ACCOMMODATION SCENARIO

at dormitories and other facilities

of the CZECH TECHNICAL UNIVERSITY IN PRAGUE

This document is issued on the basis of the Accommodation Rules of the Czech Technical University in Prague (hereinafter "**CTU**"), and pursuant to Article 2, paragraph 2, it is issued by the CTU Rector after consultation of such rules at the CTU Academic Senate. The purpose of this document is, pursuant to the Accommodation Rules, to further determine the procedures, rules and methods for providing accommodation in facilities owned by CTU, especially for students and applicants for studies at CTU, and also to students of other universities and other education facilities, as well as to other persons (hereinafter "**Applicants for Accommodation**"), all on the basis of and in compliance with the rules, documents and other implementing regulations set out below.

Article I

SERVICE FACILITIES ADMINISTRATION as an organizational unit within CTU (hereinafter "**SFA CTU**") manages dormitories and other buildings in which it provides accommodation, in particular the following:

- Strahov Dormitory, Podolí Dormitory, Masarykova Dormitory, Sinkuleho Dormitory, Dejvická Dormitory, Bubeneč Dormitory, Orlík Dormitory, Hlávkova Dormitory
- Novoměstský Hotel

(hereinafter jointly referred to as "**Dormitories**").

SFA CTU Director may determine for the academic year which buildings will be used year-round and which only for a part of the year (for example due to internships, exchange accommodations in summer, etc.) or which buildings will not be used at all in justified cases (for example due to cost-cutting measures, repairs or reconstructions) or will be used for other purposes.

Article II

CTU students will be entitled to receive an accommodation place at dormitories run by SFA CTU upon meeting the conditions and requirements laid down in SFA CTU regulations, by this Scenario and its appendices at a specially reduced price. Rules and procedures for providing and obtaining dormitory accommodation are laid down for individual academic years. These rules must not be discriminatory in nature and must allow in particular the following:

- set out simplified conditions for already accommodated CTU students to obtain dormitory accommodation again and to allow partnership accommodation of such CTU students;
- set out a procedure for obtaining accommodation for new CTU students or new CTU student applicants so that they obtain a dormitory accommodation place subject to compliance with

the predetermined conditions (in particular filing of an electronic application for accommodation in ISKAM4);
- provide accommodation places to internship students or students on exchange placements and in summer study programs according to options and availability of accommodation capacities;
- provide accommodation for a period of two nights to CTU students taking an exam during the course of the exam period at the dormitory price for students;
- provide and adapt accommodation places to CTU students with special requirements and specific needs (for example disabled students) according to their needs and considering the technical means available to the accommodation provider;
- allow summer accommodation before the beginning of the relevant academic year for newly admitted students at CTU;
- allow accommodation applicants to choose a dormitory or choose an accommodation place within the accommodation capacity available according to set conditions.

After accommodation capacities have been filled after settlement of all applications for accommodation submitted by applicants who are applicants and CTU students, on the basis of the above-mentioned conditions, SFA CTU will provide accommodation to:

- to CTU graduates under pre-determined conditions and according to the possibilities and availability of accommodation capacities;
- students of other universities or other schools;
- students or graduates of exchange study placements or internships who apply for accommodation when they meet the set conditions and rules;
- other persons in order to ensure accommodation capacities are utilized, for full accommodation fee.

Procedures and rules for dormitory accommodation for the next academic year as a document summarizing the set of information on submitting a reservation and application for dormitory accommodation, on assigning accommodation places, on procedures and documents necessary to arrive at dormitory accommodation, etc., for the given academic year are found in Appendix 1 to this Scenario.

Article III

SFA CTU will decide on the assignment of an accommodation place. Entitlement to accommodation arises on the basis of a decision on assigning accommodation and after payment of the reservation deposit by the accommodation applicant. Relevant documents stipulate the amount and payment method of the monetary deposit, set the conditions for submitting an accommodation application and reservation and methods of paying for costs linked to accommodation. On the proposal of the SFA CTU Director, the CTU Rector issues the Dormitory Price List and Price List for Accommodation and for accommodating CTU employees in Prague (hereinafter the "**Price Lists**"). The Dormitory Fee Price List is issued following discussion with the CTU Student Union and following discussion with the CTU Academic Senate. SFA CTU Director issues the Price List of refunds, fees, lump sum payments, penalties and other services provided to SFA CTU in Prague (hereinafter the "**Price List of Payments**") and the Price List for Damages Caused to SFA CTU Property in Prague for Accommodated Persons (hereinafter the "**Price List of Damages**"). An Accommodation Schedule (hereinafter the "**Schedule**") is also issued for each academic year, with the Schedule for the following academic year forming Appendix 2 to this Scenario.

Article IV

On the basis of an assigned accommodation place and confirmation thereof by the applicant, the accommodation applicant signs an Accommodation Agreement prior to arriving for accommodation at the dormitory. Alongside the Accommodation Agreement, the applicant also arranges the insurance

of belongings taken to the place of accommodation. Other rights and obligations of the accommodated person and accommodation provider are contained within the General Terms of Accommodation and House Rules for the individual dormitories. The General Terms of Accommodation comprise Appendix 3 to this Scenario, the House Rules are issued by the Director of SFA CTU, and these documents shall be duly published alongside the Accommodation Agreement so that all CTU students and any other accommodation applicants are able to read these documents. The General Terms of Accommodation shall be provided to the accommodated person to read along with their signature of the Accommodation Agreement at the latest. The General Terms of Accommodation mainly contain the rights and obligations of the accommodated person, such as the obligation to keep the dormitories tidy, to refrain from undesirable conduct, the right to separate female and male accommodation, etc.

Article V

Dormitory accommodation may be terminated on the basis of the facts set out in the General Terms of Accommodation (for example expiration of the period for which the Accommodation Agreement was agreed, termination or suspension of the studies at the university, departure for a foreign internship, serving the accommodated person's at least 30 calendar days' notice, deregistration of the accommodated person from the dormitory without serving a notice, rescission of the Accommodation Agreement by the accommodation provider, etc.). After termination of the accommodation, the accommodated person shall hand over the accommodation place back in the state in which he/she received the same; further conditions, such as returning the monetary deposit, compensation for damage to accommodation furnishings, etc., are stipulated in the House Rules or, as the case may be, in the General Terms of Accommodation.

Article VI

Students are entitled to a reduced accommodation price, CTU graduates are entitled to an appropriate discount on the full accommodation price for a period of one year following graduation. The accommodation price for university students accredited in the Czech Republic is laid out in the Dormitory Price List usually for the given academic year. The amounts of other fees and payments are listed in the Price Lists for each particular academic year. The amounts of further fees and payments are listed in the valid Price List of Payments. The Price Lists lay out payments for accommodation at dormitories. The Price List of Payments lays out prices for services related to the accommodation (electricity), fees for receipt and processing of the accommodation application, the amount of reservation and accommodation deposit, insurance sums, etc.

Article VII

SFA CTU may issue other implementing regulations to carry out, or secure the technical implementation of the provisions of this Scenario.

Discussed by CTU AS on 29 April 2026

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Appendices: 1) Procedures and rules for accommodation at SFA CTU dormitories in Prague for the next academic year;
2) Accommodation Schedule for the next academic year;
3) General Terms of Accommodation