

BOCCONI RESIDENCE REGULATIONS

A.Y. 2023-2024

INTRODUCTION

Bocconi Housing assignments are made with the aim of offering off-campus students the possibility to study at Bocconi University 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.

References for students assigned to the residences are the Fees, Funding and Housing Office – Students Outreach and Support Organizational Unit at Bocconi University, and the Head of Residence Management. Upon admission to a residence, detailed information is provided on the responsibilities of the reference figures and their contact details.

Students cannot transfer, even temporarily, their place of residence to the University Residence.

SECTION 1: DISCIPLINE

Article 1 – *Community Conduct*

1. Students assigned to housing must keep a good and appropriate conduct that is respectful of the personal integrity, health, safety and dignity of others, as well as the integrity and decorum of the places wherein university life takes place. They shall not disturb or prevent other residents from living and studying in a comfortable environment in any way.
2. As part of this general rule, students are required to comply with these Regulations, which are signed for acceptance, applicable laws and regulations, and with the rules relating to community life in relation with other residents and with university staff or employees of the company managing the residences, as well as compliance with the fundamental rules of respect, tolerance and collaboration that guarantee daily coexistence.
3. Anyone who does not comply with these Regulations, and/or engages in behavior contrary to public order or public decency will be sanctioned through revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.
4. Students are held 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, rules set out by Government Authorities and Health Authorities and/or the regulations of Bocconi University or the companies managing the Residences or, in any case, for any conduct that is contrary to public order or public decency. Bocconi 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 violations or from the abovementioned conducts.

Article 2 – *Agreement Management – Student Assigned Housing*

1. Management of the Residences is entrusted by the Bocconi University to external companies (from now on "Residence Management").

The accommodation agreement shall be exclusively between housing assignees and Residence Management, whereas Bocconi remains unrelated to this relationship.

2. Residence Management shall:

- control access and presence in the residences, also through a guard service;
- check the correct use of the services offered;
- perform cleaning and maintenance operations;
- verify that housing assignees behave in compliance with the rules of these Regulations and the provisions adopted by Bocconi University or by Residence Management

Housing assignees are required to communicate to Residence Management, in the expected manners, any malfunction related to the maintenance or building and/or furniture cleaning.

3. With regard to the agreement between Residence Management and housing assignees, reference is made to the laws that regulate the agreements between hotel proprietors and their clientele.

Article 3 - Compensation for Damages to the University Residence

1. In case of breach of any rule contained in these Regulations by the housing assignees, or should they have inappropriate conducts that may entail prejudice or damage to the assigned room, to the Residence or to any facility or good in it, the Residence Management shall report the occurrence to the Fees, Funding and Housing Office so that the relevant measures may be taken.
2. Students will be held responsible for all damages caused to the assigned room, to the Residence or to any facility or good in it caused in consequence of their behavior, with the exception of deterioration or wear deriving from the normal use of the assigned goods. In case of damage or shortages, students will be required to compensate the cost of restoring the condition of the premises.

If the responsible party of the damage is not identified, the cost of damage reparations to return spaces or items to the original state conditions will occur as follows:

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

Article 4 – Goods Responsibility

1. Bocconi University will not account for the loss, theft, damage of any movable property, valuables, money, etc., of pertinence/in the availability of the housing assignee for any reason, that s/he keeps in the assigned room. The student is the caretaker of goods and objects of his/her pertinence/in his/her availability for any reason, that are in the assigned room.
2. Students may request the Residence Management to store valuable objects in a safe location, in case the service is provided.
3. In case of short- or long-term absences, during the housing assignment period, students are required to leave the shelves, countertops and walls free of personal items and to put everything away in the wardrobes. Students are also required to completely empty refrigerators and freezers.

4. Bocconi University and Residence Management are released from any liability related to any possible deterioration of food or perishable objects and are not responsible for any objects left in the rooms by students.

Article 5 – Check In and Check Out

1. 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.
2. Check in is generally expected within 10 days from the first day of assignment (annual or monthly).

During check in, students must fill out a check list, indicating any damage or breakages in the assigned room and/or apartment.

3. Check out is mandatory by noon of the last assignment day. If students check out before that day, this does not imply a change in the assignment conditions but only the physical exit from the room.
4. At the time of check out due to the end of the housing assignment period, students are required to completely empty their bedroom and the other rooms in the accommodation (bathroom, kitchen, living room, if applicable), also completely emptying refrigerators and freezers. Bocconi University will not account in any way for goods left in the apartment/room after the check out.
5. Housing assignees who have been removed from the residence for disciplinary or other reasons, must also remove all their property from the same.
6. Students in arrears (due to missing payments of the housing fees) must also remove their personal effects from the accommodation.
7. If personal effects are not removed, Residence Management has the right to seize items left behind on the premises, where they will be held for maximum 1 year for the owner to collect them. The charges relating to this activity shall be at the expense of the student and charged to him/her. Bocconi University is not responsible in any way for any items left to 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. Once this period of time has elapsed without the student having collected his/her personal effects, the University will dispose of them in the manner deemed most appropriate, at the expense of the student.

Article 6 – Personal ID Card

1. The student ID card (or key) for entrance to the apartment and/or room is 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 required to reimburse the cost of remaking the key or ID card and replacing the lock.

2. If the student ID card or room key are transferred to third parties, students will be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 7 - Prohibition of Accommodation Transfer

1. As housing assignments are strictly non-transferable, students assigned housing may not transfer to third parties in any capacity, or share with any third parties an assigned placement, even temporarily.

2. It is strictly forbidden for the assigned student to leave the housing unattended, even temporarily. The student will be liable for any damages caused by third parties who may enter the housing left unattended.
3. Any breach in the prohibition contained in paragraphs 1 and/or 2 of this article will be sanctioned with the revocation of the housing assignment. Any civil and criminal penalties are the responsibility of the housing assignee. In this event, the University, at its discretion, reserves the right to refer the student to the Disciplinary Committee.

Article 8 – Access to Accommodation

1. For the entire period of the housing assignment, students assigned housing enjoy free and complete access to the residence premises within the limits set forth in these Regulations and by the rules on hygiene and safety applicable at any time, including all the rules applied in case of health emergency, and with regard to needs of cleanliness and hygiene of the areas, and to the rights and freedoms of other housing assignees.
2. Bocconi University staff and Residence Management may undertake periodic inspections of the rooms for service, hygiene and safety, sanitary emergency, maintenance or room improvement purposes, including in the absence of the housing assignee. Students assigned the accommodation must always allow access to the accommodation to staff responsible for inspections, maintenance and/or painting of the premises, cleaning, sanitization, security and surveillance of the residence.
3. A second key to each room is available for the use of Residence Management. Housing assignees may not install any door-locking device in their rooms other than the one in place.
4. Students who do not comply with the obligations set forth in paragraphs 1, 2 and 3 of this article shall be sanctioned with an official warning. In the event of serious or repeated violation of the aforementioned obligations or if the violation of the aforementioned obligations results in serious impediment to the regular performance of service inspections and/or maintenance of the facilities and/or cleaning of the accommodation and/or surveillance of the residence, the responsible student shall be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 9 - Cleanliness and Order

1. Housing assignees are responsible for the proper management of the housing assigned and common areas (common rooms, game rooms, study rooms, recreation areas, shared kitchens, external areas) and must maintain them in good order, clean and orderly. Students are also responsible for being compliant with the rules set out by the Municipality of Milan and according to possible provisions given by the Residence Management or by Bocconi University concerning recycling and waste disposal.
2. On cleanliness, order and waste disposal, every student has to find a fair agreement with his/her flatmates.
3. It is forbidden to bring rugs, sofas, shoe racks, electronic devices or otherwise bulky objects or objects that cannot easily be cleaned into the residence that may hinder the correct and thorough cleaning, hygiene or sanitation of the rooms. Unauthorized objects will be disposed of and the student will be charged for any cost incurred for restoring the condition of the premises.

In the event that the accommodation or common areas are found in a situation of particular degradation, including hygienic degradation, the Residence Management and/or Bocconi University may intervene with an extra cleaning and sanitization activities, whose cost will be charged to

the responsible students. In this case, the housing deposit may be withheld for the corresponding amount.

4. If Bocconi University staff detects situations of particular disorder and/or hygienic degradation, the responsible student will be sanctioned with an official warning. In the event of serious or repeated violation of the rules set out in paragraphs 1, 2 and 3 of these articles or if the violation of the same rules is such as to compromise the performance of cleaning operations, the responsible student will be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 10 – Recycling and Electronic Waste Disposal

1. It is the student assignee's responsibility to allocate waste in the correct manner according to the rules of the Municipality of Milan and according to possible provisions given by the Residence Management or by Bocconi University, and daily throw away garbage in the appropriate containers in the accommodation and in the waste rooms. Each residence has specific rules regarding provision of garbage bags and appropriate collection of waste disposal. Residents must follow their residence's rules.
Electronic waste such as PC components, smartphones or domestic appliances cannot be thrown away in unsorted waste, but must be delivered to provided collection points such as CAMs (mobile environmental center).
2. The violation of the obligations set out in paragraph 1 of this article will be sanctioned with an official warning. In the event of serious or repeated violation of the aforementioned obligations, the student incurs the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 11 - Preservation of the Accommodation and Common Areas

1. Student assignees are responsible for the proper preservation of their assigned rooms, as well as the common areas, furniture and fittings, fixtures and equipment, floors, walls, structures, assets, belongings and adjuncts of the Residence. Specifically, by way of example but not limited to:
 - a. It is forbidden to deface and/or smear and/or write on walls, structures, facilities, fixtures, furniture and furnishings, property and belongings of the Residences;
 - b. It is forbidden to alter the functioning of the motion detectors by inserting cards or other objects in the absence of people in the accommodation;
 - c. It is forbidden to change the layout and function of the furniture/windows/bathrooms/kitchens/common areas by making an improper use of them or using them differently from what was expected;
 - d. It is forbidden to add furniture (beds, couches, desks, drawers, etc.) or electric appliances (fridges, ovens, freezers, etc.) to the original furniture;
 - e. It is the specific obligation of housing assignees to provide timely communication – through the proper online form – to Residence Management of any damage or malfunctioning of the housing that s/he is aware of;
 - f. It is the specific obligation of housing assignees to leave their rooms in the same hygienic and sanitary conditions as when they arrived.
2. If the Bocconi University staff detects any damage and/or alteration to the furnishings, common areas, facilities, fixtures, property and belongings of the Residences, any restoration costs will be charged to the student and, if paid in advance by Bocconi University or by the Residence

Management, must be reimbursed. In case of non-compliance, the housing deposit will be withheld until the student has fully complied with his/her obligations.

3. Any violation of the prohibitions and obligations set out in paragraph 1 of this article will be sanctioned with an official warning. In the event of serious or repeated violation of the aforementioned prohibitions and obligations or in the event that Bocconi University staff detects situations of particular degradation, damages, precarious hygienic situations or improper use of the common areas that would impair the use, the safety of security of other assignees, the responsible student will be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 12 – Safety and Security

1. Conducts that are contrary to or may hurt the personal and physical safety of oneself and others is prohibited. Specifically, by way of example but not limited to:
 - a. The tampering with fire extinguishers or any other security system is prohibited (e.g. smoke detectors);
 - b. The tampering with any element of the electrical system, hydraulics system and room management is prohibited (e.g. fuse box, thermostat, fan coils, motion detectors, card readers, etc.);
 - c. The obstruction of external and internal emergency stairs is prohibited. These passageways must always be kept completely clear. The opening of emergency doors is also prohibited (equipped with panic bars);
 - d. The throwing of water or any objects out of windows is prohibited;
 - e. It is prohibited to keep appliances different from those available in the room, excepted for small appliances for personal care (such as hairdryer, electric toothbrush) under condition that they are CE marked;
 - f. The possession of flammable, explosive or corrosive materials in rooms or materials which could harm or cause danger to persons or objects is prohibited;
 - g. The use of the elevator by anyone who is unfamiliar with its operation, or by children unaccompanied by an adult is prohibited;
 - h. The use of emergency exits or evacuation is prohibited, with the exception of emergencies;
 - i. Smoking is prohibited in all areas of the residences and outdoors as foreseen and sanctioned by Art. 51 of Italian Law 16.01.2003. no. 3 and Art. 9 of the Regulation of the Municipality of Milan 19.11.2020 no. 56;
 - j. Entering and exiting from windows or other openings not intended for use as a door is prohibited;
 - k. Entering and/or using areas not intended for residents is prohibited (e.g. utility rooms, warehouses, etc.). In particular, using doors and/or windows overlooking ledges and/or moveable or fixed structures designated for cleaning facades and windows is prohibited;
 - l. The use and the introduction of weapons, instruments or objects that can in any way harm or compromise the others residents' safety is prohibited;
 - m. The installation of room locks other than the existing ones is prohibited;
 - n. Tampering with the electrical systems and manipulating the motion detectors in the rooms is strictly forbidden;
 - o. The use of any device with an open flame, or which may have incandescent surfaces (e.g. stoves, heaters, etc.) is prohibited;
 - p. It is the student's specific obligation to comply with the following:

- the current legal provisions on safety, the regulations of the Municipality of Milan, the Urban Police and Public Safety regulations as applicable;
 - the security protocols and the emergency plan adopted by Bocconi University and Residence Management;
 - any requirements added to these Regulations, also issued in the course of the assignment by Bocconi University or by Residence Management that relate to safely living in the residences;
2. Any violation of the abovementioned prohibitions and obligations set out in paragraph 1 of this article will be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 13 – Health and Hygiene

1. Conduct contrary to or that could harm the health of oneself, other assignees, university staff or employees of Residence Management is prohibited. Specifically, by way of example but not limited to, students have the following specific obligations:
 - a. Comply with the current provisions of the law, the regulations of the Municipality of Milan, and any other provisions of the bodies and authorities in the field of hygiene, health and safety as applicable;
 - b. Comply with the health and hygiene measures for the prevention and containment of the spread of diseases adopted by the Government Authorities, including local and Health Authorities as applicable;
 - c. Comply with the protocols for the prevention and containment of the spread of diseases adopted by Bocconi University and Residence Management;
 - d. Comply with any additional requirements, to prevent contagion or limit the risk of spreading diseases within the residences adopted, including during the assignment, by the University and Residence Management;
 - e. Adopt conduct that is responsible and respectful of other guests and university staff or employees of Residence Management to protect themselves and the entire community;
 - f. Promptly inform the reception of the residence in case of onset of symptoms of illness and behaving responsibly and appropriating regarding health conditions;
 - g. Allow the residence manager or his/her delegate to enter the room and/or apartment, even in the student's absence, to carry out special cleaning, painting and/or sanitizing that may be useful or necessary in relation to the adoption specific containment measures deemed appropriate or which may be requested/suggested by the Health Authorities to protect students, university staff and visitors.
2. Bringing bulky objects or objects that cannot easily be cleaned into the residence that could hinder the sanitation procedures of the areas is also prohibited. Unauthorized objects will be disposed of and the student will be charged for the cost of restoring the areas.
3. Bocconi University declines all responsibility for the consequences and detriment that the student or third parties may derive from negligent behavior and/or contrary to the rules set out in this article and/or to the internal and external safety and health protocols of the University regarding matters of prevention and containment of the risk of contagion.
4. In the event of a serious and/or contagious illness, Bocconi University may order the removal or transfer of the student from the room or residence, unless otherwise specified by the National Health Service or by the relevant National and local authorities.

5. Any violation of the measures and obligations listed in paragraph 1 and the violation of the prohibition set out in paragraph 2 of this article will be sanctioned with the revocation of the housing assignment. In these events, the University also reserves the right to refer the student to the Disciplinary Committee.

Article 14 - Decorum

1. Conduct that may hurt the serenity, peace and decorum of the others is prohibited. Specifically, by way of example but not limited to:
 - a. The storage of bulky objects or items which could damage the building, apartment, room or common area and fittings, walls or floors (e.g., skis, bicycles, gym equipment, etc.) is prohibited;
 - b. Dirtying, cluttering, occupying the lobby and other common points of transit with any object or furniture of any kind, even temporarily, is prohibited;
 - c. Disturbing other residents with excessive noise by yelling, watching television or listening to the radio, etc., is prohibited;
 - d. The removal of furniture or fittings from rooms, apartments or common areas is prohibited;
 - e. Animals are not permitted in residence rooms or apartments;
 - f. The use of balconies for storage is prohibited;
 - g. The throwing of or disposal of bulky or harmful objects or substances in toilets, sinks and drains in general is prohibited;
 - h. The replacement of the telephone provided with a different telephone is prohibited. Receiving collect calls is prohibited;
 - i. Running in the halls, messing up the walls or floors or inappropriate conduct is prohibited;
 - j. The drying of clothes on balconies or from windows is prohibited. This is only permitted in the bathrooms;
 - k. The abuse of alcoholic beverages is prohibited;
 - l. Possession and use of drugs are prohibited;
 - m. Gambling is prohibited.
2. Any violation of the prohibitions set out in letter a) to letter j) of paragraph 1 of this article will be sanctioned with an official warning. The serious or repeated violation of the aforementioned prohibitions and the violation of the prohibitions set out in letters k), l) and m) of paragraph 1 of this article will be sanctioned with the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee and to file a complaint with the judicial authorities (letters l and m).

Article 15 – Automatic Transfer

1. Students are not allowed to change rooms during the entire housing assignment period.
2. Throughout the academic year, the University may arrange the automatic transfer to another accommodation, in the same residence or in another residence at the anticipated rate for the destination residence, with 7-day notice period, if:
 - this option is identified to avoid the recurrence of conduct contrary to these regulations, without prejudice to the applicable sanctions indicated in the individual articles of this regulation;
 - the type of apartment needs to be changed from male to female or vice versa, or for reasons of management rationalization;

- automatic transfer must be completed for the assignment of specially equipped accommodation spots to students with disabilities;
 - interventions that could not be scheduled or deferred are necessary that render the room or part of the residence unusable.
3. Automatic transfer can also be carried out in the event of a state of necessity or in case of emergency, or for reasons of expediency connected to a critical/emergency situation, including health emergency, also if different from those listed above, and can also be arranged with immediate effect.

Article 16 – Prohibition of Parties, Meetings and Similar Events

1. Opportunities for socialization may be held in the common areas with no more than 15 participants, upon request to the Fees, Funding and Housing Office at least 3 business days in advance, indicating the guest list and the meeting supervisor who will account for possible problems or damages that may occur during the event, including with disciplinary action.
2. For reasons of safety and to ensure peace and quiet for residents, both in the rooms and in the apartments, it is forbidden to organize parties, meetings, assemblies, debates, tournaments, film clubs and other similar events regardless of the number of participants.
3. Students interested in organizing events involving more than 15 people are required to use locations outside the residential complex for this purpose (classrooms, university halls, other spaces defined by the University) and authorized by the University.
4. The list of prohibited events in paragraph 2 of this article is purely by way of example and is not exhaustive.
5. In situations of necessity or in case of emergency, or for reasons of expediency connected to special needs of the University or to critical/emergency situation, the events indicated in paragraph 1 of this article may also be prohibited, or restrictions may be applied by reason of specific needs of the case.
6. Violation of the obligations and prohibitions set out in paragraph 1 to paragraph 5 of this article will be sanctioned with the revocation of the housing assignment. The University reserves the right to refer the organizers and all participants in the unauthorized event to the Disciplinary Committee.

Article 17 – Use of Common Areas

1. Use of the common areas, game rooms, study areas, recreation areas where present, radio equipment and televisions, etc. should not bother the peace and rest of others and in any case is prohibited from midnight to 7:00am. Access to common areas is reserved to housing assignees; visitors can access common areas only if accompanied by a housing assignee.
2. In situations of need or in case of emergency, or for reasons of expediency related to a critical/emergency situation, special needs of the University or to a critical/emergency situation, the University reserves the right to prohibit or to partially or fully limiting the access to common areas, or to applying restrictions by reason of specific needs of the case.
3. The violation of the prohibitions set out in paragraphs 1 and 2 of this article will be sanctioned with an official warning. In the event of serious or repeated violation of the aforementioned prohibitions, the student incurs the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 18 - Use of the Kitchens

1. Rules for the use of common areas with kitchens:
 - a. The use of areas in the residence used as kitchens is authorized for personal use only;
 - b. Equipment, areas and spaces available must be cleaned appropriately after each use by the user;
 - c. 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;
 - d. Preservation must be in line with the label instructions on food purchased individually outside the facility;
 - e. Personal foods may not be transferred free of charge or upon payment and/or shared with third parties.
2. Bocconi University and Residence Management are therefore relieved of any liability related to the consuming of food within the residence facility.
3. The violation of the rules set out in paragraph 1 of this article will be sanctioned with an official warning. In the event of serious or repeated violation of the aforementioned rules, the student incurs the revocation of the housing assignment. The University also reserves the right to refer the student to the Disciplinary Committee.

Article 19 – Use of Recreation Areas

Housing assignees of a room in a residence where an area is dedicated to exercising commit to the following:

- a. That they will use the tools and equipment available only when they are fully aware of the correct methods of use of the same;
- b. That they will practice the activity in the area provided at their own risk and that they will assume any responsibility for any damage caused to themselves or to third parties when exercising;

Therefore, the student accepts and declares that, in the event of any accident occurred to him/herself, s/he forfeits any claim for compensation from Bocconi University which shall therefore be released from any and all related liability.

Article 20 - Residences Representatives

1. Each year student residents in the Bocconi residences will autonomously elect two representatives for each building for relations with Bocconi University and Residence Management as foreseen by the Residences Representatives Regulation.

Article 21 - Visitors

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

Residence Management may authorize non-residents to visit rooms, from 7:00am onwards, only if invited by a housing assignee and subject to those visitors leaving a valid ID at reception and the host

and invitee signing the register. Visitors must leave the room and the residence building each day by 12am midnight.

However, Bocconi University reserves the right to limit the entrance of undesired visitors, or to apply bans or restrictions on entrance of visitors by reason of particular needs, circumstances or necessities.

The housing assignee is responsible for all aspects of his/her visitor's behavior, including disciplinarily with regards to the University, and is responsible for violations of the Regulations carried out by his/her visitors.

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

2. In situations of need or in an emergency, or for reasons of expediency related to a critical/emergency situation, access to the residence for visitors may be prohibited.
3. Any transgressions to the obligations and prohibitions set out in paragraph 1 of this article will result in the visitor's expulsion from the residence and the revocation of the housing assignment of the resident hosting the visitor. The University also reserves the right to refer the student to the Disciplinary Committee.
4. Residence Management reserves the right to carry out checks and to seek compensation from those responsible for any theft of or damage to furniture, fittings, structures or anything else in their care. The cost of repair of damage caused by visitors shall be billed to those responsible.

Article 22 – Referral Clause

1. For anything not governed by these Regulations, reference is made to the provisions adopted by Bocconi University and Residence Management, to the laws, rules and regulations in force on the subject and to the rules contained in the Housing Application Requirements and Regulations of the relevant academic year.

SECTION 2: PAYMENTS

Article 23 – Housing fee payment

1. The housing assignee must make the payments for the accommodation installments within the deadlines communicated and published online. These payments must be made exclusively using the MAV bank forms or other payment methods available in the student's yoU@B diary. Payments made in forms other than those specified will cause interruptions and delays in the normal process of recording payments.
2. In the event of failure to make a payment or payments not being recording in yoU@B within 15 days of the deadline the student will incur:
 - the cancelation of the housing assignment with immediate and permanent expulsion from the accommodation.
 - the suspension from all academic and administrative activities until the student has submitted proof of payment for the pending installments.

The student will still be required to pay the past due installments in full and will not be entitled to a refund of installments already paid and of the security deposit. The University also reserves the right to order the ineligibility of the student to use the Housing Service for the entire study cycle.

SIGNATURE FOR ACCEPTANCE OF SECTIONS 1 AND 2 OF THE BOCCONI RESIDENCE REGULATION A.Y. 2023-2024

The undersigned declares to have, to accept and undertakes to comply with the exact and timely compliance with the rules contained in Section 1 and in Section 2 of this Regulation including subsequent changes or integrations of the same that may be made.

DATE _____ STUDENT'S SIGNATURE _____
(handwritten and not digital, in full and legible)

SECTION 3: SANCTIONS

Article 24 – Breaches of the Regulations

1. Sanctions that can be imposed for the violation of the provisions of these Regulations are indicated in the individual articles of Section 1 and Section 2 and consist of:
 - a. an official warning;
 - b. revocation of the housing assignment.
2. The revocation of the housing assignment entails the immediate and definitive expulsion from the residence and the loss of the housing deposit.
3. The University reserves the right refer to the Disciplinary Committee students who incur the official warning and/or the revocation of the housing assignment due to violation of the rules of these Regulations.
4. In addition, the University reserves the right to impose the ineligibility to use the Housing Service for the entire study cycle of the student who has been sanctioned with the revocation of the housing assignment.
5. The sanctions of official warning and/or revocation of housing assignment also apply to students whose behavior is contrary to public order or public decency. The University also reserves the right to refer the sanctioned student to the University's Disciplinary Committee.

Article 25 – Procedures and sanctions

1. After being made aware of facts that constitute a violation of the rules of these regulations and/or conduct contrary to public order and public decency, the Fees, Funding and Housing Office asks the housing assignee to provide clarification regarding the incident, through a notification sent via email by the Fees, Funding and Housing Office, while at the same time preparing the appropriate inquiries. The student is required to provide a feedback within 5 days from receiving the notice. The University, in the light of the results of the assessments made, shall evaluate whether to proceed with an official warning or with the revocation of the housing assignment.

25 a) Official warning

1. On the basis of the findings made and of the exchanges occurred with the student, the University will evaluate the existence of the grounds for applying the official warning sanction. The official warning will have to be preceded by the formal dispute of the charges and the notice of the start of the procedure, that will be notified to the student via email by the Head of the Fees, Funding and Housing Office and it will contain a request for the student to send their counter arguments in writing no later than five days after receiving the notice. If this deadline expires without the student submitting their counter arguments or in cases where, following the investigations carried out, the breach of any of the rules contained in these Regulations is detected, the Bocconi University via the Head of the Fees, Funding and Housing Office applies the sanction of an official warning. The official warning will be prepared in writing and communicated to the student by email sent by the same Fees, Funding and Housing Office.

25 b) Revocation of housing assignment

1. On the basis of the findings made and of the exchanges occurred with the student, the University will evaluate the existence of the grounds for applying the revocation of the housing assignment sanction. The revocation of the housing assignment sanction will have to be preceded by the formal dispute of the charges and the notice of the start of the procedure that will be notified to the student via email by the Head of the Fees, Funding and Housing Office and will contain a request for the student to send their counter arguments in writing no later than five days after receiving the notice. If this deadline expires without the student submitting their counter arguments or in cases where, following the investigations carried out, the breach of any of the rules contained in these Regulations, that the University will consider serious at its discretion, is detected, the Bocconi University via the Head of the Students Outreach and Support Organizational Unit applies the sanction of revocation the housing assignment. The revocation of the accommodation assignment will be in writing and communicated to the student by email sent by the same Fees, Funding and Housing Office.
2. Bocconi University may apply the revocation of the housing assignment sanction also in the event that the students have received 3 official warnings.

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

SIGNATURE FOR ACCEPTANCE OF SECTION 3 OF THE BOCCONI RESIDENCE REGULATION A.Y. 2023-2024

The undersigned declares to have, to accept and undertakes to comply with the exact and timely compliance with the rules contained in Section 3 of this Regulation including subsequent changes or integrations of the same that may be made.

DATE _____

STUDENT'S SIGNATURE _____
(handwritten and not digital, in full and legible)

Addendum to the Bocconi Residences Regulations a.y. 2023-2024

Rules relating to access to and use of the Bocconi information network c/o le Residenze

Article 1

1. Internet access is a common service offered to all guests of the residence. We therefore promote the correct use, not an overuse in terms of prolonged connection times, excessive data download and / or number of devices connected at the same time (maximum two). This is in respect of the right of everyone to be able to enjoy it in an egalitarian manner. Therefore, in the use of the connection, whether for academic or personal purposes, please note that - in case of excessive data traffic - the connection may not be guaranteed.

Article 2

1. To ensure the functionality of the network, Bocconi University:
 - a. exercises a monitoring and control activity only and exclusively of a quantitative nature on the correct and optimal functioning of network resources, without analyzing the contents of the user's web browsing;
 - b. carries out checks in the physical spaces to verify the correct positioning and connectivity of the hardware equipment installed by the University;
 - c. intervenes in case of anomalies by promptly notifying the responsible user, requesting the immediate cessation of the causes and the restoration of proper functioning;
 - d. Interrupts and / or limits the use of network resources, in case of persistent anomalies and in case of activities and / or conditions that compromise the operation of the network itself, until the cessation of the causes;
 - e. collaborates in the restoration of the correct functioning of the network.
2. Internet access shall be recorded and stored for a period of at least six months.

Article 3

1. With regard to the use of the connection, user may not:
 - a. use it in violation of criminal, civil and administrative laws regarding the regulation of activities and services carried out on the network;
 - b. carry out activities that cause unlawful transfers of information;
 - c. carry out activities that violate the laws protecting intellectual property;
 - d. achieve illicit access to internal or external network resources of the Institution;
 - e. damage, destroy, or attempt to access data without authorization or violate the confidentiality of other users, including the interception and dissemination of passwords and confidential cryptographic keys;
 - f. use the computer service to download or stream copyrighted material;
 - g. access illegal sites and / or the so-called deep and dark web;
 - h. use peer to peer programs (emules, torrents, ...) to share or download files in violation of copyright;
 - i. transmit unsolicited commercial and/or advertising material ("spamming");
 - j. spread viruses or other programs that harm the activity of third parties;
 - k. create, transmit or disseminate any image, data or other material that is offensive, defamatory, obscene or that harms human dignity;
 - l. use your device as a hotspot to grant internet connection to other students;
 - m. carry out activities that adversely affect the smooth operation of the network or restrict its usability and performance for other users;

- n. connect devices to the network of residence such as routers or others with a similar function, which may interfere with the proper functioning of the network of residence and / or limit the use of the service by all residents;
 - o. Intervene (disconnecting them from the network, from the power supply, ...) on devices and hardware (eg Router, Access point, Switch, ...) prepared by the University for access to the network.
2. Violation of the prohibitions provided for in paragraph 1 of this article is sanctioned by an official warning. In case of serious or repeated violation of the aforementioned prohibitions, the student's accommodation assignment will be revoked. The University also reserves the right to refer the student to the Disciplinary Commission.

Article 4

1. The University reserves the right to inhibit the use of the Internet network of residence for defined periods to students who are responsible for violation of these rules or uses that penalize the other guests of the residence in their use of the available data bandwidth.
2. Any improper use of the network will be communicated by Technology (noc@unibocconi.it) to the student, in order to immediately block the improper use; at the same time, it will be communicated to the Students Organizational Unit, with evidence and the seriousness of the violation recorded. The procedure at this point will refer to the provisions of section 3 "Sanctions" of the Bocconi Residence Regulations a.y. 2023-2024.
3. Any violation of the law will be reported to the judicial authorities.

The undersigned declares to have read, understood and accepted the content of this document and to undertake the precise and timely observance of the rules contained therein.

DATE _____

STUDENT'S SIGNATURE _____
(handwritten and not digital, in full and legible)