

**Ordinance No. 72/2025
of June 17, 2025**

**of the Rector of the Medical University of Łódź (Lodz)
on the Regulations of the Student Dormitory of the Medical University of Łódź (Lodz)**

Based on Article 11, Section 5 of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended) in conjunction with § 4, Section 2, Item 15 of the Study Regulations at the Medical University of Lodz, introduced by Resolution No. 26/2024 of April 25, 2025 of the Senate of the Medical University of Lodz, and on the basis of § 13, Section 2 of the Statute of the Medical University of Lodz of June 27, 2019, the following is hereby ordered:

§ 1

The Regulations of the Student Dormitory of the Medical University of Lodz are hereby introduced, constituting an annex to this order.

§ 2

Order No. 88/2023 of September 6, 2023, issued by the Rector of the Medical University of Lodz on the introduction of the Student Dormitory Regulations of the Medical University of Lodz, is repealed.

§ 3

This order comes into effect on the date of its signing, with effect from March 1, 2025.

RECTOR: *Prof. Janusz Piekarski, M.D., Ph.D.*

Announcement of the legal act:
- intranet/BIP

Rules and regulations of the Residence Halls of the Medical University of Łódź

Łódź 2025

SECTION I

General statements

§ 1

1. The regulations of the MUL Residence Hall, hereinafter referred to as “the Regulations”, apply to all persons staying in the residence halls of the Medical University of Łódź, hereinafter referred to as “the University”, i.e.:
 - 1) The Residence Hall no. I „MEDYK”, 5 Lumumby Street, 91-404 Łódź;
 - 2) The Residence Hall no. II „SYNAPSA”, 2 Strajku Łódzkich Studentów 1981 r. Street, 91-404 Łódź;
 - 3) The Residence Hall no. IV „Hallerowo”, 1E Haller's Square, 90-647 Łódź.
2. The terms used in these Regulations mean:
 - 1) **University** – Medical University of Lodz;
 - 2) **Vice-Rector** – Vice-Rector responsible for student affairs, acting under the authority of the Rector of the University;
 - 3) **ESOS** – the electronic student service system, which contains information related to the University's activities and the course of study;
 - 4) **dormitory/ hall** – the University's hall of students' residence;
 - 5) **VU** (Virtual University) / mStudia mobile application – a communication portal that enables access to ESOS, i.e., the class schedule, electronic student record book, electronic evaluation survey, syllabi, teaching materials, and access to the Office365 email account;
 - 6) **student** – a person studying at the University in long-cycle master's programs, first-cycle programs, second-cycle programs, doctoral programs, and a doctoral student studying at the University's doctoral school.

§ 2

The Residence Hall is an integral part of the University, the place of temporary residence of the entitled persons:

1. students,
2. workers,
3. other entitled persons and persons accommodated temporarily - hereinafter referred to as “the residents”.

SECTION II

Allocation of places in dormitories

§ 3

1. At the beginning of the academic year the accommodation of residents is based on a decision made by the University Committee for Student Housing.
2. Accommodation is based on the allocation of places made by the Dormitory Manager. Students may apply for accommodation with their spouse and/or child.
3. Information regarding the allocation of a dormitory place is available in ESOS and for students beginning their studies at the University it is additionally sent by email to the address provided in the application.
4. Dormitory accommodation for residents is handled by the dormitory administration.
5. Accommodation for residents who have been allocated a dormitory place for a starting academic year begins no earlier than four business days before the beginning of the academic year, in September, during administrative working hours. Accommodation within the period referred to in the first sentence is free of charge until the beginning of the academic year.
6. Residents are required to sign a rental agreement for accommodation in the dormitory.
7. Fees paid by residents in connection with accommodation in the dormitory are specified in the Price List, which is an annex to the ordinance of the Rector of the University regarding accommodation fees in the University's student dormitories.
8. Information on the fees referred to in paragraph 7 is available in the VU and for each dormitory on the website <https://akademiki.umed.pl/>.
9. In case of permanent residence in a dormitory, the accommodation fee for the month in which the check-in and check-out occur is calculated proportionally, depending on the length of stay, and amounts to:
 - 1) from 1 to 15 days in a month – ½ of the monthly fee
 - 2) over 15 days in a month – the full monthly fee.
10. Residents who fail to pay their fees on time lose the right to be allocated a place in the dormitory in the following academic year, until the arrears are settled.
11. A resident loses the right to their assigned dormitory space after the period for which it was allocated, as well as in case of:

- 1) failure to pay the accommodation fee within 5 days from the 1st of October;
- 2) failure to pay the dormitory space fee for a period of:
 - a) two consecutive months for students;
 - b) one month for other residents;
- 3) gross violation of these Regulations;
- 4) removal from the student register.

12. Termination of the rental agreement for the reasons listed in point 11: 1) and 2) may occur without notice. The decision about terminating the rental agreement for the reasons listed in point 11, 3) without notice is made by the Dormitory Manager. The decision about any extension of the period specified in point 11, 2) is made by the Vice-Rector upon the resident's written request submitted to the Dormitory Manager.

13. A student who has been removed from the student register or has graduated may continue to reside in the dormitory with the consent of the Dormitory Manager, provided there are remaining available places. In this case, the rental payment is changed in accordance with the Fee List referred to in paragraph 7.

14. Based on the decision of the Dormitory Manager, a resident may be relocated to another room if this is necessary to meet accommodation or repair needs.

15. In particularly justified cases, at the request of the Student Dormitory Manager, agreed upon with the Residents' Council, a resident may be immediately removed from the dormitory.

16. A resident whose rental agreement has been terminated in the Student Dormitory is obligated to move out within 7 days of receiving the written decision revoking the right to reside in the dormitory. After this period, the Student Dormitory Manager will conduct a committee-based eviction by sending a letter to the resident informing them of the need to move out and will enter the information into ESOS.

17. Upon check-out, residents are obligated to return any equipment they have taken, settle any remaining liabilities to the University, and leave the premises in no worse condition than they were found.

18. Residents have the right to leave their vacation deposit:

- 1) free of charge, in a location designated by the administration,
- 2) for a fee, in the assigned premises; the deposit fee is specified in the Price List

referred to in section 7.

19. Dormitory administration and security staff are not responsible for the deposit referred to in section 18.

20. Residents residing in the dormitory during the summer break are required to check out no later than on the 20th of September.

21. Residents are required to pay a one-time security deposit no later than the day of check-in. The deposit serves to secure funds to cover any potential costs of repairs or damage caused by the resident, costs resulting from failure to pay the fee for the use of the allocated space, and other financial obligations to the University in accordance with the Rector's ordinance regarding the notice of security deposits in the student dormitories of the Medical University of Łódź.

22. Upon check-in, residents receive additional equipment, which they confirm by signing the "Resident Equipment Card." In case of partial or total damage to the entrusted property, the resident is obligated to cover the cost of the damage if the amount exceeds the amount of the deposit.

23. Upon check-in, residents receive room keys or a personalized "Student Dormitory Entry Card" if the key or card is valid in the given dormitory.

24. Residents are obligated to cover the cost of having their room key replaced if lost.

SECTION III

The Board of Residents

§ 4

1. The Board of Residents, which is a branch of the Student Council, represents the community of the Residence Hall and functions as a co-manager of the Hall of Residence. All the residents are obliged to cooperate with the Board of Residents, to observe the regulations and respect its decisions.
2. All the residents of the Hall have the right to elect and be elected as members of the Board of Residents.
3. The members of the Board of Residents must have the valid status of student of the Medical University of Łódź.

4. Only a student who is a resident of a given dormitory can be the Head of the Board of Residents.

§ 5

The Board of Residents' Rights

1. Representing all the residents of the dormitory towards University Authorities
2. Representing all the residents of their Residence Hall in the University Residence Halls Committee
3. Cooperating with the University Administration in all the matters related to Residence Halls, including opinions on designing of equipment and functional solutions of rooms and establishing, together with the administration of the dormitories, possibilities of improving the economy
4. Submitting applications to the Residence Halls administration regarding the equipment management, improvement of equipment, etc.
5. Initiating cultural, social, tourist and sports activities
6. Members of the Board of Residents, in justified cases, shall have the right to enter a student's room in emergency situations in the presence of a committee and this fact must be reported to the Manager of the Hall of Residence.

§ 6

The Board of Residents' Duties

1. Creating the culture of coexistence between the residents in compliance with the regulations and ordinances of the University Authorities.
2. Providing care for rooms in Halls of Residence intended for general use.
3. Undertaking activities aimed at maintaining order, peace and cleanliness; observance by the residents of the rules of social coexistence; compliance with the law and provisions of the rules and regulations for the residents of the Halls of Residence.

SECTION IV

Rights and duties of residents and guests

General

§ 7

1. Quiet hours are observed in the dormitories:
 - a. on weekdays: 11.00 p.m. – 7.00 a.m.
 - b. on Friday, Saturday, Sunday and holidays: 12.00 p.m. – 7.00 a.m.
2. The door to the dormitory is locked during quiet hours; only the residents, guests using guest rooms, supervising personnel, persons authorized by the Rector of the Medical University of Łódź and others who have been given permission by the Manager of the Residence Hall or, in case of his absence, by the Head of the Board of Residents, are allowed to enter.
3. Receiving guests (with other room-mates' approval) can strictly occur:
 - between 8.00 a.m. and 11.00 p.m. on weekdays
 - between 8.00 a.m. and 12.00 p.m. on days off from classes
4. Prolonging visitation hours can exclusively take place with the permission of the Manager of the dormitory.
5. Visitors entering the Residence Hall are obliged to show a valid ID card at the reception desk and give the number of the room and its resident's name. In the absence of such a document, visitors are not allowed to stay in the Residence Hall. The fact of entering the area of the Hall is recorded in the guest register. The residents take full responsibility for the actions of their guests in the dormitory.
6. Visitors who are under the influence of alcohol or psychoactive substances, or persons banned from entering the dormitory for their former disorderly conduct, are not accepted in the dormitory.
7. Administration and the members of the Board of Residents during the absence of the administration reserve the right to expel non-residents for disorderly and disruptive conduct. This decision is enforced by the dormitory security or an intervention patrol.

8. The administrative personnel of the Hall of Residence, members of the Board of Residents and other authorized persons, in justified cases, may enter onto the premises at any time.
9. Activities that are prohibited in the Hall of Residence include:
 1. business and economic activity, trading, production, catering and gastronomic business unless settled in separate binding contracts with the Medical University of Łódź,
 2. bringing in, using and distributing psychoactive substances,
 3. organizing gambling games,
 4. changing door locks, duplicating keys or giving access to room keys to unauthorized persons,
 5. giving up own lodgings to unauthorized persons; if occurs – it will result in the loss of the right to reside in dormitories,
 6. changing residences unless given permission by the Manager of the dormitory,
 7. keeping pets,
 8. making any changes in the technical systems and services and the use of damaged electrical equipment,
 9. smoking and using fire in rooms as well as storage of flammable materials,
 10. organizing private parties/ events in common areas unless given permission by the Manager of the dormitory.
 11. leaving any items in the communication or the evacuation routes, including clothes dryers, footwear, grills, etc.
10. Students are informed by the administrative staff of the dormitory about planned repairs, maintenance and pest control before the planned event as well as about the need to transfer to another dormitory for the time of any repairs.

Residents' rights

§ 8

The residents of the dormitories have the right to:

1. take part in decisions about all issues concerning the Hall;
2. put forward motions and formal proposals to the Board of Residents and the administrative workers, concerning the living conditions of the residents;
3. use the assigned rooms, public rooms and devices designated for common use;
4. transfer to another room during the academic year with the permission of the Hall management and after completing all the necessary formalities;
5. get privacy in their own room;

6. decorate the room in a manner which would not cause damage and does not prevent the room being restored to the original state;
7. use their own equipment (e.g. audiovisual aids, computers, radio sets, etc.), with the proviso that the University is not financially responsible for the equipment;
8. organize individual and group cultural and entertainment events in common rooms with the permission of the Manager of the dormitory; the organizers accept responsibility for the course of the events.

Residents' duties

§ 9

1. The residents of the dormitories are obliged to:

- 1) respect these Rules and Regulations, directives issued by the University Authorities, internal rules and decisions made by the Manager of the dormitory and the administration workers and the Board of Residents;
- 2) complete accommodation and registration procedures in due time; the student is obliged to inform the administrative workers of any intention to leave the Hall and terminate the rental agreement; the termination of the rental agreement is regulated by the rental agreement of a room in the Residence Hall;
- 3) make the accommodation payments within the due time;
- 4) keep their own rooms and the rooms of general use clean and tidy;
- 5) respect University property;
- 6) respect the rules of the dormitory community;
- 7) obey both the health and safety and the fire regulations, and particularly observe a ban on the use of ovens and electric heaters in rooms; cooking can take place only in places designated for this purpose;
- 8) show the "Hall entrance card" if asked by the security workers, administrative personnel of the Hall and the members of the dormitory, if the "Hall entrance card" is valid in the Hall;
- 9) return the room key at the reception desk when leaving the Hall, if the keys are valid in the Hall;
- 10) inform the administration staff about all equipment damages and faults that have been noticed;
- 11) inform the administration staff or the Board of Residents about cases of gross violation of these Rules and Regulations;
- 12) pay for any damage to the room caused by the resident or their guests;
- 13) abide the ban on gambling, organizing parties with alcoholic beverages, using drugs and psychoactive substances within the Hall of Residence; students guilty of breaching this ban (organizers and participants) might be suspended from the Medical University

- and evicted from the dormitory; all the offences committed under the influence of alcohol or drugs and other psychoactive substances will be severely punished.
2. If a resident fails to comply with the provisions of this paragraph, the Dormitory Manager may impose an additional fee on the resident in the form of a "disciplinary fine" of 500.00 PLN; this fee is non-refundable.

SECTION V

Termination of the rental agreement

§ 10

Either party may terminate the rental agreement in the Hall of Residence in accordance with the terms of the signed agreement.

SECTION VI

Checking out

§ 11

1. Checking out means: leaving the allocated room at the agreed time precised by the rental agreement, after all payments have been settled, including any costs of repairing the damage caused by the resident, cleaning the room, settling with the equipment in the room in accordance with the issued "Student's Furnishing's Card", settlement with the magazine of taken beddings and other equipment, along with handing over the key to the room or the electronic access card, if taken, and the "Hall entrance card" to the administration of the Hall.
2. The residents are obliged to vacate from the Hall of Residence according to the previously signed rental agreement, unless they reported in the administration of the Hall their willingness to stay for the summer break.

SECTION VII

The Hall of Residence administration

§ 12

1. The administration of the Hall of Residence provides the residents with appropriate conditions for studying, working and resting.
2. The duties of the Hall of Residence administration include in particular:

- 1/ implementation of the tasks related to securing the accommodation needs of the residents,
 - 2/ caring for the proper technical condition of the building,
 - 3/ carrying out financial management as a part of the tasks entrusted by the Rector,
 - 4/cooperation with the Board of Residents,
 - 5/ supervising compliance with these Rules and Regulations,
 - 6/ carrying out activities aimed at accommodation and checking out of the residents.
3. The Manager of the dormitory is responsible for its proper functioning and manages the administrative and economic matters. The Manager cooperates with the Board of Residents.

SECTION VIII

Protection of the property of the residents

§ 13

1. The Medical University can pay damages in case of proved theft, but exclusively for objects indispensable for accommodation in the Hall and for study.
2. The damages are covered by a one-time grant from the scholarship fund awarded by the University Scholarship Committee upon the student's written request. Other residents may apply for compensation for damages upon a written request submitted to the dormitory administration.
3. The University provides the residents with an opportunity to insure their personal belongings in insurance companies. These expenses are covered by the residents and are not reimbursed while leaving.

SECTION IX

Transitional and final provisions

§ 14

1. These Rules and Regulations come into force from the 1st of March 2025.
2. Vice-Rector reserves the right to decide on issues that are not regulated by these Rules and Regulations.
3. The Vice-Rector is the only appeal authority for all issues included in these Rules and Regulations.
4. Changes in the Regulations shall be made only in the mode provided for its resolution.