



To all university students  
accommodated in the SFA accommodation facilities

In Prague, 31 May 2021  
Ref. No.: CVUT00006778/2021

## **Instruction from the Director No. 7/2021 - Update**

**laying down the rules for the so-called technical logout from dormitories and for the claims for a discount on the dormitory fees**

I.

**Considering the persisting epidemiological measures in effect in the Czech Republic**

**I determine**

**the rules for technical logout of students from accommodation at dormitories and the procedure for claiming a discount on dormitory fees in June 2021**

**1) Students can request technical logout for June 2021 no later than 4 June 2021, 2 pm.** The application can be submitted directly via the web interface ISKAM4 on the page 'Basic information' as follows (applications submitted in another form, e.g. in writing, by email, orally will not be considered and will not be accepted). **The application for technical logout for June 2021 will be made available in ISKAM4 on 1 June 2021.**

### **Input methodology in ISKAM4:**

- **Edit**
- **Technical logout**
- **Enter the letter Y in free field – it means yes**
- **Update**

The technically logout students who have a request for technical logout submitted in ISKAM4 can keep their personal belongings in the rooms; they will return the keys to the manager of the relevant dormitory and physically leave the dormitory unless they have already done so.

**2)** The students who chose technical logout in May 2021 and who do not want to return to the dormitory until June 24, 2021 including, will be able to request again technical logout in the ISKAM4 system as specified above, and will receive the discount on accommodation fees of 40%.

The technically logout students for June who have concluded an accommodation contract by the end of the examination period in the summer semester, i.e. by 25 June 2021, must end accommodation on 25 June 2021 in the morning office hours.

**3) The technically logout students will receive a 40% discount on accommodation fees at dormitories retroactively for June 2021 (until June 24,2021).**

**The calculation of the discount for June (until June 24,2021 including) for students with technical check-out who have a contract for accommodation by the end of the examination period in the**

**summer semester, i.e. by 25.6.2021 and will end the accommodation on 25.6.2021, will take place at the end of accommodation.**

The calculation of the discount for June 2021 (until June 24, 2021 including) for students with technical logout, who have follow-up holiday accommodation or a year-round or long-term accommodation contract will take place retroactively on a monthly basis (at the beginning of July 2021). The overpayment will remain on the student's account in ISKAM4.

**4)** A technically logout student may return to the dormitory at any time during the month of June 2021 (only within the validity of the accommodation contract) and continue accommodation in the dormitory, but will lose the right to a discount on the dormitory price for June 2021.

If a student needs to sleep in the dormitory for study reasons (exam, consultations, etc.), he will be allowed to do so 1 night before visiting school, but a maximum of 5 nights per month in June 2021 (only within the validity of the accommodation contract) and will not lose the right to a discount on the accommodation fee for June 2021. The exact date of stay for 1 night for study reasons, the student is obliged to submit well in advance via e-mail to the address [ubytovani@suz.cvut.cz](mailto:ubytovani@suz.cvut.cz) and wait for acceptance by the provider. The information will then be passed onto the home dormitory to allow the student access to the room.

**5)** A technically logout student may terminate accommodation at any time during June 2021 (only within the validity of the accommodation contract) without any penalty; he/she will lose the entitlement to a discount and will be charged a full price of the accommodation at dormitories until the day of accommodation termination.

**6)** A student is obligated to submit information on the termination of technical logout and the exact date of return to the dormitory well in advance via e-mail to the address [ubytovani@suz.cvut.cz](mailto:ubytovani@suz.cvut.cz) and wait for acceptance by the provider. The information will then be passed onto the home dormitory to allow the student to access the room.

**7)** When returning to a dormitory from abroad, the student is obliged to submit this information well in advance via e-mail to address [ubytovani@suz.cvut.cz](mailto:ubytovani@suz.cvut.cz) and wait for acceptance by the provider. Upon arrival, they must prove themselves with a negative test for COVID-19 and follow the instructions according to the current measures for entry in to the Czech Republic from the country from which they travel.

**8)** When returning to the dormitory from the Czech Republic, the student is obliged to comply with the provisions of the 8th full text of the Rector's Order No. 21/2020 To reduce the risk of coronavirus infection published on [www.cvut.cz](http://www.cvut.cz).

**9)** Regular inspections will take place at dormitories. If a student violates the conditions of technical logout and is present at the dormitory without reporting his/her return to the dormitory according to the paragraphs 4, 5, 6, and 7, he/she will be charged the full accommodation rate for the relevant month. In case of repeated violation of the conditions of technical logout the accommodation agreement will be cancelled by the accommodation provider.

**10)** For the holiday period starting on 25.6.2021 SFA CTU renews the system of payments for accommodation in accordance with valid price lists for accommodation and early termination of accommodation with return of security only after previous termination of accommodation according to the General Terms of Accommodation published on [www.suz.cvut.cz](http://www.suz.cvut.cz).

This instruction is valid and effective on the day of publication.

**Bc. Michal Vodička**  
Director of SFA CTU