

Special Provisions Concerning Márton Áron Dormitory (Budapest Site), Subsidiary of the ELU's Center of Dormitory Services

Preamble

Eötvös Lóránd University's (hereafter referred to as 'University') Márton Áron Dormitory (Budapest site) (hereafter referred to as 'Dormitory'), subsidiary of the Center for Dormitory Services, and the Student Council of Márton Áron Dormitory (hereafter referred to as 'MÁSZ HÖK'), in accordance with the Chancellery's procedural regulations of 6/2015 (IV.15), Appendix No. 10.§ (17), have made the following special provisions concerning the Márton Áron Dormitory (Budapest site).

1.§

General Provisions

- (1) According to the 2§ (9) point of the House Rules, the Dormitory has the following panels of discussion:
 - a) the dormitory's official website is: <https://martonaron.elte.hu>
 - b) the dormitory's official common page is: <https://martonaron.elte.hu/kollegium/budapest>
 - c) announcements, placed on the dormitory bulletin boards.
 - d) messages, sent to dormitory residents via the Universal Academic Network System.
- (2) Dormitory residents may contact the head of the dormitory, regarding dormitory issues, either in person or in writing. To discuss dormitory issues and observations, the head of the dormitory is obliged to call a meeting with the dormitory peer managers at least once per semester. To discuss legitimate dormitory issues the head of the dormitory may call for a public forum at any given time.
- (3) The dormitory provides open-air fireplaces for the dormitory residents. In order to use these fireplaces residents have to obtain a permit either from the head of the dormitory or the resident night teacher. On weekends, during the daytime hours, the necessary permit may be acquired from the dormitory receptionist. If a permit has been handed out by the receptionist, the fireplace in question has to be inspected by the resident night teacher at the beginning of their consulting hours, following verbal communication between the receptionist and the resident night teacher.
- (4) After 23:00 the quiet-rules apply to the fireplaces and their immediate area as well
- (5) Both the safe inoculation of the fire as well as the compliancy with the quiet-rules has to be monitored, either by the resident night teacher or the receptionist.
- (6) Peer managers are to be appointed the head of the dormitory, from among dormitory residents, to their respective floors. The peer managers keep in touch with the head of the dormitory as well as coordinate the everyday life of their respective floors.

2.§

Hygiene Provisions

- (7) Dormitory residents are obliged to:
 - a) maintain the cleanliness and appropriate hygiene of their respective rooms (via vacuum-cleaning, swilling, window washing, properly discarding waste, etc.)
 - b) clean cooking, cleaning, and washing appliances after use (eg. washing machines, washbasins, heaters, stoves, microwave ovens, etc.)
 - c) maintain the cleanliness of kitchens, showers, restrooms, laundry rooms, and other frequently used common areas

- d) inform the dormitory management or the resident night teacher in case of any accidents, misadventures, and contractable diseases
- e) clean any and all tools (e.g. dishes, pots, pans) after cooking. Any unwashed or unclean tools (e.g. dishes, pots, pans), left in the kitchen, can be removed or disposed of by either the peer manager or any dormitory personnel, if and when they constitute being a sanitation or health hazard.
- (8) Bringing bicycles, pets to residence areas is forbidden. As is bringing any item which may prove to be a pollution or health hazard.
- (9) The head of the dormitory may direct dormitory residents to clean their respective resident areas, or common areas if and when any disorders are revealed during inspections.

4. §

Designated Smoking Areas

- (1) The garden area left of the main entrance, fully enclosed by fences
- (2) The marked area in the dormitory gardens, which is enclosed by the fences running along Kunigunda Street and Rádl árok.
- (3) It is illegal to smoke inside the dormitory building, right in front of the main entrance, and in unmarked garden areas.

5. §

Fire Alarm System

- (1) The instances of setting off the fire alarm, or covering, removing, damaging the sensor, the unnecessary field-work of the fire department may involve disciplinary and financial consequences for the perpetrator.

6. §

Moving In, Entering the Dormitory

- (1.) Only those moving-in and moving-out procedures are considered to be orderly which have been registered and documented by the custodial staff. During the moving out procedures the resident has to clear any existing debts towards the dormitory. Furthermore the resident has to return their dormitory pass, and any other requisitioned dormitory equipment.
- (2.) When moving in the dormitory the resident has to register the dormitory as their place of residency with the competent authorities. When moving out of the dormitory the resident has to notify said authorities.
- (3.) Residents may enter or exit the dormitory through the turnstile using their own dormitory pass. The resident is obliged to show their dormitory pass and their official identification (with picture) to the receptionist if requested. Using different dormitory pass or the circumvention of the turnstile constitutes misconduct and may result in disciplinary action.
- (4.) The acquisition of dormitory pass is free of charge and can be received when moving into the dormitory. When moving out of the dormitory the resident is obliged to return their dormitory pass. The loss and replacement of the dormitory pass involves extra administrative fees.
- (5.) The resident has to inform either their respective peer manager or the head of the dormitory of any absence longer than a week – seven days. The dormitory does not take any responsibility for any kind of inconvenience towards the resident that the negligence of this announcement should result in.
- (6.) Residents have to register their own equipment (furniture, appliances, etc.), with the Custodial Office, when bringing them into the dormitory. As such, residents are able to confirm the

ownership of the registered items during inventory checks. The dormitory does not take responsibility for any damages and/or any disappearances.

- (7.) Parking permit may only be issued by the head of the dormitory. Resident may apply for a parking permit at the Custodial Office. A parking permit may be revoked if a resident uses a different parking space than the one assigned to them. The dormitory refuses to take any responsibility for the parking vehicles.
- (8.) Guest who violates the House Rules and the special provisions concerning Márton Áron Dormitory (Budapest site) can be banned from the dormitory by the head of the dormitory. The ban lasts a full semester (plus the following break) in case of hygienic violations; one year for smoking, or violating the rules of entry. The ban is permanent in the cases of unauthorized stay, purposeful wrongdoing, willful misconduct, endangering life and physical safety.

7. §

Changing Rooms

- (1.) Room assignment is determined by the head of the dormitory, in close coordination with MÁSZ HÖK.
- (2.) The head of the dormitory has to be notified about the changing of rooms. Unannounced room changes are constitutes misconduct and may result in disciplinary action.
- (3.) In certain, legitimate instances, the head of the dormitory may give directions for a room change.

8. §

Arrangement of Residential Areas

- (1.) Residents are forbidden to drill into room walls, doors. It is forbidden to put up posters, wallpapers, or to decorate walls, doors of residential areas. The head of the dormitory has to approve any repainting a resident might wish to make. The head of the dormitory has to approve any decoration of common areas (kitchens, floor walls).
- (2.) Without the permission of the head of the dormitory, residents cannot change the locks to their rooms.
- (3.) Any guest and dormitory resident may only enter a room with the consent of the other residents. A dormitory resident may only enter an empty room or a closed area with the permission of either the Custodial Office, or the dormitory manager. Dormitory residents are required to hand in any keys other than their own to the Custodial Office. Unauthorized entry into rooms, unauthorized possession of keys is considered a felony and can necessitate police involvement other than regular disciplinary action.

Date: 07.12.2017.

Date: 05.12.2017.

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Viktória Koucs
Chair of MÁSZ HÖK

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Head of the dormitory