



No. 6876/15th May 2020

RESOLUTION

regarding measures taken for students' accommodation within UBB dormitories

Considering the circumstances generated by the COVID-19 pandemic, in order to come in aid of students,

Based on their electronic vote from 15th May 2020, the UBB Administration Council

DECIDED UPON THE FOLLOWING

1. Students who have opted, according to ACR no. 5200/20.03.2020, for staying within the university dorm, during the state of emergency, for objective reasons, will continue to benefit from the accommodation until the end of their lease.
2. Students who have already cleared their rooms during lockdown will be able to terminate their contract according to the procedure attached to the present resolution.
3. Demands for re-accommodation after 15th May 2020, respective to the period of time until the end of their contract, will be approved by the university government within the existing availability, based on objective criteria.
4. The requests for accommodation during the summer for a period of time after the end of the leasing contract are not object of the present resolution and will be decided upon in the future, depending on the evolution of the COVID-19 pandemic.

RECTOR,
Prof. Daniel DAVID, Ph.D.

PROCEDURE REGARDING STUDENTS' END OF ACCOMMODATION GIVEN THE VOCID-19 PANDEMIC

- I. **The end of the accommodation of students who have already cleared the rooms during the state of emergency and of those who have opted to stay within the dorms during lockdown will be relocated**
 1. Students' end of accommodation will follow the below procedure:
 - 1.1. All students who have vacated their rooms until the time of approval of the present procedure, but who still have their belongings in the rooms, are demanded to end their accommodation during 18th May and 14th June 2020, from Monday to Sunday, during 07.00-15.00. Those ending their accommodation during this interval are exempt from paying accommodation fee.
 - 1.2. All those who do not end their accommodation during 18th May and 14th June 2020 will be able to do so beginning with 15th June 2020 and until the end of their accommodation lease, based on an appointment stipulated at art. 2, provided they pay the accommodation fee in compliance with their accommodation contract signed with UBB.
 - 1.3. Students who, based on ACR no. 5200/20.03.2020, have opted to stay in the dorms during the lockdown without being relocated, continue to benefit from accommodation until the end of their accommodation contract, the latest; the term for that has been established at the beginning of the 2019-2020 academic year. Those opting to end their accommodation before the term in the contract must comply with the present procedure.
 - 1.4. Students residing outside of Romania, who have vacated their rooms until the time of approval of the present procedure may end their accommodation beginning with 18th May 2020 until the end of their contract.
 2. Students have access to the dorm until they collect all of their belongings and they end their accommodation only if they make an online appointment on the platform announced by the university government and CSUBB (UBB Students' Council) by electronic means of communication, until 17th May 2020. The platform will be open for 5 days beginning with 18th May 2020; after 3 weeks from their first appointment, the platform will be open again for new appointments. For the online appointment, each student must create their own account on the above mentioned platform.
 3. A max. of 40 students/day may end their accommodation; they will be divided into 2 groups of max. 20 people; each group will have 3 hours at their disposal and 30 minutes to clean up and disinfect the joint areas.
 4. The entry to and exit from the dormitory will be done alternately, so that we keep in line with the social distancing measure of at least 2 meters between each person.

5. During the period of vacating the dormitories, only the tenants will have access inside, based on their student card. Their companions will have access inside the dorm for max. 20 minutes and only in order to help the tenants remove their very heavy personal belonging from the dorm (fridge etc.).
6. Access of vehicles into the student campus will be allowed for 20 minutes at most and only for uploading luggage.
7. Upon vacating the dormitory permanently, students must pay all past-due bills and hand in all items they may have received and which are found on the inventory, according to the room fact sheet and sheets order.
8. Students who don't have the possibility to return to the dorms to collect their personal belongings and vacate the room permanently can send a person authorised on their behalf. The authorisation must be sent to the following email address: social@ubbcluj.ro and it must contain the student's identification data, the name of the dorm, the room containing the student's belongings and the identification data of the authorised person. The latter must present an ID card.
9. Students who cannot get back to the dorms to collect their personal belongings and to end their accommodation, and who cannot send an authorised person during the established periods of time mentioned in article 1, may collect their belongings later. All unclaimed personal objects from the dormitories will be packed and tagged with the room number by the dorm employees under the supervision of a students' representative from within CSUBB, or under the supervision of students from the dorm administration committees. Students' personal items may be stored until the 14th August 2020. Babeş-Bolyai University does not take responsibility for the personal items declared missing by students who do not permanently vacate the dorms during the periods of time mentioned in art. 1.
10. People coming to permanently vacate the dorms must use a mask and gloves.
11. All students coming to permanently vacate the dorms will be supervised by the doormen, by the concierge, by dorm administrators and possibly by students from the dorm administration committees, if they are present.
12. People accompanying students (UBB employees, students from the dorm administration committees, dorm administrators) will wear masks and gloves.
13. For the reimbursement of dorm fees paid during 21st March and 30th September 2020, by students who vacated the dorms as a result of the ACR no. 5200/20.03.2020, and who did not occupy another place in the dorm, during the above mentioned period - students must submit, upon permanently vacating the dorm, the request in addendum 4 and a bank document (bank statement, list of IBANs etc.), in hard copy or electronically, with their name (the student must be the holder of the bank account), the IBAN account, the social number; if the social number is not specified, the student must write it by hand. Students who have paid the dorm fee in advance for the months of April, May, June, July etc. will attach the proof of payment together with the request and bank statement. These documents will be submitted to the administrator of the dorm where the student vacates their room.
14. Upon the permanent vacating of the room, students in final years can show the dorm administrator the termination form for signature.
15. In case the students permanently vacating the rooms cannot carry all of their belongings in the same day, they will be allowed to store them within defined areas within the dorm for a max. of 5 days; they may return to the dorm to collect them within that timeframe.

II. The permanent vacation of rooms occupied by students who had been relocated to other dormitories during lockdown

1. If, based to ACR no. 5200/20.03.2020, students were relocated to other dormitories and they wish to remain accommodated in that respective dorm, the students must permanently vacate the dorm where they had been accommodated initially no later than 31st May 2020.
2. Beginning with 1st June 2020, the above mentioned students must pay the dorm fee respective to the dorm where they had been accommodated based on an additional document issued by the administration of the dormitory where they have been relocated.
3. Relocated students may occupy these places at most until the end of their leasing contract, a term that was established at the beginning of the 2019-2020 academic year.
4. Students demanding to permanently vacate the dorm must abide by the present procedure.

III. Online permanent vacation of rooms

1. Students who have permanently vacated their rooms and no longer have any belonging in the dorm may ask for the online end of accommodation. In order to do this, students must send the request in addendum 2 to the following email address social@ubbcluj.ro. Upon reception of the request, students will get a confirmation of their end of accommodation, after the inventory of the room, retrieve of the bed sheets and other items from the personal inventory, and after there will have been a check-up of payment-dues. Students who still have payment-dues with the dorm administration must show proof of payment via bank transfer, according to addendum 3. Students who did not hand in their key must do so by courier, until 15th July 2020, or otherwise pay for its equivalent, via bank transfer, according addendum 3.
2. For the reimbursement of dorm fees paid during 21st March and 30th September 2020, by students who vacated the dorms as a result of the ACR no. 5200/20.03.2020, and who did not occupy another place in the dorm, during the above mentioned period - students must send the reimbursement request (addendum 4) and a bank document (bank statement, list of IBANs etc.), in hard copy or electronically, with their name (the student must be the holder of the bank account), the IBAN account, the social number; if the social number is not specified, the student must write it by hand. Students who have paid the dorm fee in advance for the months of April, May, June, July etc. will attach the proof of payment together with the request and bank statement. These documents must be sent to the following email address social@ubbcluj.ro.

Addendum 2 – Online request for permanent vacation of the room

Addendum 3 – Payment details via bank transfer

Addendum 4 – Request for reimbursement for payments made during 21st March 2020 and 30th September 2020 – dormitory administration

To

The Babeş-Bolyai University Government

The undersigned _____, student at the Faculty of _____, am occupying an accommodation place in Dormitory no. _____, room _____. I hereby request the online permanent vacation of the room.

I state the following (check the affirmative answer in your case):

- At the time of receiving accommodation I asked for bed sheets
- At the time of receiving accommodation I did not ask for bed sheets
- The room key will be returned until 10th June 2020, by courier
- I pay for the equivalent value of the key, by bank transfer (according to addendum 3)
- I hand in all items mentioned in the room inventory, according to their initial condition.

Contact information:

Signature/date

Phone no.:

E-mail:

PAYMENT DETAILS VIA BANK TRANSFER

PAYMENT VIA BANK TRANSFER – (M.O. – Internet Banking)

DETAILS MONEY ORDER:

NAME OF BENEFICIARY: **Babeş-Bolyai University**

BANK OF BENEFICIARY: Cluj Treasury

ACCOUNT OF BENEFICIARY: **RO59TREZ21620F331400XXXX**

FISCAL COUDE: **4305849**

PAYMENT DETAILS: Monthly rent ..., Dormitory ..., Room ...

and/or: monthly parking fee ..., Dormitory ..., Room ...

and/or: key/bed sheets/other equivalent value ..., Dormitory ..., Room

Upon payment, **it is mandatory** that confirmation of payment (money order – M.O.) is sent to the following e-mail address: social@ubbcluj.ro

To

The Babeş-Bolyai University Government

The undersigned _____, student at the Faculty of _____, am occupying an accommodation place in Dormitory no. _____, room _____. I hereby request the reimbursement of the payment made in advance for the month/s of _____.

I hereby attach the following documents:

- Bank statement of the account in my name
- Documents proving the payment of the fee in advance for the month/s of _____

Contact information:

Signature/date

Phone no.:

E-mail: