

Balassa Dormitory Know-how

This guidebook offers a brief overview of dormitory life in Hungary. Please note that this is a summarized version of the official house rules and includes only the most essential sections. For the complete and detailed regulations, please contact the dormitory reception.

⚠ Important: Moving-in is only possible from 30th August 2025!

Where is the dormitory located?

Balassa Dormitory is located 15 minutes away (*via public transportation*) from the city centre and it is also easily approachable from the train station by bus numbers: **30, 30Y, 103, 109E and 130.**

If you prefer to take a taxi, you can call ☎ **+36 72 333 333 or +36 30 555 555**

📍 **Address: 7633 Pécs, Jakabhegyi street 6.**

👤 **Dormitory Manager: Mr. Richard Richter**
(richter.richard@pte.hu)

📠 **Reception: balassa@pte.hu (24/7)**

📞 **Emergency number in Hungary: 112**



The Dormitory

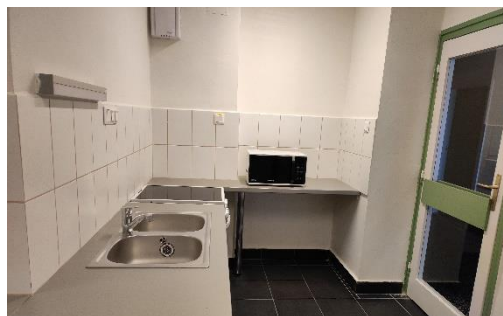
The rooms are equipped with 2 beds, 2 desks, a built-in wardrobe with a fridge and a basin.



The bathrooms are shared facilities, meaning they are accessible from the corridor. These common places are cleaned every workday by the staff.



Each floor has a shared **kitchen** equipped with a microwave and an electric stove.



WIFI is provided throughout the whole dormitory. *(You can only access it with the NEPTUN code you receive from the university after you finalise your registration at your faculty.)*

We offer **study rooms** to the students on the 1st and 4th floor of the building. These rooms are ideal for students who prefer to study alone, as well as for small group projects. The keys to these rooms can be taken from the Reception and shall be returned as soon as you are finished or until the end of the office hours.

The **laundry room** is located on the 1st floor. There is no appointment system in place, and usage is free of charge. However, detergent is not provided, and we ask everyone to pour the appropriate detergent/softener into the correct compartment.



Here's what you should bring along when you check in:

- ✓ Passport
- ✓ Verification that you will be a University of Pécs student in the 2025/2026 academic year, and that your application for dormitory placement has been approved (Letter of Admission/Acceptance, and the registration e-mail for dormitory placement).
- ✓ Debit/credit card to pay the dormitory fee for the first month.



Fire Safety

According to the directive of the Fire Department every **student who has a dormitory membership is required to attend a fire safety training test**. To successfully complete the test you have to get at least 16 points out of the 19-point-test. You will get more info on the test from your Dorm Manager after you moved in.

Please note, that in Hungary, smoking is prohibited by the law in public buildings.



Smoking and the use of hookah/shisha are strictly forbidden in the building. Smoke detectors are installed in every room and are linked to the alarm and ventilation systems.

We take the rules regarding this matter strictly, so if any traces of smoking are found in a student's room, the dormitory takes disciplinary action and imposes a penalty fee. Trying to turn off/covering the sensors is **strictly forbidden** and it can lead to the termination of the Accommodation Service Contract.

Smoking is only permitted in the designated area located near the building entrance.

Damage Report

Each student is fully responsible for the condition of their room and the furniture provided. In the event of any damage, the student is obligated to cover the repair or replacement costs. If no individual claims responsibility, all residents of the room will be held jointly liable for the expenses.

Minor accidents can happen, which is why it is essential to report any damage immediately. The building management handles issues quickly and efficiently.

The most common issues reported include: clogged shower drains or kitchen sinks, burned-out light bulbs, broken furniture.

Dormitory Fees

Each month's dormitory fee will appear on the Neptun Education System that you will gain access to once you establish your student status. On Neptun you will be able to keep track of your deadlines at all times.

Payment options

1. Online via Neptun (using Simple Pay)
2. In-person at a university cashier desk (cash or card)
3. Bank transfer

The monthly dormitory fee cannot be reduced or prorated. If you leave at the end of a month, you still have to pay for the full month. In order to save you from unnecessary extra costs, please notify the Dormitory Manager in email of your intention of moving out 30 days before leaving the dorm (specifying the date). At the same time you should fill out the Renouncement of dormitory membership form on Neptun (Neptun – Administration – Requests - Renouncement of dormitory membership form).

Following the instructions above, you only need to pay a daily fee in the month of moving out. The daily dormitory fee is equal to 20% of the monthly fee of the dormitory. If you fail to notify us 30 days in advance, you must pay the full monthly fee.

Please plan your arrival and departure accordingly.

Reserved dormitory place service fee

The student has the opportunity to move into the dormitory until September 15 without extra fees. Move in deadline can be extended until 30th of September. In this case, a reserved dormitory place service fee will be charged.

This fee amounts to 80% of the monthly dormitory fee and must be paid in addition to the regular monthly dormitory fee.

If the Student requests, this deadline can be extended by another 15 days, until October 15. In this case the student must pay the above mentioned 80% dormitory fee again.

Dormitory late payment penalty fee

In case you happen to pay the dormitory fees late, you will be charged with a 'Dormitory late payment

penalty fee' on Neptun. Within 8 days, the penalty fee is 5% of your monthly dorm fee. If your payment is more than 8 days late, the late dormitory penalty fee is 25% of your monthly dormitory fee.



Before You Move Out

When checking out, it is mandatory to have your room inspected by the Receptionist. The room must be clean and in the same condition as it was upon your arrival. You are also required to return the room keys and sign the checkout form.

Important Notice

The UP Residence Services and dormitory staff do not take responsibility for any personal belongings left behind in the room. Please make sure to collect all your possessions before leaving.

Failure to comply with any of the above requirements may result in your payment obligation continuing, and additional charges may apply based on the condition in which the room is left.

Thank you for reading this guide carefully! Have a pleasant stay!