

**Ordinance No. 24**  
**of the Rector of Poznan University of Technology**  
**of 30 May 2025**  
**(RO/24/V/25)**

**on rates of accommodation fees in dormitories of Poznan University of Technology**

Acting pursuant to Article 79 section 2 point 6 and Article 23 section 2 point 2 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2024, item 710 as amended), **it is ordered** as follows:

**GENERAL PROVISIONS**

§ 1

Accommodation in dormitories of Poznan University of Technology takes place on the terms set out in the Rector's Ordinance *on the rules and procedure for submitting applications and allocating places in dormitories of Poznan University of Technology for the academic year 2025/2026*.

**PRICE LIST**

§ 2

The following price list for accommodation in dormitories of Poznan University of Technology is introduced:

Room type		Price for 1 person (in PLN gross)			
		student/Ph.D. student from PUT and a university with a signed agreement		others	
		monthly fee long-term accommodation over 30 days	daily fee short-term accommodation up to 30 days	monthly fee long-term accommodation over 30 days	daily fee short-term accommodation up to 30 days
DS1 Dormitory No.1	Single room with bathroom and kitchenette	1 400	95	2 000	200
	Single room with bathroom	1 300	90	1 900	190
	Twin room with bathroom and kitchenette	1 100	75	1 400	140
	Twin room with bathroom	950	65	1 200	120
	Twin suite with bathroom and kitchenette	1 200	80	1 800	180
DS2 Dormitory No.2	Twin room with shared bathroom and kitchenette in the corridor	600	40	800	80
	Twin room with kitchenette	650	45	850	85
	Three-person room with shared bathroom and kitchenette in the corridor	550	35	750	75
	Three-person suite with bathroom and kitchenette	1 000	70	1 200	120
DS4 Dormitory No.4	Single room with bathroom and kitchenette	1 400	95	2 000	200
	Twin room with bathroom and kitchenette	1 100	75	1 400	140
DS5 Dormitory No.5	Single room with kitchenette and bathroom for 2 rooms	1 200	80	1 700	170
	Twin room with kitchenette and bathroom for 2 rooms	1 000	70	1 300	130
DS6 Dormitory No.6	Single room with bathroom for 2 rooms	1 100	75	1 400	140
	Twin room with bathroom for 2 rooms	800	55	1 100	110
	Three-person room with bathroom for 2 rooms	700	50	1 000	100
	Three-person suite with bathroom and kitchenette	1 000	70	1 200	120

**LONG-TERM ACCOMMODATION**

§ 3

1. Students and Ph.D. students are accommodated in student dormitories on a long-term basis, in accordance with the schedule of the academic year.

2. The fee for long-term accommodation should be paid in advance, for a given calendar month, by the 15th day of each month, unless check-out takes place before that date – in which case the fee should be paid no later than on the day of check-out.
3. If the accommodation starts after the 8th day of the month, the accommodation fee for that month should be paid within 7 days from the date of check-in.
4. In the case of vacancies in a multi-person dormitory room, the Head of the Student Housing Complex may – at the request of a resident – give permission to accommodate a student in a room where all the available places have not been used. In such a case, the fee for the unused place is 50% of the rate and is divided proportionally between all the residents in the room.
5. The fee for accommodation in a dormitory of Poznan University of Technology for a person holding a disability certificate is reduced by:
  - 1) 30% - significant degree of disability,
  - 2) 20% - moderate degree of disability,
  - 3) 10% - light degree of disability.This applies to PUT students and Ph.D. students as well as students and Ph.D. students from universities with a signed agreement.
6. In the case of check-in or check-out during a calendar month (including a 14-day notice period), the accommodation fee is calculated in proportion to the number of days of residence in a given month.

### **RESERVATION FEE**

#### **§ 4**

1. Persons who have signed a reservation declaration are obliged to pay a reservation fee of PLN 500. This fee, after check-in, is credited towards the accommodation fee.
2. In the event of resignation from accommodation, despite the reservation made, the paid reservation fee is non-refundable and is transferred to Poznan University of Technology.
3. Persons who did not participate in the reservation process in accordance with the schedule are required to sign an accommodation declaration before check-in.

### **DEPOSIT**

#### **§ 5**

1. All dormitory residents checked in for a long-term period are required to pay a deposit in the amount corresponding to the monthly accommodation fee. The deposit is a security for any claims for damage caused by a resident on the premises of a dormitory or the Student Housing Complex.
2. The deposit should be paid by bank transfer within 3 days from the date of check-in.
3. The deposit, in whole or in part, will be returned within 14 calendar days from the date of termination of stay in a dormitory. In special cases, with the consent of the Dormitory Supervisor, it is possible to have the deposit returned in cash.

### **SHORT-TERM ACCOMMODATION**

#### **§ 6**

1. In case of availability of vacant rooms, short-term accommodation lasting no longer than 30 days is allowed.
2. Short-term accommodation is only possible if given rooms are not occupied by students or Ph.D. students.
3. Persons staying on a short-term basis are obliged to sign an accommodation declaration.
4. The fee for short-term accommodation is paid on the day of check-in, by credit card or in cash at the cash desk.
5. There is no fee for a place occupied by a child under 3 years of age (according to the year of birth).

### **ADDITIONAL FEES**

#### **§ 7**

1. The following additional fees are charged:
  - 1) for causing unjustifiable arrival of the fire brigade – PLN 500,
  - 2) for losing the Guest Card – PLN 60,
  - 3) for losing or destroying a card or a room key – PLN 60,
  - 4) for a guest's stay (possible only in exceptional cases, after obtaining consent from the Dormitory Supervisor) – PLN 30.

2. In the case of short-term accommodation, Poznan University of Technology provides guests with the possibility of using bed linen (duvet, pillow, pillowcase, bed sheet). Bed linen is provided free of charge and must be returned in an undamaged condition on the day of check-out.
3. In the case of long-term accommodation, Poznan University of Technology does not provide bed linen. However, it is possible to use a set of bed linen for a one-time fee of PLN 100. Bed linen must be returned on the day of check-out.

## **FINAL PROVISIONS**

### **§ 8**

1. Defaults on prompt payment of accommodation fees are subject to statutory interest rates for late payment.
2. The amounts of fees are rounded up to full zlotys.
3. In matters not covered by the Ordinance, decisions are made by the Chancellor of Poznan University of Technology.
4. The Chancellor of Poznan University of Technology may, in particularly justified cases, decide to reduce or waive the accommodation fee, particularly in the case of checking in guests of Poznan University of Technology, participants in events organized or co-organized by the University, representatives of institutions cooperating with Poznan University of Technology, including scientific and research partners, as well as other situations relevant to the interests of the University.
5. In the period from 1 July to 30 September, the Chancellor may set separate rates of accommodation fees for organized groups, taking into account the principles of economy and appropriateness.
6. Price negotiations in the case of offering accommodation to organized groups are conducted by the Head of the Student Housing Complex, on the terms specified by the Chancellor.

### **§ 9**

1. Ordinance No. 13 of the Rector of Poznan University of Technology of 13 May 2024 (RO/V/13/2024) on accommodation fees in dormitories of Poznan University of Technology is repealed.
2. Decision No. 3 of the Chancellor of Poznan University of Technology of 5 June 2024 (AS.0401.3.2024) on fees for guest rooms in Dormitories 1-6 of Poznan University of Technology is repealed.

### **§ 10**

The Ordinance enters into force on the date of signing with effect from 1 October 2025.

The original signed by  
Rector  
of Poznan University of Technology  
Professor Teofil Jesionowski, Ph.D., D.Sc.