

Welcome to Student Depot!

Thank you for joining our community!

Take a moment to read some important information so we can all make the most of this academic year 😊



Welcome to your new home!

01 ADMINISTRATION

From Monday to Friday 9 a.m. to 5 p.m., our team - Sylwia, Julia, Milena, Marta and Wiktoria - is here to help you. Here you will find answers to all your questions about living in our dorm.

02 ACCESS CARD

Each resident receives a personal access card that allows entry to the building, their own room, and all shared areas, including the fitness zone.

Residents are not allowed to share their card with others.

If the card is lost, report it immediately to the reception or administration office so it can be deactivated and a replacement issued. A replacement fee may apply according to the current price list.

03 SECURITY

Our building is secured 24/7, with the security desk located at the reception on the ground floor.

If you ever encounter any problems, don't hesitate to seek their help right away.

04 LETTERS AND PACKAGES

All mail sent to the dorm's address will be sorted and available to collect at the reception.

You'll receive an email notification when a courier delivers a package for you at the reception.

05 ADDITIONAL EQUIPMENT

Vacuum cleaners, irons, and ironing boards are available for residents to borrow at the reception. Please return them within 1.5 hours; otherwise, a fee of 15 PLN will be charged for each additional hour. We want to ensure the equipment is always available for everyone.

COMMON SPACES

On the ground floor you'll find new common areas: a kitchen, patio, quiet study rooms, a gaming zone, and a cinema room.

We hope you'll enjoy these spaces and make frequent use of them.

Please remember to respect other residents while using these area - keep noise to a minimum and behave respectfully so that no one feels uncomfortable.

Alcohol consumption and smoking are strictly prohibited in all common areas.

FITNESS AREA

Our fitness area is located on the ground floor and is available **24/7**.

It is exclusively for Student Depot residents - you can enter with your access card.

Please keep the space tidy, return all equipment to its place after use, and remember to change into clean indoor shoes before working out.

LAUNDRY ROOM

The laundry room is located on level -1.

Fixed ironing boards will be installed in the laundry room. You can borrow an iron at the reception.

WASTE DISPOSAL

The shared waste room for both buildings is located in the new building, level -1. This is the only designated place on the premises where residents may dispose of trash.



BIKE STORAGE

Currently located in the existing building - the key can be collected at the reception. Starting from October, bicycle racks will be available outside the building as well as on level -1 in the new building.

YOUR ROOM

Your personal space - everything you need for comfortable living is here! You'll have a comfy bed, a desk with a chair, lamp, noticeboard, and a plenty of storage: a spacious wardrobe, large drawers under the bed, cabinets and shelves.

KITCHENETTE

The kitchenette includes a fridge, microwave, induction hob, kitchen extractor and kettle. There are also recycling bins in the cabinet under the sink.

BATHROOM

Our bathrooms come standard with a shower cabin.

ROOM FURNISHINGS

All rooms are fully furnished. **For hygiene reasons, bed linen, dishes (plates, pots, etc.), and cleaning supplies are not provided**—each resident is responsible for their own.

TAKE CARE OF YOUR ROOM

You are the first tenant of this room - please keep it in good condition so it remains a comfortable place to live. **Failure to maintain proper sanitary standards is a breach of the regulations and may result in termination of the agreement.**



REPORTING ISSUES

FIXMATE SYSTEM

To report a technical issue:

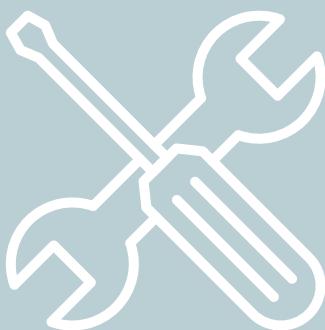
1. Scan the QR code on the sticker located in your room or in common areas.
2. In the form:
 - Please describe the problem as precisely as possible and **provide your preferred time window** (e.g., 10:00 - 12:00), or **indicate if you agree our to allow the technician to enter in your absence**.

The technician is available Monday to Friday from 8:00 a.m. to 4 p.m.

- **IMPORTANT:** without providing all the necessary information, the technician will not be able to carry out the repair!
- Add a photo if possible – this helps the technician diagnose and fix the problem faster.

To stay updated and receive replies to your request, please **register your account** in the system. This allows us to contact you if we need more details.

 Note: The FixMate system is intended for reporting technical issues only.



Temperature Control & Wi-Fi Access

SOULY TEMPERATURE CONTROL SYSTEM

1. Activation: scan the QR code located above the door and register in the app.

2. Control:

- The temperature can be set to **5 levels**,
- The app works only **while you are in the room**,
- Heating operates only during the official **heating season**

The start and end dates of the heating season depend on the weather.

In practice, heating is **usually** turned on at the beginning of October and turned off at the end of April.

- Heating **stops automatically** if:
 - you open a window, or,
 - the selected temperature level is reached.
- The Souly system cannot cool the room (it is not an air-conditioning unit).

3. Eco mode & Safety:

- If the sensor detects that **the room is empty**, after about 2–3 minutes the system switches to **eco mode**,
- For safety reasons, **the induction hob switches off at the same time**.

INTERNET

- After logging in to the app, open the “Internet” tab to find the **network name and Wi-Fi password unique to your room**,
- For any internet issues, please email: it@studentdepot.pl

Guests



GUESTS POLICY

Guest registration:

- Every guest must be registered at the reception desk in the **presence of the resident**,
- When leaving, the guest may sign out on their own at reception,
- The resident is fully responsible for the guest's behavior and for paying any overnight fees on time.



VISITING DURING THE DAY

Guests may stay in the building **free of charge between 7:00 a.m. and 11:00 p.m..**



STAY AFTER 11:00 P.M.

- **After 11:00 p.m.**, an overnight **fee of 30 PLN** per person per night applies, even for short visits,
- The fee must be paid after the guest's stay and **no later than 5 business days afterward**. Please note that the online payment for guest fee is not available. We kindly ask you to make the payment via bank transfer.



TERMS & CONDITIONS / LIABILITY

Guests are subject to the same Student Depot regulations as residents.

Residents are **not allowed to share their access card** with guests. Guests are permitted to stay in the room **only in the presence of a resident**.



HOSTING GUESTS IN DOUBLE ROOMS

In double rooms, the resident must obtain their roommate's consent before hosting a guest.



OVERNIGHT LIMITS

- Each resident may host a guest for a maximum of **5 overnight stays per month**,
- In exceptional cases, with **prior email approval from the administration**, a guest may stay longer.

Student Depot Rules

GENERAL RULES

Each resident has received the building regulations by email. This is a **key document** outlining the house rules, so please **read it carefully** to avoid any misunderstandings.

QUIET HOURS

Quiet hours are in effect from **10:00 p.m. to 7:00 a.m.**

Please help maintain a comfortable environment for everyone.

In case of disturbances, contact security

KEEPING THE ROOM IN GOOD ORDER

At the end of the lease, the room will be inspected in the presence of a member of the administration team. **If any damage or evidence of smoke is found**, charges will be applied according to the price list attached to your rental agreement, which you received by email when making the reservation.

CIGARETTES

Please remember that **smoking is strictly prohibited inside rooms, in all common areas, and in front of the main entrance.**

A clearly marked smoking area is available at the **back of the building**, near the entrance to the underground parking.

ALCOHOL

In a dorm, you **can't drink alcohol in the common areas.**

DRUGS

Possession of drugs, regardless of their type, is illegal in Poland and it is punishable by imprisonment

ANIMALS

The dormitory is not a good place for your pet. We ask that you do not keep pets in your room or bring them into the property

Payments



Please pay the fees for your stay in our dormitory on time.
The monthly fee is payable **by the 5th of each month**



You can make the payment **online**, on our website by logging into your account



Invoices are issued on the 1st day of each month.
From that date you can select the invoice and complete the payment



Parking

Starting in October, two parking areas will be available:

Underground parking (level -1, in the new building) – **reserved exclusively for our students**, staff, and commercial tenants:

- Monthly fee: **250 PLN** (while spaces last),
- Underground parking subscriptions are managed by the [Student Depot administration](#). If you're interested in purchasing a parking space, please contact us via email: poznan@studentdepot.pl

Outdoor parking – managed by the [external company Green Parking](#):

- In case the underground parking is full, a monthly subscription can be purchased for **200 PLN per month**
- Short-term entry with a ticket is available,
- Green Parking office contact: biuro@greenparking.pl



Location and transportation

The dormitory is located at Al. Niepodległości 36, 61-714 Poznań

Nearest bus stop: next to our building

Nearest tram stop: 850 m – Plac Ratajskiego

Nearest pharmacy: 700 m – ul. 23 Lutego 18

Nearest clinic: WSPL SP ZOZ, ul. Solna 21 (700 m)

Nearest convenience stores: Żabka (in the dormitory building), Lidl (ul. Ku Cytadeli 2)

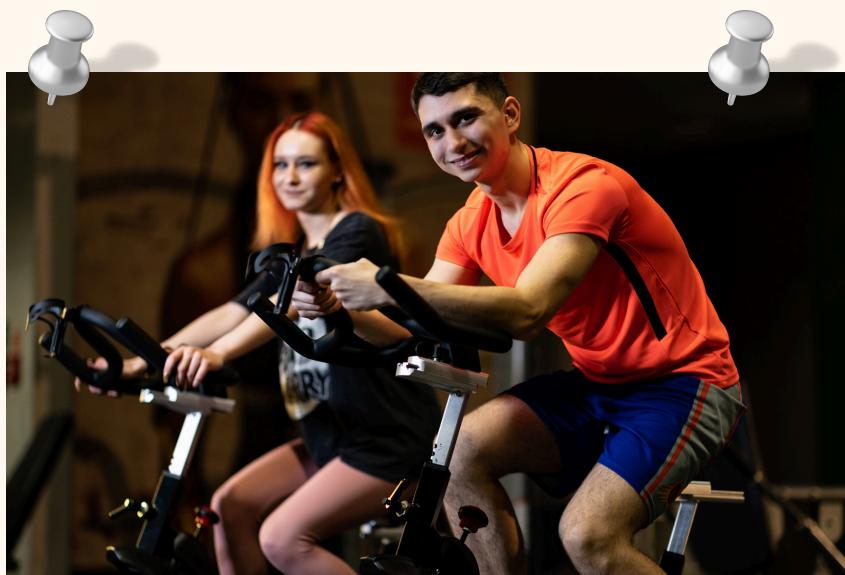
Nearest gym: Student Depot 😊 😊

In Poznań, it's best to get around on foot, by bike, or using public transportation - you can choose between buses and trams. Information about public transportation schedules can be obtained from the website:

- <https://www.ztm.poznan.pl/pl/rozklad-jazdy/>

It is also worth to use one of the many useful apps where you can also buy tickets for the ride:

- <https://jakdojade.pl>
- <https://www.google.com/maps>



Important contacts

Administration office

In order to provide you with the most comfortable service, the administration office is open from 9:00 a.m. to 5:00 p.m. from Monday to Friday.

Security is available 24 hours a day, 7 days a week.

We are here to answer your questions and help you with problems.

Contact numbers

Administration contact number: +48 500 562 190

Security contact number: +48 518 439 852

Email

poznan@studentdepot.pl

Emergency numbers

112 – general emergency number

999 – emergency medical services

998 – fire fighters

997 – police

Where to look for help when you need support:

- Free Emergency Helpline 116 123, daily from 2 p.m. to 10 p.m.
- <https://liniawsparcia.p>



Have a great stay at Student Depot!

Stay tuned with us on Facebook, Instagram and TikTok!
There you'll find useful information and interesting offers.

We hope you enjoy your stay with us. We are happy that you are part of our community!

Best Regards!
Sylwia, Julia, Milena, Marta & Wiktoria

