



Translation

**INTERNAL REGULATIONS IN THE STUDENT HOSTEL
OF FSBEI OF HIGHER EDUCATION OSMU OF THE MINISTRY OF
HEALTH OF RUSSIAN FEDERATION**

If changes are made to the original document, the translation should be updated

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ПРАВИЛА

**ВНУТРЕННЕГО РАСПОРЯДКА В СТУДЕНЧЕСКОМ
ОБЩЕЖИТИИ ФГБОУ ВО ОмГМУ МИНЗДРАВА РОССИИ**

КОНТРОЛЬНЫЙ

Омск 2023



INTRODUCTION

1. DEVELOPED by the Director of the campus Rukhlova A.A.
2. TRANSLATED into English by the teaching and learning specialist of the Dean's office for foreign citizens Kulesh A.V. 27.01.2025.
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1 FIELD OF APPLICATION

1.1 The rules of internal regulations in the student dormitory of Federal State Budgetary Educational Institution of Higher Education OSMU of the Ministry of Health of Russia (hereinafter - the University) are developed on the basis of the Sample rules of internal regulations of the student dormitory, current housing legislation and regulations of the Russian Federation.

1.2 These rules are a local normative act of the University, the fulfilment of which is mandatory for all residents of student dormitories of the University.

2 REGULATORY REFERENCES

2.1 The following documents are referenced in these Rules:

Constitution of the Russian Federation;

Housing Code of the Russian Federation from 29.12.2004 N 188-FZ;

Law 'On Education in the Russian Federation' dated 29.12.2012 No. 273-FZ, Art. 39;

Federal Law 'On Protection of Citizens' Health from Exposure to Ambient Tobacco Smoke and Consequences of Tobacco Use' dated 23.02.2013 No. 15-FZ;

Letter of the Federal Agency for Education from 27.07.2007 № 1276/12-16 'On sending for use in the work of the Model Regulations on Student Hostel';

P-43 'About the student campus of FGBOU HE OSMU of the Ministry of Health of Russia';

Pr-02 'Internal regulations for students of FGBOU HE OSMU of the Ministry of Health of Russia';

Charter of OSMU.

3 PROCEDURE FOR THE PROVISION OF PREMISES AND OCCUPANCY OF STUDENT HOSTELS



3.1 Residential premises in the University dormitories are assigned to the University on the right of operational management and are intended for temporary accommodation of students, residents of full-time students and applicants for admission examinations.

3.2 Accommodation of students is made on the basis of the order of the Rector of the University for accommodation (hereinafter - the order on accommodation), their personal applications and the contract of rent of living quarters in the student hostel (hereinafter - the contract of rent of living quarters).

Persons who have the right to be provided with a dormitory room in the initial order are obliged to provide documents confirming this right.

3.3 Contracts of rent of living quarters with a student in need of a dormitory are concluded on the basis of the order of occupancy.

3.4 The contract of rent of living quarters is made in three copies, one copy is kept by the resident, another copy is kept by the head of the dormitory, and the third copy is kept by the Office of the Federal Migration Service.

3.5 Move-in to the dormitory is carried out by the campus director, the head of the dormitory and the University's passport clerk.

3.6 Accommodation in the student dormitory for a married couple of students of Omsk State Medical University is provided if they provide a document of the established sample, confirming the fact of marriage (family formation), in a double room or in a family block for a couple with children, dormitory № 3 at the address: Omsk, Bluchera St., 16.

3.7 The contract of renting accommodation is concluded with each spouse separately.

3.8 Family students living in the student hostel are governed by the internal regulations of the student hostel.

3.9 When moving into the hostel, students must be familiarised with these rules and undergo appropriate instruction on safety in the operation of electrical appliances,



household radio equipment, familiarise themselves with the established procedure for the use of personal electrical appliances. The briefing is conducted by the head of the hostel and is registered in a special logbook under signature.

3.10 The amount of payment for accommodation in the student dormitory is established by the order of the Rector of the University in the prescribed manner, in accordance with the legislation of the Russian Federation.

3.11 The fee for accommodation in the student hostel is charged for the entire period of stay, according to the price list. In case of absence of the resident in the hostel for more than 10 calendar days and the departure of the student during the holiday period, the fee for utilities and additional services is not charged at the request of the student.

3.12 The procedure for the use of the hostel by students on holiday is determined by the Directorate of the campus, in consultation with the student council of the hostel and the trade union organisation at the request of the resident.

3.13 In case of cancellation of the contract of rent of living quarters, the resident is obliged to vacate the occupied place (living quarters) in the dormitory within three days, handing over to the head of the dormitory on the by-pass list this place (living quarters) in a clean condition and all the received inventory in good condition.

3.14 Students on leave of absence for health reasons are obliged to vacate the places occupied in the dormitories or provide a certificate from a medical institution of Omsk about their in-patient or out-patient treatment. When a student leaves the academic leave for health reasons, he/she will be given a place in the dormitory on a priority basis.

3.15 When leaving the room for more than 10 days for holidays and public holidays, those living in the dormitory must leave the room clean, with neatly stored belongings and equipment, in proper sanitary condition, having previously provided it for inspection to the head of the dormitory or a representative of the student council of the dormitory.

3.16 A student's residence in the dormitory is formalised by the conclusion of a contract of rent for the first year of residence with subsequent extension of the contract,



subject to compliance with the rules of internal order until the end of studies.

4 PROCEDURE FOR ENTERING THE HOSTEL

4.1 Residents are issued a pass of the established sample for the right to enter the dormitory. It is strictly forbidden to give the pass to other persons.

4.2 When entering the dormitory:

persons residing in the hostel present the pass;

employees of the University dormitory show their official ID card;

persons who do not work or study at the University present their identity document at the watch. The hostel janitor records information about visitors in a special register.

4.3 Bringing in and taking out bulky personal belongings from the dormitory is allowed only in the presence of a material pass issued by the head of the dormitory. When bringing in bulky items, they are registered by the hostel duty officer in a special logbook.

4.4 The invitee is responsible for the timely departure of visitors and their compliance with these rules.

4.5 Visitors, including relatives of those living in the student hostel, may stay in the hostel from 19 to 23 hours (on weekends and public holidays - from 15 to 23 hours). The presence of strangers, including relatives, in the dormitory at night is allowed only with the written consent of the head of the dormitory, on the application of the resident of the dormitory and the written consent of the roommates.

4.6 Temporary stay in the dormitory of parents is allowed, with the permission of the head of the dormitory - on the written application of the resident in the 'parent's room' (if any) for a period not exceeding three days or in the room of the student, with the written consent of the roommates. Payment for parents' accommodation is made in accordance with the price list item "Outside Persons".

4.7 The stay at night (after 11 p.m.) of underage guests and relatives living in the dormitory is not allowed.



5 RIGHTS OF RESIDENTS IN STUDENT ACCOMMODATION

5.1 Residents of the student residence have the right to:

to live in their assigned living room for the period specified in the contract of rent of living quarters, provided that the conditions of these Rules and the contract of rent of living quarters are fulfilled, and to change the room once on application with the permission of the administration of the hostel, and for visa students from far abroad additionally notify the dean's office for work with foreign citizens;

to use the rooms for independent studies and rooms for cultural and household purposes, equipment and inventory of the hostel;

to address to the administration of the hostel with requests for timely repair, replacement of equipment and inventory, which is out of order through no fault of their own;

- to use household appliances in the dormitory rooms, based on the technical features of each dormitory - the list of acceptable appliances is established by the Vice-Rector for Economic Work and Safety of the University, attached to each dormitory;

- participate in the formation of the student council of the hostel and be elected to it;

- to participate through the student council of the hostel in solving the issues of improving living conditions, organisation of extracurricular activities.

6 RESPONSIBILITIES OF THE RESIDENTS OF THE HOSTEL

6.1 Those living in student accommodation are obliged to:

-fulfil the terms and conditions of the contract of rent of living quarters concluded with the University;

-to provide documents for registration at the place of stay and for military registration in a timely manner in accordance with the established procedure;



-receive visitors at the time established by the present rules of internal regulations in the student dormitory and be responsible for their behaviour in the dormitory;

-to pay timely payment for accommodation in the hostel, according to the Rector's order on payment for accommodation in the student hostel of Omsk State Medical University;

-during the use of rooms for independent studies and rooms for cultural and household purposes to observe silence and not to create obstacles to other residents in the use of these rooms;

-from 23-00 to 06-00 hours observe silence in the dormitory;

-to strictly observe these Rules, safety regulations and fire safety rules;

-strictly follow the instructions for the use of household appliances;

-treat the premises, equipment and inventory with care;

-use electricity and water sparingly (when leaving the room, close the windows, windows, doors, switch off electrical appliances, lights and water);

-keep the living quarters and common areas clean and tidy; clean their living quarters daily and the kitchen according to the established duty schedule;

-compensate for material damage caused in accordance with the current legislation of the Russian Federation and the contract for the rent of living quarters;

-at the request of the administration of the hostel to present an identity document granting the right to stay in the hostel;

-ensure that the administration of the hostel and the campus can inspect the living room, and for students from abroad and the staff of the dean's office of foreign nationals to monitor compliance with these rules, to check the safety of the property, to carry out preventive and other types of work;

-to declare in writing (in the logs of the established sample) about absence and (or) departure from the hostel for holidays and public holidays for more than 2 days;

-to declare in writing about the use of personal bulky items (refrigerator, TV set,



laptop, bedside table, desk, etc.) in the hostel;

-to declare in writing the need to repair the University's material assets and equipment that are out of order due to operation and technical wear and tear (sockets, window adjustment, replacement of door locks, etc.).

6.2 Residents of the dormitory are forbidden to:

-to move unauthorisedly from one room to another;

-unauthorised transfer of equipment from one room to another;

-to make unauthorised alterations to the electrical wiring and repairs to the electrical system;

-use in the living rooms electric stoves and electric heating devices and appliances that are not included in the list of permissible appliances established by the Vice-Rector for Economic Work and Safety of the University;

-to perform works or other actions in the room that create increased noise and vibration, -violating the normal living conditions of students. From 23.00 to 06.00 hours, the use of television sets, radios, tape recorders and other loudspeaking devices is allowed only if the audibility is reduced to a degree that does not disturb the peace of the residents;

-sticking notices, timetables, etc. on the walls of the living room and in common areas, except for specially designated places for this purpose;

-deface furniture, doors, walls of rooms, corridors and other premises of the hostel;

-leave rubbish in the corridors, kitchen and other common areas;

-throwing rubbish out of windows and balconies;

-go up to the attic, onto balconies and roofs;

-standing and sitting on window sills;

-to smoke and use tobacco products in the premises and on the territory of the hostel;

-to be in the hostel under the influence of alcohol, drugs or toxic substances;



- to drink and keep beer and alcoholic beverages;
- use narcotic drugs and psychotropic substances;
- illegally allow unauthorised persons into the hostel and (or) leave them overnight, provide living space for other persons, including those living in other rooms of the hostel;
- show rudeness, insult the staff and residents of the hostel;
- sell and consume alcoholic and alcoholic beverages, narcotic and psychotropic drugs,
- store explosives and other substances dangerous to others;
- sell and distribute literature and firearms prohibited by Russian law;
- install additional locks on the entrance door of the room in which they live, change the locks or replace them without the permission of the head of the hostel;
- use open flame sources in the living room;
- keep pets in the dormitory;
- keep bulky things in the room that prevent other residents from using the assigned room.

7 LIABILITY FOR VIOLATION OF THESE RULES

7.1 For violation of the Internal Regulations of the student hostel by residents, students may be subject to disciplinary action:

- a) notation;
- b) reprimand;
- c) expulsion from the University.

7.2 Disciplinary penalties shall be imposed in accordance with Pr-02 and formalised by the order of the Rector of the University.

8 PROCEDURE FOR EVICTION OF RESIDENTS FROM STUDENT HOSTELS



8.1 Eviction of residents from the hostel is made on the basis of the order of the Rector of the University in cases of:

-cancellation of the contract of rent of living quarters in the hostel on the grounds provided in the contract;

-expulsion of students from the University before the end of the term of study due to violation of these Rules;

- at the personal request of the resident;

- upon expulsion from the University upon graduation

8.2 Residents are obliged to vacate the occupied place in the student hostel within three days from the moment of issuing the order of expulsion from the University. In case of refusal to vacate the occupied place in the student hostel, these citizens are subject to eviction incourt.