

REGULATION

on the student dormitory № 1,2,3,4

Ukrainian Medical Stomatological Academy

I. General Regulations

1. "Regulations on the student dormitory of the Ukrainian Medical Stomatological Academy (hereinafter - Regulations) developed in accordance with the Law of Ukraine "About Higher Education", "Model Regulations on the higher institution student dormitory", "Regulations on the dormitory", affirmed by the order of the Ministry of Regional Development, Construction and Housing and Utility Services of Ukraine from 27.04.2015 № 84, and establishes the procedure for providing living space in student dormitories, moving into the provided living space, using this living space and eviction from dormitories №1, №2, №3, №4 of UMSA

2. UMSA student dormitories are intended for living for the period of study out-of-town students, trainees, interns, clinical residents, graduate students, providing that they do not have housing in Poltava.

3. Free rooms in dormitories can be used by the administration of UMSA with the consent of the Campus Executive Officer.

4. Living space and common areas in dormitories are not subjects to privatization, exchange, mortgage, reservation and delivery for the residence of third parties or hiring for other purposes. Each room in dormitories must have a functional purpose. Re-profiling of premises in dormitories can be carried out by the management of the academy within the statutory activities of the educational institution.

5. The dormitories of the academy are designed for:

- the residence of individuals (living space are in the common use of several persons who are not married to each other);
- accommodation of married students of the academy (living space consisting of one or more rooms can be used by one family).

6. Students of privileged categories have the primary right to settle in student dormitories in accordance with:

- **Law of Ukraine "On the Status and Social Protection of Citizens Affected by the Chernobyl Accident" of February 28, 1991. 96796-XII;**

- Resolution of the Cabinet of Ministers of Ukraine of June 16, 1995 №433 "On improving the material support of orphans and children left without parental care";
- Presidential Decree "On state aid to children studying in mining specialities and whose parents died or became disabled at coal mining enterprises" of 19.05.1999 № 524/99
- Law of Ukraine "On increasing the prestige of mining" from 02.09.2008 № 345 - IV.

In addition, the primary right to settle in student dormitories UMSA have:

- children with disabilities of I-III groups;
 - children of war veterans in the anti-terrorist operation zone;
 - persons who study at UMSA and have a permanent place of registration in Donetsk, Luhansk regions, the Autonomous Republic of Crimea;
- Other persons belonging to the privileged categories may be accommodated in the dormitory by the decision of the Rectorate and Campus Executive Officer.
7. The residence of unauthorized persons in the student dormitories of UMSA is strictly prohibited.
 8. Dormitories, in addition to the main purpose, may provide additional services for a fee, the list of which is determined by current legislation.
 9. Dormitories must provide the necessary conditions for living, independent educational work and recreation. Sanitary facilities are allocated and equipped in accordance with sanitary norms and rules of dormitories.
 10. The internal regulations in the dormitories are established by the Rules of the internal regulations in the student dormitories of the Ukrainian Medical Stomatological Academy and this Regulation, which is affirmed by the order of the rector.
 11. The rules and responsibilities of dormitory employees are determined by job descriptions, which are affirmed by the order of the rector of UMSA.

II. Procedure of dormitory accommodation

1. Accommodation in student dormitories is carried out by the Rector's order and with the consent of the Campus Executive Officer on the basis of the order, with the simultaneous conclusion of an agreement to rent accommodation in the dormitory.

2. Orders and persons living in dormitories shall be registered by a specialist of dormitory №3, Senior Manager of dormitory №4 or a dormitory manager. Forms of orders are stored in the prescribed manner in dormitories as a document of strict reporting.

Registration of the necessary documents for registration of residence or stay is carried out by passport holders of dormitories.

3. A person who moves into the provided living space in the dormitory is obliged to personally present a passport and hand over to the dormitory manager an order, documents confirming prepayment for accommodation, but not less than **6 (six)** months in advance in accordance with the terms of the Agreement of accommodation in the student dormitory of the academy.

4. The specialist of the dormitory №3, the Senior Manager of the dormitory №4 or the dormitory manager issues a pass for the right to enter the dormitory to the person moving into the dormitory. The student must be acquainted with the Rules of Internal Procedure in the student dormitories of UMSA and the rules of safety.

5. The specialist of the dormitory №3, a Senior Manager of the dormitory №4 or the dormitory manager provides a bed, wardrobe, chair, table, bedding (mattress, pillow, blanket, bed linen) to the person moving into the dormitory.

6. Persons living in a dormitory may be relocated to another room or dormitory without the deterioration of living conditions, at the discretion of a Campus Executive Officer and with their consent.

7. Places in dormitories between students of the relevant faculty and professional medical-pharmaceutical college are jointly distributed by the leading specialist of the campus, the dean of the faculty and the director of the professional medical-pharmaceutical college taking into account the privileged categories of students.

8. Lists of students for living in dormitories are formed by the management of faculties and college and affirmed by the Rector of UMSA with the consent of the Campus Executive Officer.

9. Upon a decision to provide places in the dormitory, the Rector of the academy or the Vice-Rector on his behalf or other authorized person concludes an "Agreement on living in the student dormitory of the academy" with the student, issues him an order, which is the

only basis for settlement and residence. The order indicates the address of the dormitory and room number.

10. Places in student dormitories for accommodation of students who are married are determined by the head of the faculty with the consent of the Campus Executive Officer.

11. If a student's family consists of students from different higher educational institutions of the city, the registration of housing may be carried out by agreement between these educational institutions.

III. Use of living space in dormitories, rights and responsibilities of persons living in dormitories

1. Entrance to the dormitories is allowed on the basis of passes. Visitors (persons who do not live in dormitories) have the right to stay in dormitories from 08:00 to 23:00. At the entrance to the dormitory, the visitor presents an identity document and registers in the visitor's book. The person living in the dormitory is obliged to meet the visitor in person and to guide them out of the dormitory. The person living in the dormitory is personally responsible for all actions of the visitor during their stay in the dormitory. A security guard or a duty person has the right not to let a visitor into the hostel if he/she:

- is in a state of alcohol, drugs, toxic intoxication;
- is untidy, in dirty clothes;
- violates public order and tranquillity.

2. Cultural events in dormitories are held according to the plan developed by student self-government bodies, with the consent of the Vice-Rector for extracurricular activities and the Senior Manager of the dormitory №4, the specialist of the dormitory №3, the dormitory manager. All events must end by 11 p.m.

3. *A student living in a dormitory has the right to:*

- use on equal terms with other residents ancillary facilities (common use), equipment and inventory of the hostel; through the student government of the dormitory to participate in solving problems related to the improvement of living conditions, organization of cultural and educational work and leisure, work of dormitory staff, etc. ;
- address to the management with offers concerning improvement of living conditions; carry out at their own expense cosmetic and current repairs in the room;
- terminate the "Agreement on living in the student dormitory of the academy" ahead of schedule.

4. *A person living in a dormitory is obliged to:*

- know and follow the "Internal regulations in student dormitories of UMSA";
- timely pay for accommodation, housing and communal services and other paid services that they use;
- maintain cleanliness and order in their rooms and common areas;
- participate in all types of activities related to self-service;
- take care of dormitory property, use heat, electricity, gas and water carefully;

- ensure the availability of duplicate keys to the room from the head of the dormitory, and in case of replacement of the lock on the door - to give them an appropriate duplicate of the keys;
- timely submit applications for repairing of electrical, plumbing equipment and furniture;
- compensate the caused material damages according to the current legislation;
- immediately inform the duty person, security guard, the dormitory manager and student self-government bodies of the dormitory about all extraordinary events in the dormitories;
- follow the rules of safety and fire safety;
- use the living space and property of dormitories for their intended purpose;
- ensure the safety of premises, equipment and inventory of dormitories;
- after graduation or in case of early deprivation of the right to live in a dormitory to hand over the property of the dormitory, which was in its use, room, block (section) in good condition and move out of the dormitory within **five days** from the date of the order.

5. A student living in a dormitory is prohibited from:

- moving from one room to another without the consent of the management of UMSA;
- reworking or moving inventory and furniture from one room to another or taking them out of the dormitory without the permission of the dormitory manager;
- carrying out electrical work in the rooms and in the dormitory, reforming and repairing electrical equipment;
- cluttering the auxiliary premises of the dormitory (public use) and non-residential premises of the dormitory;
- storing explosive materials and substances in the dormitory, etc .;
- using electric heaters and electric stoves in living rooms;
- smoking, drinking and storing alcohol, drugs or toxic substances, being in a dormitory in a state of alcohol, toxic or narcotic intoxication;
- from 22.00 to 07.00 breaking the silence, making noise, turning on the TV, computer and audio equipment to a volume that exceeds the sound insulation of the room;
- keeping animals in the dormitory;
- keeping strangers after 23.00 without the written permission of the dormitory manager.

6. For violation of the "Internal regulations in student dormitories of UMSA" students living in dormitories are subject to the following penalties:

- warning;
- refusal to settle in a dormitory for the next year;
- termination of the residence contract.

7. Penalties for students living in dormitories shall be imposed in accordance with the established procedure by the management of the higher educational institution with the consent of the student self-government bodies and the primary trade union organization.

IV. Eviction from the student dormitories

1. Applicants living in dormitories must be evicted from the dormitory within three days after the day of announcement of the results of the entrance examinations;

- applicants who have filed an appeal are evicted from the dormitory within three days after and in case of confirmation of the correctness of the assessment by the appeal commission;
- applicants who are not enrolled in the educational institution by competition, within three days must be evicted from the dormitory from the date of issuance of the order of enrolment.

2. In case of expulsion from the academy (including after its graduation), termination of the "Agreement for accommodation in the student dormitory of the academy" for any reason, students or other residents must be evicted from the dormitory within five days from the date of issuance the relevant order, termination of the agreement.

3. The eviction of a person from the dormitory is carried out in accordance with the "Agreement for accommodation in the student dormitory of the academy" and this Regulations. In case a person violates the "Agreement for accommodation in the student dormitory of the academy", he is evicted from the dormitory and reimburses the damages, if such cases occurred through their fault.

V. Dormitory accommodation fee

1. A person living in a dormitory pays the cost of living, as well as for housing and communal services provided to them in connection with living in a dormitory.

2. The amount of payment for accommodation in a dormitory and for housing and communal services is determined by the planning and financial department of the academy in accordance with the prices / tariffs for such services established by the authorized body and approved by the order of the rector of the academy.

3. The procedure of settlements between the academy and the person living in the dormitory is determined in the "Agreement for accommodation in the student dormitory of the academy".

VI. Rights and responsibilities of the academy

1. The Academy has the right to:

- require persons living in the dormitory to comply with the "Internal regulations in dormitories", this Regulation;
- terminate the Agreement unilaterally in case of violation by the persons living in the dormitory its conditions, "Internal regulations in dormitories" of this Regulation and requirements of the current legislation of Ukraine;
- require the resident to timely pay for accommodation in the manner prescribed by the Agreement;
- change the cost of living in a dormitory in connection with changes in tariffs for housing and communal services;
- to check the condition and order of use by the resident (tenant) of housing for its intended purpose.

2. The Academy is obliged to:

- organize the proper operation and maintenance of dormitory property;
- ensure compliance with the "Internal regulations in dormitories";

- inform the residents of the dormitory about the decisions concerning their accommodation and life;
- provide the necessary lighting and thermal regime in all dormitory rooms;
- assist the student self-government bodies of the dormitory in resolving the issues of life and recreation of the dormitory residents.

AFFIRMED:

First Vice-Rector for Research and Academic Affairs	V. Dvornyk
Vice-Rector for Administrative Management	V. Pera
Dean of the Medical Faculty №1	M. Riabushko
Dean of the Medical Faculty №2	D. Kapustianskyi
Dean of the Dental Faculty	A. Sydorova
Dean of the Faculty of Foreign Students Training	L. Burya
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