

## **HOUSING & RESIDENCE LIFE GUIDE IN KBTU JASTAR CITY DORMITORY**

### **➤ WHAT IS PROHIBITED AT KBTU JASTAR CITY:**

1. To smoke and the use of electronic cigarettes, vapes and smoking drugs.
2. To bring, store or drink alcoholic beverages in the dormitory.
3. To engage in entrepreneurial and commercial activities.
4. To access unauthorized bypassing existing security desks (Face ID).



### **➤ WHAT YOU MUST DO AT KBTU JASTAR CITY:**

1. Comply with the Residence rules, Housing rules, Safety regulations, Residence agreement.
2. Treat premises, equipment, furniture with care, bear financial responsibility for property given to you for personal use.
3. Reimburse the cost of lost or damaged inventory and equipment.
4. If you detect any malfunctions in the room, equipment or communications located in it, immediately take possible measures to eliminate them and be sure to report them to the hostel staff or the manager on duty at night.
5. Allow employees and representatives of the Student Council to enter the room to inspect the condition of the room, sanitary and other equipment, as well as to perform the necessary work.
6. Comply with the requirements regarding the Residence Rules of educational managers, the Student Council and the staff, who have the right to file a petition for eviction for breaking the Residence Rules.
7. Keep the provided premises clean and maintain order in common areas (kitchen, bathrooms, etc.), carry out daily cleaning, as well as weekly deep cleaning of the living area and bathrooms located in the rooms.

8. Carry out cleaning the common areas in the kitchen according to the fixed schedule. Cleaning schedules are drawn up by the floor leaders with the chairman of the Student Council and coordinated with the dormitory staff.
9. Wash bed linen regularly.
10. Be sure to use mattress covers and bed linen.
11. Make timely payment for accommodation.
12. Save electricity and water.
13. Observe silence after 23.00 hours.
14. Strictly observe the access regime, entrance no later than 23.00 hours. Employment of a student living in KBTU Jastar City outside of school hours should not lead to a violation of the Internal Regulations.
15. Attend meetings and briefings held in the dormitory.
16. Regularly review information on the bulletin board.
17. In case of eviction of one's own will, expulsion or violation of the Residence Rules, the amount paid for accommodation will not be returned.
18. Before leaving KBTU Jastar City, fill out a bypass form.
19. At the end of the academic year, hand over the living room safely to the dormitory manager on duty (walls, doors, locks, furniture must be repaired by residents in case of damage), hand the keys over to the dispatcher.
20. Depending on the sanitary and epidemiological situation, strictly observe all quarantine and restrictive measures.
21. If signs of acute respiratory viral infection are detected, go to the medical center.

save electricity



save water



### **IF YOU NEED TO ASK FOR A LEAVE OF ABSENCE:**

1. When leaving the hostel for a period of one to three days, you must register in the Resident's Temporary Absence Register, which is kept by the educational work manager.
2. When leaving the hostel for a period of four or more days, you must fill out a request form addressed to the director. In this case, the educational manager must obtain consent and confirmation from parents via mobile communications. When leaving, the resident must take valuables with him, as the administration is not responsible for their safety.