



UNIVERZITA
KOMENSKÉHO
V BRATISLAVE

Internal Regulations of Comenius University Bratislava

Internal Regulation No. 15/2022

Directive of the Rector
of Comenius University Bratislava

**regulating the procedure for concluding
accommodation contracts in the accommodation
facilities of Comenius University Bratislava**

Year 2022

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The Rector of Comenius University Bratislava (hereinafter referred to as "the CU") is hereby issuing this Directive in accordance with Article 10(3) of Internal Regulation No. 3/2007 Organisational Regulations of CU, as amended, in accordance with Section 98(2) of Act No. 131/2002 Coll. on Higher Education and on Amendments and Additions to Certain Acts, as amended (hereinafter referred to as "the Higher Education Act"), and after discussion in the Commission for University Dormitories and Accommodation of the Academic Senate of CU:

Art. 1 **Subject of the regulation**

- (1) This Directive regulates the procedure for concluding accommodation contracts in the CU accommodation facilities for temporary accommodation (hereinafter referred to as "the Accommodation Contract") provided to
 - a) students of the CU faculties,
 - b) students of other higher education institutions, and
 - c) the CU employees¹.

- (2) This Directive shall apply mutatis mutandis to the procedure for concluding accommodation contracts with persons other than those referred to in paragraph 1.

- (3) For the purposes of this Directive, the CU accommodation facilities shall mean:
 - a) **accommodation facilities under the direct management of the CU:**
 - i) Mlyny campus (Mlyny CU),
 - ii) Družba campus (Družba CU)²(hereinafter collectively referred to as "the University-wide accommodation facility"),
 - iii) Study and Congress Centre Modra - Harmónia (SCCMH),
 - iv) Teaching and training facility Modra - Piesok (TTFMP),
 - v) Teaching and training facility Richňava,
 - vi) Professor's House.

 - b) **accommodation facilities under the management of the faculties of the CU:**
 - i) Comenius University Bratislava, Jessenius Faculty of Medicine in Martin,
 - ii) Comenius University Bratislava, Faculty of Physical Education and Sport(hereinafter referred to as "the faculty accommodation facility").

¹ Art. 1 (1) and (7) of Internal Regulation No. 26/2021 Working Regulations of Comenius University, as amended.

² Art. 15 of Internal Regulation No. 22/2021 Organisational Regulations of the Rector's Office of Comenius University.

- (4) This Directive shall not apply to the conclusion of accommodation contracts:
- a) in priestly seminaries³ of the Comenius University Bratislava, the Faculty of Roman Catholic Theology of Cyril and Methodius,
 - b) at the Theological Home of the Evangelical Church of the Augsburg Confession in Slovakia at the Comenius University Bratislava, Evangelical Lutheran Theological Faculty.

Art. 2

General principles for the conclusion of accommodation contracts

- (1) The accommodation contracts shall be concluded in accordance with Sections 754 to 759 of Act No. 40/1964 Coll., the Civil Code, as amended (hereinafter referred to as "the Civil Code"), or in accordance with the provisions of Sections 52 to 54⁴ of the Civil Code.
- (2) The accommodation contracts shall be concluded in writing.
- (3) The recommended specimens of accommodation contracts are annexed to this Directive. The CU accommodation facilities are authorised to adapt the specimens of accommodation contracts to their specific operating conditions.
- (4) Draft specimens of contracts on accommodation in the University-wide accommodation facilities may be subject to negotiation by a body to be determined by a generally binding legal regulation or the Statute of the CU.
- (5) The method of preparation, negotiation and approval of specimens of contracts on accommodation in the faculty accommodation facilities valid for the relevant academic year in the faculty accommodation facility is regulated by the internal regulations of a faculty of Comenius University to which the faculty accommodation facility belongs.

Art. 3

Accommodation contracts for students of faculties of Comenius University

- (1) The contracts on accommodation of students of faculties of Comenius University (hereinafter referred to as "the student accommodation contract") are concluded following the results of the process of allocation of accommodation to students and doctoral students of the faculties of Comenius University in the accommodation facilities of Comenius University according to a special internal regulation of Comenius University.⁵

³ Section 39 of the Higher Education Act.

⁴ In accordance with the established case law, the accommodation contracts are governed by the legal regime of consumer contracts.

⁵ Art. 7 to 14 of Internal Regulation No. 8/2017 Directive of the Rector of Comenius University regulating the accommodation process at Comenius University, as amended.

- (2) Student accommodation contracts are concluded for a period of 10 months (September to June) of the relevant academic year or for the relevant part of that period.
- (3) At the request of
- a) a doctoral student of a faculty of Comenius University in the full-time form of study, and
 - b) a student of a faculty of Comenius University with a social scholarship awarded also for the months of July and August⁶
- the student accommodation contract is concluded for the entire academic year (September to August).
- (4) The student accommodation contracts for students studying at the faculties of Comenius University within the framework of foreign academic mobility are concluded for a period of 10 months (September to June) of the relevant academic year or for the relevant part of this period (usually for one semester).
- (5) If a student of a CU faculty in the accommodation process has been allocated a bed in a CU accommodation facility on the basis of his/her interest,⁷ in a specific accommodation model, the student accommodation contract is concluded for the relevant period of time according to the conditions of the specific accommodation model.⁸
- (6) **The student accommodation contracts are concluded on behalf of Comenius University by the following persons:**
- a) in the case of students accommodated in the University-wide accommodation facilities, by the Director of the Student Houses Unit, who may delegate this authority to the Head of the Accommodation Department Mlyny CU and the Head of the Accommodation Department Družba CU or other employees of the Rector's Office of Comenius University chosen by him/her,

⁶ Section 7(1) of Decree of the Ministry of Education of the Slovak Republic No. 102/2006 Coll. on the awarding of social scholarships to students of higher education institutions, as amended, regulates the range of students who are also awarded a social scholarship for the months of July and August of the relevant academic year.

⁷ Art. 8(3)(e) of Internal Regulation No. 8/2017 Directive of the Rector of Comenius University regulating the accommodation process at Comenius University, as amended.

⁸ For example, the "10+2" model (the offered Mlyny campus), which allows accommodation of a student of a faculty of Comenius University for the entire period of the current study and other uninterrupted follow-up studies at the faculties of Comenius University. The student is not checking out from accommodation for the months of July and August, he/she can use the allocated room (bed) continuously and pays for it the accommodation price specified in the accommodation contract. If he/she is not allocated with accommodation in the following academic year, he/she will lose his/her entitlement to that room (bed).

- b) in the case of students accommodated in the faculty accommodation facilities, by the deans of the faculties of Comenius University under whose jurisdiction the faculty accommodation facilities fall; by the deans of the faculties of Comenius University may delegate this authority to the heads of the faculty accommodation facilities.

Art. 4

Accommodation contracts for students of other higher education institutions

- (1) The conclusion of accommodation contracts with students of other higher education institutions for whom the University-wide accommodation facilities provide temporary accommodation on the basis of agreements between the CU and these higher education institutions is governed by the terms of the agreement between the CU and the higher education institution in question.
- (2) The provisions of Article 3(2) and (3) shall apply mutatis mutandis to the conclusion of accommodation contracts with students of higher education institutions with which the Comenius University has not concluded an agreement on the provision of temporary accommodation.
- (3) The provision of Article 3(6)(a) shall apply equally to the conclusion of accommodation contracts with students of other higher education institutions.

Art. 5

Accommodation contracts for CU staff

- (1) The contracts on accommodation of CU employees (hereinafter referred to as "the Employee Accommodation Contract") are concluded following the results of the process of allocating accommodation to the CU employees in the CU accommodation facilities in accordance with a specific internal regulation of Comenius University.⁹
- (2) The staff accommodation contracts shall be concluded for a maximum period of 24 months.
- (3) The accommodation period specified in the employee accommodation contract may be extended by a maximum period of 24 months, provided that the CU employee continues to meet the conditions for the allocation of accommodation according to a specific internal regulation of the CU;¹⁰ the accommodation period may also be extended repeatedly.

⁹ Art. 15 and 16 of Internal Regulation of CU No. 8/2017 Directive of the Rector of Comenius University regulating the accommodation process at Comenius University, as amended.

¹⁰ Art. 15 (2) and (3) of Internal Regulation of CU No. 8/2017 Directive of the Rector of Comenius University regulating the accommodation process at Comenius University, as amended.

- (4) The employee accommodation contracts are concluded on behalf of the CU by the following persons:
- a) in the case of the CU employees accommodated in the University-wide accommodation facilities, by the Director of the Student Houses Unit,
 - b) in the case of the CU employees accommodated in the accommodation facilities under the direct management of the CU referred to in Article 1(3)(a)(iii) to (v) of the Directive, by the senior staff of the accommodation facility concerned,
 - c) in the case of the CU employees accommodated in the accommodation facilities under the direct management of the CU referred to in Article 1(3)(a)(vi) of the Directive, by the Vice-Rector of CU for Property and Investments,
 - d) in the case of the CU employees accommodated in the faculty accommodation facilities, by the deans of the faculties of the CU under whose jurisdiction the faculty accommodation facility falls; by the dean of a faculty of the CU may delegate this authority to the head of the faculty accommodation facility.
- (5) Where accommodation is also provided for a close person,¹¹ the names and surnames of these persons shall also be stated in the staff accommodation contract.
- (6) Paragraph 4 of this Article shall apply mutatis mutandis **to the conclusion of commercial accommodation contracts.**

Art. 6

Accommodation (dormitory) regulations

- (1) In addition to the provisions of generally binding legal regulations and the accommodation contract, the rights and obligations of the parties to the accommodation contracts are governed in particular by the provisions of the accommodation (dormitory) regulations of the relevant accommodation facility of the CU.
- (2) The accommodation (dormitory) regulations regulate in more detail the conditions of accommodation under which the CU accommodation facility provides temporary accommodation and the related rights and obligations of the parties to the accommodation contracts.¹²
- (3) The accommodation (dormitory) regulations of the accommodation facilities under the management of Comenius University are internal regulations of Comenius University.

¹¹ Section 116 of the Civil Code.

¹² The accommodation (dormitory) regulations play the role of contractual conditions in the accommodation contract pursuant to Sections 53 and 54 of the Civil Code.

- (4) The draft accommodation (dormitory) regulations, as part of the continuous review of all aspects of accommodation in the University-wide accommodation facilities, may be subject to negotiation by a body designated by a generally binding legal regulation or the Statute of the CU.
- (5) The accommodation (dormitory) regulations of the University-wide accommodation facility shall be submitted to the Rector of Comenius University for signature by the Director of the Student Houses Unit.
- (6) The accommodation regulations for the accommodation facilities under the direct management of Comenius University referred to in Article 1(3)(a)(iii) to (vi) of the Directive shall be submitted to the Rector of CU for signature by the Registrar of Comenius University together with the Vice-Rector of CU for Property and Investments.
- (7) The method of preparation, negotiation and approval of accommodation (dormitory) regulations in the faculty accommodation facility shall be regulated by the internal regulations of a faculty of Comenius University to which the faculty accommodation facility belongs.

Art. 7
Common provisions

- (1) On the website of the CU accommodation facilities, the following shall be published:
 - a) specimens of student accommodation contracts valid for the relevant academic year, and
 - b) the accommodation (dormitory) regulations valid for the relevant academic year and their amendments.
- (2) The CU accommodation facilities shall provide the CU Rector's Office's Centre for the Support of Students with Specific Needs with the documents referred to in the preceding paragraph for the purpose of ensuring their accessibility for applicants for studies and students with disabilities.

Art. 8
Transitional and final provisions

- (1) The accommodation contracts concluded under the previous internal regulations of the CU remain unaffected by this Directive.
- (2) Internal Regulation No. 11/2017, approved by the Academic Senate of Comenius University Directive of the Rector regulating the procedure for concluding contracts

on accommodation in the accommodation facilities of Comenius University, is repealed.

- (3) The annexes to this Directive are specimens of contracts on accommodation in the CU accommodation facilities as follows:
- a) Annex No. 1 Accommodation Contract - student
 - b) Annex No. 2 Amendment No. 1 to the Accommodation Contract - student (changing accommodation)
 - c) Annex No. 3 Agreement on the termination of the Accommodation Contract - student
 - d) Annex No. 4 Accommodation Contract - staff
 - e) Annex No. 5 Accommodation Contract - commercial
- (4) This Directive shall enter into force and take effect on the date of its signature.

Bratislava, 15 June 2022

Prof. JUDr. Marek Števček, PhD.
Rector of the CU