

House Rules of Hotel Sandra Youth Hostel
2020-2021

1,

Hotel Sandra Youth Hostel, as an independent commercial accommodation service provider, forms an integral part of the University of Nyíregyháza, an educational institution.

Accordingly, due to its function, its primary goal is to completely provide the opportunity for calm and undisturbed learning, and the effective preparation for the profession.

The places in the Youth Hostel not used by the students of the University of Nyíregyháza are sold on the free market as so-called accommodation services to external guests.

The youth hostel is managed by the hostel manager, whose work is helped by the 3-member elected students' self-government (ISZHÖK) operating in the youth hostel.

2,

According to the rules of cohabitation, the residents of the youth hostel must not disturb either each other or the external guests living in the hostel in their work, rest or entertainment.

3,

All residents of the youth hostel must follow the Silence Regulation, which states that all loud activities that disturb the peace of the residents are prohibited during this time. Such activities may only be performed in venues/rooms reserved for events and entertainment. It is the responsibility of the youth hostel staff to ensure that such rules are complied with. The operation of the rooms for entertainment is determined by the operators in agreement with the youth hostel manager and the students' self-government of the youth hostel (ISZHÖK).

4,

When the residents of the hostel move in, they receive a magnetic card, a so called "access card to the access system", which costs HUF 2,000. On request, the resident can prove his/her access rights with it. When the residents enter the hotel, they are obliged to present their ID card without any special request; the staircase and the elevators leading to the rooms must be accessed through the access control system! You must not enter without a card!

After the closing of the entrance to the youth hostel at 23:00 (11:00 p.m.), the residents can enter the hostel through the door opened with magnetic lock on the right-hand side of the main entrance, which is also opened by the access card. If you lose the card, the cost of the new card is HUF 5,000.

The guests using the room on the free market do not have to pay for the card!

5,

Each student in the youth hostel is obliged to pay a one-time "cultural fund" of HUF 1,000 when they move in, mainly for cultural expenses and their access to the youth hostel, and to pay a tenant deposit (one-month fee), in addition to the normal monthly fee (the unused part of the deposit is deducted from the last month's rent (June)).

The guests using the available free beds are required to pay the accommodation fee and the fee for any potential extra service before they occupy the room, however, they do not pay either cultural fee or deposit!

6,

The current and payable monthly accommodation service fee (the so-called operational and additional service fee), must be paid at the hostel's reception by the 15th day of the given month at the latest, except for the months of September and June. The full-month hostel fee is payable each month, regardless of the date of the moving-in. The hostel fee for June is payable by 15th May, if the one-month deposit paid in September has already been used up, otherwise the deposit paid when moving in will be used.

The fact that the payment has been made can be proven by the hostel's resident by showing the cash register's payment receipt, which he/she must keep and present in case of a dispute.

If the receipt is not presented, the payment is considered not to have been made!

The back of the receipt must clearly show the resident's identity.

7,

The lease agreement of the youth hostel is valid from the opening day of the academic year in September (5th September) to 20th June of the following year, however, the hostel fee payable for both shorter months is the same as the fee payable for a full month.

The tenant must be paid a full fee for each month started. While the fee to be paid was determined, this fact was taken into account.

The lease can be terminated by both parties with 1 month's notice, during the above-mentioned period, under the following terms and conditions, however, the student must pay the hostel fees for the current month:

a. / Termination by the student may be made in writing addressed to the youth hostel manager, according to the following schedule:

Reporting (until)	Moving-out (until)
26 th September	31 st October
31 st October	29 th November
28 th November	20 th December
19 th December	31 st January
30 th January	28 th February

8,

From among the residents of a room, the last student to leave the room must return the room in a clean state, together with its furnishings/fixtures, in the same technical condition he/she has received it when moving in, to the receptionist of the building and to the representative of the self- government (ISZHÖK).

9,

If the interest of the University or the Youth Hostel makes it necessary, the tenant's place can be used a maximum of 4 times a year, for a total period of 12 days.

In this case, the resident will be notified at least 4 weeks before such use in writing, and the next month's fee will be reduced time-proportionately (taking the duration of the use into account), except when the use of the bed is the university's high-priority interest.

10,

The youth hostel membership rights are non-transferable. This includes all the services and benefits received in the hostel.

The youth hostel membership card is non-transferable, cannot be given to anyone, and any misuse of it will result in the immediate termination of the tenant's legal relationship. The loss of the card must be reported to the reception service within 24 hours; it must be handed to the receptionist when moving out.

11,

The external visitors, guests (including the students not living in the youth hostel) may stay in the hostel from 07.00 a.m. to 11:00 p.m. (23.00) as per the Visitors' Rules, at the responsibility of the resident of the youth hostel; after that time, they must leave the building and must not stay inside!

There is no possibility to transfer the place (bed) to an external guest under any legal title; an external guest can only stay in a guest room!

The resident is responsible for the external guest staying in the room after 23:00, which is a serious violation of the House Rules.

12,

At the request of the guest, the receptionist may ask the resident to come to the lobby.

13,

If a resident of the youth hostel receives a guest, the guest is obliged to hand his/her ID card to the receptionist and name the host. The receptionist will issue a "hotel pass" upon receipt of the ID card. The resident (host) is fully responsible for his/her guest. The fee for a "hotel pass" lost by an external guest is HUF 5,000.

The youth hostel can only provide a limited number of guest rooms for the visitors and guests, with prior registration, according to the current price list.

Guests must not be accommodated in student rooms!

14,

DO NOT smoke in the entire area of the youth hostel!

Smoking is only allowed in the designated smoking places of the yard.

The violation of the smoking prohibitions is a serious disciplinary offense that results in the immediate suspension of the use of the bed, a so called "immediate extraordinary termination", because the automatic smoke alarm and fire extinguishing equipment can start regardless of the intention of the youth hostel staff and flood the building with water that can only be stopped by the fire brigade. The cost of the restoration must be reimbursed jointly by the person who caused the fire and the occupants of the affected room, as supported by an expert opinion.

15,

The application for a place in the youth hostel must be submitted by the already boarding students by the last day of the exam period plus 1 month (deadline) – indicating the precise details. The application is made online, similar to the dormitory room application (the so called Neptun code is used).

The decision about the admission is made based on the uniform dormitory and hostel admission rules of the University of Nyíregyháza.

According to practice, the first-year school-starting students should submit their application for the admission in August, and the students should receive a response to their application by 20th August. In the event of a negative answer, they may file an appeal with the Student Appeals Committee addressed to the Director of the University Dormitory, or a member of the University staff assigned with this task within 8 days. The decisions about the appeals are made between 20th August and 5th September. The University of Nyíregyháza hands the youth hostel manager the list of the persons entitled to use the youth hostel, regarding the "old" boarding students, by 31st July at the latest, and the list of first-year students by 20th August at the latest.

When determining the entitled persons, the youth hostel may give a proposal for a maximum of 3% of the places. The youth hostel manager has a veto over (may object to) the list of the tenants handed to him/her by the University if there is a student on the list who has not previously paid the hostel fees properly, or has committed a disciplinary offense that is undesirable in the hostel.

16,

The use of the air conditioner in the rooms is only available for an additional fee (for the list price, see www.hotelsandra.hu, or read it at the reception of the hostel.)

17,

Students entitled to use the accommodation in the youth hostel must follow the dates for the moving-in in September, and in case of moving-in at the second semester or during the academic year, they must occupy the bed within 3 days of the notification.

Otherwise, the entitlement expires!

If same-sex students move out, the remaining students are required to move into one of the rooms to make better use of the hostel, if the students are of the same sex.

In case of moving-in at the beginning of the year and during the academic year, the ISZHÖK is obliged to check the entitlement of the person who moves in, and in case of problems, he/she should notify the management of the hostel in writing.

18,

The student is obliged to keep his/her room in a condition that meets the hygienic and aesthetic requirements, in particular:

- . the operation of the automatic smoke detector and fire extinguishing equipment,
- . gluing and fixing anything on the walls
- . to use of toilet paper and the prohibition of flushing down sanitary pads in the toilet
- . the selective collection of the generated waste and its regular, professional and selective placing into the waste containers on ground floor of the hostel.

Perishable food must be stored in the refrigerator!

The cleaning personnel clean and check the corridors and the common areas, e.g. the lobby, each day and the rooms every 2 weeks according to the following schedule:

- Building "B", 9th floor: on Monday of every even week, 8th floor: on Monday of every odd week
- 7th floor: on Tuesday of every even week, 6th floor: on Tuesday of every odd week
- 5th floor: on Wednesday of every even week, 4th floor: on Wednesday of every odd week
- 3rd floor: on Thursday of every even week, 2nd floor: on Thursday of every odd week
- 1st floor: on Friday of every even week

The building's 2nd, 3rd and 4th floors: on Friday of every odd week

If someone does not request cleaning, they should put such message on their door, however, it does not exempt the cleaners from the obligation to check the room, and the residents to let them enter.

It is mandatory to let the cleaning staff enter. If there is no resident in the room, the cleaning staff is entitled to enter the room with the master key. On the day of the cleaning, to prevent and avoid any conflicts e.g. thefts, valuables must not remain in the room without locking them away safely. It is the task of the residents to keep the rooms clean on the other days.

If the condition of the room during the academic year does not meet the conditions of dwelling despite the two-week cleaning, the hostel will ask the student to clean the room, the room's residents should pay uniformly 1,000 HUF/person on the first request, 2,000 HUF/person on the second request, and 3,000 HUF/person on the third request for special cleaning.

The employees of the youth hostel and the students' self-government of the youth hostel (ISZHÖK) can check the compliance with the above conditions at any time, and, after three warnings, at the fourth warning, the tenant/resident legal relationship of the room's occupants is terminated.

At the end of each study period, a committee holds a condition check to define the necessary renovations and the work to be performed, as well as the furnishings/fixtures to be replaced. The committee has 4 members, 1 person is a delegate of the University, 1 person is an ISZHÖK delegate, 1 person is the youth hostel manager and 1 person is the authorized representative of Sandra Form Kft.

19,

All fixtures/furnishings of the youth hostel are private properties; their protection is the personal duty of all residents.

20,

The residents of the rooms who damage the walls, the doors, the windows and other fixtures/furnishings are required to pay for the restoration of their original condition.

21,

The furnishings and fixtures can only be removed from their places with special permit.

If an item of the furnishings/fixtures is missing when the room is given back, the occupants of the room must pay the price of the missing item. The person in charge of each floor (ISZHÖK member) is obliged to account for the received equipment (iron, drying rack, ironing rack, etc.) when the room is returned. If there is any deterioration in the condition of the items, except for natural wear and tear, he/she is obliged to pay for it, or it should be deducted from the tenant's deposit in accordance with section 5 of the House Rules.

22,

The defects in the equipment and devices must be recorded in the reception service's defect report book immediately. Any item forming the equipment/ furnishings/ fixtures of the youth hostel can be used by the residents only for the intended use, while assuming financial and moral responsibility.

23,

The generated garbage must be collected according to the rules of separate waste collection (separate glass waste, separate plastic waste, separate paper waste and all other waste separately), and placed in the central waste containers at least twice a week before the waste transport day. It is prohibited to place waste in the common areas! If you need information on separate waste collection, ask the receptionists.

24,

Each resident of the youth hostel must attend one of the fire and accident prevention trainings held once a year, within 2 weeks of moving in, and follow the rules explained there!

The person causing the damage resulting from any non-compliance with these rules is liable for the damages under the Civil Code, e.g. compensation for the damages caused by the fire alarm-induced flooding.

If the person causing the damage cannot be identified, the residents of the room are jointly and severally liable for the damage.

25,

The cables, connectors and fire alarms in the rooms and common areas must not be disconnected, reconnected or changed. The violation of this rule is an immediate reason for termination by the youth hostel. The residents are jointly and severally liable for the defects and unidentified damages; the cost of the restoration can be deducted from the cultural fund and the deposit.

26,

If the resident of the youth hostel wishes to use his/her own technical device with high energy consumption in addition to the existing equipment, e.g. computer, television, microwave oven, they are obliged to report it when they move in or when the appliance is brought into the room. The roommate(s) must consent to its use.

No additional service charge is payable for the use of either the room's equipment or the own appliances, however, contribution is payable to the low-voltage infrastructure maintenance fee, for the e.g. internet, telephone, Sat Tv system according to section 29, if the system is used. If the planned energy consumption is exceeded, it may lead to an increase in the operating/hostel fee, so the residents of the youth hostel are required to save on the use of energy-intensive equipment! The use of heaters is strictly forbidden due to risk of fire!

27,

All electrical appliances and consumers must be switched off before leaving the room. It is forbidden to leave the water taps running and to remove the shower heads, which are checked by the staff of the youth hostel, after the third warning, the lease agreement is terminated with immediate effect (fourth warning).

28.

Live animals/pets or unsuitable objects, e.g. bicycles must not be brought into the youth hostel or kept there, the violation of this rule will result in the immediate termination of the lease agreement.

Bicycles can only be stored in the designated storage places, indicating the owner's name and room number, because it is not covered by the hostel's insurance.

It is prohibited to lean/tie any bicycle to the wall or the railing of the building! In such a case, the bicycle may be removed and stored elsewhere!

The storage fee of the removed bicycle is HUF 200/bicycle/day + VAT.

29.

The youth hostel provides the following additional services to its residents:

- cleaning in the community areas;
- window cleaning at least twice a year;
- duvets and pillows are provided free of charge, however, bed linen and sheet can be rented for a fee (HUF 1,500 + VAT and HUF 700 + VAT);
- washing on the laundry machines in the basement is available for the current fee;
- there is TV connection, telephone, internet access in each room, to connect to them, a maintenance fee of HUF 500 + VAT/month/person is payable. The maintenance costs are paid together with the hostel fee as per section 6;
- stationary shop – photocopying in the basement (shop no. 1) for a fee;
- closed indoor parking is available for a fee (HUF 2,000/parking space/month + VAT, for day 1-31 of every month);
- making phone calls within the youth hostel using the room phone is free of charge;
- the use of the air conditioner, in the air-conditioned rooms, is available for an additional fee - see the price list.

30,

If the student or guest notices anything unusual (theft, stranger, accident) in the area of the youth hostel, he/she must report it immediately to the reception service of the hostel.

31,

Offences resulting in the IMMEDIATE suspension of the boarding:

- Non-payment of the operating (hostel) fee or late payments several times
- Intentional damage and repeated violation of the House Rules
- Reception of illegal guests and visitors; bringing in and keeping pets
- Violation of the accident and fire regulations
- Any kind of theft, or the theft or damaging of any personal or institutional property
- Misuse, vandalism, or the theft of telephone and internet
- Intentionally endangering the own bodily integrity or causing any accident

32,

It is mandatory for everyone to follow these House Rules; their violation will result in a procedure!

The procedure depends on whether there is a ground for immediate termination, or the offense is minor and warning is enough.

The minor offenses are investigated and resolved by the 5-member Disciplinary Committee (ISZFB), 2 people are delegated by the Youth Hostel Students' Self-Government (ISZHÖK), 1 person by the HÖT, 1 by the Youth Hostel manager, and 1 person by the head of the current security service.

The Disciplinary Committee may be convened by any member and it operates in accordance with its own rules.

The House Rules are based on the current House Rules for dormitories and on section X/4 of the fixed-term lease and service general agreement concluded between the University of Nyíregyháza, Sandra Form Kft. and Strabag Rt., and have been written and accepted with the approval of the Student Hostel Students' Self-Government (ISZHÖK).

Once the uniform dormitory and student hostel admission regulations of the University of Nyíregyháza are established, the relevant sections of these House Rules will be revised.

Nyíregyháza, 16th August, 2020

dr. Erika Figula Vassné
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Rector

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