

# Living in the dormitories - Sázava and Volha

## Important contacts and webpages:

<b>Student's accommodation:</b> Ludmila Valachová Olga Skálová	<a href="mailto:ludmila.valachova@vscht.cz">ludmila.valachova@vscht.cz</a> <a href="mailto:olga.skalova@vscht.cz">olga.skalova@vscht.cz</a>
<b>Coordinators for international students:</b>	
<b>Volha:</b> Dormitory Coordinator	<a href="mailto:volha@esnuct.cz">volha@esnuct.cz</a>
<b>Sázava:</b> Dormitory Coordinator	<a href="mailto:sazava@esnuct.cz">sazava@esnuct.cz</a>

<http://www.esnuct.cz/about-us/contacts/>

<http://www.vscht-suz.cz/en/news/>

<http://cesmina.vscht.cz/esc/accommodation-before.html>

<http://pracka.vscht.cz>

## General rules

**SILENT HOURS** from **11:00 p.m. to 6:00 a.m.** (Please note that someone might call the police if you do not respect the silent hours).

### **SMOKING IS PROHIBITED IN THE DORMITORIES.**

Show your student UCT ID cards whenever entering the dormitory.

Tidy up your rooms.

Inform dormitory coordinators about all defects and damage in your room.

Lock your rooms when leaving them.

## Accommodation

### **How do I pay the accommodation fee?**

The accommodation fee is payable in cash or by a credit card in the box office in the Sázava dormitory by the end of each month. It is also possible to pay the fee for several months in advance or for the whole stay. If you do not pay the fee in time you will have to pay a fine. Please do not wait until the last day of the month to pay the fee in order to avoid queues.

### **What do I need my UCT ID card for?**

Your UCT ID is not only to prove your identity when entering the dormitory (if the dormitory is closed, use a card reader at the door), but also when paying the accommodation fee in cash, when your visitors are recorded for registration reasons, when borrowing the keys of laundry/vacuum cleaner/fitness room/study room etc.

### **When and where can I change my bed sheets?**

You may change your bed sheets once a week during openings hours of the offices (Sázava: office on the left at the entrance into the dormitory Sázava; Volha: storage room in -1<sup>st</sup> floor).

### **How can I move to another room or dormitory?**

If you want to move to another room or dormitory please contact your dormitory coordinator. Upon agreement of Accommodation office you will be informed how to proceed.

### **Can my friends or parents stay overnight in my room?**

Of course, they can. You have two possibilities: either in your room for a fee of CZK 40 (maximum length of 3 day) paid at the reception or in free room for them in the hotel part in Volha dormitory for a fee from CZK 320/person/night. For booking a hotel room please contact: [jana.hronova@vscht.cz](mailto:jana.hronova@vscht.cz) or your dormitory coordinator.

### **Where can I borrow the keys of the laundry room?**

If you want to use a laundry you have to book it via Internet in advance: <http://pracka.vscht.cz/>. Just select your dormitory, your floor and then the day you want to use the laundry, and then you get all the information via email. The keys are to be borrowed from the custodian. Or you can use an “hourly” laundry - it may be borrowed for maximum of three hours and the keys are in the reception.

### **I want to move out of the dormitory before my accommodation contract expires, how should I proceed?**

If you want to move out before your accommodation contract expires, you have to report your exact leaving day to the accommodation office in the dormitory more than one month in advance otherwise you will have to pay a contractual penalty of CZK 2000.

### **How can I move from the dormitory? When I receive my deposit of CZK 3000?**

Firstly, you have to go to pay the accommodation fee in the cash office with Protocol of handover of the inventory (yellow paper) filled when you moved in the room. Then you have to sign on the list (name, room number and time) next to the cleaners' room (Sázava: 2<sup>nd</sup> floor, Volha: 9<sup>th</sup> floor). You have to clean your room, move the furniture back to its original position. At the arranged time, the cleaner will check your room. If everything is clean and not destroyed, the cleaner confirms the yellow paper. You will give her the keys from your room and the cleaner will lock the door. Go to the Accommodation office, give there the bedclothes and the yellow paper that the cleaner filled in. You will receive a confirmation that your contract is OK and that you can get back your 3000 CZK deposit. You have to pick up your deposit in the box office in Sázava dormitory during the opening hours./If you live in Volha, you pick up your deposit in Volha office.

## **Internet, telephones**

### **How can I connect to the Internet?**

Introduction is on a paper: **How to connect a computer to the local network** or on the black board in the dormitories. In case of any problem, contact IT office - on the right at the entrance into the dormitory Sázava.

### **How can I use fixed phone lines?**

You can call other rooms for free. You can find individual room phone numbers at <http://www.vscht-suz.cz/en/contacts/phone-numbers-for-flats/>. For calling to Sázava from Volha use 7\*\*\*\*, for calling from Sázava to Volha use 69\*\*\*\*. If you want to make calls outside the dormitories, you have to submit an application (contact your dormitory coordinator). Of course, anybody can make incoming calls addressed to you without any registration required.

## **Possibilities in the dormitories**

- fitness room (POSILOVNA) in Sázava,
- vacuum cleaner (VYSAVAČ), iron (ŽEHLIČKA) or ironing board,
- luggage room (KUFARNA), where you can store everything of bigger size,
- study room (STUDOVNA), where you will find calm and peace for your studies,
- in the dormitory campus, there is also a playground for football, volleyball, basketball, tennis (Vrša sport), Club Blanice, pizzeria Plackárna, hairdresser, late-hour shop in Vltava dormitory, Club El Mágico, etc.