

Annex 40
of the Statutes of the University of Pécs
Dormitory Regulation of the University of Pécs



2016
Effective from 22nd June 2018

Pursuant to Act CCIV. of 2011. on National Higher Education (hereinafter HEA), Government Decree 87/2015. (IV.9.) on the on the implementation of certain provisions of Act CCIV of 2011, Government Decree 51/2007. (III. 26.) on grants payable to and certain fees payable by students enrolled in higher education (hereinafter Government Decree), with the purpose of regulating the order of operation of the University's dormitories and stipulating the formation and content of the dormitory membership legal status, the Senate of the University of Pécs (hereinafter University) has adopted the following Dormitory Regulation (hereinafter Regulation).

I. General Provisions

The scope of the Regulation

Article 1 (1) The personal scope of the Regulation shall extend to persons accepted to the University and persons having a student status at the University (hereinafter: students), to persons having civil servant status or another employment-related status at the University.

(2)^{1 2}The territorial scope of the Regulation shall extend to every dormitory operating at the University:

- a) UP Jakabhegyi Dormitory (Pécs, Jakabhegyi rd. 8.);
- b) UP Boszorkány road Dormitory (Pécs, Boszorkány rd. 2.);
- c) UP Szalay László Dormitory (Pécs, Breuer Marcell prom. 2.);
- d) UP Szántó Dormitory (Pécs, Szántó K. J. str. 1/b.);
- e) Balassa János Dormitory (Pécs, Jakabhegyi rd. 6.);
- f) Damjanich Dormitory (Pécs, Damjanich str. 30.);
- g) Hunyor Guest House and Hostel (Pécs, Jurisics Miklós str. 16.);
- h) FHS Laterum Dormitory (Pécs, Hajnóczy rd. 37-39.);
- i) FHS Dormitory Kaposvár (Kaposvár, Szent Imre str. 14/B.);
- j) FHS Dormitory Szombathely (Szombathely, Jókai str. 14.);
- k) FHS Dormitory Zalaegerszeg "A" (Zalaegerszeg, Landorhegyi rd. 33.);
- l) FHS Dormitory Zalaegerszeg "B" (Zalaegerszeg, Landorhegyi u. 23.);
- m) FC SERD Szekszárd Dormitory (Szekszárd, Mátyás király str. 3.).

(3)³ The scope of the Regulation shall extend to the special colleges operating at the University, which provide accommodation in the dormitories for their members.

The Dormitory

Article 2 (1) The dormitories are the University's organizational units, which render services as set out in this Regulation with the purpose of ensuring the accommodation and living conditions of students.

(2) The dormitories shall promote with the tools at their disposal and their order of operation the undisturbed learning environment for the students, shall facilitate the framework for cultural sophistication and valuable use of the students' free time, and shall provide the opportunity for

¹ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

² Amendment adopted by the Senate on its meeting held on 21st June 2018. Effective: from 22nd June 2018.

³ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

physical workout along with education to a healthy lifestyle. The dormitories shall ensure the possibility of the students' self-improvement and unfolding of their talents by cultivating and developing the traditions of the dormitories.

(3) The dormitories may take part in the preparation of prospective students for their higher education. The dormitories may take part in higher education and may operate special colleges.

(4)⁴ ⁵The dormitories are categorized based on the level of comfort they provide. The aspects determining the comfort level are set out in Annex No. 2 of this Regulation. The agreement concluded between the Chancellor, the Rector and the University Student Union (hereinafter USC) on The categorization of the dormitories and the payable dormitory fees is an Annex to the Code of Charges and Benefits of the University (hereinafter CCB).

(5) The Technical Services Directorate of the Chancellor's Office (hereinafter TSD) or a business association in a contractual relationship with the University (hereinafter collectively operator) shall operate the University's dormitories.

Bodies and Personnel of the Dormitories

Article 3 (1) The University Dormitory Commission operating as a standing committee of the Senate shall coordinate the operation of the dormitories of the University. Its composition, activity, tasks, and competencies shall be set out in a regulation annexed to the Statutes of the University.

(2)⁶ The special commissions of the USC shall take part in the application process and shall decide on the applications in the first instance. Their composition, functions, tasks, and competencies shall be stipulated by the Assembly of the USC.

(3) The Dormitory Student Commission shall be the interest representation organization of the students in the dormitories. Its composition, functions, tasks, and competencies shall be set out in the Charter of the USC.

(4)⁷ The USC shall perform the tasks set out in this Regulation in relation to the dormitories where students are concerned, in cooperation with the organizational units of the faculties taking part in the performance of tasks in relation to the dormitories and with the TSD.

(5) The Director shall perform the tasks set out in Article 48/A of the Statutes of the Faculty of Health Sciences in the Faculty's dormitories.

II.

Distribution and filling-up of dormitory places

Article 4 (1)⁸ The dormitory places of the University shall be distributed between the Faculties of the University, except the places reserved for the special colleges, the places to be reserved

⁴ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

⁵ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

⁶ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st May 2017.

⁷ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

⁸ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

based on agreements with local governments, places managed by the USC, places reserved for international freshman students, places to be filled-up by the Rector.

(2)⁹ At the distribution, the geographical location of the dormitories and the Faculties shall be taken into account, as well as the demands of the students. The Assembly of the USC shall approve the distribution between the faculties considering the active number of students of and the applications launched from the particular Faculties. The quota of places shall not be less than 5 % of the available places for Faculties that have less than 1500 active students and shall not be less than 10 % for the Faculties that have at least 1500 active students. The headcount shall be based on the March statistics. Derogation from this quota shall only be allowed when fewer applications were launched from the given Faculty than the minimum quota.

(3)^{10 11 12} The Senate shall decide on the distribution of the places considering the proposal of the USC before the start of the academic year until 31st May of every year. The proposal – elaborated in cooperation with University Dormitory Commission – shall contain the following:

- a) the number of places to be filled-up by the Rector (hereinafter: Rector's places);
- b) the number of places to be filled-up by the special colleges in the particular dormitories;
- c)¹³ the number of regular places for students in the particular dormitories;
- d) the number of places to be reserved based on agreements with local governments;
- e) the number of places reserved for international freshman students;
- f) the number of places reserved for the USC;
- g) the number of guestrooms.

(4) The number of places reserved for the USC pursuant to point f) subsection (3) shall not exceed 5 % of the total number of dormitory places. The USC shall proceed during the distribution of places in line with the rules of the ordinary application process, a place shall only be awarded to students who applied for placement in the ordinary procedure but not having granted placement.

(5) In the case of the special colleges, the Faculty Council - in case of special colleges formed by several Faculties, the councils of the affected faculties - shall decide on the number of special college placements separately from the regular placement quota of the Faculty with the consent of the Faculty's student union. In the case of a special college founded by the Senate - with the consent of the USC - the number of places shall be included in the founding decree adopted by the Senate.

(6)¹⁴ The dormitory places shall be filled-up based on the application process set forth in the CCB, with the exception of the places defined in subsections (8) and (9). The special

⁹ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

¹⁰ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

¹¹ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

¹² Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

¹³ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

¹⁴ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

committees of the USC shall carry out the filling-up, the coordination and the management of the places during and after the application process.

(7)¹⁵ The freshman international students launching an application shall be awarded a placement on the account of the places laid down in point e) subsection (3).

(8)¹⁶ The University may reserve places in the dormitories listed in subsection (2) Article 1 based on agreements with local governments to fulfill placement-demands of the local governments with the consent of the Senate and the USC. In this case, the local governments shall be entitled to fill up the places pursuant to the respective agreement. The local government shall prescribe the provisions and persons entitled for application with that, only persons having a student status at the University shall be entitled.

(9) The Rector shall decide on a maximum of 5 % of the total number of dormitory placements, as Rector's places. The rector distributes these placements on a basis of equity.

(10)¹⁷ Unoccupied places shall be used as guestrooms after consultation with the USC.

III.

The dormitory membership status

Article 5 (1)¹⁸ The dormitory membership status is established with the conclusion of the accommodation service contract following the resolution closing the successful admission procedure. The term of the dormitory membership status is one academic year, it is terminated on the date set out in the accommodation service contract. The University Dormitory Commission shall determine the content of the accommodation service contract.

(2) The USC shall inform the accepted student about the dates determined for moving in. The student shall enter into an accommodation service contract with the University at the time of moving in. The student shall notify the USC in writing until the first day of the moving-in period about the fact that he/she is not able to move in on the dates determined by the USC. If the student fails to do this and does not occupy his/her room during the moving-in period, then his/her entitlement to a room ceases to exist on the eighth working day counted from the first day of the moving-in period. The student who indicated in writing to the USC his/her intention to move in later may occupy the room until the twentieth day counted from the first day of the moving-in period, defaulting this period shall result in the loss of entitlement for a room.

(3) The dormitory membership status shall terminate in the following cases:

- a) expiration of the period specified in the accommodation service contract;
- b) termination or discontinuance of the Student status;
- c) a disciplinary resolution coming into force, excluding the Student from the dormitory;

¹⁵ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

¹⁶ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

¹⁷ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

¹⁸ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

- d) termination of the Student's dormitory placement, caused by arrears specified in the accommodation service contract - after ineffective notification of the Student and examination of his/her social situation - on the day the decision comes into force;
- e) the student resigning in a written statement from his/her dormitory membership - in a manner and with the deadline stipulated in the accommodation service contract - if he/she filled in the necessary documents for moving out, on the day indicated in the statement;
- f) another dormitory accommodating the Student, on the day of acceptance.

(4) The student shall move out in a manner and until the deadline set forth in the accommodation service contract and the house rules after the termination of his/her membership status.

Rights and obligations derived from the dormitory membership status

Article 6 (1) The students admitted to the dormitory shall be entitled to the rights laid down hereunder:

- a) have the right to respect their human dignity;
- b) have the right to respect their individual rights. Including, in particular, the right to unfold their personality, right to self-determination, right to free course of action, right to family life. These rights shall not be exercised in a manner that limits others in the exercise of their rights. Enforcement of these rights shall not jeopardize the physical well-being and health of their own, the employees of the dormitory or others;
- c) have the right to freely express their opinions in questions pertaining to the operation of the dormitory;
- d) have the right to receive full and objective information about questions affecting them personally. Have the right to receive information necessary for the exercise of their rights;
- e) have the right to ask the heads of the dormitory questions, to make proposals to them, and to receive answers on the merit in 30 days;
- f) have the right to respect and express their religion, belief, nationality or ethnicity. The exercise of these rights shall not breach the law, shall not interfere with the similar rights of others, and shall not limit others in the exercise of their right to study;
- g) have the right to respect their rights to mailing and housing;
- h) have the right to the basic services as set out in Annex No. 1 of this Regulation free of charge;
- i) have the right to take part personally or by a representative in the decisions affecting their interests and the conduct of the dormitory;
- j) have the right to launch a procedure in the event of violation of their rights.

(2) The students admitted to the dormitory shall have the obligations laid down hereunder:

- a) understand and adhere to the provisions pertaining to the operation of the dormitory and the dormitory membership status prescribed by the law, the University's regulations and other documents, and the accommodation service contract;

- b) understand and adhere to the order of use of the dormitory's premises and the belonging area and to the house rules (Annex No. 3 of this Regulation). Use the devices in their possession as intended. Take due care of the dormitory's facilities, devices, preserve the physical well-being and health of themselves and others. Learn and apply the knowledge protecting their health and security;
- c) respect the human dignity of fellow students and employees of the dormitory;
- d) pay the accommodation fee in a manner and until the deadline set out in the CCB and in the accommodation service contract;
- e) shall exercise their rights and fulfill their obligations personally, thus their room shall not be transferable.

(3) Further provisions pertaining to the rights and obligations relating to the student status are laid down in the Statutes of the University and its Annexes.

Article 7 (1) Unless otherwise agreed upon by and between the University and the student, the University shall acquire ownership rights as the successor of the student for every property - except the intellectual property - that gets into its possession, which were produced by the student in relation to the fulfillment of his/her obligation derived from the dormitory membership status, provided that the University granted the material and other conditions necessary for the production. The student shall receive remuneration if the University receives revenue from the sale or utilization of the property. If the revenue is received on an occasional basis, from an individually produced product, a separate written agreement shall be concluded about the remuneration between the University and the Student. If the property is produced as part of a training on a regular basis, the remuneration shall be determined to the expense of the revenue - net of cost - by the activity of participants' having taken part in the whole training process, taking into account the performance of the student.

(2) If the property produced by the student pursuant to subsection (1) is an intellectual product, subsection (1) shall be applied with the derogation that for the handover of the property to the University, the provisions pertaining to the handover of intellectual property produced under labor legal relationship or other similar legal relationship shall apply.

IV.

Order of operation, rules of living in the dormitory

Article 8 (1) The USC shall determine the period for moving in, taking into account subsection (2) of Article 5. The students admitted outside of ordinary application procedure shall move in within 15 days from receipt of the acceptance resolution.

(2) The student shall learn at the time of moving-in and adhere to during his/her stay at the dormitory the house rules, the fire safety and accident prevention regulations, and documents containing the essential information on the operation of the dormitory.

(3) The list of furnishing and equipment of the room shall be fixed in an inventory. The inventory shall be handed to the student at the time of moving in. The student represents by signature of the inventory that the properties fixed in the inventory are, in fact, available in the room. the student shall also represent that he/she will use the furnishing and equipment as intended, will account for them at the termination of the dormitory membership status and will

take responsibility for the damages as set forth in this Regulation and the Disciplinary and Compensation Regulations for Students of the University of Pécs (Hereinafter DCR). The representatives of the operator and the Dormitory Student Commission shall proceed at the handover.

(4) The student may bring in to the dormitory his/her own furnishing and equipment with adherence to the house rules. The student shall report this to the person appointed by the operator. Only the equipment in compliance with the shock prevention and standard requirements shall be brought in the dormitory. The student shall bear the damages caused by his/her own equipment.

(5) Only the persons having dormitory membership status and their guests shall stay in the dormitories. The students shall receive guests pursuant to the house rules.

(6) The students may use the common places, but they shall at all time keep the tranquility necessary for the uninterrupted study of their fellow students as set forth in the house rules.

(7) The students shall keep the rooms neat and clean them in a regular and appropriate manner. The operator shall clean and maintain the common places and the adherent pieces of equipment.

V.

Disciplinary and Compensation Liability of Students Accommodated in the Dormitory

Article 9 (1) If the student culpably and seriously breaches the obligations derived from his/her accommodation in the dormitory, dormitory membership status, disciplinary sanctions may be imposed by a written resolution based on disciplinary procedure prescribed in the DCR.

(2)¹⁹ If misconduct is perceived within the dormitory, the TSD, the operator or the Dormitory Student Commission shall be notified. They shall notify in writing the competent person for disciplinary matters and the USC about the suspicion beyond a reasonable doubt of disciplinary offense in order to launch the disciplinary procedure.

(3) The student shall be liable pursuant to the Civil Code for any damage wrongfully caused in connection with his/her dormitory membership status to the operator. The DCR shall apply to the liability of the student for damages *mutatis mutandis*. The DCR shall apply to the damages caused for the student *mutatis mutandis*, with that the operator shall be liable pursuant to the Civil Code to any damage wrongfully caused to the student.

VI.

Dormitory Fee

Article 10 (1) The students having a dormitory membership status shall pay dormitory fee for the dormitory placement as laid down in the CCB.

(2) The dormitory fee shall cover accommodation and basic associated services required to ensure proper operation of the dormitory. The dormitory may offer supplementary services students can access at their own discretion. The conditions of utilizing supplementary services

¹⁹ Amendment adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

and the amount to be paid for them shall be determined by the operator with the approval of the USC.

(3)²⁰ The amount of the dormitory fee - in accordance with the categories established on the basis of comfort-level of the dormitories - shall every academic year be set in the agreement between the Chancellor, the Rector and the USC not later than 30th May of the current year.

(4) The student's obligation to pay the fee shall terminate with the inventory check of the Dormitory Student Commission, the handover of the keys and the filling of the necessary documentation. May any requirement be unfulfilled, the payment obligation shall persist.

(5) Further provisions about the use and distribution of the collected dormitory fees shall be stipulated in the CCB.

VII.

The Operator

Article 11 (1) The operator is liable for the proper operation of the dormitories. If an external business association contractor operates the dormitory, the operator shall proceed in conformity with the effective laws of Hungary, the effective regulations of the University and the operating agreement.

(2) The operator shall have the following obligations:

a) ensure that the dormitory operates in conformity with the regulations and aims of the University, and the law;

b) abide by and enforce the respective laws and regulations of the University or of the Faculties;

c)²¹ cooperate with the USC and the dormitory student interest representation organizations;

d) execute the orders of the Senate and other decision maker bodies of the University relating to the dormitory;

e) ensure in cooperation with the dormitory student interest representation organization that the students of the dormitory are informed about every significant fact concerning them and about their rights and obligations arising from their dormitory membership status;

f) by observing the provisions of the DCR, notify in writing the competent person for disciplinary matters and the USC about the suspicion beyond a reasonable doubt of disciplinary offense in order to launch the disciplinary procedure.

g) continuously render the basic services and services according to the comfort level of the dormitory set out in the law and in Annex No. 1 of this Regulation.

²⁰ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

²¹ Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

VIII.

Processing and keeping a record of the data in relation to the dormitory membership status

Article 12 (1)²²

(2) The Dormitory Student Commission records and processes the following data in relation to the dormitory membership:

- a) personal data of the student: name, place and time of birth, mother's name, domicile, ID. number;
- b) educational system username;
- c) data in relation to dormitory placement:
 - name of the dormitory, placement details (floor and room number);
 - starting and ending date of the dormitory membership according to the acceptance resolution;
 - time of moving-in;
 - changes in dormitory membership: moving to another room;
 - dormitory membership termination time, time of moving-out;
 - fulfillment of dormitory fee-paying obligations.

(3) The USC records and processes the following data in relation to the dormitory membership:

- a) personal data of the student: name, place and time of birth, mother's name, domicile, ID. number;
- b) data in relation to the training of the student (Faculty, major, educational system username);
 - name of the dormitory, placement details (floor and room number);
 - starting and ending date of the dormitory membership according to the acceptance resolution;
 - time of moving-in;
 - changes in dormitory membership: moving to another room;
 - dormitory membership termination time, time of moving-out;
 - fulfillment of dormitory fee-paying obligations.

(4) Every other data in relation to the dormitory membership status shall only be processed with the consent of the data subject.

²² Amendment adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st may 2017.

(5) The USC shall keep the data defined in this Article up-to-date. The student shall notify the USC about any changes in his/her data without due delay, but within 8 days from the change at the latest.

IX.

Transitional and closing provisions

Article 13 Pursuant to the Government Decree 253/1997 (XII. 20.) on national urban development and building requirements (hereinafter NUDBR), the University shall ensure to make accessible entry and transport routes, NUDBR compliant elevator, stairlift or platform lift in the dormitories with at least 100 places until 1st September 2018 at the latest, as well as one accessible room and one accessible bathroom and toilet per 100 places.

Article 14 The University shall publish this Regulation in English before the start of each academic year.

Pécs, 23rd June 2016

Dr. József Bódis
Rector

Zoltán Jenei
Chancellor

Clause:

The Regulation was adopted by the Senate of the University on its meeting held on 23rd June 2016.

Amendments adopted by the Senate on its meeting held on 15th December 2016. Effective: from 15th December 2016.

Amendments adopted by the Senate on its meeting held on 23rd March 2017. Effective: from 01st May 2017.

Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

Amendment adopted by the Senate on its meeting held on 21st June 2018 with the resolution 84/2018. (06.21.). Effective: from 22nd June 2018.

Dr. József Bódis

Zoltán Jenei

Basic services rendered by the dormitories

- a) bed,
- b) desk, chair, wardrobe for personal use,
- c) quilt, pillow,
- d) bathrooms, toilets,
- e) full clean-up of the dormitory twice a year,
- f) hygienic painting of the sanitary premises once a year,
- g) insect and pest control of the building as needed, but at least once a year,
- h) refrigerator (25 litres / person),
- i) cold and hot tap water,
- j) cooking and food heating (1 1000-Watt hot plate per 25 persons)
- k) study room, 5 % of the available placements, but at least 3 study places with at least 2 square meters floor area, desk, and chair for each study place
- l) electricity
 - electricity needed for the basic services (common places, water blocks, kitchens, laundry rooms, study rooms),
 - at least 1 power supply (lights with under 100-watt equipment) per placement in the rooms for refrigerators, hairdryers and less than 200-watt non-calefactor appliances (TV, VCR, coffee and tea maker, electric shaver, consumer electronics, low-performance home equipment)
 - power supply for student computers,
- m) heating during the heating season (as set forth in the regulations of the local district heating),
- n) 1 internet access endpoint or wireless connection per placement, at least 5 % of the placements but no less than 3 computer workstations with internet access and access to the electronic services of the library,
- o) non-stop reception service or access control system for the control necessary at entry and leaving of the students,
- p) cleaning of the common premises and water blocks,
- q) operation of the elevator where applicable,
- r) if possible, at least 7 square meters net living, common and study place in a manner that the number of students in the same living space (blocks) shall be a maximum of 4 persons.

s) laundry and ironing: at least 1 washing machine with 5kg washing-performance and 1 ironing board per 50 persons.

Annex No. 2.

Categories of the University's dormitories based on their level of comfort²³

Aspect to be taken into account during categorization

Aspect	Fulfillment	Category			
		I.	II.	III.	IV.
Water block (sink+toilet+shower)	common use	x	x		
	individual use (complete water block per room/two rooms)		x	x	x
Placements	more than 3 persons/room	x			
	3 persons or less/room	x	x	x	x
Building condition	not renovated within 10 years*	x	x		
	built, renovated within 10 years		x	x	x
*Renovation shall mean an investment that is a significant expenditure compared to the value of the dormitory and results in the increase of the dormitory's comfort-level. Preservation expenditures shall not count as renovation.					

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²⁵ The amount of the dormitory fee and the categories established on the basis of the degree of comfort of the dormitories shall every academic year be set in the agreement between the Rector and the University Student Union. The agreement shall be valid on approval of the Senate. Prior to the conclusion of the agreement the condition of the dormitories and any changes in the condition of them shall be assessed, the dormitories shall be classified into categories and the dormitory fees shall be determined on the basis of the assessment.

²³ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

²⁴ Ineffective by the amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.

²⁵ Amendment adopted by the Senate on its meeting held on 25th May 2017. Effective: from 26th May 2017.