

Schedule of Accommodation at the Czech Technical University for AY 2018/2019

(hereinafter 'SoA')

(appendix no. 2 to the Accommodation procedure - valid from March 1, 2018)

document acronym	see the key	information description	dates
(GTA)	X *	Deadline for submitting on-line applications for accommodation on campus for AY 2018/2019 WAITING LIST: '2018-2019' (arrival dates from 17.09.2018 - 27.09.2018) and Acceptance of on-line applications for accommodation on campus of a student on an internship or student exchange programme in WT (or WT and ST) for AY 2018/2019 WAITING LIST: 'Erasmus + Exchange Winter 2018' (arrival period from 17.09.2018 till 27.09.2018)	from 01.03.18
(GTA)	X *	Additional booking of holiday accommodation for residents until the end of the examination period in ST (<u>couples book accommodation with the economic manager of a respective hall of residence</u>)	from 01.03.18 till 29.03.18
(GTA)	X *	Deadline to supply a current certificate of studies. (Failing to supply the certificate in ST for students accommodated since the start of AY the price changes to a self-payer price.) see GTA, G, a), 5)	by 01.03.18
(AS)	X *	On-line booking of accommodation for AY 2018/2019 opens; (<u>couples book accommodation with the economic manager of a respective hall of residence</u>)	from 09.05.18
(AS)	X *	On-line booking of accommodation for AY 2018/2019 closes	by 20.06.18
(GTA)	X *	BOOKING PERSONS - Deadline for verifying the balance of financial assets on the account of SFA for the booking person (account balance). To confirm the interest in accommodation in WT, a student is required to have 3,000 CZK or more on his/her account (a student on an internship or student exchange programme must have 5,000 CZK or more on his/her account)	26.07.18
(GTA)	X *	BOOKING PERSONS - Results of accommodation allocation in a hall of residence	02.08.18
(GTA)	X *	RESERVATION - reservation cancellation by a student <u>before</u> accommodation is allocated in a hall of residence (return of the entire deposit)	by 02.08.18
(GTA)	X *	APPLICANTS - Closing date of receiving applications for accommodation on campus in the 1st round of accommodation allocation; applications of students on an internship and exchange programme	13.08.18
(GTA)	X *	APPLICANTS - Results of accommodation allocation in the hall of residence in the 1st round; applications of students on an internship and exchange programme	17.08.18
(GTA) and (AS)	X *	APPLICANTS - Deadline of the deposit payment for the applicant (student and intern) for accommodation on campus who succeeded in getting accommodation in the 1st round. To confirm interest in WT a student is required to pay a deposit of 3,000 CZK (a student on an internship or student exchange programme pays 5,000 CZK)	by 24.08.18
(GTA)	X *	APPLICATIONS - application cancellation by a student after paying a deposit (after 24.08.2018), by the last day of the regular arrival period (by 27.09.2018) at the latest (cancellation fee)	25.08.-27.09.18
(GTA)	X *	APPLICANTS - Results of accommodation allocation on campus in subsequent rounds (a student receives information by e-mail or SMS, with the deadline to pay a deposit if required)	see e-mail, SMS
(GTA)	X *	APPLICANTS - Deadline for a deposit payment for the applicant who receives information about the allocated hall of residence <u>after</u> the 1st round of accommodation allocation (the student receives information by e-mail or SMS, including the deadline to pay the deposit if required.)	see e-mail, SMS
(GTA)	X *	Deadline for submitting an application to defer the date of the arrival on campus in WT (deferral max. until 11.10.2018) - the student pays the resident fee / self-payer price from the first month of regular arrivals (hereinafter 'RA')	by 27.09.18
(AS)	X *	Prior to arriving on campus (arrivals by 27.09.2018 inclusive) a student pays for accommodation services, associated fees and insurance in cash or by a payment card at one of the collection points or via the payment gate GoPAY on-line. Anticipated costs for accommodation services and associated fees can be found on https://www.suz.cvut.cz/files/financni_naklady.pdf	on the arrival day
(GTA)	**	A student on an internship or exchange programme in WT (or in WT and ST) pays for accommodation services, associated fees and insurance until 31.10.2018 since the date of arrival at a hall of residence. The payment must be made in cash (or by a payment card for a fee) at one of the collection points or through the payment gate GoPAY on-line. Anticipated costs for accommodation services and fees can be found on https://www.suz.cvut.cz/files/financni_naklady_18-19_en.pdf	on the arrival day
(GTA)	X ****	Start of regular arrival period in the hall of residence	17.9.2018
(GTA)	X ****	End of regular arrival period in the hall of residence	27.9.2018
(GTA)	X *	RESERVATION - reservation cancellation by a student <u>after</u> accommodation is allocated in a hall of residence, by the last regular arrival date at the latest (cancellation fee)	by 27.09.18
		Bank holiday	28.09.18
(GTA)	X *	First working day after regular arrivals on campus for an applicant who was granted accommodation without specification	01.10.18
(GTA)	X *	Arrivals on campus from the following day (Monday after regular arrivals) are possible only on working days within standard office hours of individual halls of residence	from 02.10.18

(AS))	X	*	Prior to arrival on campus after 27.09.2018 a student pays for accommodation services, associated fees and insurance for the month in which he/she started accommodation, in cash (or by a payment card for a fee) at any collection point or through the payment gate GoPay on-line. Anticipated costs for accommodation services and associated fees are available on https://www.suz.cvut.cz/files/financi_naklady_18-19_en.pdf	from 27.09.18
(GTA)		**	Receiving applications for accommodation on campus made by a student on an internship or student exchange programme for ST - a flexible arrival period (08.02.2019 - 05.03.2019) WAITING LIST: 'Erasmus + Exchange SPRING 2019'	from 01.10.18
(GTA)	X	*	Deferred date of arrival on campus in WT - a student requests deferral of the arrival date on campus in writing	by 11.10.18
(GTA)	X	*	Room exchange of accommodated students in all CTU halls of residence is possible	from 11.10.18
(GTA)	X	*	Single accommodation - a possibility to request accommodation for AY 2018/2019 in a room for a single price (1.5 multiple of the accommodation price) -The applicant will be satisfied after satisfying all applicants for accommodation with respect to free double room to CTU dormitory	from 11.10.18
(GTA)		**	Closing date for receiving applications for accommodation in a hall of residence in ST	by 10.12.18
(GTA)		**	Results of allocation of accommodation in a hall of residence in ST	12.12.18
(GTA)		***	Deadline for a deposit payment for a student on an internship or exchange programme in ST at CTU in the amount of 5,000 CZK. A student pays a deposit through the payment gate GoPAY on-line in ISKAM4 (or by bank transfer). A student can pay the deposit including insurance (300 CZK).	by 16.01.19
(GTA)		****	Deadline for a deposit payment for students on an internship or exchange programme in ST at a university outside CTU in the amount of 5,000 CZK (is 7 calendar days before the booked arrival date on campus)	7 days in advance
(GTA)		**	Deadline for submitting applications to defer the arrival on campus in ST (deferral max. by 05.03.2019) for a student on an internship or student exchange programme	by 08.02.19
(GTA)	X	*	Deadline for submitting a valid certificate of studies. (Failing to supply the certificate of studies in a Czech university in ST for students accommodated since the start of the AY the price changes according to the Pricelist for self-payers.) see GTA, G), a), 5)	by 01.03.19
(GTA)		*	Additional booking of holiday accommodation for residents till the end of the examination period in ST (couples book accommodation with the economic manager of a relevant hall of residence)	from 01.03.19 till 29.03.19
(GTA)		**	Deferred date of arrival on campus in ST for a student on an internship or student exchange programme.	by 05.03.19
(GTA)	X	*	Accommodation until the end of the examination period in ST	from 17.09.18 till 28.06.19
(GTA)	X	*	Full-year accommodation, i.e. till the end of summer holidays	from 17.09.18 till 16.09.19
(GTA)	X		Long-term accommodation for a specific time (1 month before the contract expires at the latest the resident may request its extension)	from 17.09.18 till 31.08.20
Regular date of arrivals on campus: 17.09.18 - 27.09.18 inclusive office hours: Mon - Thu: 8:00-11:00 and 12:00-15:00; Fri: 8:00-11:00 and 12:00-14:00				
First working day after regular arrivals (01.10.18) office hours: 8:00-11:00 and 12:00-15:00				
Standard office hours after regular arrivals Office hours of accommodation offices of individual dormitories from 02.10.18 are governed by, including office hours published on, www.suz.cvut.cz/koleje				
Arrival dates on campus for students on an internship or student exchange programme:				
ST (or WT and ST)	a) CTU students: 17.09.18 - 27.09.18 inclusive, NON STOP arrivals straight at the allocated hall of residence are possible. Maximum duration of accommodation is till 06.02.19 for WT.			
(GTA)	b) students from other universities: commence accommodation within Regular arrival dates within office hours, see GTA section. G, point. a) para. 1).			
ST	a) CTU students 08.02.19 - 20.02.19 inclusive, NON STOP arrivals straight at the allocated hall of residence are possible.			
(GTA)	b) students from other universities: commence accommodation within arrival dates based on confirmed reservation within office hours, see GTA section G, point a) para1).			

Key

(AS)	Accommodation Scenario
(GTA)	General Terms of Accommodation
ST	Summer term

WT	Winter terms
RA	Regular arrivals

Specifications and exceptions in SoA for the current academic year are for standard students marked 'X' and for students on an internship and student exchange programme marked with asterisk (*, **, *, ****), see the following key:**

X	applies to a regular student (= a student not enrolled in an internship or student exchange programme)
*	applies also to a student enrolled in an internship or student exchange programme
**	applies only to a student enrolled in an internship or student exchange programme
***	applies only to a student enrolled in an internship or student exchange programmes at CUT
****	applies only to a student enrolled in an internship or student exchange programme at a university outside CUT

Czech Technical University (CTU) in Prague - Service Facilities Administration (SFA)

www.suz.cvut.cz

www.suz.cvut.cz/rezr

www.suz.cvut.cz/koleje

<https://web.suz.cvut.cz/Login>

Status of assets = account balance - a summary of all funds on the account of the accommodated person