hair dryer), microwave oven (no grill!) 1 pc on the room in UD on ul. L. Novomeského


	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

and 1 pcs in the room on ul. P. O. Hviezdoslava No. 35, electric kettle 1 pc in the room up to 1000 W, computer, laptop, printer, TV, radio, CD player.

Article 4

Obligations of Residents in UD

1. The Resident is obliged to comply with the laws of the Slovak Republic, generally binding legal regulations (especially concerning occupational health and safety as well as fire protection), the Accommodation Contract, this DR, the internal regulations of the CU, JMF CU and UD. The Resident is obliged to follow the instructions of the UD.
2. The resident is obliged to familiarize himself with the entrance information for lodgers about fire protection and safety and health protection, and to follow these instructions throughout the stay. The mentioned regulations are published on the website UD.
3. The Resident is obliged to present the following upon starting the accommodation:
 - ID card (for foreigners it is a valid travel document in case of visa requirement a valid visa or residence permit),
 - one 3x3cm photograph not older than two years for the newly accommodated student (not returnable),
 - a signed Accommodation Contract/Declaration (including a record of the student's awareness of fire safety and health protection against fires and any other attachments).
4. The Resident is required to use the turnstile only for the purpose of entry to/from the UD, or an access card reading device ("reader") if the building is not equipped with a turnstile, and is required to use his/her own access card. The Resident shall present the access card for verification of the card holder's identity when requested by the duty officer.
5. The Resident, when starting the accommodation, is obliged to check the inventory of the property, including the condition of the room. The condition of the room shall be checked by UD staff prior to the arrival of the Resident. Any difference between the inventory and the actual condition shall be reported to the UD Property Records and Management Department within 24 hours. If the Resident fails to do so, the accommodation space shall be deemed fit for proper occupation.
6. The Resident is obliged to pay the price for accommodation and other fees within the specified time to the bank account and in the manner specified in the Accommodation Contract. Failure to comply with this condition for accommodation at the beginning of the academic year will result in the inability to check in despite the allocated accommodation.
7. The Resident is obliged to stay solely in the room assigned to him/her. Moving to another room with the approval of the Accommodation Office.
8. The Resident is obliged to behave towards UD staff, Residents and other persons in the UD building in such a way that their reputation, civic and human dignity is not damaged.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

9. The Resident is obliged to observe the principles of coexistence.
10. The Resident is obliged to observe the silent hours in accordance with the current wording of the General Binding Regulations of the City of Martin. All Residents of UD have the right to undisturbed rest. During the silent hours it is forbidden to cause any noise.
11. Residents are obliged to maintain cleanliness and order in the assigned room and in the accessories, in UD the self-cleaning system is applied, i.e. Residents keep the room assigned to them for the academic year clean for the duration of the accommodation themselves.

 The self-cleaning system includes the following activities: daily cleaning of the rooms, washing of the floor at least once a week, daily washing and disinfection of the sink and other personal hygiene facilities, dusting of the furniture twice a week, regular cleaning (as necessary or once every two weeks) and defrosting of the fridge-freezer or evaporator at least once a quarter, general cleaning including washing of the doors and dusting blankets.
12. The Resident is obliged to maintain cleanliness and order in the common areas, facilities and the entire UD grounds.
13. The Resident is obliged to make the assigned room available to UD employees at any time for the purpose of maintenance, repairs, inventory control, technical inspections, compliance with hygiene regulations and proper use of the accommodation space within the meaning of the Accommodation Contract and DR, as well as in other emergency situations (e.g. disinsection, painting, etc.). Access to the Residents' rooms shall be carried out by authorised staff of UD.
14. The Resident is obliged to report any detected deficiencies and damages to the Accommodation Office of the UD. Faults and defects are immediately noted in the fault book at the relevant porter's lodge.
15. The Resident is obliged to save electricity, water, etc. and to observe the principles of economy and efficiency in the use of personal equipment.
16. When leaving the room (as well as when staying in the room during the time when he/she is deprived of the immediate supervision of his/her belongings - for example, during sleep), the Resident is obliged to lock and secure the room against intrusion of an unauthorised person or theft, not to lend keys and not to leave them in other places, to close windows and balcony doors, to switch off all electrical appliances and light fittings.
17. The Resident is obliged to immediately report the loss or theft of the UD access card to the UD Accommodation Office in order to prevent its misuse in the accommodation area, catering establishments or other places where this card serves as a personal identifier. Immediately after the issuance of the temporary UD access card, the Resident is obliged to arrange his/her own new access card and subsequently return the temporary UD access card to the Accommodation Office.
18. The Resident is obliged to protect the keys to the accommodation area from theft and immediately report their loss to the Accommodation Office of the UD. In the event of loss or theft of room keys, the Resident shall pay a fine, regardless of fault, in the amount set

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

out in the damage price list published on the UD website or in the Accommodation Contract.

19. The Resident is obliged to compensate the damage caused intentionally or negligently in full according to the current damage price list and in the manner determined by UD.
20. The Resident is obliged to ensure the careful safekeeping of valuables and money, whereby valuables of greater value, or larger sums of money, may be stored in the dormitory safe.
21. The Resident shall, if circumstances so require, undergo health and hygiene measures.
22. The Resident is obliged to familiarise himself/herself and comply with the generally binding legal regulations and the internal regulations of the CU and the accommodation provider governing health, safety, hygiene and epidemic measures, in particular those relating to the occurrence and spread of coronavirus (COVID-19 disease), and any subsequent changes thereto.
23. The Resident must protect the bed (upholstery) or the mattress, quilt and pillow from pollution by the bed linen. In case of non-use of the quilt and pillow, the Resident is obliged to protect them from pollution by placing them in a plastic bag. In the event of excessive pollution of the bed upholstery or mattress, quilt or pillow, the Resident is obliged to pay the price of a new bed upholstery, mattress, quilt or pillow when leaving the accommodation.
24. In the event of the presence of parasitic insects in the room (bed bugs, fleas, etc.), the Resident is obliged to immediately report this fact to the employee at the UD Accommodation Office, who will take the necessary measures to eradicate the parasitic insects. The Resident is obliged to prepare the room according to the instructions of the responsible UD staff before the reported disinsection and deratization.
25. The Resident is obliged before the end of accommodation and moving out to:
 - a) hand over the cleaned room, loggia, entrance hallway and the corresponding sanitary facilities, cleaned and defrosted fridge with freezer, or with evaporator, rented inventory,
 - b) return bed linen and keys from the accommodation,
 - c) pay any arrears, contractual penalties and any damage caused by the accommodation,
 - d) deregister with the UD Accommodation Office (hand in the completed "departure form"),
 - e) comply with the other instructions related to the termination of accommodation published on the website.

In exceptional cases, the student may be checked out by another Resident under a power of attorney, and that person is fully responsible for the proper handover and cleaning of the accommodation space and for payment of any claims of the person being checked out.

At the end of the accommodation, the Resident is responsible for removing all belongings and personal property from the accommodation area before handing it over to the

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

accommodation provider. In the event that he/she fails to check out in accordance with the terms of the contract, he/she shall be liable to pay the accommodation provider a contractual penalty in the amount specified in the Accommodation Contract. If he/she fails to check out even after a notice (the notice may be made in person by verbal agreement with an employee of the UD Accommodation Office, or by telephone or e-mail), he/she shall be evicted from the accommodation premises. At the same time, the Resident is obliged to pay the administrative fee for eviction to the UD Accommodation Office according to the fee price list published on the UD website. All items subject to eviction will be stored for a period of 6 months from the date of eviction for a monthly fee as per the fee price list published on the UD website. During this period, the evicted Resident will be notified twice in writing by registered mail to the Resident's home address or by email to pick up his/her belongings and to properly settle his/her receivables. At the end of this period, UD reserves the right to dispose of all stored belongings.

26. The Resident shall comply with the conditions for receiving visitors as set out in Article 13 of this DR.
27. Access to UD's computer network is granted to each Resident, and the Resident may use UD's computer network only for the duration of the his/her stay at UD.
28. Violation of the CU internal regulations governing the use of information and communication technologies may result in the temporary or total cancellation of the connection provided to the Resident in UD.

Article 5 **Restrictions**

1. The Resident may not jump, trip, or in any other unauthorized way bypass the control devices of the personal turnstile or the reader. This measure also applies in full range to visitors and other non-residents.
2. The Resident must not allow visitors to enter the UD outside the designated entrances. The Resident shall not allow a non-resident visitor to stay in the UD outside of visiting hours unless the visitor is duly registered in the visitors' book or unless the visitor has a valid visitor's permit. The Resident assumes responsibility for the visitor during the entire period of the stay in the UD.
3. The Resident may not lend the access card to another person for the purpose of entering/leaving the UD or for any other reason, as the card is non-transferable.
4. The Resident must not intentionally or out of negligence destroy, damage or pollute UD property or commit any other form of vandalism (e.g. polluting UD common areas or UD outdoor areas, defacing sports fields or UD building walls).
5. The Resident is not allowed to tamper with the property of UD, especially not to take out inventory from the dining room, inventory from the rooms, or arbitrarily rearrange or disassemble the furniture within the room, take it out on the loggia, kitchenettes, etc..

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

6. The Resident is not allowed to accumulate rubbish in the assigned room, on the loggia, in the bathroom, in the kitchenette, in the common kitchens, corridors and other areas in UD.
7. Residents must not throw any objects out of windows and loggias.
8. The Resident may not use heating appliances in the rooms, in particular private cookers, electric coils, heaters, as well as other electrical appliances not mentioned herein, with the exception of the appliances mentioned in Article 3(9). The Resident may not use appliances that are not working or are damaged.
9. The Resident must not carry out activities that disturb other Residents in any way, especially in the evening and at night. An activity shall qualify as a disturbance if at least one of the Residents lodges a complaint against the activity.
10. The Resident shall not organise or participate in mass events in the accommodation area, in particular celebrations, etc., which disturb other Residents.
11. The Resident shall not tamper with the belongings of a roommate without the roommate's knowledge.
12. According to Act No. 377/2004 Coll. on the Protection of Non-Smokers and on Amendments to Certain Acts, as amended, the Order of the Rector of the CU No. 3/2017 on the Prohibition of Smoking in the Premises of the CU and the internal regulation of the JMF CU No. 20/2015 Guidelines for the Protection of Non-Smokers, as amended, the Resident may not smoke in any areas of the UD.
13. A Resident shall not possess, manufacture, sell, mediate the sale or ingest addictive, narcotic or psychotropic substances throughout UD premises.
14. The Resident shall not conduct any unannounced business or other commercial activity in the UD or use the assigned room as a residence or storage area for such activity.
15. The Resident shall not possess or keep any firearms or other life-threatening objects in the UD.
16. The Resident shall not keep or breed any animals in the accommodation area. Exceptions to this provision shall be made in cases related to the Resident's medical condition and authorized by the Director.
17. The Resident shall not arbitrarily interfere with installations of any kind.
18. Residents shall not place furniture, clothes dryers, shoes or other personal materials in the escape routes, i.e. hallways, stairwells and lobbies.
19. Residents shall not damage, remove or discard inoperative safety and protective equipment (e.g. fire extinguishers, fire hydrants, fire detectors, lift equipment, etc.).
20. The Resident must not carry out works which may result in fire and for which a professional qualification is required under special regulations.
21. The Resident shall not accumulate excessive amounts of paper and other combustible materials in the accommodation, unless they are necessary for the Resident's studies and basic needs.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

22. The Resident is not allowed to handle open flames and perform activities related to the use of open flames (matches, candles, grill, etc.) in the entire UD.
23. Neither the Resident nor his/her visitor may overload the passenger transport equipment - lifts.
24. The Resident must not place bicycles in areas not designated for this purpose. Areas designated for bicycles are: secure and protected bicycle racks and unsecured bicycle racks.
25. The Resident shall not handle fireworks throughout the premises. In the vicinity of the building, this is only allowed in accordance with the current General Binding Regulation of the City of Martin.
26. Residents shall not publicly defame any nation, nationality, their language, race, ethnic or religious group, or sexual orientation.
27. The Resident shall not establish, support or promote sects, extremist groups or movements in UD.

Article 6 Rights of Accommodation Provider

1. The Accommodation Provider has the right to enter the premises for accommodation at any time, even without the Resident's knowledge, in cases of threat to life or health, if there is a threat of damage to property, if it is to avert a serious threat to public order, if there is a reasonable suspicion that persons who are not Residents are staying in the premises for accommodation, or due to other violations of the provisions of the DR, during the elimination of technical faults and accidents.
2. The Accommodation Provider has the right to evict the Resident or to store his/her belongings in the area designated for this purpose at the expense of the Resident if the Resident does not hand over the accommodation area (bed, room and areas used during the accommodation, e.g. kitchen, sanitary facilities) on the day of the end of the accommodation.
3. The Accommodation Provider has the right to check compliance with hygiene and fire safety regulations and the proper use of the accommodation space in the presence or absence of the Residents. The detected deficiencies and violations of the obligations of the Residents will be notified to the Residents after the inspection. The inspecting UD employee has the right to make photo documentation of the detected deficiencies. In the event of serious deficiencies being detected, the Residents will be subject to offence measures as defined in this DR.
4. The UD staff member has the right to withhold the Resident's access card if he/she finds or has reason to suspect that the Resident is violating this DR.
5. The UD Director is authorized to declare a ban on visits for sanitary, epidemic, emergency, or other compelling reasons.
6. The UD Director reserves the right to provide the Resident with a bed in a room other than

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

the one assigned to him/her, or to move the Resident to another room for safety, hygiene, sanitation, renovation, operational or other compelling reasons, or for the purpose of more efficient use of the housing capacity.

Article 7

Obligations of the Accommodation Provider

1. The Accommodation Provider shall be obliged to hand over the premises for the accommodation to the Resident in a condition suitable for proper use.
2. The Accommodation Provider shall ensure the proper and undisturbed exercise of the rights associated with the accommodation under the conditions set out in the DR and the Accommodation Agreement.
3. The Accommodation Provider is obliged to inform the Residents in advance about works on the UD facilities and in the surroundings that will restrict the proper use of the UD premises or the undisturbed exercise of the rights associated with the accommodation under the conditions set out in this DR and in the Accommodation Contract.
4. The Accommodation Provider is obliged, in case the keys to the accommodation space are lost or stolen, to provide the replacement of the key insert in the respective room upon payment of a fee in accordance with the valid price list published on the UD website.

Article 8

Method and Maturity of Payment for the accommodation Price and Security Deposit

1. The Resident agrees to pay the accommodation price and the security deposit in accordance with the terms set out in the Accommodation Contract. The accommodation price is set per bed per calendar month of accommodation, regardless of the actual number of days of accommodation in a given calendar month.
2. The method of payment is defined in the Accommodation Contract.
3. The Resident is obliged (at the Accommodation Provider's request) to immediately show the accommodation price proof of payment.

Article 9

Offences and Measures

1. A breach of a contractual obligation (hereinafter referred to as an "Offence") is classified as a culpable violation of generally binding legal regulations, the internal regulations of the CU, JMF CU and UD, the Accommodation Contract or this DR. An Offence committed

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

by a visitor of a Resident is always also the responsibility of the accommodated (visited) person.


2. Offences of Residents as set out in this DR may result in the imposition of an offence measure. The degree of seriousness of each type of Offence and the consequent imposition of an offence measure shall be determined individually, according to the seriousness, danger, extent and consequences of the breach of obligations in accordance with Article 10 of this DR.
3. Offence measures shall be imposed by the UD Director or by a staff member authorised by him/her after discussion in the Offence Committee. When imposing an offence measure, the sequence of the offence measure pursuant to paragraph 7(a)-(d) of this Article of the DR shall not be taken into account. Any of the measures referred to in paragraph 7 of this Article of the DR may be imposed on the Resident, taking into account the seriousness of the infringement.
4. When the offence measures referred to in paragraph 7(a)(b)(c) of this Article are imposed, the Resident shall have the possibility to request a review of the offence measure imposed.
5. When an offence measure referred to in paragraph 7(d) of this Article is imposed, it shall not be possible to apply for a review of the offence measure imposed.
6. The offence measures shall be:
 - a) A contractual fine (with a deadline for payment) in accordance with the Accommodation Contract and Article 10 of this UDR.
 - b) A final warning prior to cancellation of accommodation until the end of the current academic year.
 - c) Temporary cancellation of accommodation until the end of the current academic year.
 - d) Withdrawal from the Accommodation Contract is associated with the loss of the right to apply for accommodation in all CU accommodation facilities for the duration of the student's studies at the CU.
7. The Offence Committee is empowered to deal with offences in the offence procedure. The Committee shall consist of three UD staff members and at least three members of the Student Self-Government. The committee shall obtain evidence of the specific offence. For this purpose, it shall be entitled to call witnesses and to require them to give evidence relating to the offence. The Resident against whom the offence is being investigated shall be given the floor in the offence proceedings. The summons for the offence proceedings shall be served in writing by letter (normally via the UD porter's lodge) or electronically. If the Resident against whom the offence proceeding is being pursued fails to attend without written excuse, the committee may proceed without his/her presence. The excuse must be received by the offence committee at least 24 hours before the date set for the offence proceeding. The provisions of this UDR are without prejudice to the right of the JMF CU to impose measures in its disciplinary proceedings.
8. Offences not precisely defined in this DR will be dealt with on an individual basis.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

9. The offence measure must be imposed in writing and delivered to the Resident in the manner specified in Article 14(5) of the DR.
10. The Resident who has been subject to an offence measure pursuant to paragraph 5(a)(b)(c) of this Article of the DR shall have the right to request in writing a review of the offence measure imposed within 8 calendar days of the date of its receipt. A request for review of an imposed offence measure shall be submitted to the Dean of the Faculty, and the request for review of an imposed offence measure shall not have suspensive effect.
11. The Dean of the Faculty, as an appeal body, shall consider the request for review of the imposed offence measure and, if he/she finds that it is contrary to the law, an internal regulation of the CU, the JMF CU, he/she shall amend or cancel the decision; otherwise, he/she shall reject the request and confirm the imposition of the offence measure. The Dean of the Faculty may, in justified cases, modify or mitigate the offence measure imposed (in particular the amount of the contractual fine imposed). The Dean of the Faculty shall decide on the request for review of the imposed offence measure at the latest within 30 days of receipt of the request for review of the decision.

Article 10 Types of Offences and Contractual Penalties

1. In the event of a breach of the Resident's obligations under this DR and the Accommodation Contract, the Resident shall be liable to pay contractual penalties in the amounts set out in this Article of the DR and the Accommodation Contract. The application of the accommodation provider's claim for payment of contractual penalties shall be without prejudice to the accommodation provider's right to compensation for damage caused by the accommodation provider to UD's property in accordance with the current damage price list published on UD's website. In case of a gross violation of the DR by the Resident, the Accommodation Provider is entitled to withdraw from the Accommodation Contract.
2. **Minor breaches of DR; contractual penalty of € 50:**
 - a) Overloading of the elevator by exceeding its permissible operating capacity.
 - b) Failure to comply with the rules of use of the dormitory computer network.
 - c) Disturbing the silent hours between 10:00 p.m. and 6:00 a.m. or disturbing other Residents by excessive noise between 6:00 a.m. and 10:00 p.m.
 - d) Use of prohibited electrical appliances.
 - e) Arbitrarily tampering with UD property (removing dishes from the dining room, inventory from rooms, rearranging or disassembling furniture within the room, taking furniture or mattresses out onto balconies, etc.).
 - f) Arbitrary interference with UD electrical installations.
 - g) Throwing any objects out of windows and balconies (including litter and spilling liquids).
 - h) Failure to maintain hygiene, order and cleanliness in the room or accommodation, in the

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

common facilities and in the UD premises, as well as in the entire UD premises.

- i) Polluting property under UD management (e.g. polluting of UD common areas, UD outdoor area, writing on UD building walls, etc.).
 - j) Failure to cooperate with UD employees in the exercise of their profession.
 - k) Failure to observe the principles of good behaviour: the Resident damages the reputation, human dignity and civil honour of other Residents, visitors or staff.
 - l) Violation of the prohibition to access the UD roof.
 - m) Use of a temporary access card allowing access to UD building after its expiry date.
 - n) Blocking an escape route by leaving furniture or other personal materials in a UD corridor, stairwell or vestibule.
 - o) Keeping or breeding domestic or exotic animals in UD.
 - p) Failure to immediately report any deficiencies, defects or damage found in the accommodation, or any deficiencies relating to hygiene, the presence of bedbugs or the non-compliance of the inventory with the inventory list.
 - q) Failure to immediately report the loss of keys to the accommodation area or the access card to the UD Accommodation Office.
 - r) Refusal to present one's valid access card to a designated UD employee upon entering the UD or the entire UD facility.
 - s) Using a mattress, quilt, or pillow without linens on, or failing to place the mattress, quilt, or pillow in a protective bag when not using them.
 - t) Unauthorised handling of another Resident's belongings.
 - u) Using an electric cooker outside the designated area.
 - v) Accommodating visitors without the consent of roommates in the room.
 - w) Leaving a visitor in the UD outside of visiting hours (after 10:00 p.m.) without registering them for short-term accommodation.
 - x) Failure to accommodate to other Residents: preventing roommates from exercising their rights associated with the accommodation properly and without interference under the conditions set out in this DR and the Accommodation Contract.
 - y) Refusal of a roommate for no obvious reason.
 - z) Unauthorised use of unallocated accommodation space.
3. **Serious breaches of the DR, contractual penalty of € 100:**
- a) Allowing non-residents to enter the UD or attempting to illegally enter the UD through the entrance area of the porter's lodging.
 - b) Arbitrary relocation from the assigned room to another room without the permission of the Accommodation Office.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

- c) Smoking in the UD premises or allowing a person who is visiting to smoke.
- d) Intentionally obstructing a UD employee for the purpose of control, preventing his/her access to a room, or otherwise interfering with the exercise of his/her occupation.
- e) Allowing persons that do not meet the accommodation conditions in accordance with Article 13 of this DR to be accommodated in the UD.
- f) Handling open flames in UD premises (candles, matches, grills, etc.).
- g) Public defamation of any nation, nationality, their language, race, ethnic group, religious group or sexual orientation.
- h) Establishing, supporting and promoting sects, extremist groups and movements.
- i) Lending an access card or key to another person for the purpose of entering UD premises or identifying oneself to a UD employee.
- j) Violation of obligations related to anti-epidemic measures.
- k) Failure to hand over the accommodation premises at the end of the accommodation in accordance with this DR and the Accommodation Contract no later than by the date of termination of the accommodation.
- l) Repeated breach of an obligation listed among the minor breaches of the DR.

4. **Serious breaches of the DR, contractual penalty of € 150:**

- a) Storage, possession, manufacture, sale, mediation of sale or use of narcotic drugs, psychotropic substances or poisons and precursors in the premises of UD.
- b) Conducting an unannounced business or other commercial activity or using an assigned room as a headquarters or warehouse for such an activity.
- c) Possession, manufacture, sale, mediation of sale or possession of any firearm and other life threatening items.
- d) Allowing another person to use an assigned room, whether for or without compensation, or providing an assigned room to another person in violation of this DR.
- e) Intentional destruction or damage to property under the control of UD.
- f) Violent behaviour, physical threats, verbal or physical coercion towards other Residents, visitors or UD staff.
- g) Throwing objects from windows and balconies of UD that could endanger the life or health of other Residents, visitors or UD staff.
- h) Presenting a forged document, providing your document to a third party for accommodation purposes, or presenting an altered document required for accommodation (e.g. Accommodation Contract, confirmation of school attendance or any other document).
- i) Falsifying (e.g., altering, copying) an access card for the purpose of permitting entry into the UD to persons not authorized by UD management or presenting a falsified

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

access card to a UD employee.

- j) Failure to respect the UD Director's right to move a Resident to another room.
 - k) Repeated breach of an obligation listed among the serious breaches of the DR.
 - l) Cumulative breach of more than two of the obligations listed under the "Minor Violations" and "Major Violations" categories of this DR.
5. If the Resident has not paid the deposit or the price for accommodation within the specified deadline, he/she is obliged to pay a contractual penalty in the amount specified in the Accommodation Contract for each even started calendar month of delay, but at the latest when he/she checks out in the respective academic year. Failure to do so shall result in the loss of the right to accommodation in all accommodation facilities of the CU for the entire duration of the student's studies at the University or at another public or private higher education institution.
 6. If the Resident does not handover the room after the end of the accommodation in accordance with the Accommodation Contract and this DR no later than by 11:00 a.m. on the day of the end of the accommodation. (unless otherwise agreed), he/she shall pay to the Accommodation Provider the relevant contractual penalty according to UD, 100.-EUR and twice of the accommodation price applicabled at the time of the delay.
 7. In the event of loss or theft of the access card or room keys, the Resident shall pay, regardless of fault, a fine in the amount set out in the applicable price list published on the UD website or in the Accommodation Contract, as the case may be.
 8. In the event that the Resident fails to properly check out, pay his/her financial receivables and contractual obligations to UD as of the check-out date (any outstanding accommodation fees, damages, contractual penalty, etc.), he/she will not be accommodated in any accommodation facility of the CU thereafter, despite the fact that he/she has been allocated accommodation for the following academic year. Unpaid contractual obligations and damages will be dealt with in offence proceedings in accordance with the provisions of the CU Disciplinary Regulations or by judicial proceedings.

Article 11

Termination of Accommodation

1. Accommodation shall end: at the end of the period for which the Accommodation Contract was concluded; or by the end of the calendar month in which the Resident ends or interrupts his/her studies at CU or another higher education institution, if this occurs earlier.
2. If the Resident quits or interrupts his/her studies at the CU or another university, the Resident is obliged to inform the Accommodation Office of the fact referred to in the previous sentence no later than 3 days from the date of the change.
3. The Accommodation Provider is entitled to withdraw from the Accommodation Contract before the expiry of the agreed period of accommodation in the event that the Resident grossly violates good manners or otherwise grossly violates his/her obligations under the Accommodation Contract or this DR.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

4. In the event that the accommodation contract is withdrawn by the Director of UD in accordance with Art. 7(d), the Resident shall lose the right to accommodation in all accommodation facilities of the CU for the entire duration of the studies at the University or at another public or private higher education institution.
5. The Resident is obliged to hand over to the Accommodation Provider the accommodation space, the keys to the accommodation space and the basic equipment of the room taken over no later than on the day of termination of the accommodation (withdrawal from the Contract). Failure to do so will result in the Resident not being properly checked out of the accommodation and the Accommodation Provider will be entitled to the currently applicable accommodation price and contractual penalty as per this DR.

Article 12

Student Self-Government

1. The Student Self-Government is an initiative and advisory body to the UD Director. The Student Self-Government represents all students accommodated in UD.
2. Organization of the Self-Government:
 - a) The Self-Government has 8 members, including: 6 representatives of each year of the general medicine programme, 1 representative for the dentistry programme and 1 representative for the non-medical programmes, elected by the accommodated students in each year and programme. The governing bodies of the Self-Government are the chairman and the vice-chairman, who are elected in direct elections by secret ballot by the members of the Self-Government, with a supermajority of all votes being required for election.
 - b) The chairman and, in his/her absence, the vice-chairman shall ensure the preparation of the meetings of the Self-Government and shall ensure that the tasks assigned to individual members at the meetings are carried out and fulfilled.
 - c) Meetings of the Self-Government shall be convened by the chairman or the vice-chairman of the Self-Government; they shall normally be attended by the UD Director or, in his absence, by the UD Deputy Director.
 - d) At the request of the UD Director, the chairman or vice-chairman of the Self-Government shall convene an extraordinary meeting of the Self-Government as soon as possible.
 - e) A quorum for a meeting of the Self-Government shall be a majority of its members present; the approval of a majority of all votes cast shall be required for a valid resolution of the Self-Government.
 - f) Meetings of the local Self Government shall be public.
3. Election to the Self-Government and mandate of its member:

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

Members of the Self-Government shall be elected by direct and equal suffrage by secret ballot. The right to vote and the right to be elected belongs to every student accommodated in UD.

- a) Elections to the Self-Government shall be announced and the date set by the UD Director no later than the end of October of the academic year in question, or within 14 days in the case of elections during the year.
 - b) The elections shall be organised by an electoral committee composed of two members of the Self-Government. Neither may be elected in the relevant period.
 - c) The mandate shall be for the entire period of study.
 - d) The mandate shall lapse:
 - By the withdrawal of the boarding students of the year or programme they represent (by submitting the signatures of a majority of the boarding students of the year or programme they represent to the President of the Self-Government or the IV Director);
 - By resignation from office;
 - By termination of accommodation;
 - By dissolution of the Self-Government (by the proposal of one third of the members of the student part of the AS, the AS is entitled to dissolve the self-government).
 - e) In the event that a member of the Self-Government ceases to be a member, a by-election is organised in the relevant year.
4. Competence of the Self-Government:
- a) It comments on proposals for adjusting the prices of accommodation for students and staff in UD;
 - b) It deals with comments and suggestions from Residents, submits them to the UD Director;
 - c) It participates in the monitoring of compliance with the provisions of the DR;
 - d) It participates in the imposition of sanctions for violations of the DR by Residents in the context of the offence procedure;
 - e) It cooperates with the Accommodation Office of the UD in the implementation of the accommodation of students at the beginning of the academic year
 - f) It discusses the draft DR drawn up by the Director;
 - g) It discusses the Director's proposal for modifications to the student and staff Accommodation Contract;
 - h) It discusses the Director's proposal for the allocation of UD funds for the calendar year;

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

- i) On the proposal of the UD Director, it approves the allocation of the funds allocated in the UD budget for leisure and sports activities of the accommodated students;
 - j) It establishes and dissolves cultural and sporting interest groups and clubs of the UD, entrusts their organisation to individual students and approves the rules of their activities.
5. The exercise of the functions of a member of the Self-Government is irreplaceable.
 6. A member of the Self-Government is obliged to participate in all its meetings and to respect this DR, the Statutes of the CU and the MF CU, as well as other generally binding legal regulations in the performance of his/her duties.

Article 13

Internal Rules and Reception of Visitors

1. The UD shall open at 6.00 a.m. and close at 24.00 p.m. After this time, the UD Information Service opens the building upon ringing, except for the time of carrying out compulsory building inspections and rest and meal breaks as defined in the Labour Code.
2. In accordance to the current General Binding Ordinance of the City of Martin, the silent hours are set in the UD from 10.00 p.m. to 06.00 a.m.
3. The Residents are entitled to receive visitors.
 An exception to this rule is a ban on visits, which can be declared by the UD Director for hygienic, epidemic, emergency or other serious reasons.
 Visitors who are obviously under the influence of alcohol, narcotic or psychotropic substances, or who behave aggressively and do not observe the principles of decent behaviour will not be allowed to enter the UD premises.
4. Receiving visitors during the day
 - a) Visitors can only be logged in/registered at the UD porter's lodge between 08:00 a.m. and 10:00 p.m.
 - b) Visitors must be signed out at the UD porter's lodge no later than by 10:00 p.m.
 - c) Visitors may be received in the adjoining area by the UD porter's lodge on the ground floor or in their room (only with the consent of their roommates).
 - d) On arrival to the UD building, the visitor is required to announce his/her arrival to the Information Services staff member, present his/her valid ID card or access card for identification and registration. In addition, the visitor is required to leave his/her identification card with a photo at the porter's lodge for the duration of the visit, with the exception of his/her ID and insurance card. The Resident who receives the visitor shall collect the visitor in person at the porter's lodge, where he/she shall hand over his/her access card, which shall be stored with the visitor's document. The Resident is responsible for the visitor's compliance with the DR throughout the visit.
 - e) At the end of the visit, the visitor is obliged to check out at the UD porter's lodge

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

accompanied by the Resident who received the visit. No stranger shall be allowed on the premises of the UD after 10:00 p.m., except as provided in paragraph 5 of this Article.

5. Short-term accommodation of visitors in student rooms

Students accommodated in UD may, under the conditions set by the UD Director, provide short-term accommodation for a maximum of 5 nights on a spare bed in their rooms to visitors (except for students who have been imposed an offence measure - withdrawal from the Accommodation Contract in the accommodation facility of the CU). The following conditions must be met for accommodation:

- a) Visitors can only be accommodated on the basis of a permit requested well in advance (issued by the Accommodation Office).
- b) The accommodation of the visitor is subject to the consent of the roommates in the room of the Resident receiving the visitor and if the accommodation of the other Residents is not disturbed;
- c) The Resident is responsible for the visitor's compliance with all provisions of this DR throughout the visit. If the visitor violates this DR (e.g., based on a complaint of other Residents), the Resident may be subject to an offence measure;
- d) The Resident must personally pick up the visitor at the porter's lodge and must not leave the visitor on the premises of the UD without his/her presence;
- e) The visitor may be accommodated between the 2:00 p.m. and 10:00 p.m.; termination of accommodation is by 10:00 a.m., (unless otherwise agreed);
- f) Upon arrival, the visitor is obliged to present an identity document (ID/passport) to the information service employee for identification and registration; the document will be returned to the owner after the data has been transcribed;
- g) When a visitor stays overnight, it is necessary to pay at the UD porter's lodge the set fee per night and person in advance for the entire stay;
- h) At the end of the visit, the visitor is obliged to check out at the porter's lodge desk accompanied by the Resident.

Article 14

Transitional and Final Provisions

1. UDandC is a special-purpose facility of the JMF CU. UDandC is an academic institution, the scope of academic rights and freedoms is regulated by the Act of the National Council of the Slovak Republic No. 131/2002 Coll. on Higher Education as amended.
2. In order to prevent the occurrence and spread of communicable diseases at the CU, the Rector and the Dean of the CU are authorised to take extraordinary hygienic measures, including the closure of the UD or its part.

	COMENIUS UNIVERSITY IN BRATISLAVA JESSENIUS MEDICAL FACULTY IN MARTIN	Int. doc. No.: VP 34/2022
	Dormitory Regulation of the University Dormitory and Canteen of the Jessenius Medical Faculty in Martin, Comenius University in Bratislava	Print No.: 1 Retention period: 10 y

3. This DR shall also apply mutatis mutandis to other persons accommodated in the UD and shall be binding on all employees who are in employment or other similar relationships with the UD and the CU, as well as foreign persons present in the premises and on the premises of the UD.
4. In matters not regulated of this DR, the provisions of generally binding legal regulations, the Statute of the JMF CU, the Statute of the CU and other valid internal regulations of the CU shall apply.
5. All notices or other communications in connection with this DR or the Accommodation Contract (hereinafter also referred to as "Communications") shall be in writing unless otherwise specified. Notices must be delivered to the other party by universal mail carrier or electronic mail (E-mail) or in person. Documents delivered in paper form shall be deemed to have been delivered on the date of receipt by the Party to whom they are addressed. In the event of non-receipt of a document by a contracting party, the document shall be deemed to have been delivered upon expiry of the period specified by the postal carrier for its receipt. The document shall also be deemed to have been delivered if the contracting party refuses to accept it. In the case of delivery by electronic mail (E-mail), the electronic mail will be sent to the E-mail address specified in the header of the Accommodation Contract or to the e-mail address assigned to the Resident by the CU.
6. If necessary, the IR may be changed or modified in writing, after prior discussion in the student self-government and approval by the Management of JMF CU in Martin.
7. Upon the entry into force of this Internal Regulation, the Internal Regulation No. 24/2021 Dormitory Regulation of the University Dormitory and Canteen of the JMF CU in Martin dated 24th August 2021 is cancelled.
8. This internal regulation shall enter into force and effect on 25th August 2022.

prof. MUDr. Andrea Čalkovská, DrSc.
 Faculty Dean