



## House Rules

The force of present rules applies to the central Students' Hostel and rented properties.

- 1) The guidelines defined in the letter of notification and in the residence agreement must be followed when moving into the Hostel and when leaving the Hostel, the regulations of the residence agreement and section 9 of the Rules and Regulations of the Hostel are applicable. In both cases the given forms must be completed.
- 2) The Student Resident must acquaint themselves of the Rules and Regulations of the Hostel, must keep the House Rules and must make an effort to behave in a way that fosters cultured human co-habitation.
- 3) The services and benefits of the Hostel or the rights connected to hostel membership are not transferable.
- 4) Once the Student is admitted to the Hostel, they must report their temporary address – in their own interest – to the authority concerned. When the accommodation comes to an end, the Student must move out of the Hostel and check out. Every started month counts as a full month.
- 5) The boarding fee must be paid by 15<sup>th</sup> of each month. The Student, who is not able to meet their debt obligations, can request on one occasion in writing – on well-founded grounds – to the Director of the Hostel for delay in payment. In the case where the Student fails to pay the fee, the Hostel space is cancelled.
- 6) The Student is responsible for the equipment and appliances taken over. The Student causing any damages in the equipment and appliances of the Hostel must pay for the damages.
- 7) Each Student receives a Hostel Card which entitles them to enter any of the Hostel's premises. The Student can identify themselves in their own Hostel, can take the key from reception and can borrow assets. The Student entering another Hostel must leave their Hostel Card at the reception. The Student mustn't give the Card to any other person. The replacement of a lost Hostel Card an extra charge defined by the Hostel Council must be paid. On moving out of the Hostel the Card must be surrendered to reception.
- 8) Visitors may stay in the Hostel between 7 a.m. and 11 p.m. after registering at the reception and leaving their Identity or Student Card provided that the person they are visiting can be found in the premises. Any person who is not a Resident of the given Hostel or is not a registered guest is considered as a visitor.
- 9) The arbitrary residence of a non-resident is prohibited. Each Student is responsible for their own guest even in this respect. Any Resident fostering a Resident from another Hostel to sleep in, is expected to receive the second degree of disciplinary punishments (written reprimand) and on the second occasion the third degree of those (cancellation of the accommodation).
- 10) The Residents of a room must take care of the cleanliness of the room. The cleaning staff of the Hostel will carry out a large scale cleaning once a month based on the appointment discussed with the Students.
- 11) It is prohibited to damage the walls of the rooms, corridors and common rooms, to decorate those in a way not allowed, to place advertisements and to put up signs – except for name-plates and posters on the doors.



12) The disciplinary punishment of those who cause any damage deliberately or in a drunken state is expulsion. If the damage is not caused by a Hostel Resident, the director of the Hostel shall report the case to the General Director of the College. In the case where the damage is not caused by a College Student, (s)he proceeds in accordance with the relevant regulations.

13) Between 11 p.m. and 7 a.m. silence is expected in all rooms, corridors and common rooms to the extent of which allows the Residents to study and rest. In this period of time no telephone calls may be connected to the rooms.

14) No assets listed in the inventory may be taken from one room to another. Such assets may not be taken out of the premises unless the Resident is in the possession of a written permission. Permission may be given by the Director of the Hostel, the Supervisory Teachers and the Warden. The consequences of the violation of this rule involves disciplinary proceedings.

15) The last person leaving the room must lock it and leave the key at the reception.

16) The Residents are expected to apply for permission to organise any programme in the Hostel.

17) The form *Accommodation Permit* must be completed to apply for the permission of the Director or the Warden of the Hostel in the case where any guests need to be accommodated. Any person who is not the Resident of the Hostel shall be considered as a guest.

18) The Hostel shall be secured at 11 p. m. on weekdays and at 1 a. m. at the weekends. On ringing the bell the porter shall let the Residents in and out of the building.

19) In the examination period silence is expected in all rooms, corridors and common rooms all day to the extent of which allows the Residents to study. In this period of time no programmes may be organised in the Hostels.

20) The regulations regarding fire prevention, labour safety and sanitation must be kept by all Residents, visitors and guests. The consequences of the violation of this rule involves the cancellation of the accommodation.

21) The Residents shall be in the possession of a permission to bring their electronic devices such as TV, radio, refrigerator, computer etc. into the Hostel. The Residents are requested to complete and submit a form to the Hostel Directorate to apply for such permission. The owners of these devices must pay a fee equal to the energy consumption of these devices.

22) Smoking is not allowed in the rooms and common places of the Hostel. It is allowed only in places assigned for such purpose.

23) All Residents, visitors or guests must obey the House Rules.

24) The violation of the House Rules involves disciplinary proceedings as a consequence.

János Melkovics  
Director of the Student Hostel