

# *My university*

Baranovichi university newspaper

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## *Only in a hostel you understand*



*you have got...*  
**TO OTHER WORLD...**

*Vesnik BarSU*

# THE REGULATIONS OF THE STUDENTS' HOSTEL



## 1. GENERAL REGULATIONS

1. Hostel regulations of the educational establishment «Baranovich State University» set the operation mode of students' hostels, rights and obligations, the procedure of encouragements and disciplinary penalties to students.

2. Persons who move into the hostel, must personally present to the head of the hostel the following documents: passport (registration certificate), medical certificate of the established form, two photos 3\*4, the social passport and the renting contract.

3. Persons who move into the hostel must be informed on the rules of fire safety, safety in the operation of household appliances and gas equipment. They must study the regulations of the students' hostel, the order of registration (withdrawal from the registration) and put a signature in the book of briefing. Briefing is held by the head of the hostel.

4. Registration is carried out by the person responsible for it, according to the order established by the Ministry of Internal Affairs of the Republic of Belarus.

Registration payment is carried



out in accordance with the established procedure.

5. A person who moves into the hostel is provided with necessary equipment, bedding and the pass, which gives the right of entrance to the hostel.

6. Preterm cancellation of the contract of renting can be carried out according to the current legislation of the Republic of Belarus.

## 2. ACCESS TO THE HOSTEL

7. **The entrance to the hostel is open from 6.00 to 23.30.** Other individual mode can be set by the Chairman of the Commission of Housing and Domestic Affairs of the university, on the student's written request.

8. Visitors are allowed in the hostel every day from 9.00 till 21.00. They must leave the building not later than at 22.00.

9. Visitors (except for fathers, mothers, guardians of the student) are allowed in the hostel only after the permission of the Head of the hostel (or his deputy), or the tutor of the hostel (or his deputy) with the mark in the book.

10. During the examination session the entrance to the hostel is allowed only for the students of the university.

11. During the holidays, the entrance to the hostel for visitors is forbidden.

12. On entering the hostel residents must present the pass, and customers — an identity document (passport, registration certificate) or other documents that identify the owner's identity (driver's license, military ID card, student ID card, service ID card, pension certificate) and must be registered in the book of visitors.

13. Persons who do not have a document which proves the identity, or persons who are in of toxic, alcohol, narcotic or intoxication condition are not allowed in the hostel.

14. The student who invited a visitor must meet him on the watch and give his pass to the person on duty.

15. When a visitor leaves the hostel, the time of departure and reprimands (if there are any) are marked in the book of visitors.

16. The student who invited a visitor is responsible for his timely departure from the hostel and his compliance with the hostel regulations.

## 3. RIGHTS AND OBLIGATIONS OF HOSTEL RESIDENTS

### 17. Hostel residents have a right to:

- *Use the living space, premises of cultural and domestic purposes, equipment and extra services;*

- *demand the replacement of furniture and equipment that have come into disrepair and other domestic items (except when damaged and put out of order by the students);*

- *elect the students' council and be elected into it;*

- *take part in the improvement of social and living conditions, in the organization of educational work and free time, and decorating living rooms and other premises;*

- *participate in the discussion and resolution of all issues that relate to the students' life in the hostel;*

- *make offers for improving the work of the hostel, for the organization of free time, for the development and strengthening of material base;*

- *use the services of luggage storage (the workers of the hostel do not bear responsibility for the safety of the things that have been deposited);*

### 18. The students who are living in the hostel MUST:

- follow the hostel regulations;
- register at the place of stay in accordance with the Legislation;

- pass a medical examination within the prescribed time-limit and inform the head of the hostel about it;

- pay in due time for the accommodation

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*Окончание. Начало на с.2.*

and other services in accordance with the legislation;

- follow the rules of fire safety when using gas, electric and other equipment and rules of first aid when doing physical training in gyms;

- know the evacuation routes and own actions in emergency situations;

- use the living space, cultural and domestic premises, equipment and stock in accordance with their purposes;

- treat cautiously residential, auxiliary and utility premises, equipment and stock of the hostel;

- maintain cleanliness in residential, utility and auxiliary premises, observe the cleaning schedule of accommodation that is shared with several people;

- comply with hygienic standards;

- comply with the generally accepted rules of behavior;

- spend water, electric and thermal energy economically;

- keep silence in the hostel after 23.00;

- pass all property when leaving the hostel, clean the room and other facilities that have been in use. In case of not returning property or causing damage a student compensates for damage in accordance with the Legislation;

- buy lighting electrical equipment at their own expense. Installation of lighting electrical equipment is produced by the hostel staff.

**19. Residents of the hostel ARE FORBIDDEN TO:**

- *spoil property or use it not for the designated purpose, commit actions that violate the cleanliness and order;*

- *remove property and make re-planning of rooms;*

- *move from one room to another, shift the furniture;*

- *move the hostel property from one room to another;*

- *stick to the walls of a living room and common areas, calendars, pictures, announcements, applied on the wall inscriptions and drawings;*

- *smoke, consume tobacco products, bring, store, and use the hookah, electronic cigarettes in the hostel, on the territory of the university and the territory*



*adjacent to it;*

- *bring, store, use heating devices for premises and devices for cooking food;*

- *bring and drink alcoholic, low alcohol, alcohol-containing beverages and beer, extend, store and use drugs, psychotropic, toxic and other stupefying substances;*

- *be in condition of toxic, alcohol, narcotic intoxication in the hostel, on the territory of the university and the territory adjacent to it;*

- *switch on the musical equipment after 23.00 with the volume, which overcome the audibility within the room and without the permission of those who live in the room;*

- *leave visitors in the hostel after 22.00 without the permission of the Chairman of the Commission of Housing and*



*Domestic Affairs of the university;*

- *keep in the hostel cats, dogs and other animals;*

**20. The residents of the hostel are involved by the administration and bodies of student's self-governing institutions in socially useful work (2 hours per month) with observance of labor protection rules.**

**4. ENCOURAGEMENTS AND PENALTIES**

**21.** For active participation in the work of establishing of adequate living conditions, organization of free time for students in the hostel the following encouragements are set:

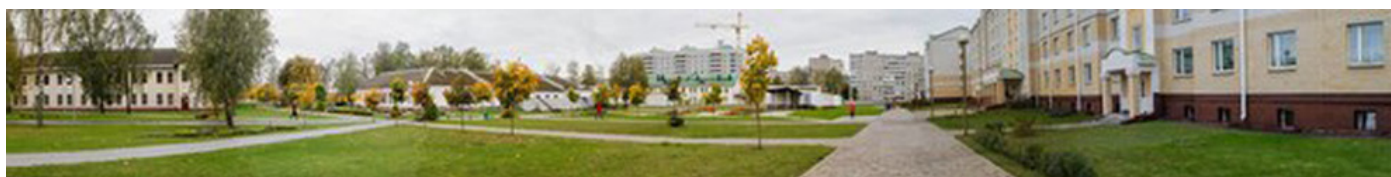
- Commendation;
- Certificate of honour;
- Supplements to scholarship, premium;
- letter of thanks to the legal representatives of the student;
- valuable presents.

**22.** For violation of the hostel regulations to the students can be applied the following penalties:

- reprimand;
- reproof;
- compensation for material damage;
- deprivation of the place in the hostel;
- ban on visiting the hostel;
- expulsion from the university.

**23.** Encouragements and penalties are declared on the basis of reports of staff of department of educational work with youth, members of the commission of the university on domestic questions of students, administration of the hostel, decisions of students' council.

*Translated by student ANASTASIYA ZBOROVSKAYA*



## **DEAR STUDENTS!**



*If you have questions, offers, remarks  
connected with the organization  
of students' life in hostels,*

***you can adress:***



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Changes in staff are possible. See up to date information on the  
web page [www.barsu.by](http://www.barsu.by) — units — department of educational work with youth — staff.



## Instruction

# ALGORITHM OF EARLY TERMINATION OF TENANCY AGREEMENT IN HOSTEL (only for full-time student, not for listeners of preparatory department)

1. Students, living in the hostels of the university, have rights at the early termination of tenancy agreement in hostel.

2. To terminate a tenancy agreement in hostel a student must apply to the secretary of the living questions commission of students (administrative building № 2, room 110). The student must have the tenancy agreement without fail.

3. The secretary gives an application form for a student to fill it in.

4. If a student is not of the full legal age, the secretary gives the application form for a student to adjust it with a student's legal representative (mother, father, tutor), after that a student gives the application form back to the secretary.

5. The students' applications are considered at the conferences of the students' living questions commission, that are held each 6 and 20 number monthly (or the first working day, following this rest-day). According to the results of the conferences of the students' living questions commission they issue the rector's edict.

6. A student has a right to terminate the tenancy agreement in hostel from the date not earlier than 3 days from the conferences of the students' living questions commission in the presence of preliminary applying to the commission.

7. In decision of members of the commission about the early termination of tenancy agreement in hostel, the secretary gives to the student a subscription list at the day of the decision.

8. *Attention!* The date of the signature of the following official the subscription list cannot be signed earlier by the next one.

9. *Attention!* The early termination of the tenancy agreement in hostel rent cannot be after the last day of the payment for the residence in the hostel.



*For example:* the student applies to the commission to terminate a tenancy agreement. The conference commission is planned to be held at 6th of March. Conformably, the date of writing an application form must be not after 5th of March and the request about the early termination of tenancy agreement — not earlier than 9th of March.

If one applies at 10th of march, then the request about the early termination of tenancy agreement must not be earlier than 23rd of March, thus the decision for the application can be made only at 20th of March, at the day of the conference of the commission. And the student will get a subscription list at 20th of March.

*Department of educational work with youth  
Trade-union organization of students of university*

Ask all the interesting questions on the forum of our website  
[www.barsu.by](http://www.barsu.by) — university forum — hostels  
and we will give a comprehensive answer to all your questions

**Vesnik BarSU**

**Instruction**



***ALGORITHM OF THE PROCESS OF CANCELLATION  
OF THE TENANCY AGREEMENT IN HOSTEL WITH FULL-TIME  
STUDENTS DISMISSED FROM THE UNIVERSITY***

1. Employment contract cancellation with the students, dismissed from the university is carried out in the day of the student’s application to the manager of a hostel with a request for contract cancellation, but no later than 3 days from the date of the publication of the order on dismissal.

2. The student dismissal from the university and unseated in a hostel, addresses to the manager of a hostel and provides roundabout a leaf of a form sample (stands out in the dean’s office or in the students’ sector):

3. *Attention!* The accountant signs a roundabout form only after the signature of the hostel manager.

Library	Dean’s office	Hostel (governor)
Accounts department	Social pedagogue	Secretary of primary organization «BRUY»
Chairman of trade-union committee of students	Pasportist	Human resources department (students’ sector)

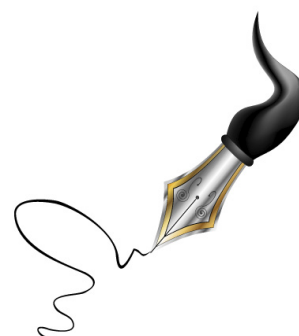
4. *Attention!* Before signing a roundabout form at the hostel manager the student should sign it out at a pasporter.

*Drawing 1 — a sample of a roundabout leaf of a form sample*

5. The manager of a hostel terminates the employment contract of premises and makes in a roundabout form the corresponding mark in day of the application of the student «The employment contract of premises will terminate from «\_\_» \_\_\_ 201\_\_ y.».

6. If the student doesn’t terminate the employment contract in a 3-day term after expel from university and deprivation of a place in a hostel, voluntary the university sends to the residence of the student the informing letter on a reference to the court and compulsory eviction of the student and then appeals to the court with the statement of claim.

7. The last day of payment for living in a hostel is the date of cancellation of the employment contract of premises (i. e. student perfects all days as for living till he/she addresses to a hostel manager for employment contract cancellation).



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and we will give a comprehensive answer to all your questions



## ***ALGORITHM OF THE PROCESS OF GETTING PREMISES IN UNIVERSITY HOSTELS FOR SUMMER (VACATION) PERIOD***

1. The foreign student needing premises for accommodation for the summer (vacation) period (undergoing practical training, working in volunteer group, pedagogical group, in other exceptional cases) has the right to apply to the commission of living questions of students with the corresponding request for getting premises in a university hostel during the summer (vacation) period.

2. The student can address to the secretary of the commission on living questions of students no later than 10 June annually.

3. All applications are considered at meeting of the commission on living questions of students no later than June 20. According to the results of a meeting of the commission the order of the rector on giving premises in university hostels during the vacation period is issued.

4. *Attention!* The secretary of the commission has the right to accept applications of students for getting premises in a university hostel for consideration by the commission on living questions of students after June 10, but no later than June 20 annually ONLY in a case of granting by the student of a leaf of temporary disability (sick-list).

5. The secretary of the commission gives the direction on settling during the summer period after the publication of the rector's.

6. Payment for accommodation in university hostels during the summer period is appointed from the date of the conclusion (extension) of the employment contract of premises in university hostels on date of its cancellation.

7. *Attention!* The manager of a hostel has no the right to provide premises to students during the summer (vacation) period without the decision of the commission on living questions of students and the relevant order of the rector.

8. At evasion of the student from eviction after the expiration of the employment contract of premises, the manager of a hostel in day of establishment of such a fact informs the chairman of the commission in the form of the report.



*Translated by student  
KATERINA KLIMACHEVA*

*Because my house is a hostel,  
Which has one quality:  
Here any eccentricity is possible.  
Turmoil, friends and fun  
In a moment will cheer you up.*

*And the name and a patronymic isn't important to us,  
Won't find you here loneliness.*

*We live as a big family,  
My youth flies by here.*

*All of us different, interesting,  
For each other the absolutely unknown  
Here with friends behind a tea cup  
We will understand: life is a fine.*