

LETTER OF UNDERTAKING ON ACCOMMODATION AND LIFE RULES IN DORMITORIES

INTRODUCTION

This letter of undertaking has been created to ensure that people staying or visiting the dormitory live in a safer and more orderly way. It contains the basic conditions and rules regarding the use of dormitories and dormitory life.

Article 1 - Conditions:

The University accepts the students' right to stay in the room allocated to them under the conditions specified in this document.

Article 2 - Room Assignments:

Dormitory management has the right to determine the occupancy of rooms, fill the vacancies in the rooms, approve room changes, and assign or cancel rooms.

Article 3 - Right of Accommodation Services Manager and/or Staff to Enter the Room:

Accommodation Services Manager and/or Staff may carry out room checks for general purposes, or based on a denunciation, to ensure security or discipline.

They also have the right to enter the rooms for maintenance and repair purposes, or if it is determined that the place of an item in the dormitory has been changed without the necessary approval, or if there is an immediate danger.

Article 4 - Personal Belongings:

Under no circumstances will the university be responsible for the loss or damage to a student's personal belongings.

Article 5 - Rules and Regulations:

Students are obliged to comply with the rules and regulations of the Accommodation Services Unit. Violation of these rules and regulations may result in appropriate disciplinary action.

Article 6 - Transfer:

The Accommodation Services Unit has the right to change students' dormitory rooms and assign other rooms to them.

Article 7 - Personal Responsibilities and Public Rights:

Students;

- 7.1. Must not make noise or contribute to making noise in or around the dormitories.
- 7.2. Must not prevent other dormitory residents from studying or resting.

- 7.3. Must not prevent another dormitory resident or Accommodation Services Unit Personnel from freely entering and leaving their rooms or offices in the dormitory.
- 7.4. Must not play sports games in corridors and rooms in dormitories.
- 7.5. Must not hinder the rights of other dormitory residents to live in a clean and safe environment.
- 7.6. Must not allow or keep any animals in the dormitories (except guide dogs for the visually impaired).
- 7.7. Must not walk around in public areas wearing clothing that does not fit the standards of general morality.
- 7.8. Must not smoke indoors.
- 7.9. Must not keep personal belongings in public areas and near windows.
- 7.10. Must not gamble or make others gamble.
- 7.11. Must not write or hang anything without permission in places other than those determined by the dormitory management.
- 7.12. Must comply with the calls of the Accommodation Services Manager or staff and not abstain from receiving call letters.
- 7.13. Must not change rooms without the permission of the Accommodation Services Unit.

Article 8 - Individual and Public Security:

Students

- 8.1. Must not engage in or assist in any behavior that could endanger security.
- 8.2. Must not throw anything out of the dormitory window, place anything outside the window or lean on the window railings.
- 8.3. Must not keep or use firearms, cutting arms, even if these may be licensed, fireworks, explosives or other lethal or injurious dangerous weapons in the dormitories.
- 8.4. Must not keep or use chemicals or compounds in dormitories.
- 8.5. Must not make a fire in dormitories or in the immediate surroundings.
- 8.6. Must not make false fire reports or violate applicable safety rules.
- 8.7. Must not play with fire extinguishers or use them for purposes other than fire prevention.
- 8.8. Must not use the pools in the dormitories for reasons such as swimming, playing games, making jokes etc.
- 8.9. Must not cook in rooms.
- 8.10. Must not have or use televisions, air conditioners in the rooms. Cooking appliances must only be used in the kitchen.

- 8.11. Must not enter or make others enter places other than those determined by the dormitory management without permission.
- 8.12. Must not organize or participate in a meeting without the permission of the Accommodation Services Manager.
- 8.13. Must not make incomplete, misleading or false statements in dormitory applications.
- 8.14. Must not use the buildings and parts of the dormitory without permission and not hinder the services of the management.
- 8.15. Must not place shoes and personal belongings in front of the dormitory room.
- 8.16. Must not leave items in shared areas. They must be aware that items left in shared areas will be considered waste.

Article 9 - Prohibited Materials:

- 9.1. There must not be any televisions, flammable and explosive materials, and firearms and cutting arms, even if licensed, in dormitory rooms.
- 9.2. Alcoholic beverages and drugs must not be kept or used in the dormitories and students must not be in environments where these substances are used. Students must not organize or participate in activities where alcoholic beverages or drugs are used.
- 9.3. Students must not have any of the items on the list of prohibited items hanging as fixtures at the back of each room door.

Article 10 - Threats and Harassment:

Students

- 10.1. Must not threaten or harass anyone else (based on race, belief, ethnicity, gender, age, political opinion or disability.)
- 10.2. Must not engage in behavior that could harm someone else or their property.
- 10.3. Must not threaten, harass or engage in harmful behavior towards any dormitory staff.
- 10.4. Must not behave in a threatening or harassing manner to any complainant, witness or disciplinary board member before, during or after a disciplinary meeting.

Article 11 - Personal and Public Property:

Students

- 11.1. Must not borrow other people's belongings without permission.
- 11.2. Must not commit or assist in theft.

11.3. Must not displace the fixtures in the dormitory room and shared areas without the necessary approval from the dormitory management.

11.4. Must use the caisson and cabinet with the same number as their bed.

11.5. Must not damage any property.

11.6. Must not keep any personal and/or shared items in shared areas and around the building.

Article 12 - Identification of People:

Living in dormitories is a privilege. Therefore, since the issue of identification is important in order to protect the well-being of those staying in the dormitory, dormitory residents and visitors

12.1. Must not allow others to use their university ID card and room.

12.2. Must not use someone else's university ID card and room.

12.3. Must not refuse to give their name to Accommodation Services Unit Personnel and to show an appropriate identification card when requested.

Article 13 - Visitors:

Students

13.1. Must not let any visitor sleep in their room, regardless of whether the visitor is a dormitory resident or not. Students can receive their parents, relatives, and friends as visitors in their rooms within the rules and time limits determined by the University.

13.2. Must not abstain from taking responsibility for their visitors.

13.3. Must not interfere with someone else's visitor as long as their rights are not violated, and in case of problems, they must seek help from the Dormitories Management.

13.4. Not have another student, regardless of whether they stay in the dormitory or not, in their room or be in someone else's room after 23:00.

13.5. Visitors who are not authorized visitors must leave campus by the last shuttle time at the latest.

Article 14 - Leaving the Dormitory:

14.1. Students must notify the Dormitories Unit by e-mail of the exact date of departure, including the number of their own locker and caisson. If students vacate their room without informing, they accept that everything left in the room after the room delivery date has passed will be considered waste.

14.2. If students leave items in the room they use, in the dormitory building and/or its surroundings after informing that they have vacated their room, they accept that they are aware that the items they left will be considered waste. In this case, they cannot make any claims to the university regarding the items they left.

14.3. At the end of the academic year and/or upon permanent departure, students must leave the room in the same condition as assigned to them, in a complete and undamaged way.

14.4. Dormitory applications of students who do not vacate their dormitory room even after the room delivery process is over will not be evaluated for the next year, and all the belongings they leave behind will be treated as waste.

Article 15 - Damage to the Dormitory:

15.1. Students will be responsible for any damage or loss in the dormitory or their room, and the costs will be deducted from the deposit in the system. If the deposit does not cover the costs, they will be responsible for paying the difference and the repair and/or renewal costs within the notified period.

If payment is not made within the specified time, a hold will be placed by the system.

15.2. If the person (or people) responsible for the losses and damages that may occur in the rooms cannot be determined, all room occupants will be responsible for the repair or renovation costs.

15.3. The deposit determined at the beginning of each academic year in order to compensate for potential losses and damages mentioned above must be paid within the specified dates.

15.4. If students leave the dormitory without damaging their room or dormitory, the deposit will be refunded in full.

Article 16 - Attitudes and Behaviors That Prevent Dormitory Application:

Even if students have not been inflicted any penalty by the Dormitory Life Board, the attitudes and behaviors that will prevent them from making a dormitory application are as follows:

Students

16.1. Must not pay the dormitory fee late despite having been placed in the dormitory,

16.2. Must pay the deposit at the specified time,

16.3. Must deliver the room at the specified time,

16.4. After making a dormitory application, must not stay indifferent to the result notified to them,

16.5. Must not harass officers verbally and/or in writing with disrespectful, rude or insolent behaviors,

16.6. Must not allow anyone else to use the dormitory room assigned to them.

Article 17 – Items Left by Students in Dormitory Rooms and in/Around the Building:

17.1. Students agree that if they leave items in their dormitory room, in the dormitory building or around it after they vacate their dormitory room during or at the end of the semester, they are aware that the items they leave will be considered waste. In this case, they will not make any claims to the University regarding the items they leave.

17.2. Students agree that if they leave items in or around the dormitory building after they vacate their dormitory room and/or during the semester, they are aware that the items they leave will be considered garbage. In this case, they will not make any claims to the University regarding the items they leave in or around the dormitory building.