1. **Rights of residents at accommodation**

***1. Residents are required:***

1. fulfill the terms and conditions of agreed accommodation tenancy with University and any other services too;
2. bring documents for living registration as a foreigner and for military registration too;
3. meet the working staff from university department of international relations at certain time set for any problems you got;
4. must pay the accommodation fees, utility bills (electricity, water use and heat) or any other services;
5. while using the spare rooms for self education please do not disturb other residents;
6. strictly follow the existing fire and safety procedure;
7. strictly follow the instructions of using the kitchen electrical staff;
8. be careful of the belongings of accommodation;
9. use electricity and water wisely;
10. keep rooms tidy and clean daily and the kitchen according to the timetable;
11. pay a fine for damaged staff as agreed;
12. let the commandant check the room on inspection time (maintenance);
13. get ready the rooms for planned and unplanned inspections;
14. hand in the second duplicate key from your flat to a commandant for fire and safety concerns.

***2. Residents can’t:***

1. swap the flat with other without informing the commandant;
2. use or bring in other infrastructure from other flats;
3. repairment of electricity cable;
4. undertake the work that makes loud noise to others. You can use TV, radio or music instruments only from 7 a.m. to 10 p.m.;
5. tag any paper announcements or stickers on the walls of a flat, except designated areas;
6. smoking is prohibited while in accommodation;
7. unlawfully bring in people from the street for overnight sleep;
8. in case of damage or damage to property, reimburse all costs associated with repair;
9. being in an accommodation drunk heavily or keep any substances of it.

***It is not allowed:***

1. sell alcohol substances;
2. change the lock of the door without asking permission from commentator;
3. use staff that causes the fire;
4. bring your petties;
5. keep the loud noise making staff;

***3****.* ***The right of the receptionist***

1. offer a better way to improve living conditions;
2. can corporately with the Students Committee ask university Main Dean to impose disciplinary tax;
3. make decision to swap residents flats;
4. ask for documents for registration at a place of living;
5. keep flats tidy in accordance to sanitarian procedure;
6. equip the flat with necessary infrastructure for students;
7. fix any electricity and water use issues;
8. provide lounge rooms, rooms for self education;
9. sick and ill residents may be moved to other flats;
10. guide the residents with infrastructure of kitchen such as shavers according to fire and safety standards;
11. cooperate with residents about the standards of living and spending free time;
12. take in account the suggestions for improvements from residents and tell them the taken solutions later on.