

ISD Bocconi Residence Regulations AY 2019-2020

I, the undersigned

NAME_____

SURNAME_____

STUDENT ID_____

- declare to be aware of and to commit to the exact and punctual compliance with all the rules contained in this document

- will sign the last page of this document and upload it in the online application

Introduction

Bocconi Housing assignments are made with the aim of offering off-campus students the possibility to study at Bocconi in a comfortable and scholastic environment. The residences meet a variety of student needs: from the fundamental and practical need to have a stable base from which to attend university to the need to develop social relationships. The Bocconi residences provide an environment for cultural and educational enrichment.

Students are considered personally responsible for misconduct or negligence carried out in violation of the rules of these Regulations and/or the rules of civil coexistence and/or legal provisions or, in any case, any conduct that is contrary to public order. The University assumes no responsibility, including financial responsibility (civil, criminal or administrative) for direct or indirect damage of any nature caused to things and/or persons deriving from the abovementioned conduct.

Article 1 - Behaviour and integrity

Residents must practice good and appropriate conduct that is respectful of the personal integrity and dignity of others, as well as the integrity and decorum of the places wherein university life takes place. Residents will not disturb or prevent other residents from living and studying in a comfortable environment in any way. Anyone who does not comply with these regulations will be removed from the Bocconi residences, with the loss of their security deposit and referral to the Disciplinary Committee.

Article 2 - Respect of the accommodation

Bocconi University staff and residence management may undertake periodic inspections of rooms for service purposes. A second key to each room is available for use of the residence management. Residents may not install any door-locking devices in their rooms other than those in place.

Residents must allow maintenance, cleaning and security staff to have access to their rooms.

2.a) - Cleanliness and order

Residents are responsible for maintaining their assigned rooms cleaned and in good order and for being compliant with the rules settled by Municipality of Milan concerning the waste disposal. On cleanliness, order and waste disposal, every student has to find a fair agreement with his/her flat mates.

In the event that the accommodation is found in a situation of particular degrade the Management and Bocconi University could make an extra cleaning whose amount will be charged to the responsible person.

In this case, Bocconi University could give an "Official Warning" to the responsible student and, in case of repeated inappropriate behavior, the student will be expelled from the residence with loss of the security deposit and referral to the Disciplinary Committee.

2.b) - Preservation of the accommodation

Residents are responsible for the proper preservation of their housing assignment, including common areas, furniture and fittings, fixtures and equipment, floors and walls. They cannot change the furniture layout and function by making an improper use of them or using them differently from what is expected. In addition, it is not possible to add furniture (beds, couches, desks, lockers...) or domestic appliances (fridges, ovens, freezer...) other than those provided in the original equipment.

It is specific obligation of residents to provide timely communication – through the proper online form – to the head of the residence management of any damage or malfunctioning of the housing that s/he is aware of.

Residents must leave their rooms in the same hygienic and sanitary conditions as when they arrived. Any restoration costs are responsibility of the student and will be reimbursed to the residence manager. In case of default, the security deposit will be withheld until the student has fully complied with his/her obligations.

In case of particular degrade the student will be expelled from the residence with the loss of security deposit and referral to the Disciplinary Committee.

Article 3 - Bathroom sharing

Bathrooms are to be shared with students of the same gender only.

Article 4 - Compensation for damages

In case of inappropriate conduct by residents, serious breaches of the Regulations in force, or damage to the residence furniture or fittings, the management shall report the occurrence to Bocconi University so that the relevant disciplinary measures may be taken. If the responsible party of the damage is not identified, the restoration cost will occur as follows:

- damage inside the room: billed to the resident assigned to that room;
- damage inside the apartment: billed to all residents of that apartment;
- damage on a floor: billed to all residents of that floor;
- damage in the common areas: billed to all residents of the residence hall.

Article 5 - Housing fees

The housing fees must be paid in accordance to the methods and deadlines communicated by Bocconi.

Article 6 - Contribution for residents activities

€10 for resident activities will be added to housing bill. This contribution will be included in the shared fund for each residence and may be used for the resident activity fund and the regular or occasional maintenance of the building, furniture and equipment. This fund can only be used upon request of the student representatives in each housing facility by agreement with the ISU Bocconi Director.

Article 7 - Items left in rooms

Residents who have been removed from the residence for disciplinary or other reasons, must remove all their property from the building after Bocconi University has exercised its rights



over it pursuant to Article 2760 of the Italian Civil Code. If students do not comply with this regulation, the residence staff has the right to seize items left behind on the premises, where they will be held for a year for the owner to collect them. Bocconi University is not responsible in any way of any item left to the residence Management.

Regarding this operation and the possible necessity to open any wardrobes or drawers, a report will be made, witnessed by two persons and a representative of Bocconi University.

Article 8 - Prohibition of accommodation transfer

Residents, for the entire period of the housing assignment, in accordance with the regulations, will enjoy access to the residence premises, within the limits set forth in current regulations related to the needs of hygiene and security, and rights and freedoms of other students.

As housing assignments are strictly non-transferable, an assigned placement shall not be given to, used by or shared with any third parties, even temporarily. A breach of this rule will result in the immediate termination of a resident's housing assignment, loss of the security deposit and referral to the Disciplinary Committee, and may result in civil and criminal penalties for the resident.

Article 9 - Personal ID card

The student ID card for entrance and the room key are personal and non-transferrable.

In the event of loss, theft or damage of the student ID card or room key, the interested party must submit a self-certification and will be charged € 10.00 by the residence manager for a new copy of the student ID card or key to be made.

Article 10 - Agreement management-resident

The accommodation agreement shall be exclusively between residents and the residence management.

The resident is required to communicate to the Management, in the expected manners, any malfunction relating to the maintenance or buildings and/or furniture's cleaning.

With regard to the agreement between the residence management and the residents, reference is made to the laws that regulate the agreements between hotel proprietors and their clientele.

Article 11 - Goods responsibility

Bocconi University is not responsible for any goods, valuables, money, etc., that residents keep in their rooms. Students may request the management to store valuable objects in a safe, where this service is available.

Article 12 - Check in and check out

Check in and check out, i.e. the receiving and delivery of the keys, may take place exclusively in the residence, where the reception is open 24 hours a day.

Article 13 - Visitors

Students may have visitors, within the limits set out in the articles below and under condition that they do not disturb other residents.

The management may from time to time authorize non-residents to visit rooms, only if invited by residents. Visitors should leave a valid ID at the reception and sign the relevant registers. All visitors must leave the room and the residence building by 12am midnight. Bocconi University has the right to deny entrance to the residence to undesired visitors.

Visitors must respect the regulations in force while they are in the building.



The resident is responsible for all aspects of his/her guest's behavior, including disciplinarily towards the University, and is responsible for violations of the regulations carried out by his/her guests.

Any breach will result in the expulsion from the residence with the loss of the security deposit and referral to the Disciplinary Committee.

The management reserves the right to carry out checks and to seek compensation from those responsible for any theft or damage to furniture, fittings, structures or anything else in their care. The restoration cost shall be billed to those responsible.

Article 14 - Common areas use

The use of common areas, game rooms, gym (where present), radio, television etc. should not bother the others' peace and rest and, in any case, is prohibited from midnight to 7.00 am.

Article 15 - Parties

It is prohibited to have parties in rooms and common areas in the residences. However, meetings may be held in order to socialize, with no more than 20 participants (residents and external guests included), upon request to Bocconi at least 3 business days in advance, indicating the guests list and the meeting supervisor who will account for possible problems or damages, including disciplinary actions. However, residence gatherings, debates among residents, tournaments and movie discussion groups may be organized, unless music, alcoholic drinks and drugs are expected.

Article 16 - Security

A conduct that may hurt the personal and physical safety of others is prohibited. Therefore:

1. The tampering with fire extinguishers or any other security system is prohibited. The tampering with electrical system, hydraulics system (fuse box, thermostat, presence detectors, etc.) is prohibited.
2. The obstruction of external and internal emergency stairs is prohibited. These passageways must always be kept completely clear. The opening of emergency doors is prohibited.
3. The throwing of water or any objects out of windows, balconies or the rooftop is prohibited.
4. The use and/or storage of electrical appliances in rooms and apartments other than those provided (including heating and/or cooling system) is prohibited.
5. The possession of flammable, explosive or corrosive materials in rooms or materials which could harm or cause danger to persons or objects is prohibited.
6. The use of the elevator by anyone who is unfamiliar with its operation, or by children unaccompanied by an adult is prohibited.
7. The use of emergency exits is prohibited, with the exception of emergencies.
8. Smoking is prohibited in all places of the residences as foreseen and sanctioned by Art. 51 of Italian Law 16.01.2003. no. 3.
9. Entering and exiting from windows or other openings not intended for door use is prohibited.
10. Entering and/or using areas not intended for residents is prohibited. In particular, using doors and/or windows overlooking ledges and/or moveable or fixed structures designated for cleaning facades and windows is prohibited.
11. The use and the introduction of weapons, instruments or objects that can in any way harm or compromise the others residents' safety is prohibited

Any violation of the abovementioned prohibitions will be sanctioned with the expulsion from the Bocconi residences, the loss of the security deposit and referral to the Disciplinary Committee.



Article 17 - Decorum

A conduct that may hurt the serenity, peace and decorum of the others is prohibited. Therefore:

1. The storage of bulky objects or items which could damage the building, apartment, room or common areas and fittings, walls or floors (e.g., skis, bicycles, trunks, etc.) is prohibited.
2. Dirtying, cluttering, occupying, even temporarily, the lobby with any object is prohibited.
3. Disturbing other residents with excessive noise by yelling, watching television or listening to the radio, etc., is prohibited.
4. The removal of furniture or fittings from rooms, apartments or common areas is prohibited.
5. Animals are not permitted in residence rooms or apartments.
6. The use of balconies for storage is prohibited.
7. The throwing of or disposal of bulky objects or substances in toilets or sinks is prohibited.
8. The replacement of the telephone provided with a different telephone is prohibited. Receiving collect calls is prohibited.
9. The abuse of alcoholic beverages is prohibited.
10. Possession and use of drugs are prohibited.
11. The tampering with electrical systems and motion detectors is prohibited.
12. Running in the halls, messing up the walls or floors, or any inappropriate conduct is prohibited.
13. The drying of clothes on balconies or from windows is prohibited. This is only permitted in the bathrooms.

Damages caused by unfair conduct will be charged to the responsible residents and they will be referred to the Disciplinary Committee.

In case of repeated or affecting violation, this will be sanctioned with the expulsion from the residence.

Article 18 - Transfer of guests

Bocconi University reserves the right to transfer guests, even during the year, to another room or residence hall at the rate required for the new residence.

Article 19 - Residence representatives

Every year, the residents of each dorm will autonomously elect two representatives taking care of the relation with Bocconi University and the residence management, as foreseen by the Residence Representatives Regulations.

Article 20 - Internet connection

Internet connection is a common service for all Bocconi residents. A proper use is recommended, avoiding overuse with a connection for too long and/or over-download. This in respect of everyone's right to use it equally.

Therefore, in the event of excessive traffic both for academic and personal reasons, internet connection may not be guaranteed in full and/or some sites may not be available.

Regarding the use of internet:

- in the residences, a maximum of two devices receiving data is allowed (e.g. PCs, smartphones and tablets) for each guest;
- it is strictly forbidden to connect routers or other devices with a similar function to the residence network: any devices with router functions found in housing units will be confiscated and the student responsible for the housing unit will be subject to a fine of 100€;
- any improper use of the network and in particular, illegal downloading and use of content covered by copyright, will constitute a reason for the referral to the Disciplinary Committee.



The University reserves the right to prohibit use of the residence internet coverage for defined periods for students who are responsible for violating these regulations or for a use of the network penalizing the use of the service for other residents.

Article 21 - Use of the kitchens

Regulations for the use of common areas with kitchens:

1. The use of areas of the residence used as kitchens is authorized for personal use only;
2. Equipment, areas and spaces available must be cleaned appropriately by each user;
3. Only packaged foods may be used; meals including breakfast must be prepared without any manipulation of the food, which must be only heated and not cooked;
4. Preservation must be in line with the label instructions on food purchased individually outside the facility;
5. Personal foods may not be transferred free of charge or upon payment and/or shared with third parties.

Bocconi University and the residence management are therefore relieved of any liability related to the consuming of food within the residence facility.

Article 22 - Use of exercising areas

Regulations for the use of areas designated for exercising in the residences, where available.

Guests of the residence where an area is dedicated to exercising, with equipment installed by students agree to the following:

1. they will use the equipment available in the gym only when they are fully aware of the correct methods of use of the same;
2. they will exercise in the area provided at their own risk and they will assume any responsibility for damages caused to themselves or to third parties when exercising;
3. in the event of any accidents, they therefore forfeit any claim for compensation from third parties and, in particular, Bocconi University, that shall be released from any and all related liability.

Residents are responsible for providing timely notification to Bocconi of any anomalies they may observe in their housing assignment.

All accommodation solutions offered in the student residences can be booked on a semester basis only.

In case of any discrepancies between the Italian text and the English translation, the Italian version prevails.

DATE_____

SIGNATURE_____

