

## Part II

# STUDENT DORMITORIES AND CAFETERIA RULES AND REGULATIONS OF THE JOHN PAUL II CATHOLIC UNIVERSITY OF LUBLIN

## VI STUDENT CAFETERIA

### § 24

1. Students may eat meals at the student cafeteria at KUL.

## VII STUDENT DORMITORIES

### § 25

1. A place at a student dormitory hereinafter referred to as SD is allocated by the Student Dormitory Committee hereinafter referred to as SDC.
2. SDC shall be appointed by the Vice-Rector for Student Affairs until 15 June in a given year.
3. SDC shall consist of:
  - the head of the Department for Managing KUL Student Dormitories hereinafter referred to as the Head of DMSD acting as the committee chair;
  - an employee of SD as the secretary;
  - heads of KUL student dormitories;
  - one representative of students appointed by the Student Board;
  - one representative of doctoral students appointed by the Doctoral Student Board.
4. Representatives of the councils of residents of KUL student dormitories may be invited to SDC meetings.
5. Decisions shall be taken by a simple majority vote, in the presence of at least half of the committee members. Decisions are signed by the chair of SDC.
6. After the meeting the minutes shall be written and signed by the chair and the secretary.

### § 26

1. A place in SD is granted upon the student's request. The application should be submitted in only one selected SD.
2. Students may apply for accommodation together with a spouse and children.
3. The application procedure consists of:
  - filling out the form online on the KUL website
  - printing the paper version of the form;
  - submitting the signed form by the due date in a selected SD.
4. Priority in granting a place shall be given to students in a difficult financial situation or those who would have major difficulties, or be unable to study, if forced to commute on a daily basis. Students with disabilities, orphans or single parents shall be regarded as having additional criteria in support of the application. Difficult financial situation shall be understood as not exceeding the maximum income threshold for the social scholarship.

5. Students who wish to take advantage of the priority in dormitory allocation are obliged to provide a copy of the relevant Disability Certificate. Other priority data shall be specified in the application.
6. For allocation of places in SD the following criteria shall be considered further
  - continuation;
  - paying fees by the due date in previous years;
  - the date of submitting the application.
7. Foreign students may apply for accommodation in SD. They should submit a valid long-term visa or a valid residence permit issued by the Polish authorities.
8. Templates of a declaration on the net income per one family member are included in the Appendix to these Rules and Regulations.
9. Applications for granting accommodation in SD must be submitted by the dates:
  - a) 30 June;
  - b) 25 July;
  - c) 31 August;
  - d) 20 September.
10. Applications for granting accommodation in SD submitted by the dates:
  - a) 30 June –shall be considered by 5 July;
  - b) 25 July –shall be considered by 30 July;
  - c) 31 August–shall be considered by 5 September;
  - d) 20 September –shall be considered by 25 September.
11. Information concerning being granted or being denied a place in SD shall be sent electronically to the indicated email address. Information may also be given personally to an applicant in SD.
12. A student who has been granted a place in SD has to confirm the fact of accepting the accommodation in the allocated SD by paying a deposit in the amount of a monthly fee in the due dates:
  - a) Subsection 9a) – 19 July;
  - b) Subsection 9b) – 14 August;
  - c) Subsection 11a) - 24 September;
  - d) Subsection 11b) – 4 October.

In the month of October the deposit shall be credited towards the charges for SD.  
Information about the amount of and the method of payment shall be included in the notification about the allocated place. Failure to pay the deposit shall be considered giving up on the allocated place.
13. After having paid the deposit mentioned in Subsection 12, students may notify about giving up on the allocated place in SD in writing or personally within 7 days but not later. After that date the fee shall be non refundable.
14. Students who violate the Student Dormitories Rules and Regulations of JP II Catholic University of Lublin shall be denied a place by SDC for the subsequent year, on the basis of justified information reported to SDC office by the head of a student dormitory before SDC session.
15. In case of denying a place in SD due to the lack of accommodation, a student may be entered on the reserve list.
16. Accommodation is allocated from 1 October for the period of 9 months, except the situations when the final year of studies lasts one semester. Then accommodation is granted from 1 October for 5 months.

### § 27

1. Students from outside KUL may be granted accommodation when it is available.
2. Applicants who are not students may receive accommodation on an ad hoc basis as specified in separate regulations.

### § 28

1. The rates of accommodation fees and charges for the use of other premises are set out by the Vice-Rector for Student Affairs in agreement with the Head of DMSD on the basis of the information from the university's quaestor or deputy quaestor on financial situation of SD.
2. The rates of fees are determined before the session of SDC allocating places in a particular SD for a given academic year. In justified cases the rates may change during the academic year.
3. The due dates for paying accommodation fees are set out in the Student Dormitories Rules and Regulations of JP II Catholic University of Lublin.

### § 29

1. Allocating accommodation to students is carried out in accordance with the Student Dormitories Rules and Regulations of JP II Catholic University of Lublin.

### § 30

1. Decision of granting accommodation during the course of the academic year is taken by the head of SD and the head of DMSD upon the student's application.
2. The provisions of Student Dormitories Rules and Regulations of JP II Catholic University shall apply to cases not covered by these Rules and Regulations.
3. Provisions of these Rules and Regulations part II shall apply respectively to other persons studying at KUL, including students of the School of Polish Language and Culture.