



ANNOUNCEMENT
of Vice-Rector of Lodz University of Technology for Student Affairs
of February 15th 2017

The principles of collecting deposit for the accommodation in Lodz University of Technology Halls of Residence for foreign students studying at TUL within inter-school exchange under agreements concluded with TUL

1. Accommodation of foreign students in TUL Halls of Residence (hereinafter referred to as HR) is organized based on name lists authorizing to accommodation, provided by the International Education Center of TUL and the Education Internalization Section of TUL.
2. A student applying for accommodation is obliged to fill in and sign:
 - a. personal form,
 - b. declaration on the consent to accept liability for damages in the HR property,
 - c. declaration on having read and undertaken to comply with the provisions of the Hall of Residence Regulations of the Academic Campus of TUL,
 - d. room furnishing card.
3. A student who has been granted a place in a TUL Halls of Residence for an academic semester/year is obliged to pay a returnable deposit of PLN 500.00 (in words: five hundred zlotys) for the declared period of stay.
4. The deposit is paid via bank transfer to an individual account number of the relevant Hall of Residence within 5 days of the check-in date. The confirmation of the completed bank transfer must be served on the HR Administrator without unnecessary delay.
5. Failure to pay the deposit results in the loss of the HR place granted.
6. The aim of the deposit is to secure destruction in HR property, cover the costs of repairs of possible damages caused in the room provided for use and repair of the property constituting the room furnishing as well as the costs resulting from the failure to settle the amount due for using the place. When the receivables of Lodz University of Technology are covered from the deposit, the student is obliged to top it up to the amount specified in Section 4 of this Announcement within 3 days of the day of receipt of the information that the deposit has been deducted.
7. The Administrator or an employee authorized thereby is obliged to keep a list of the persons who paid the deposit and to settle the damages caused by such persons.

8. The deposit may be returned or settled in a different way upon the lapse of the period of accommodation after the HR property is delivered to an employee of the HR administration.
9. The HR Administrator or a person authorized thereby assesses the technical condition of the room and the property included in its furnishing.
10. If any damages or deficits in the furnishing are identified in the HR room, the HR Administrator appoints a committee which performs a valuation of possible damages.
11. The damages are valued based on the amount of the costs which must be incurred to restore the condition existing before the damage.
12. The student is obliged to cover the costs of repair, damages and purchase of new furnishing. The costs are covered first from the deposit paid by the student.
13. If the value of the damages caused exceeds the amount of the deposit paid, the student is obliged to cover the difference.
14. The student reimburses the costs of restoring the damaged property by paying the amount due in the administration of the relevant HR to the book of receipts, within 7 days of the day of drafting the Report on damages or deficits in furnishing.
15. The deposit paid is returned upon a written request of the student filed to the HR Administrator 7 working days before the planned date of check-out at the latest.
16. A condition of the deposit return is the acceptance of the room or place by the HR Administrator or a person authorized without reservations and the fulfillment of all of the student's obligations towards the HR.
17. The deposit is returned to the person who paid it to the bank account specified thereby within 21 working days of the date of check-out from the HR.
18. The deposit paid is not returned when:
 - a. the student has not complied with the provisions of the Hall of Residence Regulations of the Academic Campus of Lodz University of Technology, excluding Article 14 Section 7,
 - b. the student has caused damages in the HR and in the area adjacent to the HR with their behavior,
 - c. the student is in arrears with the payment for using the place in the HR,
 - d. the student has not filed a written request for the payment of the deposit,
 - e. the student has left the occupied room without settling the deposit with the HR administration.
21. The deposit does not bear interest.
22. The deposit is not applied for short-term accommodation, i. e. shorter than one month.

Prorektor ds. Studenckich
Politechniki Łódzkiej
T. Pawłowski
dr hab. inż. Witold Pawłowski, prof. PŁ