

## DORMITORY RESIDENT'S REGISTRATION CARD

First name:
Last name:
Date of birth:
Country:
Zip code, city:
Street, House No.:
E-mail:
Telephone no.:
Passport series and number:
Name of the home institution:
Arrival date:
Departure date:
Fee for entire stay:

### **RULES, REGULATIONS AND FEES OF HALLS OF RESIDENCE [Dormitory] OF THE LUBLIN UNIVERSITY OF TECHNOLOGY**

1. The fee for the planned period of residence in LUT Hall of Residence (Dormitory) should be paid within one week of signing this registration card. Payments should be made in cash at Dormitory Reception.  
Dormitory Residents should pay for the whole semester at the beginning of the stay.
2. In case of early cancellation of stay in the Dormitory, a fee is charged only for the exact period of stay.  
The returnable deposit and the remaining amount will be refunded to the student within two weeks from the date of cancellation paid to the bank account specified by the student.
3. Extension of stay by a student requires the signing of another registration card covering the new period of stay.
4. Dormitory Residents are obliged to:
  - a) comply with fire, health and property safety regulations;
  - b) care for Dormitory property, maintain order and cleanliness in rooms and public spaces, and report noticed technical failures to Dormitory Administration;
  - c) observe quiet hours from 22.00 to 6.00;
  - d) leave room keys at reception when leaving the Dormitory
5. In the eve Dormitory Residents are particularly prohibited from:
  - a) improper use of premises, Dormitory fittings and fire-fighting equipment;
  - b) disturbing the peace at the Dormitory in any way (door slamming, loud use of radio devices is prohibited, in particular during quiet hours);
  - c) smoking in the Dormitory; keeping animals in the rooms.
  - d) manufacturing, selling and consuming alcoholic beverages as well as narcotics and drugs in the Dormitory;
6. Dormitory Residents have the right to:
  - a) changes of bed linen at least once every three weeks;
  - b) use of all Dormitory facilities and equipment intended for general use in accordance with the terms specified by the head of the Dormitory;
  - c) receive visitors, who are authorised to enter the premises of the Dormitory during visiting hours, ie. from 8.00 to 22.00, and who must provide their identity documents for the obligatory entry in the guest book by the Receptionist on duty.
  - d) abide by the good manners of academic community [collectivity]  
according to The, Statutes, of, Studies, at, the, Lublin, University, of, Technology
7. Booking a place in the Dormitory :
  - a) during the application process, the applicant will be given: a number of the bank account and the final date for paying-in a 100 Euro returnable deposit.

- b) the cost of money transfer shall be paid by the applicant
  - c) the deposit will be returned into the student- Dormitory Resident's bank account under rules of an acceptance protocol.
8. The check-in can be performed the whole day, hours of check-out: 8 am- 2pm.
  9. Persons granted the right to reside in the Dormitory, perform the reception and return the room together with its furnishing based on room furnishings' list. Reception of the room is performed on the basis of an acceptance protocol.
  10. The Residents are obliged to inform the Dormitory Administration about the technical damages and defects of the Dormitory property as well as making notes about any damages in a special notebook at the Reception Desk.
  11. Dormitory Residents shall assume full liability for all the room damage or equipment missing; in the case of a damage whose perpetrator is impossible to determine - jointly in equal parts, unless they prove the damage was caused by violating the law or act of God. Dorm Residents shall assume full financial liability for the damage caused on the Dormitory premises. In the case of a damage whose perpetrator is impossible to determine - the Residents of the floor or the whole Dormitory shall be charged in equal parts depending on the kind and extent of damage, the decision is to be taken by a Dormitory Manager and SDRC.
  12. A Resident can be expelled with immediate effect in the event of a drastic violation of the "Rules and Regulations of the LUT Hall of Residence" or **standards of social interaction in the Dormitory**.
  13. In connection with the installation of a fire detection system in the Dormitory, costs of unjustified intervention of the State Fire Service will be covered by the inhabitants of the given room or floor, in accordance with the fire hazard signal registered by the HQ.
  14. The rules governing LUT Halls of Residence are defined by the "Rules and Regulations of the LUT Hall of Residence"

### **Statement On The Personal Data Processing**

I hereby give/not give\* consent for my personal data to be processed by the administrator of personal data which is Lublin University of Technology represented by the Rector, Nadbystrzycka 38D, 20-618 Lublin, for the purposes of qualification process for incoming mobility for studies to Lublin University of Technology.

On the basis of art. 13, par. 1 and 2 of the European Parliament and the Council Order 2016/679 of 27 April 2016 on personal data protection and free data movement, repealing the 95/46/WE Directive (general data protection act) (Dz. Urz. [EU Journal of Laws] L 119 of 04.05.2016, p. 1), hereinafter referred to as RODO and Personal Data Protection Act of 9 May 2018 (Dz. U. [Journal of Laws] of 2018 item 1000 as amended), I hereby inform about the following:

I hereby agree/not agree\* to process my personal data for the purposes of administrative and financial process in the period of my mobility, until fully settling the mobility.

I hereby give/not give\* consent to receive commercial and marketing messages by electronic mail, as specified in the 18 July 2002 Act on Rendering Electronic Services (Dz. U. [Journal of Laws] of 2013 r. item 1422), with marketing content from Lublin University of Technology for the purposes of administrative and financial process in the period of my mobility, until fully settling the mobility.

I hereby give/not give\* consent for Lublin University of Technology to use telecommunication appliances and automatic systems for direct marketing for the purposes of administrative and financial process in the period of my mobility, until fully settling the mobility, on the basis of the 16 July 2014 Act – Telecommunication Law (that is [Journal of Laws] of item 243).

Tomasz Joński is the Data Protection Officer at Lublin University of Technology, email: t.jonski@pollub.pl

You have the right to access your personal data and to correct, delete, limit, process your personal data as well as the right to data portability. You have the right to withhold your consent at any time with no effect on the lawfulness of data processing.

Should you consider your personal data being processed in violation with the Personal Data Protection Act of 27 April 2016, you have the right to lodge a complaint according to the PDPA.

### **Declaration on the method of waste collection**

I undertake to segregate waste in accordance with applicable rules.

**I am acquainted with the above principles and undertake to comply with them.**

Student's signature:

Date: