## **Guidelines for tenants of St Petersburg University dormitories**

#### **Tenants must:**

# 1. Abide by the Dormitory Rules, Internal Rules of Conduct and other by-laws of St Petersburg University:

- Strictly follow the established rules.
- Ensure guest compliance with the rules.

## 2. Accept and use residential accommodation:

- Accept residential accommodations based on an acceptance statement.
- Comply with the provisions of rental agreements.
- Use accommodations for their intended purposes.

## 3. Treat property carefully:

- Treat movable and immovable property with care.
- Provide routine maintenance and keep accommodations clean and tidy.
- Use resources (electricity, water) sparingly.
- Immediately rectify faults and report them to the University administration.

## 4. Indemnify against material damage:

- Indemnify against damage to the University property as prescribed by the legislation.

## 5. Undergo registration and deregistration:

- undergo registration and deregistration with three working days.

## 6. Free the accommodations upon rental agreement termination:

- Free the accommodations within seven working days upon the end of the rental agreement, its early termination or expulsion.
- Hand over accommodations, equipment according to a handover statement in good condition and the keys.
  - Repay arrears of accommodation fees and reimburse repair costs.

#### 7. Provide medical certificate:

- Regularly (every 11 months) provide a medical certificate confirming an undergone fluoroscopy.

## 8. Provide timely payments:

- Provide a timely payment of accommodation fees by the 10th day of the month following the reporting month (invoices are to be sent to the students' corporate email).

#### 9. Notify about extended absence:

- Notify the University administration in case of extended absence (more than 30 days).
- In case of extended absence (unreasonable absence), the contract can be terminated unilaterally.

## 10. Electronic pass:

- Reimburse the cost of production of the electronic pass in case of its loss or breakage.

## 11. Present documents upon request:

- Present a document entitling the stay in dormitory upon the University officers requests.

## 12. Relocate during renovation:

- Relocate during renovation or reconstruction under the University requirement.

#### 13. Provide access for inspections:

- Ensure access to accommodations for the university officers for inspection at the agreed time.

#### 14. Inform about changes:

- Inform the university administration about changes affecting the right to use accommodations.

#### 15. Report non-tenants:

- Report the stay of non-tenants in the accommodations.

## 16. Bear responsibility for the actions of guests:

- Bear responsibility for the actions of guests and co-tenants.

#### **Tenants must not:**

- 1. Move without authorisation from one accommodation to another and move inventory.
- 2. Prevent third parties (other University students) from settling into the vacant accommodation.
- 3. Install and operate electric heating and energy-consuming appliances, washing machines without the permission of the site manager.
- 4. Alter or remodel rooms, replace equipment, rewire or repair electrical cables without authorisation.
- 5. Create excessive noise and vibration in residential or common areas from 11 pm to 7 am.
- 6. Smoke in residential and common areas, drink alcoholic beverages, consume narcotic and toxic substances.
- 7. Appear in the dormitories and on campus under the influence of alcohol, drugs or toxic substances.
- 8. Store and sell narcotic, toxic, flammable, explosive substances and preparations, other things withdrawn from circulation.
- 9. Store bulky items in the accommodations that prevent other residents from using the allocated accommodation.
- 10. Perform actions that do not comply with the moral and cultural traditions of the University, generally accepted moral and ethical standards.
- 11. Bring unauthorised persons illegally into the dormitories and keep them overnight, provide accommodations to third persons.
- 12. Use the living quarters and common areas of the dormitories for purposes other than those intended.
- 13. Violate the legitimate interests of other tenants, create obstacles for other tenants in the use of living quarters, common areas, rooms for independent study and cultural and domestic purposes.
- 14. Install additional locks on the entrance doors of the premises without the permission of authorised officials.
- 15. Use open flame sources in living areas.
- 16. Perform actions at the University premises that might cause disciplinary action, lead to material, civil, administrative, criminal liability.
- 17. Transfer the non-contact electronic pass to other persons and use other people's non-contact electronic passes.
- 18. Reside in the dormitories with pets without written approval of the dormitory administration.

These Guidelines have been developed based on the documents posted on the <u>St Petersburg</u> University website.

By-laws in full are available here:

