



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 the 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 with subsequent amendments;
- Order of the Minister of Education no. 7844/2024;
- Code of student rights and liabilities within 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 elected annually from among the students accommodated in the dormitory.

Art. 2 (1) At the level of each faculty, an Accommodation Committee is set up, which has 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. The result of the distribution is available online, with each student, individually, having the possibility to see his/her placement.

(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 academic year's beginning.

(3) It is advisable that the student siblings 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. Students' distribution in the accommodation spaces

Art. 3 Transilvania University of Braşov offers accommodation places in its 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) accredited international students – grantees of Transilvania Academica Scholarship (TAS) and of Romanian State, as well as the ones included in international and interuniversity mobilities;
- b) students orphaned of both parents, the ones from foster homes, or from leaving care;
- c) accredited Romanian students, financed from the state budget (all those who were accommodated in the dormitory the previous year and who appear on the provisional lists are given priority for accommodation);
- d) accredited students whose families earn incomes per family member below the minimum income guaranteed by law;
- e) accredited 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 (noncommunicable) AIDS disease, spondylosis, paralysis and other locomotor disabilities;
- f) married students, within the limits of available places;
- g) Romanian or foreign full-time self-financed students;
- h) 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 The following may not be accommodated in 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 two warnings are required), and from the provisions of other UNITBV regulations;
- b) students who have shown improper conduct towards the University's personnel (academic teaching personnel, administrative staff, etc.);
- c) students who, at the end of the autumn exam session (the autumn first 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 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. 8 The accommodation-related appeals are lodged with the faculty secretariats within 2 working days of display of the accommodation lists.

Art. 9 Methods of support for the students who did not receive accommodation in the dormitory.



The state-budgeted students who live in other spaces than the University's dormitories may be granted, upon request, the individual accommodation subsidy, except for the holidays, according to the Order of the Minister of Education no. 7844/2024, provided that the accommodation capacity of the University's dormitories has been exceeded. Under these circumstances, they must additionally fulfill the following:

- a) to be enrolled in the full-time form of education, on self-financed places (certificate from the faculty to this effect);
- b) to submit a copy of the tenancy agreement on one's dwelling, registered with the National Agency of Fiscal Administration, Braşov county;
- c) not to have their domicile or residence in the city of Braşov;

Art. 10 The confirmation of one's accommodation place is done by his/her signing the accommodation agreement (including its appendices) and by immediately paying (within 2 days of allocation of the accommodation fee on the intranet and in the student@UNITBV application) the value of the accommodation 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 (in the original, on the day of accommodation) to the dormitory administration.

Art. 11 The accommodation place is taken personally by each student, based on his/her identity document. Upon check-in, the lease agreement and its appendices are filled out and signed.

Art. 12 The remaining vacant places after the specific stages of the accommodation calendar will be redistributed by the Social-Administrative Service.

Art. 13 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 allocated accommodation space. The Faculty Accommodation Committee analyses these situations and may decide on the termination of the student's accommodation agreement if the provisions of these Regulations are not observed.

Art. 14 The places of the students left for studies within the Erasmus+ mobility programmes (students entitled to accommodation) may be occupied by other students of 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. Dormitory residents' rights and duties

Art. 15 The students accommodated in dormitories have the following accommodation-related rights:

- 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 dormitory, regardless of their nature; to use the reading rooms, cooking spaces, bathrooms and all the other spaces for 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 dormitory administration, the student members of the dormitory committee, of any situation that is contrary to the provisions of these Regulations and to the social norms of cohabitation in the dormitory;
- f) to receive visits in the terms set out in these Regulations.



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

- a) during the working days (except for holidays and public holidays) of the week, between 7:00 a.m. – 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 over periods longer than 4 hours, for only one visiting person, with the consent of the administration (and of the roommates, as appropriate), 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;
- c) the student who requests a person's accommodation in the dormitory will pay at the University's cash office the cost of the accommodation, in the terms approved by the University Senate – under the category Other accommodations;
- d) the student who receives the visit of foreign persons or who brings foreign persons into the dormitory (including students accommodated in other dormitories) answers for their conduct and assumes liability for any possible breach of the provisions in these Regulations, personally incurring the sanctions provided for herein;
- e) it is strictly prohibited to host foreign persons (including students from other dormitories) who do not observe the provisions set out in points a, b, c and d of this article.

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 whole activity of dormitory maintenance and to keep all the accommodation spaces clean;
- c) to have a proper demeanour and outfit, and to collaborate with the competent structures, taking a stand against any 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 room and shared facilities ordered and clean;
- g) to notify the Dormitory Administration of any malfunction or problem occurring in the accommodation space, within 24 hours;
- h) to urgently notify (over the phone) the campus police, the rapid intervention (security) team, the specialised authorities (police, firefighters, ambulance) in case of emergency situations (conflicts, accidents, floods, damages, criminal 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 exert control in the dormitory, or at the request of the campus police;
- m) to pay in full the dormitory fee to the educational institution:
 - for the first month of accommodation, within 2 days of allocation of the accommodation fee; otherwise, they will lose the accommodation place;
 - for the current month, in the second half of the month preceding the one for which the fee is paid (between the 15th and 30th of the previous month); in case of failure to comply with this time limit, within the first 15 days after the 30th 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 de jure termination of the lease agreement. The outstanding amounts (unpaid fee and penalties) remain due and will be recovered according to the court proceedings;



- n) The monthly fee is the same (whole amount) regardless of the student's number of actual accommodation days in that month, except for July when the fee will be paid proportionally to the number of days of accommodation, in relation with the exam dates;
- o) Special cases (concerning the students either hospitalised – see Chapter 5 – Art. 33, or left for traineeships, etc.) are analysed and settled by the Vice-Rector for Students and Liaison with the Economic and Socio-Cultural Environment;
- p) Erasmus (incoming) students who opt for accommodation in the University's dormitories shall pay the dormitory fee 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 in these terms entails the loss of the accommodation place;
- q) to leave the accommodation place, in the event that they lose their status as a student, within 10 calendar days of issuance of the expulsion decision;
- r) to ensure the rational use of the electricity, water and materials made available;
- s) 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 (incurance of the expenses related to the value of the damages caused) and disciplinary responsibility for the shortages and damages 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 by the student lessees (hall walls, sanitary facilities, reading rooms, laundries, pantries – kitchens, etc.), in case of failure to identify the person/s who caused 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, reading rooms, bathrooms, hallways of the dormitories;
- h) to gamble;
- i) to throw packaging and household waste in the spaces not intended for storing household waste, and around the dormitory, and to degrade the green spaces;
- j) to store household waste on the hallways, in the bathrooms and pantries of the dormitory;
- k) to bring animals into the dormitories;
- l) to drink alcohol in the shared facilities 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 block the access routes with personal items (for instance clothes dryers, shoe racks, etc.);
- 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;
- s) to glue posters and announcements in places that are not intended to this effect;
- t) to destroy the furniture in the room and in the shared facilities, or to destroy other assets (cameras, sinks, showers, windows, doors, lighting items, walls, etc.);



- u) to use, with a view to preparing food or heating, gas cylinders, improvised electrical appliances, electric hobs, electric radiators or other similar devices, except for the similar objects of shared use existing in the dormitory.

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 Social-Administrative Service will enforce, depending on the seriousness of the infringements, one of the following sanctions, for which purpose a sanctioning decision is issued and signed by the Director of the Social-Administrative Service, after analysing the complaint:

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

The sanctions are communicated in writing to the student and faculty management, respectively 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 from 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 lodged with the University Registry Office and settled within five working 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. Dormitory Committee

Art. 21 For a better cooperation between 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 three members, respectively maximum four members for dormitories 10 and 14. The Dormitory Committee has the following structure: chairperson, deputy chairperson/s and dormitory administrator, who may not be the same as the chairperson. The structure of the committee shall be finalised by October 25th of each academic year.

Art. 23 (1) For the appointment of the chairpersons and deputy 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 (except for the 1st year of study) or master's educational cycles may 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 board consisting of the dormitory administrator, the vice-deans for students of the faculties the students of which are accommodated in that dormitory, and one student accommodated there, who does not apply. The students in the selection committees will be proposed by the vice-deans for students. In the event of several proposals from multiple faculties, the student with the highest annual average grade in the previous year (admission, for the first year) will be elected in the selection committee. The chairperson/deputy chairperson is selected on the basis of an interview. When appointing the chairperson/deputy chairperson, in the event of a tie, the tiebreaker is the average grade obtained by each candidate in the previous academic year (for the undergraduate and graduate sophomores), respectively the average grade at the final examination, in the case of the graduate freshmen. In the absence of accredited student candidates, the first tiebreaker will be the number of failed exams and colloquia on September 30th; whereas the second – the faculty admission average grade.



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

Art. 24 The access to the dormitories, shared facilities 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. On a monthly basis, each dormitory administrator reports to the Director of the Social-Administrative Service as regards the fulfilment of the Dormitory Committee members' specific duties. 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 in 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, and correlates its activities with the provisions of the articles 15, 16, 17, 18 and 19 of these Regulations, making sure that these provisions are observed. If the Dormitory Committee members prove unable to ensure order and quiet in the dormitory, they will be replaced;
- b) it acts for the maintenance of cleanliness in the dormitories. The Dormitory Committee shall take action in order to identify the students who do not observe the requirements in this regard, and shall take the appropriate measures;
- c) it acts for the compliance with the fire prevention requirements. The Dormitory Committee must know the actual condition of each room and act for the observance of the obligations set out in these Regulations;
- d) it communicates to the dormitory administrator the students' requests in terms of further endowment of the dormitory;
- e) it proposes, together with the dormitory administrator, the main repairs and fit-out 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 violence or destruction acts;
- 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, criminal offences, contraventions, breakdowns, etc.);
- i) it collaborates with the IT Office for the smooth operation of the system of video surveillance over the dormitories and for the smooth operation 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 deputy 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 traineeship programmes or in other activities for the University's benefit, employment during the holidays, or other problems that require the student's presence in Braşov). The number of available accommodation places during the summer holidays is annually proposed by the Director of the Social-Administrative Service together with the General Administrative Director, depending on the planned works, and approved by the Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment.

(2) The students who request accommodation during the summer holidays will submit an application to the dormitory administrators (usually by June 20th); the applications will be analysed by the administrators together with the Director of the Social-Administrative Service, and will be settled between the 20th and 30th of 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 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 University Senate.

(4) The students who conduct the internship included in the education plan benefit from accommodation for the period of internship (until July 31st) in the same payment terms 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 the academic situation.

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, because the dormitories remain open.

Art. 32 After the completion of the bachelor's and master's educational cycles, the graduates/students may no longer benefit from accommodation in the student dormitories, regardless of whether or not they will 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 holders who are admitted to master's study programmes, in the terms set for the stay in 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 over the period of hospitalization.

Art. 34 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 may propose a discount or the cancellation of the dormitory fee, subject to the approval of the Executive Board.

Art. 35 For certain categories of students, the *Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment* together with Co-STUDENT may propose the partial or full exemption from the payment of the accommodation fee, with the approval of the Executive Board.

Art. 36 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. 37 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. 38 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, within collaborative actions, by order of the *Vice-Rector for Students and Liaison with the Economic and Socio-cultural Environment*.

Art. 39 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. 40 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 Romanian Government, these Regulations may introduce special provisions, as the case may be, only applicable in special situations (state of alert, state of emergency, etc.).

Any accommodated student's failure to comply, partially or totally, with the provisions of this article, evidenced 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. 41 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. 42 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 30.09.2025.

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President of the University Senate

