

REGULATIONS on the organization and operation of student dormitories

These Regulations establish the organization, administration and operation of the dormitories intended for student accommodation (including Erasmus students and other international students). The content of these Regulations has been drafted in accordance with the provisions of the following normative acts:

- Law of higher education no. 199/2023;
- Code of student rights and liabilities at Transilvania University of Braşov;
- Charter of Transilvania University of Braşov.

Chapter 1. General Provisions

Art. 1 Student dormitories are units under the ownership, management and use of Transilvania University of Braşov, units that provide living and study conditions for the students. They operate throughout the academic year. Student dormitories are managed by an administrator (an employee of Transilvania University) together with the Dormitory Committee, which is annually elected from among the students accommodated in the dormitory.

Art. 2 (1) At the level of each faculty, an Accommodation Committee is set up, having the obligation to analyse all the applications for accommodation, to make the lists with the students who will benefit from accommodation according to the adopted accommodation criteria, and to display the situation of the accommodations on the website of the faculty/ University according to the planning of the accommodation activities for that year.

(2) The faculties may exchange accommodation places in dormitories depending on the applications, within the limit of available places, no later than 10 calendar days from the beginning of the academic year.

(3) It is advisable that the students who are relatives receive a place of accommodation in the same room or at least in the same dormitory. In case an exchange of accommodation places is required in order to fulfil this recommendation, it will be made at the level of the accommodation committees of the faculties involved.

(4) If a faculty considers that it cannot cover the total number of accommodation places with its own students, it will make the free places available to the Council for social - student problems - (Co - STUDENT) in order to be redistributed to the other faculties, according to the algorithm for the distribution of accommodation places per faculty.

Chapter 2. Distribution of Students in Dormitories

Art. 3 Transilvania University of Braşov offers accommodation places in the thirteen student dormitories (eight dormitories on Memorandum Campus and five dormitories on University Colina Campus).



Art. 4 The students of each faculty are exclusively distributed in the rooms by the Faculty Accommodation Committee which consists of the Vice-Dean for the Students' Activity, the Chief Secretary of that faculty and a minimum of two students, at least one of whom is a member of the University Senate.

Art. 5 The Faculty Accommodation Committee operates throughout the academic year and has to abide by the general framework of these Regulations. In the cases where the Faculty Accommodation Committee cannot clearly answer a student's request of any kind, it will be further referred to the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment.

Art. 6 In the dormitories of Transilvania University of Braşov, the following categories of students in the bachelor's, master's and doctoral study programmes can be accommodated, in this priority order:

a) foreign students who are TAS (Transilvania Academica Scholarship) grantees, foreign students who are the Romanian state's scholarship grantees, and the ones included into international and interuniversity mobilities;

b) students orphaned of both parents, the ones from foster homes or from leaving care;

c) students whose families earn incomes per family member below the minimum income guaranteed by law;

d) students who are in the records of the student health centre and attest, with medical certificates issued by specialist doctors, to their suffering from one of the diseases referred to in GD 558/1998, Appendix 2, Art. 8, lett. c), namely: TB, diabetes, malignant diseases, severe malabsorption syndromes, congenital heart disease, chronic hepatitis, chronic renal failure, epilepsy, glaucoma, immunological diseases, infection with the HIV virus, or who are suffering from (noncommunicable) AIDS, spondylosis, paralysis and other locomotor disabilities;

e) accredited Romanian students in the bachelor's, master's and doctoral degree programmes financed from the state budget, as well as foreign students without scholarship and tuition-free, depending on their academic situation (all those who were accommodated in the dormitory the previous year and who appear on the provisional lists are given priority for accommodation);

f) students with families, within the limit of available places;

g) accredited self-financed Romanian or foreign students;

h) accredited students who stood out through organisational and volunteering activities (members in student associations, student representatives);

i) Romanian or foreign students who have a maximum of 3 failed exams and colloquia after the autumn first arrear session, within the limit of available places.

Art. 7 Methods of support for the students who did not receive accommodation in the dormitory.

The students who live in other spaces than the dormitories of the state educational institutions may be granted the individual accommodation subsidy, except during the holidays, according to GEO 73/2004, if they opt for the subsidy and have not received or applied for a place of accommodation in the dormitories of the state educational institution where they attend classes. Furthermore, they have to fulfill the following conditions:

a) to be enrolled in full-time study programmes, on tuition-free places (certificate from the faculty to this effect);

b) to be up to 29 years old;

c) to submit a copy of the rental agreement registered with the Public Finance Administration of Braşov County;

d) not to have their domicile or residence in the city of Braşov;

e) to submit supporting documents to prove that the monthly gross income per family member does not exceed the gross national minimum wage.



Art. 8 The following may not be accommodated in the dormitories:

a) students who have been sanctioned for transgressions from the provisions of these Regulations (under Art. 18, points b) and c) in relation to Art. 18, point a) at least 2 warnings are required), and from the provisions of other UNITBV regulations;

b) students who have shown improper conduct with the University's personnel (academic teaching personnel, administrative staff, etc.);

c) students who, at the end of the autumn exam session (the 1st autumn arrear session, not the re-examination session!) have more than three failed exams and colloquia;

d) students who live in Braşov;

e) students who committed criminal or contraventional acts in the dormitories, inside the University's educational facilities, or in the areas adjacent thereto.

The priority for accommodation referred to in Art. 6 is conditional on the provisions of Art. 8 hereof; and the decision rests with the Faculty Accommodation Committee.

Art. 9 The confirmation of one's accommodation place implies his/her signing the accommodation agreement (including its appendices) and immediately paying (within a maximum of 2 days) the accommodation fee for the first month of stay in the dormitory, except for the students under the free accommodation categories, who will confirm the place by signing the agreement and by submitting the documentary evidence to the dormitory administration.

Art. 10 The accommodation place is taken personally by each student, based on the identity document. At the time of check-in, the lease agreement and its appendices are filled in and signed.

Art. 11 The remaining vacant places after the first two stages specific to the calendar of accommodations will be redistributed by the Social-Administrative Service.

Art. 12 The dormitory administrators will send a monthly report to the Social-Administrative Service, and the latter to the Faculty Accommodation Committee, on the students who do not use the accommodation space allocated by the faculty. The Faculty Accommodation Committee analyses and may decide on the termination of the student's accommodation agreement if the provisions of these Regulations are not complied with.

Art. 13 The complaints about accommodation must be submitted to the secretariats of the faculties within 2 days of display of the the accommodation lists.

Art. 14 The places of the students left for studies within the Erasmus+ mobility programmes (students entitled to accommodation) may be filled by other students at the same faculty, until the former student's return. The student accommodated on one of these places will be notified that the period of accommodation is limited. In the event that another accommodation place is vacated, the concerned student will be re-accommodated on that place.

Chapter 3. The Dormitory Residents' Rights and Duties

Art. 15 The students accommodated in the dormitories have the right:

a) to make suggestions and proposals to the Dormitory Administration, the Social-Administrative Service and the higher-education institution on how to improve the living and study conditions in the dormitory;

b) to participate in all the actions organised in the dormitories, regardless of their nature; to use the reading rooms, cooking spaces, bathrooms and all the other facilities of shared use;



- c) to benefit from the Internet services in the dormitories;
- d) to avail themselves of the installations and the other objects of shared use in the inventory of the dormitory;
- e) to notify the administration of any situation that is contrary to the provisions of these Regulations and the social norms of cohabitation in the dormitory;
- f) to receive visits under the conditions provided for in these Regulations.

Art. 16 The students accommodated in the dormitories may receive visits in the following situations:

a) during the weekdays, between 7:00 a.m. and 11:00 p.m., for a maximum of 4 hours, provided that the visitors' behaviour does not disturb the roommates;

b) in some situations, the visits may extend for periods longer than 4 hours, for a single visiting person, with the consent of the administration (and of the roommates, as the case may be), after 11:00 p.m. To this effect, the student will submit a written application to the administration, which may approve or decline the request, depending on the circumstances;

The visiting persons' accommodation may not extend over 24 hours.

c) the student who requests a person's accommodation in the dormitory will pay at the University's cashier's office the cost of the accommodation, under the conditions approved by the University Senate – the category Other accommodations;

d) the student who receives the visit of foreign persons or who brings foreign persons into the dormitory (including the students accommodated in other dormitories) answers for their conduct and assumes liability for any possible breach of the provisions hereof, personally incurring the sanctions provided for herein.

e) hosting foreign persons (including students from other dormitories) who do not abide by the provisions laid down in points a, b, c and d of this article, is strictly prohibited.

Art. 17 The dormitory residents have the following obligations:

a) to comply with the duties incumbent upon them by contractual liability (the lease agreement);

b) to participate in the entire dormitory maintenance activity and to keep all the accommodation facilities clean;

c) to have proper outfit and demeanour, and to collaborate with the competent structures, taking a stand against the acts of misconduct committed in the dormitories;

d) to use properly the inventory goods, the electrical and plumbing installations made available;

e) to keep quiet, as required for the atmosphere of rest and study;

f) to keep the accommodation spaces ordered and clean;

g) to notify the Dormitory Administration of any malfunction or problem occurring in the accommodation space, within a maximum of 24 hours;

h) to urgently notify (by telephone) the campus police, the rapid intervention team (security), the specialized authorities (police, firefighters, ambulance) in the event of emergency situations (conflicts, accidents, floods, damages, offences, contraventions, breakdowns, etc.).

i) to thoroughly clean the room when leaving on holidays;

j) to return in full and in good condition the inventory goods received;

k) to notify the Dormitory Administration of any transgression from the provisions of these Regulations;

l) to identify themselves with the ID card and virtual student card at the request of the staff authorised by the University Management to exercise control in the dormitory, or at the request of the campus police;

m) to pay in full the dormitory fee for the current month to the educational institution, in the second half of the previous month (between 15 and 30 of the previous month), with the exception of the fee for the



month of October, which can be paid within 2 days of the check-in. As regards the other months, for the first 5 days after day 30 of the previous month, penalties of 0.5% per day out of the total amount of the fee will be charged. Exceeding this time limit entails the termination of the lease agreement. The monthly fee is the same (whole amount) regardless of the student's number of actual accommodation days in that month. Special cases (concerning students either hospitalised – see Chapter 5 – Art. 33, or left for internship, etc.) are analysed and settled by the Vice-Rector for Students and Liaison with the Economic and Socio-Cultural Environment. Erasmus (incoming) students who opt for accommodation in the University's dormitories shall pay the dormitory fee in the same way as the other students; for the first month, they will pay the fee within 10 working days of their arrival and check-in. Failure to pay the fee under these conditions leads to the loss of the accommodation place.

n) to leave the accommodation place, in the event that they lose their status as a student, within a maximum of 10 calendar days of issuance of the expulsion decision;

o) to ensure the rational use of the electricity, water and materials made available;

p) to be materially liable for the shortages and damages brought to the room and assets in the room, as well as to the shared facilities. The material and disciplinary responsibility for the shortages and damage brought to the assets in the room rests with the one who caused them; and, in case of failure to identify him/her, the liability is joint and several for all the tenants/ contract holders in the room. In the event of damage brought to the goods in the shared spaces because of the student tenants (hall walls, sanitary facilities, reading rooms, laundries, offices - kitchens, etc.), in case of failure to identify the person/ persons who produced them, the liability rests with the students accommodated on the entire floor.

Art. 18 The dormitory residents are prohibited:

a) to alienate or attempt to alienate the place in the dormitory;

b) to disturb the quiet and public order in the dormitories and adjacent areas;

c) to trade goods, services, food and beverages in the dormitories and adjacent areas;

d) to excessively consume alcoholic beverages in the dormitories and adjacent areas;

e) to conduct any kind of commercial activity;

f) to trade and consume plants, substances and preparations containing narcotic and psychotropic substances;

g) to smoke in the accommodation spaces and on the hallways of the dormitories;

h) to gamble;

i) to throw packaging and household waste in the spaces that are not intended for storing household waste and around the dormitory, and to degrade the green spaces;

j) to store household waste on the hallway and in the cooking facilities of the dormitories;

k) to bring animals into the dormitories;

l) to drink alcohol in the common spaces and in the areas adjacent to the dormitories, except for the events organised with the consent of the administration and of the law enforcement bodies;

m) to consume and trade prohibited substances;

n) to use the access path to the roof of the dormitory;

o) to use artisanal electrical appliances and gas cylinders;

p) to place shoe racks in the common hallways;

q) to place several refrigerators/freezers in the same room (a maximum of 1 refrigerator/ freezer is allowed);

r) to prepare food in the rooms;

r) to display posters and announcements in places that are not specially designated for this purpose;

t) to destroy the furniture in the room and in the common spaces, or to destroy other assets (cameras, sinks, showers, windows, doors, lighting items, walls, etc.).

u) to receive foreign persons on visit, in breach of the provisions of Art. 15.



Art. 19 In case of failure to comply with the provisions of these Regulations, at the proposal of the Dormitory Committee and/or the Administration, the University's Social-Administrative Service will enforce, depending on the seriousness of the infringements, one of the following sanctions:

- a) written warning;
- b) exclusion from the dormitory during the current academic year;
- c) exclusion from the dormitory and definitive loss of the right to accommodation during the studies;

The sanctions are communicated in writing to the student and to the faculty management, as well as to the Erasmus coordinator, as the case may be.

Art. 20 The sanctioned students have the right to contest the sanctioning decision, within two calendar days, a time-limit calculated starting on the date of communication of the sanctioning decision to the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment. The appeals of those sanctioned will be settled within five days of their registration. In order to settle the appeal, the sanctioned student's hearing and the consultation with the Dormitory Committee members are mandatory.

Chapter 4. The Dormitory Committee

Art. 21 For a better cooperation between the students and the Dormitory Administration, the faculty managements and the University Management, the students accommodated in dormitories will be represented by a Dormitory Committee.

Art. 22 The Dormitory Committee consists of 3 members. The Dormitory Committee has the following structure: chairperson, deputy chairperson and the dormitory administrator who may not be the same as the chairperson. The structure of the committee shall be finalised by 31 October of each academic year. The connection between the dormitory committee managements and the University Management is ensured by the campus coordinating students (one for each student dormitory campus), established from among the dormitory chairpersons by the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment.

Art. 23 (1) For the annual establishment of the chairpersons and vice-chairpersons, annually, in the first half of October, the willing students submit their candidacy to the administration of the dormitory where they are accommodated. The students enrolled both in the bachelor's degree (except for the 1st year of study) and in the master's degree education cycles can submit their candidacy. The candidacies are displayed on the notice board of each dormitory by the administrator. The student members of the Dormitory Committee are selected by a committee consisting of the dormitory administrator and the vice-deans for the students of the faculties the students of which are accommodated in that dormitory. The selection is made on the basis of an interview. In the event of a tie, the tiebreaker is the average grade obtained by each candidate in the previous academic year (for the second-year undergraduate and graduate students), respectively the graduation average grade in the case of the first-year graduate students. In the absence of accredited student candidates, the first tiebreaker will be the number of failed exams and colloquia on 30 September; whereas the second – the faculty admission average grade.

(2) The elected student members of the dormitory committees shall abide by the applicable legislation on the personal data confidentiality of the students accommodated in the dormitories (through a signed agreement).

Art. 24 The access to the dormitories, common spaces and adjacent areas thereto is monitored through the CVCI (Closed Circuit Video Cameras) system. The CVCI system for each dormitory is managed by the dormitory administrator, in collaboration with a person appointed by the University's General-Administrative



Management Department and the coordinator of the IT Office. The dormitory administrator has online and offline (recordings) access to the CVCI system of the dormitory s/he manages.

Art. 25 The Dormitory Committee operates only during the academic year in which it was established, not including the summer holidays. Each dormitory administrator makes a monthly report to the Director of the Social-Administrative Service on the fulfilment of the duties specific to the student members of the Dormitory Committee. The members of the Dormitory Committee who do not fulfil their duties will be revoked by the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment, at the proposal of the Director of the Social-Administrative Service. The replacement of any student member of the Dormitory Committee requires going through the stages presented in Art. 22.

Art. 26 The Dormitory Committee has the following duties:

a) it acts to ensure order and quiet in the dormitory; if the Dormitory Committee proves unable to ensure order and quiet in the dormitory, it will be replaced.

b) it acts to keep the dormitory clean. The Dormitory Committee shall take action in order to identify the students who do not meet the requirements in this regard and shall take the appropriate measures.

c) it acts to comply with the fire prevention requirements. The Dormitory Committee must know the actual condition of each room and act for the compliance with the obligations set herein.

d) it communicates to the dormitory administrator the students' requests as regards the completion of the dormitory's equipment;

e) it proposes, together with the dormitory administrator, the main repairs and improvements to buildings and installations, the repair of the furniture and the replacement of the bedding;

f) it prevents and mediates, within the limits of collegiality and good coexistence, the conflicts that may arise between the students accommodated in the dormitory;

g) it cooperates with the police in case of acts of violence or destruction;

h) it urgently notifies the specialised authorities (police, firefighters, ambulance) as well as the coordinating student in the event of emergency situations (conflicts, accidents, floods, damages, offences, contraventions, breakdowns, etc.).

i) it collaborates with the IT Office for the proper functioning of the video surveillance system over the dormitories and for the proper functioning of the card-based access system to dormitories, and it has the duty to notify, in the shortest time, the University's Technical Department, of any malfunction occurring in these systems.

j) the student coordinator and the chairpersons of the dormitory committees attend the Co-STUDENT meetings scheduled and announced by the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment, and ensure the connection between the Dormitory Committee and the administrator.

Art. 27 The chairpersons and vice-chairpersons of the dormitory committees may receive special scholarships for the student members of the dormitory committees from the University's scholarship fund, but also STUDENT - Campus scholarships from the University's own revenues, according to the Regulations on Scholarships and other Forms of Financial Support, in compliance with the legal regulations in force.

Chapter 5. Final Provisions

Art. 28 (1) During the holidays, the dormitories have the operating mode established by the Vice-Rectorate for Students and Liaison with the Economic and Socio-cultural Environment and the Co-STUDENT Coordination Office. Only the students who received accommodation at the beginning of the academic year and who stayed in the dormitory during the periods of didactic activities may be accommodated in the



student dormitories, provided that they bring forward reasonable grounds for their stay (for instance, the participation in the traineeship programme or in other activities for the University's benefit, or employment during the holidays). The number of available accommodation places during the summer holidays is annually established by the Director of the Social-Administrative Service together with the Director of the General Administrative Management Department, depending on the planned works.

(2) The students who request accommodation during the summer holidays will submit an application to the dormitory administrators (usually by 20 June); and the applications will be analysed by the administrators together with the Director of the Social-Administrative Service and will be settled between 20 and 30 June. The conditions for living in the dormitories during the summer holidays will be announced by the University's Social-Administrative Service by the end of May every year.

(3) The students remaining in the dormitories during the summer holidays will pay the accommodation fee in advance, according to the fixed-term lease agreement, at the tariffs approved by the Senate of the University.

(4) The students who do the internship included in the education plan benefit from accommodation for the period of internship (until 31 July) under the same payment conditions as during the academic year.

(5) In case the number of applications for accommodation during the summer holidays exceeds the number of available places, the accommodation is granted based on the academic situation for the first semester.

(6) The students who request accommodation during the summer holidays will sign a fixed-term accommodation agreement (for the holidays), and they will assume, by signature, any inconvenience caused by the possible repair and rehabilitation works made in the dormitories during the holidays.

Art. 29 The students orphaned of both parents, as well as the ones from foster homes or from leaving care may benefit from free accommodation during the holidays as well, at the proposal and with the approval of the Executive Board members. The accommodation is conditional on an acceptable academic situation (a maximum of three failed exams and colloquia).

Art. 30 The students who were disciplinarily sanctioned have no right of accommodation during the summer holidays. The students who stay in dormitories for the holidays and accumulate sanctions during these periods lose their right of accommodation in the dormitory for the following academic year.

Art. 31 In case of holidays up to 8 calendar days, the accommodation fee is charged in full for that month, as the dormitories remain open.

Art. 32 After the completion of the bachelor's and master's degree education cycles, the graduates/ students can no longer benefit from accommodation in the student dormitories, regardless of whether or not they have taken the bachelor's degree exam/ dissertation in the first scheduled session, except for the special cases approved by the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment (bachelor's degree graduates who are admitted to master's degree programmes, under the conditions set for the stay in the dormitories during the summer holidays, and subject to paying the accommodation fee).

Art. 33 Hospitalized students (for longer than 14 consecutive calendar days) who confirm the period of hospitalization through a document such as the discharge summary will be exempted from the accommodation fee and penalties for the period of hospitalization.

Art. 34 The students accommodated in dormitories, enrolled in the first year of study, who accumulate unexcused absences in all subjects of the education plan during the first semester, will be excluded from the dormitory and will no longer be eligible for accommodation throughout their studies, regardless of the faculty in which they will be enrolled.



Art. 35. For certain cases of students with social issues, the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment together with the Co-STUDENT Coordination Office can propose a discount or the cancellation of the dormitory fee, subject to the approval of the Executive Board.

Art. 36 For certain categories of students, the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment together with Co-STUDENT can propose the partial or full exemption from the payment of the accommodation fee, with the approval of the Executive Board.

Art. 37 In the event that half of the places in a dormitory room become vacant in the period of accommodation, the Social-Administrative Service will take action in order either to fill them with other students or to redistribute the remaining students to other rooms.

Art. 38 The Social-Administrative Service answers directly for the way of managing the dormitory property and for its proper maintenance. Upkeep of green spaces, preservation of cleanliness around the dormitories, garbage disposal, ensurance of dormitory security are also duties of the Social-Administrative Service.

Art. 39 Academic teaching personnel, students or other persons from higher education institutions in the country or abroad who visit Transilvania University of Braşov may be temporarily accommodated in the guest rooms, in the framework of collaborative actions, by order of the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment.

Art. 40 Depending on availability, during the academic year, the University may give, at the request of the student associations legally established at the level of the institution, for a fixed period, a room for the accommodation of their own guests (students), with the approval of the Executive Board.

Art. 41 In situations of epidemiological risk and considering the measures in the field of public health that might be enforced by the decisions of the National Committee for Special Emergency Situations, set up at the level of the Government of Romania, these Regulations may introduce special provisions, as the case may be, only applicable in special situations (state of alert, state of emergency).

Any student's failure to comply, partially or totally, with the provisions of this article, recorded in writing by the dormitory administration, the police and/or the members of the dormitory committees, entails his/her expulsion from the dormitory and impossibility of accommodation in the University's dormitories during the current academic year. The sanction is applied by the Social-Administrative Service, through decision, according to these Regulations.

Art. 42 In the special situations referred to in Art. 41, depending on the seriousness of the situation, the University Management may decide to reduce the number of students accommodated in the dormitory rooms or even to temporarily close the dormitories and evacuate the accommodated students.

Art. 43 These Regulations enter into force at the date of their approval by the Senate of Transilvania University of Braşov and will be made public to all the factors involved by displaying and distributing them in all compartments. Other provisions contrary to these Regulations are hereby repealed.

These Regulations were revised and approved in the meeting of the Senate of Transilvania University of Braşov on 30.09.2024.

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President of the University Senate

