Student Dormitory Regulations

Article I: Definitions

1. **Definitions**

In these Regulations –

1.1 "dormitories" The buildings housing the student dormitories (as the term is defined in the letter of authorization), and the areas adjacent to those buildings.

1.2 "student" A person accepted and approved as a regular student at the University, holding a valid student card throughout the authorization period, having paid tuition in the amounts and at the times stipulated by the University and filed a studies form on time, other than a person excluded from studies permanently or for a specified period and a person who discontinued their studies.

1.3 "resident" A student who received permission to use a room in the dormitories, from the date of receipt of a dormitory residency permit to the official departure from the dormitory.

1.4 "invitee" Any visitor to the dormitories and any guest of a resident, whether or not invited subject to and in accordance with the provisions of these Regulations.

1.5 "Dean" The Dean of Students of the University or any person authorized by him.

1.6 "superintendent" A person appointed by the University to the position of superintendent of the dormitories.

1.7 "University" The Hebrew University, which has the right to manage and operate the dormitories, including granting this authorization, and anyone replacing it or acting on its behalf in connection with the operation and management of the dormitories.

Article II: General Provisions

2. **Interpretation**

2.1 All other terms in these Regulations will have the meaning assigned to them in the letter of authorization.

2.2 The section headings in these Regulations are provided for convenience only and may not be used to interpret their contents.

3. **Application**

These Regulations apply from the date of their publication to every student, resident and invitee.
4. **Interrelated Regulations**
   4.1 The provisions of these Regulations are intended to add to, and not detract from, the provisions of any undertaking or agreement made by the resident.
   4.2 The provisions of these regulations are intended to add to, and not detract from, the provisions of any other regulations in effect at the University.

5. **Compliance**
   5.1 All residents, students and invitees are required to obey, follow and comply with any instructions and procedures issued in writing from time to time by the Dean or the University and any oral instruction of the dormitory staff given for pertinent reasons, including a request to allow entry as provided in section 7 below and a request as provided in section 6.1 below, and including a request to present identification.
   5.2 All residents, students and invitees are required to comply with instructions of the University or its security officers and personnel and to obey special security instructions given by them or on their behalf from time to time, including presenting identification to the security officers and the dormitory staff.

6. **Accommodation Arrangements**
   6.1 The initial placement in the dormitories will be determined by the University. All other accommodation arrangements in the dormitories will be determined by the superintendent or a person acting on his behalf, who may change such arrangements from time to time at his discretion and direct a resident to vacate the room and move to another room in the same dormitory or in another dormitory.
   6.2 A notice as stated will be given at least 72 hours in advance, and the resident must obey such an instruction before contesting or appealing it. Notwithstanding the foregoing, in special circumstances, the superintendent at his discretion may direct a resident to vacate the room/apartment immediately, and the resident must obey such an instruction.
   6.3 It is forbidden to move from one room to another in the same dormitory or from a room in one dormitory to a room in another dormitory, without prior written approval from the superintendent.

7. **Inspections and Renovations**
   7.1 The University, the superintendent, the security officer and anyone acting on their behalf may enter any dormitory room at any reasonable time, even in the absence of the residents, to verify that the residents are fulfilling their obligations under these Regulations and the letter of authorization.
   7.2 The University staff and/or anyone acting on their behalf may enter any room to make renovations or repairs in it, by arrangement with the superintendent and after giving the students prior notice.
   7.3 In case of danger or an emergency, entry to a room is permitted without prior notice.
   7.4 The University may at any time carry out renovations or repairs or demolition or construction work in any room or apartment or building or area in the dormitories, including the replacement of a lock as specified in section 17.6.1, and the residents will not be entitled to compensation for any resulting damage or nuisance caused to them.
8. **Conveyance**
The right of use of the room or any part thereof may not be conveyed to another/others. Any such conveyance of the right of use or other authorization to use the room will result in loss of the entitlement to accommodation in the dormitory and the charging of a usage fee as determined by the University for the full authorization period, in addition to any other measure the University is permitted to take.

9. **Cleanliness**
The room and the apartment must be cleaned, and they and the shared facilities and the dormitories must be kept clean and tidy.

10. **Maintaining Order and the Public Peace**
10.1 No breach of the peace or unrest may be caused in the dormitories or other action taken that could disrupt normal life in the dormitories or offend public sensitivities, by act or omission.
10.2 No nuisance, bother or unpleasantness may be caused to any resident or invitee.
10.3 Quiet must be maintained. It is forbidden to cause unreasonable noise in the room and in the dormitories.
10.4 In accordance with the provisions of the law, it is forbidden to encourage, or to voice or publish statements that encourage, praise or identify or sympathize with, acts of violence or terrorism. It is forbidden, furthermore, to voice or publish on any promotional media, including the Internet, expressions of racism as well as statements that could lead to hatred, contempt or disloyalty to the State of Israel or encourage hatred or hostility between different sections of the population.
10.5 Residents must treat each other with mutual respect and refrain from statements and behavior that could cause unrest or a breach of the peace.
10.6 The University allows significant political activity only in the areas designated for this purpose, and solely with the approval of the Dean of Students, all as set out in the Student Activity Regulations. The dormitory areas are intended for residential use only, therefore it is absolutely prohibited to conduct any political activity anywhere within the dormitories, including gatherings, meetings, lectures, the distribution of fliers or any written material, the posting of notices, announcements or posters or the expression of an opinion in public, including by manner of dress, behavior or otherwise. Such conduct is prohibited throughout the dormitory grounds, including in any yard, apartment or room.
10.7 Anyone violating these provisions is liable to termination of the authorization agreement and to expulsion from the dormitory, at the direction of the University, as set out in section 10.1 of the agreement.

11. **Building, Furniture and Equipment**
11.1 Each resident must care for their room, the apartment and the dormitories, the equipment, the furniture and the shared facilities and see to it that they are kept clean, intact and in good repair.
11.2 No furniture or equipment or shared facilities may be removed from or moved around in a room, or transferred from one room to another or from one apartment to another or from a public area to a room or from one public location to another, or removed from the dormitories, without prior written approval from the superintendent.
11.3 No alterations, repairs or additions, whether internal or external (in this section – "alterations"), may be made in the walls, doors, other building parts, furniture, electricity or water systems, equipment or shared facilities, and they may not be defaced, whether by painting, pasting, insertion of nails and tacks or in any other way.

11.4 The residents will be charged for the full cost of dismantling or removing the alterations.

11.5 No personal furniture may be brought into the dormitories, including electricity-guzzling appliances or equipment, or appliances that require gas, water or hot water to operate, without prior written approval from the superintendent.

11.5.1 Such approval may be revoked at any time at the University's sole discretion.

11.5.2 The residents hereby grant the University permission to confiscate any appliance as stated in section 11.5 above, held by them in contravention of the above provisions, even if it is not working or plugged in while in the room.

11.5.3 Residents who bring into the dormitories an appliance as stated in section 11.5 above, or are found to be in possession of such an appliance, without approval as stipulated, may be required to pay the University amounts as determined by it for holding the appliance, from the start of the authorization period to the day of discovery of the appliance or another date as determined by the University, without derogating from all other rights of the University under the letter of authorization, these Regulations and any law.

11.6 Each resident is required to provide their own bed linen, at their expense, unless specified otherwise in the authorization agreement.

12. **Medical Insurance**

12.1 Each resident must have appropriate and comprehensive medical insurance.

12.2 The University is not responsible for providing medical aid of any kind.

13. **Reporting**

The superintendent must be informed immediately of the following:

13.1 Any change in a resident's permanent address or marital status.

13.2 The discontinuation of a resident's studies at the University.

13.3 Any absence or departure of a resident from the dormitories, whether reported or not, will not confer the resident any exemption or discount from payment of the usage fees.

14. **Guest Arrangements**

14.1 Guests may not stay overnight in the dormitories unless prior written permission to do was given by the superintendent, and where such permission was given, they must comply with said permission, and in particular they may not overstay the permitted time.

14.2 Residents will be personally responsible for their guests’ actions in the dormitories, whether or not the superintendent gave permission for the visit.

14.3 The Dean of Students, the Administrator of the Dormitories and the superintendent may set special arrangements for guest visits, and the residents must comply with such arrangements.

14.4 The key to an apartment or room may not be given to anyone else – whether a friend, guest or family member.
14.5 Procedure of entry of residents and guests to the dormitories:

14.5.1 Entry to the dormitories will be allowed upon the presentation of a student certificate of the Hebrew University (even if the person presenting the certificate is not a resident).

14.5.2 It is absolutely prohibited to pass on a resident's key to an apartment or room to guests.

14.5.3 The entry of guests of dormitory residents (for a visit and not to stay over) will be allowed only by invitation of the host resident.

14.5.4 Guests who are not residents (including regular students) will be required to deposit an identifying document at the entrance to the dormitory grounds and to provide a telephone number for contacting them.

14.5.5 The Student Dormitory Regulations, which deal among other things with behavior in the dormitories, maintaining quiet, the banning of alcoholic drinks or possession or smoking of a hookah, etc, obligate both the residents and their guests, including in the public areas in general and in the residences in particular.

14.5.6 Residents will be responsible for the behavior of their guests. Any damage caused by a guest will result in a charge on the host resident.

14.5.7 Guests of dormitory residents may not stay overnight in the dormitories. Any stay by a guest in the dormitories without a written authorization will be deemed a violation of the Student Dormitory Regulations and could prevent future hosting of guests by residents. In addition, any unauthorized stay by guests will obligate the host to pay additional hosting fees for each such guest at three times the dormitory's standard rate.

15. Animals

Animals may not be raised or kept in the dormitories and they may not be fed on the dormitory grounds.

16. Prohibition on Gambling, Drugs and Weapons

16.1 No prohibited games, lotteries and betting, within their meaning in Article Twelve in Chapter Eight of the Penal Law, 5737-1977, may be conducted in the dormitories; residents may not participate in them or allow them in their rooms or anywhere in the dormitories.

16.2 No explosives or other destructive materials may be kept, handled or carried in the dormitories, including weapons (even if the holder has a legal license), without prior written authorization from the University's security officer.

16.3 The use of drugs or drinking of intoxicating beverages in the dormitories is forbidden. Drunkenness or drinking to intoxication in the dormitories, or allowing such use of the dormitories, is forbidden.

16.4 Smoking in the public areas and in the rooms is forbidden. Note that students who violate this regulation will be subject to a fine.

16.5 For reasons of safety it is forbidden to hold and use hookahs in the rooms or in the public areas of the dormitories. Note that students who violate this regulation will be subject to a fine.

17. A Years of Entitlement to Dormitory Accommodation

17.A.1 Duration of entitlement to dormitory accommodation by academic degree
17.A.1.1 Bachelor's degree – up to 4 years (for special degrees that take more than 3 years to complete, the duration of entitlement will be up to a year beyond the official program period).
17.A.1.2 Master's degree – up to 3 years.
17.A.1.3 Supplementary studies for a master's degree – up to 2 years.
17.A.1.4 Doctorate – up to 5 years.
17.A.1.5 Supplementary studies for a doctorate – up to 2 years.
17.A.1.6 Maximum cumulative period of entitlement – up to 10 years.

17.A.2 Extensions
17.A.2.1 The Dormitories Administration may, at its discretion, extend the period of entitlement beyond the periods set out above, pursuant to a resolution of the Exceptions Committee.
17.A.2.2 In any event, the student is required to present certificates proving that he is a registered student, or alternatively, a confirmation from the department/faculty in which he is enrolled regarding his acceptance for studies for the completion of academic obligations.
17.A.2.3 The period of entitlement to dormitory accommodation for each degree may not be extended by more than one year, except in special circumstances to be specified by the Exceptions Committee.
17.A.2.4 The Dormitories Administration will take into account, among its considerations, the general suitability of the student applying for an extension, his ability to fit in, his payment record and his disciplinary history.

17.A.3 Exceptions Committee
17.A.3.1 Exceptional applications or appeals against decisions of the University will be considered by an Exceptions Committee consisting of the Dean of Students and/or the Deputy Dean of Students, the Administrator of the Dormitories and/or the Deputy Administrator of the Dormitories, the dormitory superintendent and officers, as necessary, from the Psychological Services Department and the Legal Department.

17.B Vacation
17.B.1 The room/apartment, the equipment, the furniture and the shared facilities must be vacated immediately at the end of the authorization period or upon the cancellation or lapse of the authorization under the letter of authorization, whichever is earlier, and returned to the sole possession of the University, being vacant and empty of any person and all personal belongings, in reasonable condition and in good repair, clean and fit for immediate use, subject to reasonable wear (as decided by the University's certified authorities).
17.B.2 If a resident fails to remove his/her belongings as stated, said belongings will be stored in the University's storerooms or at another location as provided in section 10.1.2 of the letter of authorization. The resident will be charged storage fees at 5% of the monthly usage fee charged at the time in the dormitories, for each day from the day of vacation to the day on which the resident removes his/her belongings.
17.B.3 The University and any of its employees and designees will not be liable for any damage or loss caused to the belongings.
17.B.4 If the resident fails to remove his/her belongings within 30 days from when they were stored as stated, the resident will be deemed to have waived ownership thereof, and they will become the property of the University, which may dispose of them as it sees fit without need of any notice or warning to the resident.
17.B.5 If a resident fails to return possession of the room/apartment or the equipment and
the furniture or the shared facilities as provided in section 17.1 above, the resident
will be charged necessary expenses as decided by the University.

17.B.6 If the room is not vacated as provided in section 17.5, the University may, without
derogating from the provisions of section 10.1.2 of the letter of authorization:

17.B.6.1 lock the door to the room, so as to prevent access to it, including the
replacement of the room's lock/cylinder;

17.B.6.2 stop the supply of electricity and water and any other service to the room
and disconnect it from all such services.

17.B.7 The Management of the University may, at its discretion, transfer students from one
dormitory to another or designate rooms for residential use according to need.

Article III: Loss or Damage

18. Residents' Responsibilities

18.1 Residents are responsible for watching over all their personal belongings, including
valuables, and they are also responsible for any damage, loss, theft, malfunction,
breakdown or breakage caused in or to the room, the apartment, the furniture, the
equipment and the shared facilities (hereinafter – damage).

18.2 The University, its employees and anyone acting in its name or on its behalf will not
be liable for any damage.

18.3 Nothing stated in this section will impose on any resident responsibility for damage
arising from ordinary and reasonable use.

18.4 Residents are required to notify the superintendent immediately of any damage.

18.5 Damage due to wear following reasonable use will be repaired, where necessary, by
the University.

18.6 Without derogating from the University's rights under these Regulations or the letter
of authorization or the Disciplinary Regulations or any law, residents are obligated to
reimburse to the University, at its demand, any amount paid by it to repair or replace
any damage arising from use which is not ordinary or reasonable.

18.7 Residents may not add protective means beyond the existing means, for any reason
whatsoever.

19. Charging of Residents for Damage or Ancillary Services

19.1 In any case of damage, the University and/or the superintendent will ascertain the
amount of the damage and summon the resident/s for a clarification, following which
the University will decide whether they are obligated to pay it for the damage or any
part thereof and set the amount of the payment and its terms. If the damage can be
attributed to one resident, only that resident will be charged, otherwise the residents
will be charged equally.

19.2 The University reserves the right to repair the damage within a time deemed suitable
by it, even if the resident who paid for the cost of repairing the damage will not
benefit directly from the repair.

19.3 In case of substantial changes in the extent and type of services provided to the
residents (except for price increases deriving from the consumer price index or
higher costs of water, electricity or gas consumption or municipal tax rates), which
the University requires the residents to use and for which it debits them, any resident
will be entitled to cancel the contract without a month's advance payment.
19.4 Any call for the services of the duty maintenance man after regular working hours (8:00 a.m. to 3:00 p.m.), due to a resident's fault, including for the purpose of opening the door to their room/apartment, will entail the payment of a service fee according to the maintenance rates posted at the offices of the Dormitories Administration.

19.5 Decisions of the superintendent can be appealed by the residents to the Dean within 7 days from when the decision was rendered.

19.6 The Dean will hear the arguments of the appellant and the superintendent and will rule on the appeal. In case of damage, the Dean will be entitled, but not obligated, to consult with an appraiser before making his ruling. The University may publish a "pricelist" for types of damage, and in such case the amount of the damage will be determined according to the pricelist.

19.7 The Dean's decision will be final.

Article IV: Termination of Entitlement to Dormitory Accommodation

20. Incompatibility

20.1 The University will be entitled at any time, at its discretion, to terminate or not to renew a resident's entitlement to use the dormitories, due to such resident's inability to fit in socially or otherwise, disturbance or disruption of normal life in the apartment or the dormitories, infringement of other residents' use of their apartment or the dormitories or inappropriate behavior. Such a decision will be made by the Exceptions Committee (as defined in section 17.A.3.1), at the request of the superintendent or his superior, after the resident has been allowed an opportunity to present his/her case.

20.2 An appeal against the committee's decision will be considered by the Rector of the University, whose decision will be final.

21. Violations and Apparent Violations

21.1 The University may direct that the letter of authorization be cancelled for any resident involved in a criminal act or indicted in a court of law on suspicion of committing a criminal offense or convicted in disciplinary proceedings for an act involving moral turpitude or an act involving a breach of the peace in the dormitories or the University, including a conviction under one or more of subsections (a), (f), (g) and (j) of section 15 of the Disciplinary Regulations.

21.2 Political activity anywhere on the dormitory grounds, as well as the dissemination of promotional material on bulletin boards (including fliers, information sheets, brochures, etc.), are absolutely prohibited.

21.3 Students whose accommodation agreement was terminated by the Dormitories Administration as provided above, will pay an amount equal to one half of the monthly rent according to the accommodation rates for the room in which they lived at the time of such termination, without derogating from any other sanction imposed on them by the University.

22. Violation of Regulations, Termination of Letter of Authorization

22.1 Where a resident violated or failed to comply with any of the provisions of these Regulations, the University may direct that the letter of authorization be terminated forthwith, provided the resident was given 7 days' prior notice, but without derogating from any other rights of the University under these Regulations or the letter of authorization or the Disciplinary Regulations or any law.
22.2 Where a resident was involved in physical violence, including brawls on the University or dormitory grounds, the Dean may direct that the authorization agreement be terminated immediately.

22.3 In addition to the foregoing, the University may, in cases where the Dean believes that the continued residence of a resident in the dormitories could result in a breach of the public peace or damage to other residents or to the University, direct that the authorization agreement be terminated forthwith and demand the immediate vacation of the room/apartment.

**Article V: Miscellaneous**

23. **Payment of Monetary Debts**

23.1 Any amount owed by a resident to the University under these Regulations must be paid within 14 days from the date of presentation of a written demand for payment, otherwise the Administrator of the Dormitories may issue an instruction for the suspension of any services to the resident in the dormitories and in the University until the debt is paid.

23.2 Any debt of a student to the University, including for tuition, could prevent their registration for accommodation in the dormitories. Monetary debts to the dormitories could result in the blocking of access to University's services and prevent the receipt of certificates, grades, a degree and any other document or service from the University or from the body to which the student belongs.

23.3 The Dormitories Administration may take all legal steps and act in the spirit of the letter of authorization and/or these Regulations for the purpose of collecting debts of dormitory residents, even if they are not students of the Hebrew University.

24. **Unauthorized Use of a Room**

Anyone using a room without being entitled to do so, as determined by the University's competent authorities, is obligated to pay for the entire period of their use of the room/apartment, at a rate to be determined by the University.

25. **Jurisdiction**

It is hereby agreed that the courts in Jerusalem are vested with exclusive local jurisdiction to consider any claim between the resident and the University arising from these Regulations.

26. **No Claims**

In case of the cancellation of the authorization and/or eviction of a resident in accordance with the provisions of these Regulations and/or the letter of authorization, including during the authorization period, the resident will not have any complaint and/or claim and/or demand against the University, and the University will be free from any obligation or liability in connection with the cancellation of the authorization and/or eviction and any damage caused to the resident or any third party as a result thereof.
Article VI: Appendices

Safety Appendix

Residents are required to carefully read and strictly follow the safety regulations set out in the Safety Appendix.

1. **Safety**
   1.1 Any burning object must be removed from the fire source.
   1.2 Clothing may not be dried on or kept near heaters of any kind.
   1.3 Residents must take care to turn off gas valves when not in use.
   1.4 In any case of a suspected gas leak, the main safety valve on the gas line should be turned off, a sign should be posted prohibiting use and the incident should be reported immediately to the superintendent or to the Maintenance Center or to the Security Center.
   1.5 The valve will be reopened only after it has been inspected by the Maintenance Center.
   1.6 Open fire appliances may be operated only if a suitable opening is left allowing oxygen to enter the room or the kitchen.
   1.7 In addition, it is specially emphasized that no resident may make any alterations or additions to the gas network, even if they are in possession of a suitable government license.

2. **Fire Extinguishing**
   2.1 The residents must familiarize themselves with the location of the fire extinguishers and operate them in case of a fire.
   2.2 The use of water to extinguish a fire is permitted only after the electricity to the floor has been cut off and in the presence of the University's responsible personnel.

3. **Danger of Electrocution**
   3.1 The electricity system may not be used in case of exposed wires, broken or faulty outlets or switches, faulty electrical equipment, etc. Residents must report all such cases immediately to the Maintenance Center or the Security Center.
   3.2 In addition, it is specially emphasized that no resident may alter or introduce any electrical installation or order its implementation through an outside party, even if they are in possession of a suitable government license.

4. **Danger of Falling**
   4.1 It is absolutely prohibited to go on the roof of the buildings for any reason or to climb onto or sit in window sills or high places.
   4.2 It is forbidden to dismantle windows, screens or any part thereof.
   4.3 It is forbidden to place window boxes, flower pots or any other object on the outside of window sills or on outer walls.

5. **Escape Routes in an Emergency**
   Residents should familiarize themselves with the dormitory building and possible escape routes as well as the fire extinguishing means in the dormitory. Guidance can be obtained from the superintendent.

6. Residents must notify the security officer or the superintendent of any suspicious object or person found/observed in the dormitories.
Additional Instructions

1. **Locking of Room/Apartment**
   1.1 Lock the room/apartment when leaving it. Leaving a room unsupervised is an invitation to unwelcome visitors. Remember, the University is not responsible for lost or stolen property.
   1.2 Do not give the keys to your room/apartment to friends or family members. If you have lost your key, report the loss immediately to the superintendent or to the afternoon duty clerk. You may not duplicate keys on your own but only with the authorization of the dormitory and through its office. Duplication entails a payment.
   1.3 Locks to the room and the apartment may not be changed or added to. It is forbidden to mount or install a security lock or lock within a lock or to secure the room and the apartment by any means other than the key provided by the University.
   1.4 The University may dismantle and remove any lock and/or closing device mounted, installed or fixed in contravention of this provision and debit the resident for the related costs and damage.

2. **Ancillary Services**
   Our country's energy resources are limited and costly. You should avoid wasting cold and hot tap water, unnecessary use of gas and excessive consumption of electricity.

3. **Cleaning**
   To maintain personal and public hygiene and the general health, make sure to clean the room, the apartment and the kitchen and do your part to keep the shared facilities clean and tidy.