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REGULATIONS

ORGANIZATION AND FUNCTIONING OF STUDENT ACCOMMODATION COMPLEX OF CONSTANTA MARITIME UNIVERSITY

2023

Abreviation of terms		
1.	UMC	Constanta Maritime University
2.	DGA	General Administrative Department
3.	LSUMC	Constanta Maritime University students' league

CHAPTER I. General conditions

Art. 1. The Student Accommodation Complex of the Maritime University of Constanta includes the following student dormitories:

- (1) Student Dormitory A2, Constanța, Strada Mircea cel Bătrân, no. 104,
- (2) Student Dormitory Far 3, Constanța, Aleea Timonei no. 6,
- (3) Student Dormitory, Sediul Lac Mamaia, Constanța, Strada Cuartului, no. 2.

Art. 2. The dormitories of the Student Accommodation Complex are intended for the accommodation of the university community:

- a) students enrolled in full-time education, from bachelor's, master's and doctorate university study programs;
- b) within the limits of available places, for students enrolled in part-time education, during the exam sessions;
- c) the contractual staff of the university (teaching staff and other categories of staff) who have not solved the housing problem, depending on the total accommodation capacity and with the approval of the UMC management.

Art. 3. In special cases, depending on the degree of occupancy of the rooms and with the agreement of the UMC management, other people who have the capacity of external collaborators of the university, participants in the events/projects organized by the university can stay in the UMC dormitories.

Art. 4. In cases of emergency (calamities, disasters or other situations in which the life of some people is endangered) the management of the UMC can approve the accommodation of some people for whom the Romanian state institutes social protection measures.

Art.5.(1) During the summer vacation, depending on the available places and with the approval of the UMC management, the UMC dormitories can also accommodate:

- a) foreign graduates of bachelor's degree programs who are to enroll in university master's studies within the UMC, in the immediately following session;
- b) candidates who take exams in the admission sessions and their companions, if they have a stable residence at a distance of more than 50 km and only for the purpose of taking the admission exam and for enrolling in studies.

(2) If the UMC organizes educational, scientific, cultural - artistic or social events, as well as if the UMC has the status of a partner in organizing these events - other people who have the status of participants.

(3) In the context of inter-institutional collaboration, the UMC can provide logistical support represented by the allocation of accommodation units for institutions or structures of central or local public authorities belonging to the Romanian state.

Art. 6. Accommodation of students begins a maximum of 3 working days before the start of the new academic year and is carried out according to a schedule established by the General Administrative Director and LSUMC, so that on October 1st all students who have received the right to accommodation are present in the dormitories.

Art. 7. Students must hand over their accommodation within a maximum of 3 working days from the start of the summer vacation.

Art. 8. During the internships and during the exams session in September, accommodation is provided in the Student Hostel Far 3, Constanța, Aleea Timonei no. 6. In both cases, students staying in the Student Accommodation Complex in the month in which the summer vacation begins have priority for accommodation.

Art. 9. Students' accommodation is based on the rental agreement concluded between Constanța Maritime University as lessor and the student as lessee.

Art. 10. Have no right to accommodation in the UMC Student Accommodation Complex, students who:

- **alienated the place of accommodation;**
- **were sanctioned with exclusion from the dormitory and the sanction has not expired;**
- **records arrears in paying the accommodation fee;**
- **caused material damage that was not recovered/did not hand over the goods for individual use that were entrusted to them for use.**

CHAPTER II. Student s' representatives in the Dormitory

Art. 11. In each student dormitory, a representative of the students from the respective dormitory is elected - head of dormitory.

Art. 12. The head of the dormitory has the role of representing the interests of the students in relations with the staff employed by the UMC.

Art. 13. The activity of the head of dormitory will be carried out in close connection with the Management Office of LSUMC and the Administrative Service of the university.

Art. 14. The head of dormitory must be a student enrolled in full-time education and must be accommodated in the dormitory for which they are applying. The position of dormitory head can be exercised for the duration of one year, provided that the quality of tenant of the dormitory is maintained.

Art. 15. LSUMC provisionally appoints a replacement for the dormitory head if:

- a) no student wants the position of head of dormitory;
- b) the head of the dormitory is unable to exercise his duties.

Art. 16. At the time of submitting the application, the student applying for the position of head of dormitory must not appear in the records of the Student Accommodation Complex with sanctions of exclusion from the dormitory or with written warnings received in the last 12 months.

Art. 17. The elections for the position of head of dormitory are organized annually by LSUMC - according to the plans of the student organization. LSUMC will display on the notice boards of the dormitories the period in which applications are submitted.

Art. 18. During the elections, each student staying in the dormitory can give a single vote - secret and freely cast - to a single candidate. The candidate who obtained the highest number of valid votes is declared the winner.

Art. 19. To apply for the post of head of dormitory, an application addressed to the Management Office must be submitted to the LSUMC headquarters. At the end of the application period, LSUMC will submit the list of registered candidates to the Social Office - Dorms to check if they appear with debits in the Accounting of the Student Accommodation Complex, if they have received exclusion sanctions or if they have received written warnings in the last 12 months .

Art. 20. The list of validated candidates for each individual dormitory and the voting schedule will be displayed on the announcement boards of the student dormitories by the general secretary of LSUMC at least 7 days before the elections.

Art. 21. LSUMC requests the dormitory administrators the updated charts in order to establish the quality of the student staying in the dormitory for which the right to vote is exercised. Based on the diagrams, LSUMC draws up the voter turnout lists.

Art. 22. Exercising the right to vote in the elections of the head of the dormitory is done on the basis of the identity card. When exercising the right to vote, the student with the right to vote will sign the attendance list next to the first and last name.

Art. 23. The elections are validated by the participation of 50% +1 of the tenants of the respective dormitory, and the election result is published within 12 hours after the closing of the ballot box and can be challenged within 24 hours after it is displayed. Complaints are submitted at the LSUMC Headquarters - room E113, to the attention of the Management Office and to the attention of the student relations officer. Complaints are resolved within a maximum of 2 working days from submission.

Art. 24. The rights of the head of the dormitory

- a) a) A student has the right to exercise the position of head of dormitory for a period of 2 consecutive mandates and 3 mandates in total. There is no maximum number of mandates for the substitute position.
- b) b) During the exercise of the mandate, the head of the dormitory benefits from a place to stay. In case of interruption of the mandate as a result of the practice trip, its resumption is conditioned by the existence of an available place in the dormitory for which the position was granted.
- c) c) The period of exercising the duties of head of dormitory is considered a voluntary activity and, after the end of the mandate in good conditions, it offers priority for accommodation to the student in the following academic year as well.

Art. 25. Obligations of the dormitory head

- d) a) The head of the dormitory constantly informs the students about the provisions of this Regulation, offering advice and assistance.
- e) b) The head of the dormitory constantly informs the students about the changes and additions to these Regulations.
- f) c) The dormitory head is a member of the accommodation committee and actively participates in the organization of the annual accommodation session.
- g) d) The dormitory head supports the dormitory administrator in carrying out accommodation and organization activities throughout the entire academic year.
- h) e) The head of the dormitory must attend LSUMC meetings whenever the LSUMC management asks him to do so.
- i) f) The head of the dormitory has the obligation to inform the students about the actions organized by LSUMC.

l) If he finds that there are violations of these Regulations in the dormitory, the head of the dormitory has the obligation to notify the administrator of the dormitory in due time.

m) In case of serious problems, the dormitory head has the obligation to inform the university management and the LSUMC management as soon as possible.

n) The head of the dormitory presents himself at the inspections carried out by the dormitory administrator, whose purpose is to check the way of use of the accommodation spaces and the equipment provided.

o) The head of the dormitory transmits to the students the administrative information communicated by the university staff.

p) The dormitory head participates in the disciplinary investigations organized by the dormitory administrator for students who commit misconduct in the dormitory.

q) Check with the dormitory administrator the endowments of the dormitory in order for him to draw up the proposal for the addition of ammunition and other inventory items, the replacement of defective equipment, the repair or replacement of furniture, interventions in installations and spaces, etc.

Art. 26. If the dormitory head does not perform his duties or performs them improperly, the staff employed by the UMC may ask the LSUMC for disciplinary measures or, in serious cases, his replacement.

CHAPTER III. Accommodation criteria

Art. 27. The distance criteria

- (1) University students who have a permanent residence at a distance longer than 50 km from Constanța are accommodated in the university dormitories.
- (2) Students who have a stable residence at a distance of less than 50 km from the municipality of Constanța, benefit from accommodation in the following situations:
 - a) are orphans of one or both parents;
 - b) come from placement centers;
 - c) they fall into the category of special social cases and have received the approval of the university management;
 - a) have parents active in the education system, or who have retired from the education system;
 - b) are included in the medical criterion;
 - d) they are active members of the LSUMC and in this capacity carry out volunteer activities, if they receive the approval of the president of the LSUMC and if they obtain the approval of the university management;
 - c) after the accommodation session, there are places available in the dormitory;
- (3) Accommodation is not granted to students who have permanent residence in the Municipality of Constanța.

Art. 28. Accommodation priority criteria – overview

- (1) The inclusion in one of the criteria that gives priority to accommodation (performance, social, medical and volunteering) is carried out, based on the documents submitted by the applicant, by the File Analysis Commission, appointed by the UMC Rector's Decision, which has its composition at least one student representative.
- (2) Following the analysis of the documents, the Commission may ask the students to complete the documents. Failure to submit the documents within the set deadline entails the loss of accommodation priority.
- (3) The activity of the Commission regarding the inclusion in one of the accommodation criteria is realized by drawing up a Report by which the students who benefit from priority accommodation are nominated.

A. Performance criterion

They have priority for accommodation:

1. Students from the first year of study who, according to the Admission Methodology, are declared admitted without competition, based on the results obtained at the national and international school Olympiads;
2. Students who achieved achievements in academic activity as well as in extra-curricular activities - scientific, technical, cultural-artistic;
3. Performance sports students who achieved results at least at the national level;
4. Students enrolled in the tuition-free form of education benefit from accommodation priority in relation to students enrolled in the tuition-free form.

B. The social criterion

Priority for accommodation is given to students for whom there are national social protection policies, as well as students from high socio-economic risk environments:

1. Foreign scholarship students of the Romanian state, master's students, doctoral students, students in specialization and students in post-graduate specialization/improvement internships from the Republic of Moldova and Ukraine, those of Romanian ethnic origin outside the country's borders, Romanian citizens residing abroad, as well as foreign citizens, scholarship recipients of the Romanian state, who study in UMC. They will receive priority accommodation in the dormitory in which the percentage of coverage of the accommodation tariff from the monthly subsidy collected by the university is the highest, respectively in the Far3 Student Dormitory.
2. Students orphaned by one or both parents.
3. Students from placement/social assistance centers.

4. Students with parents active in the education system, or students whose parents have retired from the education system.

5. (1) Students from disadvantaged groups and who are beneficiaries of the social assistance system in Romania: students from families at risk of poverty, students with disabilities, students from single-parent families, etc.

(2) The term single-parent family means the family formed by the single person and the dependent child/children who live with him/her. A single person means a person who is in one of the following situations:

a) is unmarried;

b) is a widow;

c) is divorced;

d) whose husband/wife is declared missing/disappeared by court decision;

e) whose husband/wife is under preventive arrest for a period longer than 30 days or is serving a custodial sentence and does not participate in the maintenance of the children;

f) has been appointed a guardian or has been entrusted or placed in foster care with one or more children and is in one of the situations provided for in letter a) - e).

6. Students whose families do not achieve, in the three consecutive months prior to submitting the application, a net monthly income per family member higher than the net minimum wage for the economy but who do not benefit from social aid supported by the state budget, granted in a focused manner, for the population categories at risk of poverty;

7. Students from socially marginalized localities.

C. The medical criteria

Priority for accommodation is given to students with disabilities of a medical nature, students who, following serious accidents, encounter difficulties in traveling, as well as students who suffer from serious, non-contagious diseases.

D. The voluntary criterion

Students who are involved in volunteer activities have priority for accommodation. UMC appreciates, encourages and supports the involvement of students in volunteer activities, which support the academic, administrative, cultural and sports activities carried out by UMC, by LSUMC, or any other legal entity under public or private law, without profit, or the social enterprise or social insertion enterprise, which organizes and administers volunteering activities in accordance with Law no. 78/2014 on the regulation of volunteering activities in Romania with subsequent amendments and additions.

Art. 29. Documents required for priority accommodation

A For the performance criterion:

1. Olympic students: certificate issued by the Faculty Secretariat, certifying admission without competition, based on the results obtained at the national and international school Olympiads. This type of priority is given only to students in their first year of study.

2. Students with achievements in academic activity: certificate issued by the Faculty Secretariat, certifying that they are full-time students and have averages of at least 8.50 in the previous years of study

3. Students with achievements in scientific and technical extracurricular activities will submit copies of the diplomas obtained in the scientific and technical extracurricular activities with a maximum of 12 months prior to submitting the accommodation request.

4. Students with cultural-artistic and sporting achievements will submit copies of the diplomas obtained at national and/or international competitions no later than 12 months prior to submitting the accommodation request.

5. Students enrolled in the free form of education benefit from priority in accommodation in relation to students enrolled in the form with a fee, no supporting documents are required.

B. For the social criterion:

1. Foreign scholarship students of the Romanian state and ethnic Romanian students from outside the country's borders will specify the form of enrolment;

2. Students orphaned by one or both parents shall submit a copy of their birth certificate and copy(s) of the death certificate(s) of the deceased parent(s).
3. Students coming from placement centers or family placement will submit a certificate issued by the placement center they come from/certificate issued by the General Directorate of Social Assistance and Child Protection to which they belonged/certificate issued by a local or central public authority, certifying that they come from a placement center/family placement as well as the fact that they are in a social protection program.
4. Students with parents working in the education system will submit a certificate issued in the current year by the institution where the parent works. The original document is submitted at the accommodation.
5. Students with parents who have retired from the education system will present a certificate attesting the retirement from the education system, issued by the educational unit where they worked before retirement.
6. (1) Students from disadvantaged groups and who are beneficiaries of the social assistance system in Romania (Law 199/2023) will submit a certificate issued by a specialized structure in social protection belonging to a central or local public authority, whereby certify that the applicant student is a beneficiary of social assistance. The original documents must be submitted to the accommodation.
(2) Students from single-parent families will additionally submit a notarized declaration on the parent's own responsibility completed in authentic form at the notary, from which it appears that he is a single person with dependent child/children - according to art. Art. 23 para. (6) of Law 292/2011 specifying the category to which it fits. The original document is submitted at the accommodation.
7. (1) Students whose families do not achieve, in the three consecutive months prior to submitting the application, a net monthly income per family member higher than the minimum net salary for the economy but who do not benefit from social aid supported by the state budget, granted focused, for the population categories at risk of poverty:
 - a) certificates issued by the institutions where the student's parents or legal supporters carry out their activity, showing the income achieved in the last three months - prior to the submission of the application;
 - b) if a parent does not have income, he will submit a receipt issued by ANAF;
 - c) self-responsible declaration of the applicant student, regarding all incomes achieved - standard form;
 - d) student certificate issued by ANAF;
 - e) self-responsible declarations of the applicant student's parents, regarding all incomes achieved - standard form;
 - f) copies of parents'/legal guardians' pension coupons from the last three months - if applicable;
 - g) certificate issued by the institution where the siblings/children of preschool siblings' birth certificates are educated - if applicable;
 - h) copy of the divorce court sentence of the parents - if applicable;
 - i) any other documents that can support the application for registration in this category.
- (2) If the students in this category fit the criteria for granting the social scholarship, based on the lists issued by the Social Bureau - Scholarships, they can apply for exemption from the payment of the dormitory fee, as a result of being included in the category of students from disadvantaged groups and who are beneficiaries of the social assistance system in Romania.
8. Students from socially marginalized localities will submit a certificate issued by the town hall of the locality in which they have their permanent residence, showing that the locality is in the category of regions with high socio-economic risk or socially marginalized.

The documents submitted for inclusion in one of the categories of the Social Criterion are used only for accommodation priority. In order to obtain the social scholarship, students must submit separately the documents requested by the Social Bureau - Scholarships - according to the Scholarship Regulation displayed on the UMC website.

(3) For the medical criteria:

a) Students who, as a result of accidents, encounter difficulties in traveling to classes, as well as students who suffer from serious, non-contagious illnesses: copies of medical documents and a certificate from the family doctor confirming the illness.

b) Students with disabilities/handicap will submit a copy of the degree of handicap placement certificate, issued by the child protection commission or the county, respectively local, disability assessment commission of the sectors of the city of Bucharest or the degree placement decision and type of disability issued by the Higher Commission for the Evaluation of Disabled Adults. At accommodation, students will present the original document for certification "in accordance with the original".

(4) For the voluntary criterion:

a) Academic, cultural and sports activities carried out by the UMC - students will submit a document presenting the activities carried out, signed by a teaching staff of the UMC - responsible for their performance. The activities must be carried out during the current academic year. The original document is submitted at the accommodation.

b) Administrative activities carried out within the UMC – students will submit a document presenting the activities carried out, which will include at least 5 activities and will be signed by an employee of the UMC, responsible for their performance. The document must be approved by the head of the compartment/department. The activities must be carried out during the current academic year. The original document is submitted at the accommodation.

c) Academic, cultural, sports and administrative activities carried out by LSUMC - students will submit a document presenting the activities carried out which will include at least 5 activities, from the current academic year, signed by the President of LSUMC, or a certificate signed by to the President of LSUMC certifying the occupation of a position within the organization for a period of at least 3 months from the current academic year. The original document is submitted at the accommodation.

d) Voluntary activities carried out by any legal entity under public law or private law, without profit, or the social enterprise or social insertion enterprise, which organizes and administers volunteer activities in accordance with Law no. 78/2014 on the regulation of voluntary activities in Romania with subsequent amendments and additions - certificate signed by the head of the institution. The original document is submitted at the accommodation.

Art. 30 Giving priority to accommodation in dormitories

(1) SLM Student Dormitory

a) Given the fact that the SLM Student Dormitory is the biggest maintenance and operating expense, no free accommodation is granted to the students staying. The categories for which the legislation provides for free accommodation benefit from priority and free accommodation in the dormitory where the maintenance and operation costs are the lowest - respectively the Far3 Student Dormitory.

b) If there are students who are beneficiaries of free accommodation, who wish to stay specifically at the SLM Student Dormitory, they will be taken into account in the distribution according to the other accommodation criteria that do not require the granting of free accommodation.

If they receive a place to stay in the SLM Student Dormitory, they must request in writing permission to pay the resulting accommodation rate as the difference between the non-subsidized accommodation rate established for the SLM Student Dormitory and the non-subsidized accommodation rate established for the Far3 Student Dormitory (type form).

c). The SLM Student Dormitory accommodates the following categories of students:

1) Students from the first year of study who, according to the Admission Methodology, are declared admitted without competition, based on the results obtained at the national and international school Olympiads;

2) Students who achieved achievements in academic activity - full-time students with the averages of the previous years of study at least 8.50;

3) Students involved in volunteer activities;

4) Romanian students enrolled in the tuition-free form of education;

5) Students who achieved performances in extra-curricular activities - scientific, technical;

6) Performance sports students who achieved results at least at the national level;

- 7) Students who have performed in artistic activities;
- 8) Students from socially marginalized localities.
- 9) Students who meet the medical criteria, but who do not benefit from free accommodation. The SLM Student Dormitory does not accommodate students who have difficulty moving because the dormitory is not equipped with an elevator and there are no accommodation units on the ground floor of the building;
- 10) Romanian students enrolled in fee-based education;
- 11) Foreign students enrolled in fee-based education;
- 12) Foreign students enrolled in the tuition-free form of education.

II. Student dormitory A2

- 1) a) Free-of-charge students who wish to stay specifically at the A2 Student Dormitory and receive an accommodation place must request in writing permission to pay the resulting accommodation rate as the difference between the non-subsidized accommodation rate established for the A2 Student Dormitory and the non-subsidized accommodation rate established for the Far3 Student Dormitory (type form).
 - b) The following categories of students are accommodated in the A2 Student Dormitory:
 - 2) 1) Students involved in volunteer activities;
 - 3) 2) Students from the first year of study who, according to the Admission Methodology, are declared admitted without competition, based on the results obtained at the national and international school Olympiads;
 - 4) 3) Students who achieved achievements in academic activity - full-time students with averages of the previous years of study at least 8.50.
 - 5) 4) Students with parents working in the education system, or those whose parents have retired from the education system (Law 199/2023).
 - 6) 5) Students orphaned by one or both parents and students from placement/social assistance centers.
 - 7) 6) Students from disadvantaged groups and who are beneficiaries of the social assistance system in Romania: students from families at risk of poverty, students with disabilities and their companion, if their presence is required, students from single-parent families, etc.
 - 8) 7) Students whose families do not achieve, in the three consecutive months prior to submitting the application, a net monthly income per family member higher than the minimum net salary for the economy but who do not benefit from social aid supported by the state budget, granted in a focused manner, for the population categories at risk of poverty.
 - 9) 8) Students with disabilities, students who, as a result of serious accidents, encounter difficulties in traveling as well as students who suffer from serious, non-contagious diseases; Studenții înmatriculați la forma de învățământ fără taxă;
 - 10) Students who achieved achievements in extra-curricular activities – scientific and technical.
 - 11) Performance sports students who achieved results at least at the national level;
 - 12) Students who have performed in artistic activities;
 - 13) Students from socially marginalized localities;
 - 14) Romanian students enrolled in fee-based education.
 - 15) Foreign students enrolled in fee-based education.
 - 16) Foreign students, scholarship holders of the Romanian state and Romanian students from everywhere.

II. Far3 Student Dormitory

- (1) The following categories of students are accommodated:

- 1) Foreign students, scholarship holders of the Romanian state and Romanian students from everywhere.
 - 2) Students from the first year of study who, according to the Admission Methodology, are declared admitted without competition, based on the results obtained at the national and international school Olympiads;
 - 3) Students who achieved achievements in academic activity - full-time students with the averages of the previous years of study at least 8.50,
 - 4) Students with parents active in the education system, or those whose parents have retired from the education system);
 - 5) Students orphaned by one or both parents and students from placement/social assistance centers.
- Students from disadvantaged groups who are beneficiaries of the social assistance system in Romania: students from families at risk of poverty, students with disabilities and their companion, if their presence is required, students from single-parent families, etc.
- Students whose families do not achieve, in the three consecutive months prior to submitting the application, a net monthly income per family member higher than the net minimum wage for the economy but who do not benefit from social aid supported by the state budget, granted in a focused manner, for the categories of population at risk of poverty.
- Students included in the medical criterion;
- Students involved in volunteer activities;
- Romanian students enrolled in the tuition-free form of education;
- Students who achieved performances in extra-curricular activities – scientific, technical;
- Performance student athletes who have achieved results at least at the national level;
- Students who have performed in artistic activities;
- Students from socially marginalized localities;
- Romanian and foreign students enrolled in fee-based education;
- The order of accommodation within a category of students is according to years of study, from the first year to the fourth year of undergraduate studies, followed by the second year of the master's degree and the first year of the master's degree.

CHAPTER IV Running accommodation activities

Art. 31. Student accommodation is carried out:

- a) In the annual accommodation session (related to the new academic year);
- b) During the academic year, in the case of vacant places.

Art. 32. The annual accommodation session is carried out by:

- a) Vice-dean of the Faculty of Navigation and Naval Transport;
- b) The Vice-Dean of the Faculty of Naval Electromechanics;
- c) Administrative Service – represented by the hostel administrators;
- d) Student Accommodation Committees

Art. 33. Activities during the annual accommodation session

(1) Allocation of accommodation places

The allocation of accommodation places is made taking into account:

- the accommodation capacity of each dormitory,
- the tuition fee of Romanian students from everywhere, of foreign students on scholarships of the Romanian state, of foreign students on their own account in lei/currency,
- students included in the performance criterion who request accommodation under the conditions of this Regulation;
- students included in the social criterion who request accommodation under the conditions of this Regulation;
- students included in the voluntary criterion who request accommodation under the conditions of this Regulation;
- students included in the medical criteria for accommodation under the conditions of this Regulation.

1. In August, the Administrative Service announces for each dormitory the accommodation places available for students in the following academic year, depending on the technical condition of the accommodation units and the works/events carried out by the UMC.

2. If the number of requests exceeds the number of accommodation places, for students enrolled in the form of education with a fee, the tie-breaking will be done as follows:

a) Students enrolled in undergraduate studies entering the first year of study are placed in descending order of the average obtained in the Baccalaureate exam;

b) Students enrolled in undergraduate studies entering the second, third and fourth year of study and students from master's studies entering the second year of study: full-time students have priority, followed by the rest of the students in descending order of the number of credits obtained - as they are reflected in the tuition management program at least 5 days before the display of the Student Dormitory Assignment Lists;

c) Students enrolled in master's studies entering the first year of study are placed in descending order of the average obtained in the Bachelor's exam. Students enrolled in the fee-free form have priority over students enrolled in the fee-based form.

When admission to master's studies takes place at the end of September and the confirmation period is extended after the accommodation schedule, a fixed number of places will be reserved for which the accommodation priority criteria provided by these Regulations will be applied.

(2) Request for accommodation:

1. The request for accommodation is made by completing the "Accommodation Request" form, which is available to students on the university's website: Home/Students/Student dormitories.

2. Afterwards, the student will send to the e-mail address camine@cmu-edu.eu:

a) a photocopy copy of the identity document;

b) photocopies of the documents requested for granting priority accommodation - if applicable;

c) emergency contact person and their phone number.

3. Completing the form and sending documents by e-mail is done within the term and conditions communicated by the accommodation announcement, which will be published both on the university's website and through the internal communication system;

4. For foreign students and for Romanians from everywhere in the 1st year of study, the information regarding accommodation contained in the registration forms is taken into account.

5. Accommodation requests submitted after the set deadline will be registered at the UMC Registry, but accommodation will be provided within the limits of the remaining available places.

6. In the event that students give up and no longer want to occupy a place in the student dormitories of the UMC or are unable to present themselves in time for the annual accommodation session, they are obliged to immediately notify the Social Service - dormitories on e-mail address camine@cmu-edu.eu.

(3) Issuance of Distribution Lists

1. The assignment of accommodation places for an academic year is carried out by issuing the Assignment Lists.

2. The assignment lists include the coordinates of the assigned place and will be published on the university's website.

(4) Making accommodations at the beginning of the academic year

1. The accommodation schedule for each dormitory is published on the university's website by September 25.

2. All students who wish to stay in the university dormitories have the obligation to show up at the accommodation or to be represented by a person authorized by them.

3. The accommodation places allocated to international students, who for objective reasons (for example delay in obtaining a study visa, etc.) do not appear in the established program will be kept until the situation is clarified, but no later than November 15.

4. Foreign students and Romanians from everywhere can come to the accommodation before the start of the accommodation session if this is due to travel conditions and only with the prior approval of the university management.

5. Accommodation places are taken individually, based on the Distribution Lists and the identity card or by power of attorney - standard form. The power of attorney is sent by e-mail to camine@cmu-edu.eu until September 18 and presented in original at the accommodation, by the authorized person.
6. The rental contract is concluded between UMC as the lessor and the student as lessee and holder of the right to accommodation. In case of taking over the place of accommodation based on a power of attorney, the owner of the right of accommodation has the obligation to conclude the rental contract within 10 working days. Failure to occupy the accommodation within 10 working days from the date of the accommodation leads to the loss of the accommodation.
7. If all the places made available to students on the distribution lists are not occupied, these places will be further allocated to other students with accommodation rights.
8. If, after the end of the annual accommodation session, there are still unoccupied places even though all the students entitled to accommodation have been assigned to rooms, then these places can also accommodate students who:
 - submitted the accommodation request after the deadline established in the accommodation announcement;
 - repeats the academic year;
 - appears with a stable domicile at a distance of less than 50 km from the municipality of Constanța.
 - appear with sanctions that provide accommodation within the limit of available places;
9. Accommodation places cannot be reserved during the onboard practice trip.
10. By signing the rental contract, the student assumes full responsibility for the values of individual use that are entrusted to him for use, share of responsibility for the values of common use in the room in which he will live and in the common spaces of the dormitory.
11. By signing the rental contract, the student undertakes to comply with these Regulations.
12. (1) LSUMC members are assigned:
 - 5 (five) rooms in Student Dormitory A2,
 - 3 (three) rooms in Far 3 Student Dormitory,
 - 1 (one) room in the Student Dormitory Sediul Lac Mamaia.(2) In dormitory A2, one of the 5 (five) rooms will be occupied according to the schedule of events established by the LSUMC management.
(3) The accommodation of LSUMC members will be carried out under the terms of this Regulation, students will have the same rights and obligations provided for other students.
(4) The occupancy rate of these rooms is the same as in all other accommodation units in the dormitory.

Art. 34. Accommodation on vacant places

- (1) Accommodation in vacant places is carried out in compliance with the criteria established in this Regulation, based on an accommodation request that:
 - a) it is submitted and registered at the Rectorate of the university;
 - b) it is sent to the e-mail address camine@cmu-edu.eu. If students choose to submit their accommodation request by email, they can only consider their request received if they receive an email with the accommodation request registration number.
- (2) If two or more accommodation requests meet the same accommodation criteria (performance/social/medical/volunteering), the accommodation will be carried out in the order in which the accommodation requests were submitted (according to the registration number of the request).
- (3) In order to be included in one of the criteria leading to the granting of accommodation priority, the accommodation request will be accompanied by the documents specified in art. Art. 29. Documents required for priority accommodation.

Art. 35. Accommodation during the summer vacation

- (1) Accommodation is provided in the Far 3 Student Dormitory, within the limits of places approved by the UMC Board of Administration
- (2) Accommodation during the summer vacation is granted for:
 - students who carry out teaching and/or research activities during the summer vacation within university projects
 - employed students;

- foreign students from non-European countries;
- fourth-year foreign students who have not completed their studies, if there are places available and with the agreement of the UMC management;
- fourth-year foreign students who have completed their studies and are about to enroll in the admission session organized for the master's courses held within the university if there are places available and with the consent of the UMC management
- students who carry out projects and other specific student activities in partnership with the Maritime University of Constanța;
- students/pupils and contractual staff from the units/institutions under the coordination/subordination of the Ministry of Education within the framework of inter-institutional collaborations,
- participants/partners in projects in which UMC has the role of organizer or partner, in educational, scientific, social, artistic or sporting events or in other events intended for young people.
- to persons in the interest of service, who carry out their activity within the structures of the central and local administration of the Romanian state, if there are places available and with the agreement of the UMC management
- candidates who take the entrance exam and their companions, if they have a stable residence at a distance greater than 50 km from the municipality of Constanța - for the period necessary to take the exam and register.

(3) The number of places, the rates and the rest of the accommodation conditions are decided by the Board of Directors.

(4) If the number of requests exceeds the number of places allocated by the Board of Directors, the unresolved requests will be analyzed quickly by the university management and will be approved according to the degree of occupancy of the dormitory, depending on the events that took place during the period respective, as well as according to the planning of repair and maintenance works.

(5) Students who carry out teaching and/or research activities during the summer vacation within the university's projects submit an application to the UMC Rectorate, endorsed by a teaching staff involved in the project's activity.

(6) Employed students submit a request for accommodation during the summer vacation, accompanied by the documents proving employment to the administrator of the Far 3 Student Dormitory at least 3 days before the start of the summer vacation/end of the period of practice.

(7) Foreign students submit a request for accommodation during the summer vacation to the administrator of the Far 3 Student Dormitory at least 3 days before the start of the summer vacation/end of the internship period.

(8) By submitting the request for accommodation during the summer vacation, the applicants accept the living conditions generated by the renovation, repair, sanitation activities, as well as the rest of the activities approved by the UMC management.

(9) Students staying during the academic year in the Student Accommodation Complex of the Maritime University of Constanța have priority for accommodation.

(10) Students staying in the Far3 Student Dormitory during the academic year during the summer vacation will sign an addendum to the rental contract to extend the term of the contract. If the student did not live in the Far 3 Student Dormitory during the academic year, he will sign a new rental contract.

(11) LSUMC has the obligation to designate a team of students to support the administrator of the Far 3 Student Dormitory in carrying out accommodation activities.

(12) In order to carry out the activities carried out within the organization, LSUMC will have 3 (three) rooms allocated in the Student Dormitory A2 for the accommodation of members during the entire period of the summer vacation.

(13) If, under the auspices of the Student League, student events are organized that require accommodation for the organizers and/or participants, this will take place within the limits of available places in the Student Dormitory A2, the Far 3 Student Dormitory or the Sediu Lac Student Dormitory.

Art. 36. Accommodation during the fall arrears session

(1) During the arrears session after the summer vacation, students can be accommodated in the Far 3 Student Dormitory, in compliance with the specifications of this regulation - based on a

written request submitted to the Dormitory Reception - to the attention of the dormitory administrator (form) .

2) If the student did not live in the Far 3 Student Dormitory in the current academic year, a Rental Agreement will be completed.

(3) LSUMC has the obligation to designate a team of students to support the administrator of the Far 3 Student Dormitory in carrying out accommodation activities.

Art. 37. Responsibilities, rights and obligations of LSUMC in carrying out accommodation activities

LSUMC is an active partner in all aspects related to the activities of the student dormitories and watches over the respect of the rights and legitimate interests of the students and in this sense:

a) collaborates with students and provides support for solving their problems;

b) make proposals regarding the improvement of accommodation activity and accommodation conditions;

c) ensures popularization, knowledge and contributes to students' compliance with the provisions of this Regulation and provides advice to student tenants whenever necessary;

d) inform the students about the changes and additions made to these Regulations and provide them with the necessary explanations for their application.

e) promotes order and discipline in the dormitories.

f) permanently collaborates with the administrators of the student dormitories in order to solve the problems arising in the activity of the dormitory and to increase the degree of comfort in the UMC dormitories.

g) participates, through the members appointed in the Student Accommodation Committees, in making accommodations in the annual accommodation session and during the academic year;

h) distributes students to dormitories and rooms based on the Distribution Lists and the school situations received from the Secretariat - through the members appointed in the Student Accommodation Committees;

i) propose the Accommodation Program related to each dormitory in order to publish it on the university website by September 25;

j) contributes, through the members appointed in the Student Accommodation Committees, to the conclusion of accommodation contracts;

j) prevents and mediates conflicts between students, as well as conflicts between students and UMC staff;

k) bring to the attention of the Social Service - the special social/economic cases and come up with proposals for the solution of these cases;

l) contributes to maintaining order and discipline in student dormitories,

m) verifies the students' compliance with the rules regarding access to the dormitory, the hygiene rules and the safety rules in case of emergency.

n) indicate the problems that they anticipate or that arise in the course of accommodation activities and propose ways to remedy them;

o) actively supports the administration:

- in the taking over by the students of the rooms and values for individual use and those for common use that are entrusted to them for use;

- in drawing up the Accommodation Chart;

- in the actual assignment of students to dormitories and rooms.

The president of the LSUMC can propose to the management of the UMC the organization of some activities in the university dormitories: recreational, socializing, social-charitable, cultural-educational or professional-scientific.

Art. 38. The members of the Student Accommodation Committees will be accommodated 5 (five) days before the start of the annual accommodation session considering the complexity of the issues to be solved in the context of the actual accommodation.

Art. 39. LSUMC has the obligation to draw up the report on the results of the annual accommodation session, which they submit as soon as possible to the Social Service - dormitories.

Chapter V Accommodation fee

Art. 40. The accommodation rate, related to the academic year, is established by decision of the UMC Board of Directors and approved by the UMC Senate based on the documents certifying the expenses related to the operation of the dormitories.

Art. 41. The amount of the accommodation fee, related to each dormitory managed by the university, is established based on the calculation and summation of the amounts payable for the operation of the dormitories (personnel expenses, utility expenses, raw materials and consumables, current maintenance expenses).

Art. 42. The tariff related to the summer vacation period is established by the Decision of the UMC Board of Directors and is subject to the approval of the UMC Senate.

Art. 43. Payment of the accommodation fee is made monthly, in advance, for the following month, between the 10th and 25th of the current month:

- a) at the dormitory administrator's office;
- b) online – on the university platform;
- c) by bank transfer or postal order, to the university's account:

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Art. 44. If the student tenant does not pay by the 25th of the current month, for the following month, the contract will automatically terminate on the last day of the paid month. In this case, the resident student has the obligation to leave the dormitory on the first day of the following month, by 11 a.m.

Art. 45. The monthly accommodation rate can be updated during the academic year depending on the price and consumption fluctuations on the basis of which the initial rate was based, at the beginning of the academic year, so that the balance of income and expenses is balanced. In this case, an additional act will be concluded in which the updated value of the tariff will be specified.

(1) The recalculation of the accommodation tariff is carried out between the 15th and 20th of the month following the month in which the consumption was recorded (e.g. for the month of October, the recalculation of the accommodation tariff is carried out between the 15th and 20th of November).

(2) The payment of the monthly accommodation fee and, as the case may be, the payment of the updated monthly accommodation fee shall be made between the 10th and 25th of the current month for the following month.

(3) If there is an increase in the accommodation rate, the difference in the resulting rate will be paid by the end of the month for which the increase is applied.

(4) Students in the last year of study, accommodated until the date communicated for taking the license/dissertation exam (examination from the current academic year) will pay in advance by June 1 of the current year, the accommodation fee related to the accommodation period (granted for taking the exam).

(5) The signing of the Liquidation Forms for this category of students is conditional on the payment of all payment obligations related to the respective individual rental contract, accommodation rate and any damages.

(6) For all students in the last year of study, the certification of the non-existence of payment obligations in relation to the UMC Student Accommodation Complex is carried out by signing the liquidation forms by each respective dormitory administrator:

- administrator Cămin Studentesc A2, Constanța, Strada Mircea cel Bătrân, nr. 104;
- administrator Cămin Studentesc Far 3, Constanța, Aleea Timonei nr. 6;
- administrator Cămin Studentesc Sediul Lac Mamaia, Constanța, Strada Cuarțului, nr. 2.

(7) For students staying in the dormitory until the completion of their studies, any damage or destruction reported in the accommodation units where they are staying will be communicated and imputed in order to recover the damage caused.

(8) If, for objective reasons, the student leaves the dormitory before the last day for which he paid for the accommodation, he can request the refund of the amount paid for the period in which he will not

benefit from the accommodation. The request will state the date on which he requested the removal of the dormitory, the reasons for withdrawal, the bank and the number of the bank account opened in his name in which the amount paid will be returned to him. When calculating the amount to be refunded, the day from which the removal of the dormitory is requested is also taken into account, considering the fact that the student loses the right to accommodation starting from the date mentioned in the request.

Art. 46. (1) If, for objective and well-founded reasons, the student tenant cannot pay the accommodation fee on time within the term established in the rental contract, he has the obligation to ask the UMC management for a postponement of the payment of the fee of accommodation, with the express mention of the date on which the payment is made.

(2) The postponement request must be formulated and approved before the expiration of the advance payment term. Otherwise, the provisions of art. 45.

(3) Students who request a postponement of the payment of the monthly fee and do not pay the amounts due within the agreed term will lose the right to accommodation until the recovery of the outstanding amounts by the UMC.

(4) UMC reserves the right to recover the outstanding amounts for the payment of the monthly accommodation fee, owed by the student tenants by all legal means.

Art. 47. Benefit from an increased subsidy or free accommodation, in accordance with the legal provisions: a) Students with parents working in the education system, or those whose parents have retired from the education system (Law 199/2023);

b) Students orphaned by one or both parents

c) Students from placement/social assistance centers.

d) Students from disadvantaged groups and who are beneficiaries of the social assistance system in Romania: students from families at risk of poverty, students with disabilities and their companion, if their presence is required, students from single-parent families, etc.

e) Foreign students, scholarship holders of the Romanian state and Romanian students from everywhere.

Art. 48. UMC offers free or reduced accommodation as follows:

No	Category of students	Dormitory Far3	Dormitory A2	Dormitory SLM
1.	Students with parents active in the education system, or those whose parents have retired from the education system	Free	Discount	Discount
2	Students orphaned by one or both parents and students from placement/social assistance centers.	Free	Discount	Discount
3.	Students from disadvantaged groups who are beneficiaries of the social assistance system in Romania: students from families at risk of poverty, students with disabilities and their companion, if their presence is required, students from single-parent families, etc.	Free	Discount	Discount
4.	Foreign students, scholarship holders of the Romanian state and Romanian students from everywhere.	Free	Discount	Discount

Art. 49.(1) The rates charged by the UMC for students in the dormitories are at most equal to the difference between the operating costs, which include expenses: personnel, utilities, raw materials and consumables, to which are added the current maintenance expenses, on the one hand, and subsidies from the state budget, on the other.

(2) In the case of Romanian students from the fee-free form, the rate results from the difference between the rate for students enrolled in the fee-based form and the amount of the subsidy, granted by the Ministry of Education, which was calculated per student for this category.

Art. 50. LSUMC members can benefit from free accommodation during academic activities or student events for which they have received the approval of the UMC management.

Art. 51. Collection of the monthly accommodation fee:

(1) In the case of annual accommodation sessions - the accommodation days in September are charged according to the rate established for the following academic year.

(2) The day on which the accommodation is carried out will be taken into account when paying the accommodation fee.

(3) The day from which it is requested to remove the dormitory from the records will not be taken into account in the calculation of the due rate, considering the fact that the student loses the right to accommodation starting from the mentioned date.

(4) Determining the rate due for one day of accommodation is done by dividing the value of the monthly accommodation rate by the number of calendar days in the month. When the student will live in the dormitory for less than one calendar month, the resulting value per day is not rounded and is multiplied by the number of days in the month in which the student lives in the dormitory. The resulting value is rounded up if it is above 50 after the decimal point and down if it is below 50 after the decimal point.

CHAPTER VI The specific rights and duties of students staying in the Accommodation Complex of the Maritime University of Constanța

Art. 52. The rights of students staying in the UMC Accommodation Complex

(1) To benefit from the place assigned to them as long as they do not give it up or are not sanctioned with exclusion from the dormitory.

(2) To properly use the material base of the dormitory where they live: reading rooms, kitchens, laundries, spaces for sports activities, offices, etc. in compliance with hygiene and public health rules and fire protection rules.

(3) To receive on the basis of the "Rental Agreement" and the "Inventory Sheet" - goods for individual use.

(4) To receive visitors only with the consent of the roommates under the following conditions:

a) access for visiting persons is made between 8:00 a.m. and 12:00 p.m.;

b) the access of the visiting persons is made only after their identification at the hostel reception, specifying the room and the person to whom the visit is made;

c) the access of foreign persons outside the visiting hours is not allowed, except for persons for whom the written approval of the UMC management has been obtained. The approval of the UMC management is granted for a maximum of 3 days, only between October 1st and May 30th and only for parents and brothers/sisters;

d) student tenants will be responsible in any situation for the actions of all the people who visit them.

(5) Contribute through suggestions and complaints to the improvement of accommodation conditions and services offered by UMC.

(6) To request advice on social and/or accommodation issues from both LSUMC representatives and UMC employees from the Social Service - Hostels.

(7) To report any problems, abuses and irregularities to the dormitory administrator and the head of the dormitory in order to solve them.

Art. 53. Obligations of students staying in the Student Accommodation Complex of U.M.C.

(1) To present correctly, completely and within the established deadlines the individual data requested for accommodation in the dormitory.

- (2) To know and respect the provisions of this Regulation and any other internal rules and procedures established by the UMC. Ignorance of this Regulation cannot be invoked in case of committing a violation or receiving a sanction.
- (3) To live in the assigned room, its change being possible only under the following conditions:
 - a) If the students want to move out of the assigned rooms, they will request in writing to the dormitory administrator to change the room - any change will be made only with the consent of the dormitory administrator.
 - b) If a change is requested between students staying in different dormitories, they will submit a written request to the attention of the Social Service - Dormitories, endorsed by the dormitory administrator with the mention: "there are no arrears in the payment of the dormitory rent or damages";
 - c) If a student wants to transfer to another dormitory on a place that has become free, he can request the transfer by e-mail sent to camine@cmu-edu.eu. The request is resolved favorably when there are places available and if there are no accommodation requests from other students who did not receive accommodation.
- (4) To take over the room's inventory and installations at the accommodation and to inform the administrator of any defects or irregularities in the room when he is the first student staying in the room.
- (5) To hand over the room to the dormitory administrator (or to a UMC employee appointed by the administrator to take over) when he is the last student to leave the room and to announce if the roommates who left before him caused damage to the room, equipment and its fixtures, or if they left the room dirty, otherwise he is guilty of all these.
- (6) Not to change the destination of the accommodation room in which they were assigned and/or of the common spaces.
- (7) To sign the inventory sheet.
- (8) To change the accommodation unit in case of force majeure (breakdowns, technical problems, etc.) or if for objective reasons it is necessary to merge and/or redistribute places in the dormitory.
- (9) To use the key of the room in which the place was assigned to him only during the validity period of the rental contract, after which he will return it to the administrator. Changing the lock on the room door is only done with the approval of the administrator, who will receive a duplicate key, for:
 - a) situations of force majeure (installation malfunctions, fires, etc.) in which it is necessary to enter the rooms in the absence of the student tenants
 - b) administrative activities that cannot be rescheduled: additions to the equipment of the rooms, repairs of defects, disinfection activities, disinsection and deratization, etc.
- (10) To hand over all room keys to the administrator when leaving for summer vacation.
- (11) Not to give the room key to other people. The only exceptions are roommates, the dormitory administrator and the security guard at the building's reception.
- (12) To clean the room before leaving for summer vacation.
- (13) To pay in full the monthly accommodation rate for the place occupied in the dormitory, as well as any other additional fees charged by the university, which would result from its use, within the terms provided by these Regulations.
- (14) For the amounts due and unpaid by the deadline assumed by the request for postponement, the student tenant will be sanctioned with exclusion from the dormitory and the prohibition to stay in the Student Accommodation Complex of U.M.C. until the outstanding amount due is paid. Accommodation in the following academic years will be conditional upon payment of the outstanding accommodation fee and will be carried out within the limits of available places.
- (15) Not to alienate, sublet the place allocated in the dormitory and not to facilitate the accommodation of people who do not have the right to accommodation. The students who occupy the accommodation places in writing (fictitiously) (for various reasons: to make them available to other people, in order to improve the comfort for the rest of the occupants of the room, etc.) will be sanctioned with the definitive prohibition of accommodation in the Student Accommodation Complex of U.M.C. The penalty will also apply to people who benefited from fraudulent

accommodation. Depending on the gravity of the facts, the management of the UMC can establish sanctions other than administrative ones.

(16) To request and obtain the floating visa from the authorized public institutions.

(17) If the student tenant, for objective reasons, completes his studies during the year, the rental contract terminates from the date of completion of his studies. The resident student has the obligation to notify the dormitory administration of the date on which he finished his studies, respectively his departure from the dormitory. Otherwise, he will bear the related accommodation expenses.

(18) To properly use the accommodation space and the goods from the dormitory's inventory, the electrical and sanitary installations made available, and at the termination of the contract to return them in the condition recorded on the date of conclusion of the contract.

19. Read and follow the instructions for use for the devices and equipment in the home (electric stoves, microwaves, washing machines, etc.).

(20) To be materially responsible for the missing goods and the damages caused to the goods in the accommodation room and in the common spaces and to pay the compensation for the damages caused by the damage/missing of the goods in the room and/or in the common spaces.

(21) To rationally use the electricity, water, gas and materials made available, avoiding as much as possible unjustified consumption.

(22) Not to proceed with changes to the masonry and painting, to the installations related to the accommodation units or common spaces, to the furniture in the dormitory.

(23) Not to use home-made electrical appliances and not to make improvisations in the electrical installation and plumbing.

(24) Not to introduce or use in the accommodation spaces:

a) cooking appliances (except microwave oven);

b) heating devices, cylinders and combustion devices;

c) unapproved and unauthorized equipment.

(25) Not to leave electrical receivers plugged in (except for the refrigerator), not to leave the lights on, windows open and check that the taps are closed - every time you leave the room - if the accommodation unit remains empty.

(26) Lock the door with the key whenever the last person to leave the accommodation remains.

(27) Not to install and use devices that may affect the proper functioning of the internet, telephone network, etc. If you want to install your own computer equipment, you must request the assistance of the qualified personnel of the UMC.

(28) To ensure cleanliness and compliance with hygiene rules in the room where he lives; responsibility for non-compliance with this provision rests with all tenants of a room.

(29) To maintain order and cleanliness in common spaces

(30) Not to store large quantities of food in the room.

(31) Be careful with personal hygiene so as not to cause discomfort to roommates.

(32) To comply with fire protection regulations, meaning that the tenant must:

a) To know and respect the fire protection measures established by the UMC staff;

b) Not to introduce pyrotechnic materials into the dormitory and not to use pyrotechnic materials in the premises of the dormitory;

c) To use the equipment for fire protection exceptionally and only in situations justified by the imminence of a fire;

d) To bring to the attention of the administration any technical malfunction or other situation that constitutes a fire hazard;

e) Not to cook in the living rooms or common areas of the dormitory, other than those intended for this purpose.

(33) To respect the rules regarding access to the dormitory. Entry to the dormitory is based on: dormitory card, student card, student card, identity card or passport (one of the documents listed in original or in electronic format).

(34) To be legitimized at the request of the security guards or at the request of the UMC staff with duties to maintain order and public peace.

- (35) Allow access to the room to persons authorized by the UMC, public order bodies and security personnel.
- (36) To preserve peace and public order in the time interval 22.00 - 08.00 and 13.00 - 14.00.
- (37) Not to damage, destroy or prevent the normal operation of the elevators.
- (38) Not to go out on the roof of the home.
- (39) To allow the dormitory administrator or other persons with responsibilities and duties in the management of the dormitories, whenever and whenever they are requested, to check the way of using the rooms, equipment and facilities, check the identity of the people staying, compliance with the hygiene rules, of fire protection rules, etc. The check will preferably be carried out in the presence of a member of the LSUMC. If LSUMC members are unable to attend the review, it will take place as planned.
- (40) Notify the dormitory administrator of the need to carry out maintenance and repair work in the rooms where they live or in the shared spaces whenever a problem arises. In this sense, the students will complete the "Register regarding the need for intervention works", located at the reception of the dormitory.
- In the event that the need for intervention arose due to the improper use by the tenant students of the accommodation units, common spaces and/or related equipment, the costs of the repairs will be fully and jointly borne by the guilty students, staying in the room/dormitory .
- If the student responsible for the damage is identified, the costs of repair/replacement of the damaged/destroyed property will be borne by the guilty student. In the situation where the culprit/culprits could not be identified, the value of the damage will be borne by the tenants of a room/dormitory or will be included in the expenses for the operation of the dormitory - from the month in which the damage created was recorded, possible changes in the accommodation rate during the academic year will be reflected in the payment of the rate due for that month.
- When a fault generates an increase in consumption through the losses caused, the university staff will intervene to solve it, regardless of whether students are present in the accommodation room or not.
- (41) To be materially responsible for the missing goods in his care.
- (42) To be materially responsible for the missing goods found in the inventory of the accommodation room or on the shared spaces, together with the roommates/dormitory - as the case may be.
- (43) To collaborate with the administrative structures in order to solve the problems that arise in the activity of the dormitory and in order to increase the degree of comfort, the standard of life, accommodation and study.
- (44) To be constantly informed at the specially arranged display points about the notifications of the UMC administration regarding the outstanding debts, evacuation situations and any other information related to the accommodation places.
- (45) Not to paste posters/announcements except in specially arranged places (notice boards) and on the condition of respecting the image of the UMC, human and professional dignity, without religious/political/racist/xenophobic/obscene content, etc. or containing disguised advertising.
- (46) Not to destroy posters and notices approved by the administration.
- (47) Not to enter into contracts with third parties for certain services that would make changes inside the home to electrical or data-voice installations (for example, cable television or Internet services).
- (48) Not to carry out political or religious organization and propaganda activities in the dormitory.
- (49) To urgently announce the occurrence of a contagious disease.
- (50) Not to introduce or raise animals and birds in the home.
- (51) Not to practice any form of commerce in the rooms or common spaces of the dormitory and not to carry out other activities not specific to student dormitories.
- (52) Not to consume, not to introduce and not to sell hallucinogenic and psychoactive substances and/or alcoholic beverages in the premises of the dormitory as well as in the perimeter of the dormitory.
- (53) Not to smoke in the room or in the common spaces of the dormitory.
- (54) Not to throw any type of objects (packaging, household waste, etc.) or toxic or dangerous substances out of the window.
- (55) Not to store objects on the outer windowsills.

(56) Not to store household garbage and other types of waste in other than specially arranged spaces, respectively in special containers, in compliance with the provisions regarding the selective collection of waste.

(57) Not to degrade green spaces.

(58) To respect the visiting schedule in the dormitory.

(59) Not to introduce visitors to the dormitory without registration at the reception.

(60) Not to facilitate and not introduce into the dormitory/educational premises persons dealing with the trade of products and/or services

(61) To have a conduct in accordance with established civic norms: an appropriate outfit, language and behavior, etc. in relation to other tenants and university staff.

(62) To avoid conflicts with the other tenants of the dormitory and with the employed staff of the university. In case of the occurrence of such situations, they have the obligation to contact the dormitory administrator and the head of the dormitory.

(63) Not to proceed with the heating of the living space and the other spaces with other methods/devices than the local heating system and the air conditioning devices of the UMC.

(64) Keep entrances and exits clear and at capacity for which they were designed (hallways, doors, stairwells).

(65) Not to move between rooms or take furniture or other belongings in the rooms out of the dormitory.

(66) To draw up and submit the request to remove the dormitory from the record in any situation in which he voluntarily leaves the dormitory - whether he requests the termination of the rental contract or the contract terminates as a result of non-payment of the accommodation fee in advance.

a) Solicitarea de scoatere din evidența căminului se depune la biroul administratorului de cămin numai în zilele lucrătoare și în timpul programului de lucru al acestuia. În caz contrar, "Solicitare de scoatere din evidența căminului" va fi întocmită de către administrator la momentul la care acesta constată că studentul a părăsit căminul. Studenții vor achita tariful de cazare până la data înregistrării Solicității de scoatere din evidența căminului, vor răspunde material pentru inventarul camerei până la data preluării camerei de către administrație și în funcție de contextul creat pot fi sancționați cu excluderea din cămin și interdicția de a se caza în Complexul Studentesc de Cazare al UMC în anul universitar în curs și/sau în anul următor.

b) În cazul unor evenimente neprevăzute, situații urgente, neanticipate, etc., studenții nevoiți să părăsească unitatea de cazare au obligația să informeze administratorul căminului în cel mult 7 zile lucrătoare, să desemneze o persoană care să predea bunurile preluate la momentul cazării și să plătească tariful de cazare datorat până la data renunțării la locul de cazare.

(67) To pay upon leaving the dormitory the accommodation rate related to the period in which they benefited from accommodation and to hand over the housing surfaces and the goods received. Accommodation in the following academic years will be conditional upon payment of the outstanding accommodation fee and will be carried out within the limits of available places.

(68) To hand over the room, together with the related equipment in a suitable state of use, within the term stipulated in the contract or as the case may be, on the date stipulated by the UMC in the eviction notice. If the tenant expressly or tacitly refuses to hand over the room on the set date or is not at the address, UMC will proceed to take over the accommodation and release it for its subsequent use, according to the destination.

(69) To clear the accommodation room of personal belongings when leaving the dormitory. UMC has no obligation to safely store the goods left by tenants in the accommodation premises and will not be responsible for their damage or lack thereof.

Chapter VII Sanctions

Art. 54. The sanctions that can be applied to student tenants for non-compliance with the provisions contained in these Regulations are the following:

a) Verbal rebuke

The sanction is applied for the less serious violation of this Regulation. This type of sanction may be applied by the dormitory administrator when the violation has been recorded in writing by the security guard of the unit, by other UMC employees or by students staying in the respective dormitory.

b) The written warning

The sanction will produce effects for the duration of one calendar year and is applied to violations of this Regulation, which do not cause major damages.

c) Exclusion from the dormitory and prohibition of accommodation in the current academic year and/or in the following academic year, as the case may be

The sanction is applied for repeated violations and/or serious violations of this Regulation. At the expiration of the sanction, the accommodation will be carried out only within the limits of the available places and, as the case may be, will be conditioned by the payment of the outstanding accommodation fee, the recovery of material damages and the handing over of inventory goods. The deadline for leaving the dormitory is a maximum of 48 hours from the date of notification of the sanction.

d) Exclusion from the dormitory and definitive ban on accommodation (for all years of study)

The sanction is granted for particularly serious acts that violate the provisions of the Regulation and disrupt the activity of the dormitory, the tranquility of the employed staff and/or the resident students or for repeated serious violations.

Art. 55. The following acts are prohibited and punishable by exclusion from the dormitory:

a) physical and/or verbal violence as well as the use of intimidation and blackmail, both towards the other tenants of the dormitory and towards the university staff;

b) using without reason or disconnecting any fire alarm installation or equipment;

c) disconnecting the anti-burglary system;

d) obturating surveillance cameras;

e) the intentional production of interruptions in the provision of internet, cable, fixed telephony services;

f) the intentional production of interruptions in the supply of electricity, heat, drinking water, etc.

g) entering the administrative premises (offices, offices) outside of working hours.

h) entering the classrooms outside of class hours, in the dormitories that have common educational spaces with the accommodation spaces;

i) intentional destruction of property or particularly serious damage;

j) antisocial manifestations;

k) the introduction and possession of firearms, compressed gas weapons, white weapons (those objects or devices that are clearly intended for hand-to-hand combat and may endanger the health, bodily integrity or life of people by hitting, cutting, poke).

Art. 56. In the case of students staying in the Student Dormitory Sediu Lac Mamaia, the following are prohibited:

a) access to the pontoon (with the exception of training and practice classes organized by U.M.C.);

b) access and use of any boat (with the exception of training and practice classes organized by the U.M.C.);

c) use of the vehicular terrace;

d) fishing and bathing in the lake;

e) throwing waste into the lake;

f) the use of any cooking equipment except microwave ovens, which are provided in the accommodation rooms;

g) the organization of leisure activities (barbecues, parties, etc.) without complying with the Senate Decision regarding the use of the outdoor space and existing facilities. without the approval of the UMC management.

Art 57. Students who have violent manifestations, which endanger the life and/or bodily integrity of other people, are automatically evicted from the dormitory and sanctioned with the termination of the accommodation contract and the definitive ban on accommodation without disciplinary investigation.

Art. 58. The finding regarding non-compliance with the provisions of the Regulation and the Rental Agreement is the responsibility of the dormitory administrators, respectively the head of the

dormitory, who will organize a disciplinary investigation and draw up a report containing the presentation of the facts and the proposed sanction.

The faculty secretary for accommodation and social issues, or the specialist referent from the Student Relations Department checks the documents resulting from the disciplinary research and presents them for approval to the Vice-Rector for students and the relationship with the economic and socio-cultural environment.

Art. 59. Within 7 working days from the registration of the documents drawn up by the dormitory administrator and the dormitory head, the Vice-Rector for students and the relationship with the economic and socio-cultural environment issues the sanction.

Art. 60. Appeals are submitted within 5 working days, calculated from the date of communication of the sanction

Art. 61. During the resolution of the Appeal, the effects of the challenged sanction are suspended.

Art. 62. The resolution of the appeal is carried out by a Commission for the resolution of the appeal, which includes:

- a vice dean;
- the president of LSUMC;
- an administrator of another student dormitory belonging to UMC;
- a dormitory head of another student dormitory belonging to the UMC.

Art. 63. The Secretary of the Complaint Resolution Commission - without the right to vote, is the faculty secretary for accommodation and social issues, or the specialist referent from the Student Relations Department.

Art. 64. Within 10 working days from the registration of the appeal, the Appeal Resolution Commission reanalyzes the facts, verifies the documents drawn up by the Disciplinary Investigation Commission and draws up a report that is submitted for approval to the Rector of the university.

Art. 65. During the work sessions, the appeal resolution committee may request the student/students accused of non-compliance with the Regulation to appear at hearings, to present evidence and documents that could bring new information or strengthen existing information.

Art. 66. The documents resulting from the accommodation activities will be managed, properly archived and submitted to the University Archives as follows:

Social service - dormitories: Requests for accommodation for the entire academic year, documents granting priorities for accommodation, distribution lists, situations with students without the right to accommodation, documents resulting from the organization of the annual session of accommodation, disciplinary investigations and student sanctions;

Administrative service – the register of accommodation, the register of requests to leave the dormitory, requests for accommodation during the summer vacation/during the arrears period, accommodation contracts, collection statements, debtors' statements, student sanctions, documents arising from the daily activity of the dormitories.

CHAPTER VII. Final provisions

Art. 66. The approval of the amendment of this regulation is the competence of the UMC Senate.

This regulation enters into force from the moment of approval in the UMC Senate.

Approved during the UMC Senate Meeting of March 5, 2021.

President of the Senate, Prof. Cornel PANAIT, PhD,
Rector, Prof. Violeta Vali CIUCUR, PhD

The original document, with signatures and stamps, can be consulted at the headquarters of the Maritime University of Constanta, Quality Assurance Department, room 708