

**I. Horbachevsky Ternopil  
National Medical University**

**APPROVED  
Minutes of the Academic Board  
December 29, 2020, № 16  
Order of the Rector  
of I. Horbachevsky Ternopil National  
Medical University  
December 29, 2020, № 660**

**INTERNAL RULES AND REGULATIONS  
of the student dormitories of I. Horbachevsky Ternopil  
National Medical University**

**1. GENERAL PROVISIONS**

- 1.1. At I. Horbachevsky Ternopil National Medical University (hereinafter – the University), the rules of living in student dormitories are based on the conscious and conscientious fulfilment by all residents of their rights and responsibilities, which are determined by the contract for renting accommodation in the University dormitory, local acts of the University that regulate the issue of living in the University dormitories and these Rules.
- 1.2. Internal rules and regulations of the student dormitories of I. Horbachevsky Ternopil National Medical University (hereinafter – the Rules) were developed in accordance with the Constitution of Ukraine, the Law of Ukraine “On Education”, the Law of Ukraine “On Higher Education”, the Statute of the University and other current legislative acts of Ukraine regulating the issue of living in dormitories of higher education institutions.
- 1.3. The purpose of these Rules includes:
  - 1.3.1. Regulation of internal order in student dormitories of the University.
  - 1.3.2. Determination of the main rights and responsibilities of University dormitories residents.
  - 1.3.3. Regulation of the procedure for applying incentives and charges, the procedure for bringing responsibility for violations of living conditions in student dormitories of the University.
- 1.4. These Rules apply to all residents living in student dormitories of the University.
- 1.5. All issues related to the application of these Rules are resolved by the Rector or a person authorized by the Rector within the limits of the powers granted to them.

**2. LIVING CONDITIONS**

- 2.1. When moving into a dormitory room, the person moving in must, within 3 days, identify all existing deficiencies in the room (if any), which, upon their written request, will be eliminated at the expense of the University as soon as possible. After leaving the room, the resident of the dormitory is obliged to

eliminate all deficiencies and damage caused to the property of the University, arising from their faults during the time of residence.

- 2.2. In each room of the dormitory, in which 2 or more people live, a headman is elected from among the residents. A list of residents, a shift schedule and a description of the property assigned to the room, signed by all residents of the room and the dormitory director, are posted in a specially designated place in the room.
- 2.3. Property for individual use, as well as items for common use, are issued to the residents of the room on receipt and as their personal responsibility.
- 2.4. Residents of the dormitory are issued passes of the established model which gives them the right of entrance to the dormitory.
- 2.5. Residents of the University dormitory have the right for free 24-hour access to the University dormitory (to enter and leave it). It is forbidden to demand from them at any time of the day any oral or written explanations about the reasons for entering or leaving the University dormitory, except in the case when, at the written request of the parents or other legal representatives of underage students, the University may establish restrictions on leaving the dormitory of such persons at night (after 10:00 p.m.).
- 2.6. In special cases (official notification of the threat of man-made catastrophe or natural disaster, establishment of quarantine restrictions on the territory of Ukraine or introduction of adaptive quarantine in the region, etc.), the University may make a decision to limit for a certain period of time the free exit from the University dormitory. In this case, the dormitory residents are informed about it in a mandatory manner.
- 2.7. Visitors have the right to stay in the University dormitory from 8:00 a.m. to 10:00 p.m. When entering the dormitory, the visitor presents an identification document to the dormitory manager and registers in the visitor log.
- 2.8. The resident of the dormitory is obliged to personally meet the visitor and leave their pass at the dormitory manager.
- 2.9. The resident of the dormitory is responsible for the timely departure of visitors from the dormitory and their compliance with the Rules. The resident is obliged to personally escort the visitor to the exit of the dormitory and pick up their pass.
- 2.10. From 10:00 p.m. to 7:00 a.m., residents living in the dormitory must keep quiet.
- 2.11. The administration of the dormitory is obliged to contribute to the creation of suitable conditions for holding planned cultural events for the residents of the dormitory.
- 2.12. At night, the lights remain on in the corridors and common use areas.
- 2.13. The procedure for the use of the dormitory by students during holidays is determined by the Director of the University Campus, taking into account the wishes and proposals of the dean's offices and directorates.
- 2.14. Engaging the residents of the University dormitory in the performance of any work on the improvement of the dormitory and/or the adjacent territory may be carried out exclusively by their consent.

- 2.15. Periodic control inspections of dormitory rooms are actions of the dormitory owner authorized for the purpose of checking fire safety, compliance with sanitary and hygienic standards by the residents, which are carried out according to the approved schedule, about which the residents of the dormitory are notified in advance.
- 2.16. To carry out periodic control inspections, the Director of the University Campus creates a special commission, which also includes representative(s) of the student self-government of the dormitory. In the case of two consecutive groundless refusals of the student(s) in the control inspection of the rooms, which are recorded by the commission by drawing up a report, the commission has the right to take a duplicate key from the stand, open the room and conduct a control inspection of the room, while drawing up a control inspection report signed by the members commission. The non-opening of the room by the resident for two days in a row, if there are objective reasons to believe that the resident is in the room and deliberately does not allow the commission to conduct a planned control inspection of the room, should also be considered an groundless refusal to conduct a control inspection of the room.
- 2.17. Periodic control inspections are allowed: from 3:00 p.m. to 8:00 p.m. and only on working days.
- 2.18. In the event of an emergency situation, during the absence of the resident, the commission has the right to use an unauthorized entry into the room for immediate elimination of this situation.

### **3. RIGHTS AND RESPONSIBILITIES OF DORMOTIRY RESIDENTS**

#### **3.1. Dormitory residents have the right:**

- for timely housing and communal services of appropriate quality;
- to use auxiliary premises, storage rooms, other equipment and property for shared use of the dormitory;
- to demand timely repair and replacement of defective equipment, furniture and other appliances in the dormitory, as well as elimination of deficiencies in household equipment (provided that the residents are not to blame for the need for replacement or repair, otherwise, to repair at their own expense);
- to elect student self-government bodies of the dormitory and to be elected themselves;
- through the student self-government bodies of the dormitory, to participate in solving issues related to the improvement of living conditions, the organization of cultural and educational work and leisure, the work of dormitory workers, etc.;
- to apply complaints to the Director of the University Campus about the work of the service staff and living conditions that do not meet the requirements of the Rules and the standards of equipment and maintenance of dormitories;
- other rights in accordance with the current legislation of Ukraine.

#### **3.2. Dormitory residents are obliged:**

- to know and comply with these Rules and other normative acts regulating accommodation in student dormitories;

- to pay for accommodation, communal services, as well as additional paid services, used in the University dormitories, in a timely manner and in full in accordance with the terms of the residential lease agreement;
- to maintain cleanliness and order in their room and in common use areas, daily clean the rooms and the blocks they occupy, take out garbage and work in the kitchens (shift schedules in kitchens, blocks and rooms are drawn up by the head of the floor (block, room));
- to treat the dormitory property with care; use heat, electricity, gas, and water reasonably and rationally;
- to submit applications for electrical, plumbing, and other repairs of equipment and furniture in a timely manner;
- all emergency events in the University dormitory should be urgently reported to the dormitory administration, student self-government bodies of the dormitory;
- not to prevent other persons from lawfully accessing the University dormitory and/or using the shared premises, property, equipment;
- to compensate for material damages caused in accordance with current legislation of Ukraine;
- to comply with the rules of safety, fire safety requirements, sanitary standards;
- in the case of independent replacement of the lock or loss of issued keys, to ensure the availability of duplicate keys of the residential premises, in which they live, in the dormitory administration;
- to register additional electrical appliances with the dormitory director;
- to hand over bulky and valuable things, that are not used daily, in the storage room (the dormitory administration is not responsible for things not deposited);
- when leaving the room, the resident undertakes to turn off the light and all electrical appliances, as well as close the windows;
- when moving out of the dormitory, during a temporary departure for a long period (**more than 2 days**), as well as when leaving the dormitory room for the holiday period or for the period of practical training rotation, to notify the director of the dormitory in writing (indicate the address of departure and period, contact phone number); **no later than two days before the event**, to hand over personal belongings to the storage room, and the received property (in proper condition) and room keys to the dormitory director on receipt;
- after graduation or with early deprivation of the right to living in a dormitory to give back the property of the dormitory, which was in use, and rooms in proper condition and move out of the dormitory within 2 weeks.

### **3.3. Dormitory residents are prohibited from:**

- violating these Rules;
- smoking tobacco products, electronic cigarettes or hookahs, storing or consuming alcoholic beverages, using or storing narcotic or toxic substances, being in a dormitory in a state of alcoholic, toxic or narcotic intoxication;
- keeping animals;
- independently carrying out conversion and re-planning of the dormitory premises;
- using electrical household appliances not specified in the tenancy agreement or without the written permission of the dormitory administration;

- violating the requirements for compliance with the permissible noise level in the room, in particular, creating noise, as well as turning on television, computer and audio equipment at a volume that exceeds the soundproofing of the room;
- using electric heaters and electric stoves in living rooms;
- holding mass events in the University dormitory without the written permission of the Director of the University Campus;
- redesigning or moving inventory and furniture from one room to another or taking them out of the dormitory without the permission of the dormitory director;
- carrying out electrical installation work in rooms and in the dormitory, redesigning and repairing electrical equipment;
- moving from one room in the University dormitory to another without permission.

#### **4. INCENTIVES AND CHARGES**

4.1. Dormitory residents who comply with these Rules and take an active part in the organization and implementation of educational, sports, health and cultural events in the dormitory, by the decision of the student self-government body of the University or the Director of the University Campus, may receive incentives in the form of:

- an announcement of appreciation;
- awarding commemorative gifts and a cash prize;
- individual dormitory rooms may be awarded with additional equipment and supplies.

4.2. Residents may be subject to the following fines for violating these Rules:

- 1) Infringement notice;
- 2) Warning.

4.3. In case of systematic violations of these Rules by a dormitory resident, the student self-government bodies of the University and/or the dormitory may raise the issue of their further residence in the dormitory with the administration of the dormitory and/or the Director of the University Campus. The decision on the further residence of such a student in the University dormitory is made by the Rector, taking into account the proposals of the student self-government body of the University and/or the student self-government body of the dormitory, as well as the administration of the dormitory and/or the Director of the Campus.

4.4. Decisions on incentives and charges for residents of the University dormitories are made by the Rector of the University at the request of the student self-government body of the University, the student self-government body of the dormitory, the director of the dormitory or the Director of the University Campus.

University Campus Director

Yu. S. Balaban

Chairman of the Trade Union Committee

Head of the Student Parliament

Head of the Legal Affairs Department

T. T. Borys