

Ministry of Education of the Republic of Belarus

Educational institution  
«Minsk State Linguistic University»  
(MSLU)

## **REGULATIONS**

**29.07.2022 No. 169**

**for Student Dormitories  
of MSLU**

### **CHAPTER 1 GENERAL PROVISIONS**

1. These Regulations for student dormitories of Minsk State Linguistic University (hereinafter – Regulations) establish internal dormitory accommodation policy, access regime, rights and obligations of dormitory residents, the order and implementation of incentive and disciplinary measures and are mandatory for all residents of MSLU dormitories.

3. Person moving into the dormitory must present to the head of the dormitory (or to the official in charge) a passport or other identity document, a warrant for moving into the dormitory, indicating the number of the provided residential space, and a medical certificate.

4. When moving in, the person moving into the dormitory shall sign the MSLU Dormitory Lease Agreement.

5. Person moving into the dormitory must read and understand the Regulations for Student Dormitories of MSLU, necessary safety and injury prevention measures, first aid measures during physical training in the sports rooms of the dormitory, as well as with the procedure of moving in, registration (de-registration) and vacating the dormitory, be briefed on fire safety rules.

Briefing of the person moving into the dormitory is carried out by the head of the dormitory (or the official in charge) and is registered in the logs under the personal signature of the person moving in.

6. The person moving into the dormitory is given the necessary equipment, bed clothes, keys and an enter pass to the dormitory for temporary use under their signature.

6. When moving in, an act of acceptance and transfer of the residential space is drawn up for each residential space, and is signed by all students living in there.

7. Students living in the dormitory bear full material responsibility for the damage caused by their fault to the property of MSLU, in accordance with the legislation of the Republic of Belarus.

8. Vacation of the residential spaces in the dormitory is made in accordance with the MSLU Dormitory Lease Agreement, as well as other acts of legislation.

10. Students who fall into the following categories are subject to eviction from the residential spaces in the dormitory without provision of other residential premises:

10.1. persons having a six-month debt (for six consecutive months) for payment for housing and utility services, payment for the use of residential space without valid reasons;

10.2. persons that have been held disciplinary liable for violation of the Regulations for student dormitories at Minsk State Linguistic University, destruction or damage of living quarters and common areas in the dormitory, or its misuse for three or more times during a calendar year;

10.3. in case of systematic violation of the Regulations for student dormitories at Minsk State Linguistic University and fire safety rules, which makes it impossible for others to live with them in the same dormitory, if they have been warned about the possibility of eviction without providing other living quarters and during the calendar year after such warning committed similar violations.

## **CHAPTER 2 ACCESS TO DORMITORIES**

13. Persons residing in the dormitory may enter the dormitory freely from 6.00 to 24.00.

14. Persons who do not reside in the dormitory are allowed to enter the dormitory daily from 9.00 to 22.00 and must leave the dormitory no later than 23.00.

15. During examination sessions and winter holidays only MSLU students and their parents are allowed to enter the dormitory.

16. During summer holidays, persons who are not allowed to stay in the dormitory during this period are forbidden from entering the dormitory by the corresponding order of the Rector of the University.

17. When entering the dormitory, residents are obliged to present a pass to the dormitory duty officer and/or the person in charge of access control. Visitors are obliged to present an identity document (passport, residence permit), other documents allowing to identify its owner (military ID card, driving license, service ID card, pension ID card, student ID card, credit book, pass for the right to enter the HEI dormitory) (hereinafter – identity document), and record themselves in the visitors' register book.

18. Lending a pass to other persons is prohibited. In case of revealing the lending of the pass to another person or its forgery, the resident is held disciplinary liable.

19. The resident of the dormitory who invited a visitor is obliged to meet them personally at the reception and leave their pass with the dormitory duty officer. When the visitor leaves, a note is made in the visitors' register book about the time of their departure and remarks are made, if any. The resident may retrieve their pass only after the last visitor has left. The resident who invited the visitor is fully responsible for their timely departure from the dormitory and for their compliance with these rules.

20. Persons who do not have identity documents, as well as persons under the influence of alcohol, drugs, toxic intoxication are not allowed in the dormitory.

### CHAPTER 3.

#### RIGHTS AND OBLIGATIONS OF DORMITORY RESIDENTS

21. Residents of the dormitory have the following rights:

21.1. to use the residential space, study and common rooms, common areas, equipment, appliances of the dormitory and additional paid services;

21.2. to demand timely replacement of equipment, furniture, other household items and welfare goods that have fallen into disrepair (except in cases when they are damaged or disabled through the fault of the residents), as well as proper household services;

21.3. to elect the student council of the dormitory, other self-governing bodies and to be elected;

21.4. to participate in solving the issues of improvement of housing and living conditions, organization of leisure and educational work, equipment and decoration of residential spaces.

22. Residents of the dormitory are obliged:

22.1. to comply with the MSLU dormitory regulations and the Regulations for student dormitories at Minsk State Linguistic University, fire safety rules, necessary safety and injury prevention measures, first aid measures during physical training in the sports rooms of the dormitory;

22.2. to know the evacuation routes and emergency procedures;

22.3. to use the premises, equipment and appliances of the dormitory in accordance with its purpose;

22.4. to treat the premises, common areas, property, equipment and appliances of the dormitory, amenities and green spaces with care, to ensure their undamaged condition;

22.5. to compensate for the losses in case of damage, flooding of the occupied residential space and the premises on the levels below, in case of loss and/or damage to property (equipment, appliances, furniture) in accordance with the legislation of the Republic of Belarus;

22.6. to carry out the necessary repairs of the damaged property (premises, furniture, equipment, appliances, etc.) at their own expense;

22.7. to keep residential spaces and common areas clean and tidy, to participate in general clean-ups;

22.8. to observe sanitary and hygiene rules and standards;

22.9. to prevent dumping garbage and waste clogging the sewerage system as well as pouring liquid food waste into the garbage chute;

22.10. to observe the cleaning schedule of the residential premises shared by several persons and the premises used on the principle of self-service;

22.11. to observe the schedule of duty on the floors, kitchen, laundry room of the dormitory, as well as on the reception of the dormitory, to ensure their unconditional fulfillment;

22.12. to use water, electricity and heat economically;

22.13. to comply with the legislative acts of the Republic of Belarus and generally accepted norms of behavior in public places while in the building of the dormitory and on the adjacent territory;

22.14. to refrain from actions for which the legislation provides administrative or criminal liability; actions that create conditions for corruption, offend human dignity; actions that prevent members of the staff of the dormitory and/or other residents of the dormitory to perform their duties; actions that cause or may cause property damage to MSLU;

22.15. to pay the full monthly fee for the use of the residential space, housing and utility services and other services in the dormitory not later than the 25<sup>th</sup> day of the month following the expired;

22.16. to return the property of the dormitory kept by the resident, to put the living room and other premises that were in their use in proper order, to vacate and hand them over to the administration of the dormitory upon moving out from the dormitory in accordance with the established procedures.

In case of failure to return the said property or its damage or destruction, the person moving out of the dormitory shall reimburse the cost of the damage caused in the prices effective at the time of reimbursement;

22.17. to take part (not less than 8 hours a month) in community services, including maintenance of sanitary and hygiene rules and standards, improvement of the dormitory and the adjacent territories, in other types of socially useful labour, in compliance with occupational safety and health rules.

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23. Residents of the dormitory are prohibited:

23.1. to modify and rearrange the residential spaces without permission; the use of personal furniture and equipment is allowed in exceptional cases with the permission of the head of the dormitory;

23.2. to move from one accommodation to another without permission (moving of students from one room to another in the dormitory is allowed by the decision of the commission on housing and accommodation issues of the department with the relevant order of the Rector and the conclusion of a new MSLU dormitory lease agreement);

23.3. to replace door locks of lodging units and rooms, as well as their cores;

23.4. to move the property belonging to the dormitory from one room to another without permission;

23.5. to switch on sound-reproducing equipment with a volume exceeding the audibility within the room or without the consent of the residents in the room during the daytime;

23.6. to keep noise up, switch on sound-reproducing equipment in the rooms, corridors and other premises of the dormitory after 23.00;

23.7. to let unauthorized persons stay in the dormitory after 23.00;

23.8. to stay overnight in someone else's residential space, as well as to leave non-residents to stay overnight in their own residential space, to provide accommodation space to unauthorized persons;

23.9. to bring, store and use electric heating and cooking devices (boilers,

heaters, electric cooking equipment, etc.) in the room, lodging unit, except for specially equipped places in accordance with the technical documentation of the dormitory building;

23.10. to use outdated or damaged electrical equipment, copy machines and other multiplying equipment in the residential spaces of the dormitory;

23.11. to stick or hang announcements, reproductions, calendars, posters, other printed or handwritten products, make any inscriptions or drawings on the walls of the dormitories and common areas, as well as on the furniture; to use flags, banners, pennants, etc. in the interior of the dormitory spaces;

23.12. to bring and/or drink alcoholic, low-alcohol, alcohol-containing drinks and beer; to distribute, store and use narcotic drugs, psychoactive, toxic and other intoxicating substances; to appear, be in a state of alcohol, narcotic or toxic intoxication in the dormitory premises and on the adjacent territory;

23.13. to smoke (consume) tobacco products, use heated tobacco products, electronic cigarettes (vapes), as well as to bring, store and use hookahs in the premises of the dormitory and on the adjacent territory;

23.14. to keep cats, dogs, rabbits, hamsters, insects, fish, birds and other animals in the dormitory premises;

23.15. to carry out unauthorized trading, provide paid services (haircuts, manicures, etc.);

23.16. to damage university property or misuse it; commit actions that violate cleanliness and order;

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23.17. to make the sensors of the fire warning system inoperable (close fire detectors, put them out of order);

23.18. to organize and play gambling games;

23.19. to reside in the dormitory without registration and medical certificate;

23.20. to violate the access regime.

24. The person who has been provided with a room in the dormitory must move into the dormitory within seven days from the date of the provision. In case of failure to move into the dormitory during the above mentioned period without a valid reason, the allocated room is considered vacant and is provided to the students who are in the waiting list to receive residential space in the dormitory.

25. In case of emergency or sanitization of the dormitory premises, an unimpeded (without the resident's permission) entrance to the dormitory rooms is allowed to the dormitory workers in the commission of at least three people.

26. The residents are not allowed to be involved in cleaning of bathrooms (except for bathrooms in lodging units), shower rooms (except for showers in lodging units), laundry and drying rooms.

#### **CHAPTER 4. INCENTIVE AND DISCIPLINARY MEASURES**

27. Various incentive measures shall be established for the active participation of the residents of the dormitory in provision of housing and living conditions,

organization of free time and social life.

29. Grounds for holding the resident disciplinary liable include unlawful, guilty (intentional or negligent) non-performance or improper performance of duties imposed by the acts of housing legislation, MSLU Charter, Internal Regulations for MSLU students, Regulations for student dormitories at Minsk State Linguistic University and other local regulatory legal acts of MSLU (disciplinary offense), in the form of unlawful actions (inaction).

30. Students are held disciplinary liable for committing a disciplinary offense, resulting in the imposition of disciplinary measures.

31. The following measures may be imposed on the resident for committing a disciplinary offense:

31.1. community sanctions:

31.1.1. an educational conversation;

31.1.2. revision of the personal case at the student council of the dormitory;

31.1.3. revision of the personal case at the Department Commission on Legal Education and Prevention of Law Violation;

31.1.4. sending a letter about the student's unlawful behavior to their legal representatives, including at their place of work;

31.1.5. sending a letter about the foreign student's unlawful behavior to the embassy (consulate) of their country of citizenship;

31.2. disciplinary sanctions:

31.2.1. admonition;

31.2.2. reprimand;

31.2.3. expulsion from the University.

34. Expulsion as a measure of disciplinary liability can be imposed for systematic (repeated during the academic year) non-performance or improper performance of duties by the resident, if they were previously subjected to disciplinary measures.

35. Before imposing a disciplinary sanction to a minor resident, the dean's office of the department where they are studying, in accordance with the established procedure shall notify one of the legal representatives of the minor resident about the possibility of bringing this minor to disciplinary liability, request a written explanation from the resident, which they may submit within five calendar days.

The refusal to give such explanation must be confirmed by a corresponding act signed by three persons from among the employees and/or students of MSLU who have reached the age of eighteen years.

36. The documents by virtue of which the resident is held disciplinary liable may serve as a reason for holding the resident disciplinary liable (act of inspection of the sanitary condition of the dormitory, report, minutes of the volunteer squad, reports of the tutor (including those based on the decision of the student council of the dormitory), the head of the dormitory (the official replacing them), persons guarding the premises of MSLU).

37. A report from the Vice Rector for educational work, head of the Department of Educational Work with Youth, the dean (associate dean) of the

department where the resident is studying (in case the resident is a minor – after notification of the dean's office of the department his legal representatives and the Commission on Minors' Affairs of the Partizansky district of Minsk) may be the reason for eviction from the dormitory without providing other residential premises, expulsion from the university as a measure of disciplinary liability for the student living in the dormitory. In this case, if the student is a member of the labour union, the relevant information is coordinated in the committee of the primary labour union organization of MSLU students.

38. The decision to impose disciplinary measures is executed by the order of the Rector of the University.

40. Residents of the dormitory, who have been reprimanded, lose their right to be members of student self-government bodies.

41. A student is considered not held disciplinary liable, if within one year from the date of imposition of a disciplinary measure on them they will not be held disciplinary liable for a second time. In this case, the disciplinary measures are cancelled automatically, without issuing an order.

42. At the request of the resident or on the petition of the Dean of the department, youth public organizations, student self-government bodies of MSLU, the Rector of the University has the right to cancel the disciplinary measures imposed on the resident before the expiry of one year.

43. Early cancellation of a disciplinary sanction is executed by the order of the Rector of the University. Extract from the order on early removal of disciplinary sanction and documents, substantiating it, are to be kept in the students' personal file.

