

**Schedule of Accommodation in CTU dormitories for AY 2015/2016**

Annex No. 2 to the AS

(hereinafter referred to as the "SoA")

document abbrev.	see the key	description of information	date
(GTA)	X *	<b>Deadline for online applications for AY 15/16 WAITING LIST: "2015-2016"</b> on the arrival date (from 14/9/2015 to 25/9/2015; students pay the price for dormitory accommodation/self-payer price from the last day of the regular arrival date) and <b>Accepting online applications for dormitory accommodations for internship or exchange students for the WS AY 15/16 WAITING LIST: "Erasmus+ &amp; Exchange Winter 2015"</b> (arrival date from 1/9/2015 to 25/9/2015)	<b>from 2/3/2015</b>
(GTA)	X *	Additional reservation of <b>holiday accommodation</b> for accommodated students until the end of the examination period in the SS ( <u>couples make reservations with the manager of the dormitory</u> )	<b>from 2/3/2015 to 31/3/2015</b>
(AS)	X *	<b>Online reservations</b> of accommodation for the academic year 2015/16 open; (couples make reservations with the manager of the dormitory)	<b>from 11/5/2015</b>
(AS)	X *	<b>Online reservations</b> of accommodation for the academic year 2015/16 close	<b>by 22/6/2015</b>
(GTA)	X *	<b>RESERVATIONS - Date of verification of account balance</b> on the SFA account for students <b>with reservations (account balance)</b> . As a means of confirmation of the interest in accommodation in the WS, students are required to have an account balance of CZK 2,500 or more (internship and exchange students are required to have an account balance of CZK 5,000 or more)	<b>as of 29/7/2015</b>
(GTA)	X *	<b>RESERVATIONS - Results of allocation of dormitory accommodation</b>	<b>5.8.2015</b>
(GTA)	X *	RESERVATIONS - cancellation of reservation by students <u>before</u> the results of allocation of dormitory accommodation (deposit refunded in full)	<b>by 5/8/2015</b>
(GTA)	X *	<b>APPLICANTS - Deadline for accepting applications</b> for dormitory accommodation for the 1st round of allocations; applications of internship and exchange students	<b>by 14/8/2015</b>
(GTA)	X *	<b>APPLICANTS - Results of allocation of accommodation</b> for the 1st round; applications of internship and exchange students	<b>19.8.2015</b>
(GTA) and (AS)	X *	<b>APPLICANTS - Deadline for payment of cash deposit for applicants</b> (students and interns) for dormitory accommodation with allocation from the 1st round. As a means of confirmation of the interest in accommodation in the WS, students are required to make a payment of a deposit of CZK 2,500 or more (internship and exchange students are required make a payment of CZK 5,000)	<b>by 26/8/2015</b>
(GTA)	X *	APPLICATIONS - cancellation of applications after the deadline for deposit payment (after 26/8/2015), by the last day of the regular term for arrivals (by 25/9/2015) - cancellation fee	<b>27/8 to 25/9/2015</b>
(GTA)	X *	<b>APPLICANTS - Results of allocation of dormitory accommodation for other rounds</b> (students are informed via e-mail or SMS together with the term of the deposit payment, if required)	<b>see info e-mail, text message</b>
(GTA)	X *	<b>APPLICANTS - Term of deposit payment</b> for applicants who receive confirmation of allocated dormitory <b>after</b> the 1st round of allocations. (students are informed via e-mail or SMS together with the term of the deposit payment, if required)	<b>see info e-mail, text message</b>
(GTA)	X *	Term for submitting requests for <b>postponement of arrival</b> to the dormitory in the WS (postponement up to 9/10/2015) - students pay the dormitory accommodation price/self-payer price from the last day of the regular term of arrivals	<b>by 18/9/2015</b>
(AS)	X *	<b>Prior to the arrival to the dormitory (from the term of arrival till 30/9/2015)</b> , students pay the accommodation services and associated fees in cash at one of the collection points or through the online payment gateway <b>GoPAY (including insurance)</b> . For estimated costs of accommodation services and associated fees, see <a href="https://www.suz.cvut.cz/files/financni_naklady.pdf">https://www.suz.cvut.cz/files/financni_naklady.pdf</a>	<b>on the day of arrival</b>
(GTA)	X ****	Beginning of the <b>regular arrivals</b> for dormitory accommodation	<b>from 14/9/2015</b>
(GTA)	X ****	End of <b>regular arrivals</b> for dormitory accommodation	<b>by 25/9/2015</b>
(GTA)	X *	RESERVATIONS - cancellation of reservation by the student <u>after</u> results of allocation of dormitory accommodation, but no later than by the last date of regular arrivals (cancellation fee)	<b>by 25/9/2015</b>
		<b>Bank holiday</b>	<b>28.9.2015</b>
(GTA)	X *	<b>The first business day after regular arrivals</b> (or the following day) for dormitory accommodation for applicants with allocation without specific designation	<b>29.9.2015</b>
(GTA)	X *	<b>Arrivals from the following day</b> (Wednesday after the regular arrivals) are possible only on business days during the standard office hours of the individual dormitories	<b>from 30/9/2015</b>
(AS)	X *	<b>Prior to the arrival to the dormitory after 30/9/2015</b> , students pay the accommodation services and associated fees for the month during which they arrived, in cash at one of the collection points or through the online payment gateway <b>GoPAY (including insurance)</b> . For estimated costs of accommodation services and associated fees, see <a href="https://www.suz.cvut.cz/files/financni_naklady.pdf">https://www.suz.cvut.cz/files/financni_naklady.pdf</a>	<b>from 30/9/2015</b>
(GTA)	**	<b>Internship or exchange students</b> pay the accommodation services and associated fees until the end of October 2015 <b>from the date of arrival to the dormitory</b> . Payment is to be made at one of the collection points or through the online payment gateway <b>GoPAY (including insurance)</b> . For estimated costs of accommodation services and associated fees, see <a href="https://www.suz.cvut.cz/files/financni_naklady.pdf">https://www.suz.cvut.cz/files/financni_naklady.pdf</a>	<b>on the day of arrival</b>

(GTA)		**	Accepting online applications for dormitory accommodation for internship or exchange students for the SS - extended term of arrivals (from 27/1/2016 to 4/3/2016) <b>WAITING LIST: "Erasmus+ &amp; Exchange Spring 2016"</b>	from 1/10/2015
(GTA)	X	*	Date of postponement of arrival to the dormitory in the WS (students request postponement of arrival in writing)	by 9/10/2015
(GTA)	X	*	Change of rooms between accommodated students within all CTU dormitories is possible	from 9/10/2015
(GTA)	X	*	Single accommodation - students can request a single room for the AY 15/16 (1.5 times of the accommodation price)	from 9/10/2015
(GTA)		**	Deadline for accepting applications for dormitory accommodation for the SS	by 9/12/2015
(GTA)		**	Results of allocation of dormitory accommodation in the SS	11.12.2015
(GTA)		***	Term for payment of cash deposit for internship and exchange students in the SS at CTU in the amount of CZK 5,000. Students shall make the deposit payment through the online payment gateway GoPAY in the ISKAM4 system or via bank transfer. <b>Students can pay the cash deposit including insurance (CZK 300).</b>	by 15/1/2016
(GTA)		****	Term for payment of cash deposit for non-CTU internship or exchange students in the SS in the amount of CZK 5,000 (7 calendar days before the reserved date of arrival)	7 days in advance
(GTA)		**	Deadline for submitting requests for postponement of arrival to the dormitory in the SS (postponement up to 4/3/2016) for internship or exchange students	by 11/2/2016
(GTA)	X	*	Additional reservation of holiday accommodation for accommodated students until the end of the examination period in the SS (couples make reservations with the manager of the dormitory)	from 1/3/2016 to 31/3/2016
(GTA)		**	The postponement date of arrival to the dormitory for internship or exchange students	by 4/3/2016
(GTA)	X	*	Accommodation until the end of the examination period in the SS	from 14/9/2015 to 1/7/2016
(GTA)	X	*	Year-round accommodation, i.e. until the end of summer holidays	from 14/9/2015 to 19/9/2016
(GTA)	X		Long-term accommodation for a definite period (with the option of applying for extension of accommodation no later than 1 month prior to the termination of the agreement)	from 14/9/2015 to 31/8/2017
<b>The regular arrivals dates</b> to the dormitory: 14/9/2015 – 25/9/2015 inclusive Office hours: Mon - Thu: 8:00-11:00 and 12:00-15:00; Fri: 8:00-11:00 and 12:00-14:00				
<b>The first business day after the regular arrivals (29/9/2015)</b> Office hours: 8:00-11:00 and 12:00-15:00				
<b>Standard office hours</b> after regular arrivals From 30/9/2015 inclusive, the office hours of accommodation offices of the individual dormitories shall be as set out at: <a href="http://www.suz.cvut.cz/koleje">www.suz.cvut.cz/koleje</a>				
<b>Arrivals dates for internship or exchange students:</b>				
WS	a) CTU students: <b>17/9/2015 - 25/9/2015</b> inclusive, arrivals are possible 24/7 directly at allocated dormitories			
(GTA)	b) non-CTU university students: arrive during the regular term of arrivals in the office hours, see GTA section G, point a, paragraph 1.			
SS	a) CTU students: <b>11/2/2016 - 21/2/2016</b> inclusive, arrivals are possible 24/7 directly at allocated dormitories			
(GTA)	b) non-CTU university students: arrive during the term of arrivals as per confirmed reservations, during office hours, see GTA section G, point a, paragraph 1.			

**Key:**

(AS)	Accommodation Scenario
(GTA)	General Terms of Accommodation
SS	Summer semester
WS	Winter semester
Regular arrivals	Regular arrivals

**Specifications and exceptions in the AS for the current academic year are marked with "X" for standard students and with an asterisk (\*, \*\*, \*\*\*, \*\*\*\*) for internship and exchange students, see the**

X	applies to standard students (= students other than internship or exchange students)
*	applies also to internship and exchange students
**	applies only to internship or exchange students
***	applies only to CTU internship or exchange students
****	applies only to non-CTU internship or exchange students

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[www.suz.cvut.cz](http://www.suz.cvut.cz)

[www.suz.cvut.cz/rez](http://www.suz.cvut.cz/rez)

[www.suz.cvut.cz/koleje](http://www.suz.cvut.cz/koleje)