



**SZENT ISTVÁN
EGYETEM**

BUDAI CAMPUS IGAZGATÓSÁG

SOMOGYI IMRE KOLLÉGIUM

Cím: 1118 Budapest, Szűret utca 2-18.

HOME RULE

**Budapest
2016.**

1. Standards

- 1.1 Anybody who moves in HAS to live by the basics of living together conducted by this Home Rule.
- 1.2 Residents are to keep their entry cards on themselves at ALL times and show it to the personnel on the reception desk checkpoint without their asking for it. With the absence of their entry card, they are required to show a form of ID.
- 1.3 For the equipment received at the time of moving in, residents bear the financial responsibility.
- 1.4 For the equipment located in the rooms and bathrooms, residents bear the financial responsibility TOGETHER. The last person moving out shall leave the rooms clean and in order.
- 1.5 The first resident to move in receives the key with an inventory. The last one to move out is therefore required to give the key with the proper inventory to the management. Residents moving out DURING the year are to leave the keys and their entry cards with the management.
- 1.6 For any harm done to the rooms or equipment of the dorm, residents bear financial responsibility. For damage or harm done intentionally, residents are to undergo disciplinary procedures. Relocation of the dorm's equipment and decorations are prohibited. Residents have to adapt to daily cleaning and maintenance chores.
- 1.7 Reporting damages and malfunctions is a common interest of all of us, therefore residents are required to do so by filling the proper form at the reception desk or email: somogyikarbantartas@gmail.com
- 1.8 Residents are to move in the room designated to them by the principal. Swapping rooms is a possibility, by filling the proper form in the upkeeper's office in person.

2. Daily routine

- 2.1 The most important function of the dormitory is to provide untroubled studying and rest for the residents. Residents are only allowed to listen to music with the approval of their roommates, without disturbing anybody else on the floor. This applies especially for the hours after 23:00. Anyone, who was asked to lower the volume, or cease the source of noise are to do so without further ado.
- 2.2 Breaking rule 2.1 procures disciplinary procedures, those who notice it are required to report it to the coordinator.

3. Room rules

- 3.1 Keeping the rooms clean is a common interest. Cleaning the rooms and emptying the trash bins are hygienic standards. These standards will be upkept by the dormitory coordinator and checked every now and then.
- 3.2 Residents are required to empty the communal garbage in the containers located on the main yard. Keeping it on the corridors is prohibited.
- 3.3 Emptying room trash in the bins located in the bathrooms or toilettes is prohibited.
- 3.4 Throwing or moving anything out of the window is dangerous and prohibited.
- 3.5 Rooms are to be kept closed properly. The dormitory management isn't responsible for missing values. Police procedures require a forced entry at least.
- 3.6 Common room equipment is prohibited to be relocated. Relocating equipment from one room to another is prohibited as well.
- 3.7 Hanging posters and decorations on the corridor walls is prohibited. Drawing and painting on the walls is prohibited. Hanging decorations in the room is possible, with equipment that will not damage the walls, or leave a mark on them.

- 3.8 Glueing or nailing anything on the doors is prohibited. If done so, residents are to restore the damage, or pay for the restoration themselves.
- 3.9 When moving out, residents are required to clean the rooms, empty the trash bins, put the beds back to their original places and defrost the refrigerators. Missing to do so procures disciplinary procedures.
- 3.10 Residents are required to keep an inventory of their electric equipment in the dorm, anything over 800W needs a written application approved by management.
- 3.11 Power outlets throughout the whole dorm area must be used properly, minding all fire service rules.
- 3.12 Ironing in the rooms and in the wet blocks isn't allowed, there is a separate room designated just for that on the 1st floor.

4. Guest reception rules

- 4.1 Residents may receive guests from 7am to 23pm every day. The guest must be accompanied by the resident and leave some form of ID on the reception.
- 4.2 Residents may receive 2 guests at a time, with the approval of every roommate.
- 4.3 For the behavior of the guest, the resident is responsible.
- 4.4 Breaking the rules above may imply disciplinary procedures, including expelling from the dormitory.
- 4.5 Should a resident order food or pizza, they are to meet them at the main entrance.

5. Events and smoking

- 5.1 Conducting events and meetings is possible, between 9am and 23pm in the rooms and common rooms. After 23pm, only the occupied resident rooms are allowed to host events and meetings, with the approval of roommates and neighbouring rooms. During exam period, conducting events and meetings are prohibited.
- 5.2 Smoking is prohibited in the whole building and it's 5m radius. Smoking is only permitted at the main entrance, at the designated place.

6. Miscellaneous

- 6.1 For medical attendance, visit the doctor's office. However, there is an extra first aid kit at the reception desk.
- 6.2 Internet usage is free for every resident.
- 6.3 Mails of any kind can be received at the reception desk during daytime shift, with ID or a written authorisation.
- 6.4 Posters and advertisements may be hanged on our official bulletin board.
- 6.5 Please keep the washing-ironing room neat and clean!
- 6.6 Cooking is only allowed in the designated rooms, keeping these rooms and the equipment clean is a common interest.
- 6.7 Dirty dishes and containers will be stored in a storage room; after a month, they will be moved in the trash.
- 6.8 Mind the lights and the faucets after leaving a room!
- 6.9 Making duplicates of keys are prohibited, should anyone lose a key or entry card, new ones can be claimed at the maintenance office after the payment of the manufacturing fee.
- 6.10 Residents breaking this rule will be expelled.