

ORDER No 85

of the Rector of West Pomeranian University of Technology in Szczecin of 14 September, 2024

on the introduction of Rules and Regulations of the halls of residence of West Pomeranian University of Technology in Szczecin

Based on Article 23 pursuant to Article 11, item 11 of the Act of 20 July, 2018 – Law on Higher Education (Journal of Laws of 2023, item 742, as amended), it is ordered as follows:

§ 1.

RULES AND REGULATIONS OF THE HALLS OF RESIDENCE of West Pomeranian University of Technology in Szczecin are introduced..

§ 2.

1. The following monthly fees for a place in a hall of residence will be charged for:
 - 1) From the first day of the winter semester to the last day of the examination period in the summer semester:
 - a) ZUT students,
 - b) ZUT PhD students;
 - 2) from October 1 to June 30 of the successive year:
 - a) for students and PhD students of other universities,
 - b) for children and spouses of persons specified in point 1,
 - c) for children and spouses of persons specified in a,
 - d) pupils;
 - 3) from the first day of summer holiday to the last day of a given academic year:
 - a) for ZUT students – doing work placement, on the recommendation of their faculty,
 - b) for ZUT PhD students, who were approved for the whole academic year.
2. Daily charges are valid:
 - 1) Throughout the whole year – persons other than those specified in points 1 and 2
 - 2) From the first day of the winter semester to the last day of the examination period in the summer semester – persons specified in point 1 for accommodation up to 30 days,
 - 3) from October 1 to June 30 – persons specified in point 1 for accommodation up to 30 days,
 - 4) from the first day of summer holiday to the last day of a given academic year – persons specified in 1.1,
 - 5) from 1 July to 30 September – persons specified in 1.2
3. The fees specified in Sections 1 and 2 are defined in Rector's Communications.

§ 3.

1. ZUT students and PhD students will pay a daily fee for a place in a hall of residence:
 - a) During an academic year (the payment should be made during the concrete month);
 - b) During the resit session (the payment should be made on the day the resit session starts) ;
 - c) During work placement (the first payment should be made at the latest on the day of check in and then by the 1st day of each next month)
2. ZUT students have to notify the administration of their dorm about their intention to participate in the autumn exam session.
3. Uczelniane Centrum Informatyki (IT Center) prepares a list of such students and then sends it to the head of Osiedle Studenckie ZUT (ZUT dormitories).

4. The daily fees specified in 1 is calculated by dividing by 30 the current monthly fee.

§ 4.

Accommodation in ZUT dormitories for ZUT students and Phd students is exempt from VAT, unless VAT regulations say otherwise.

§ 5.

1. Monthly and daily charges for a place in a dormitory specified in 2.3 are valid for:
 - 1) ZUT student– monthly charge like for a ZUT student:
 - a) Who graduates from S1 – to the last day of summer exam session and from the day of starting the winter semester to 31 October,
 - b) Who starts the accommodation process for a new academic year up to 5 days before the start of the semester;
 - 2) Candidate for a ZUT student:
 - a) Who starts the accommodation process for a new academic year up to 5 days before the start of the semester,
 - b) Who start education in summer semester
 - 3) Student who participates in Erasmus Erasmus+Praktyka – monthly charge:
 - a) Who finishes education during summer semester and declares their willingness to stay until the end of summer exam period, charges like for external students
 - b) Who start education in winter semester up to 5 days before the start of the semester – charges like for external students,
 - c) Who finishes accommodation after the end of winter semester, charges like for external student
 - 4) IAESTE student, who does their work placement during academic year:
 - a) During work placement period – monthly charges like for ZUT students,
 - b) Outside work placement period – charges like for external students except point
 - c) Who starts the accommodation process for a new academic year up to 5 days before the start of the semester on the basis of a valid student ID;
 - 5) IAESTE student who does their work placement during holiday: during placement charges are like for ZUT students and in other periods like for external students;
2. If a student is deleted from the register of students/PhD students, if a student finishes S2 and extends their accommodation in ZUT, daily chargé is valid until the end of the month plus VAT. The charges from the next month are specified in Rector’s orders.
3. If a person specified in 2.1 and 2.2 resigns from their accommodation within 30 days from the day of their accommodation, the daily chargé specified by the Rector applies.

§ 6.

1. Children younger than 5 who do not take their own bed are exempt from payment if accommodation is up to 15 days, for periods of over 15 days the daily charges are specified by the Rector
2. Children older than 5 who take their independent bed pay like external students according to Rector’s order.

§ 7.

In special cases, with chancellor’s permission, special charges apply.

§ 8.

Monthly payments specified in 2.1 should be made:

- a) until 20th day of each month – by ZUT students and PhD students
- b) until 5th day of each month – by persons specified in 2.1.2
- c) until 1st day of each month – by persons specified in 2.1.3

§ 9.

1. Daily charges specified in 2.2 should be paid in advance or on the day of moving in at the latest.
2. The application of a concrete daily charge depends on the number of nights paid in advance. If the stay is extended and the person qualifies to another chargé category (depending on the length of stay), the change of daily charge is effective on the day when the extension starts.
3. Persons for whom daily charges apply and who declare their intention to use ZUT accommodation for longer than one month, make payments for a given month in advance until the 1st day of each month. However, in the case when:
 - 1) Accommodation happens after the 1st day of the month - the chargé is calculated from the 1st day and the daily payment depends on the number of nights paid in advance, according to the Rector's order
 - 2) Somebody moves out earlier than declared and paid, then the administration will do appropriate recalculation.
4. In the case of persons who are not going to take the resit session, the daily payment in the first month of holiday should be made for declared days in advance, and not later than on day 5 after finishing the session in summer semester and in the case when accommodation happens during holiday shorter than 5 days, the payment should be made not later than on the day of moving out.

§ 10.

1. Residents of student accommodation are obliged to notify their intention of leaving not later than 5 days prior to their check out and must paid all their dues at the latest on the day of moving out.
2. If a resident is moved to another room/dormitory for reasons independent of him/her, their stay will be treated as continuation of their accommodation, fees specified by the Rector apply.
3. During check out the resident must pay all their dues. If such payment is not possible by check out, the resident must make a statement, a copy of which is attached to this regulation.

§ 11.

1. Payments for dormitories are made as online bank transfers, according to the regulation on payments for dormitories in an electronic way over to ZUT bank account. The day payment is transferred onto ZUT account is defined as the day of payment for a dormitory.
2. Default of payment for a place in a dormitory will result in the charging of statutory interests.
3. A resident can loose their place in a dormitory if:
 - 1) ZUT student, ZUT PhD student and their spouse default on their payment for 2months
 - 2) A student of another university, a pupil, a postgraduate student, a postsecondary pupil default on their payment for 1 month.
4. No default is allowed when daily payments for accommodation are applied.

§ 12.

Order No 89 of the Rector of West Pomeranian University of Technology in Szczecin of 1 July, 2022 on accommodation fees for student halls of residence as amended by Order No 86 of 10 August, 2023, loses legal validity.

§ 13.

This order comes into effect on the day it is signed

The Rector: Arkadiusz Terman

.....
Name and surname

.....
PESEL

.....
Permanent residence address

.....
University, faculty, year, course

.....
Dormitory, room number

STATEMENT

I the undersigned XY hereby state:

– I resided in from to
(dormitory)

– My current debt is:

Lp.	Debt type	For the period	Amount in PLN
1	Rent		
2	Statutory interest		
3	Other types*		
TOTAL			

I promise to pay all my dues by (date)

Statutory interest should be also paid on top of due rent.

I also understand that if I fail to make the above described payments by the deadline specified, the matter will go to court of law.

*please specify

.....
Signature