



Dormitory Rules & Regulations

1. To take into consideration and follow announcements made by the management and/or administration of the dormitory.
2. To avoid inappropriate and/or offensive behavior.
3. Not to damage the dormitory buildings, furniture or equipment.
4. To follow the entrance and leave times set by the dormitory management.
5. To avoid offensive; rude or vulgar language and behavior.
6. The use and storage of alcohol and/or drugs is strictly prohibited and illegal.
7. The use of cookers and gas cylinders of any kind is strictly prohibited in the dormitories unless otherwise stated/provided by the university.
8. Forbidden publications and videos must not be displayed nor distributed within the Dormitory.
9. To keep the room to the required standard of cleanliness.
10. To have room, wardrobe, bags etc. ready for inspection if required.
11. Not to take out or remove any furniture, equipment, or any other university items from the shared facilities in the rooms or dormitories.
12. Not to write on tables, wardrobes and walls. Nails are not allowed on the walls.
13. Visitors are not allowed into rooms. However, first degree relatives may be allowed for a visit, with the approval of the Dormitory management and roommates.
14. Animals and pets are not permitted in the dorms.
15. Not to interfere with the duties/work of the staff.
16. Apart from the written rules & regulations shown above, other verbal warnings/directives from the staff must be followed as well.
17. No smoking is allowed within the dormitory buildings and rooms.

Students will sign a statement to show they understand and accept the rules & regulations upon checking in to the dormitory. If the student breaches the rules and regulations the dormitory management may institute a disciplinary action process. If necessary an investigation will be conducted and the student might be asked to leave the dormitory if in breach of the applicable rules and regulations. In such circumstances no refund of payment will be given. Depending on the result of the investigation the student may be penalized by the GAU Student Disciplinary Committee.



Dormitory Application & Registration Procedure:

New registered students are highly recommended to stay at the university accommodation for the first year of their studies.

Different dormitory options are available and price range between 1,650 Euro – 4,150 Euro per academic year of 2 semesters (Fall and Spring Semesters only). Please note that 5% VAT will be added to the dormitory fee.

Apart from the dormitory fee; a dormitory deposit of 500 Euro is also required. The dormitory deposit will be refunded back to the student's account at the end of the year provided that the student has stayed at the university accommodation for the WHOLE year and if no damages have been caused to the dormitory property. **The dormitory deposit will be not refunded if the student decides to postpone their studies for the next semester.**

Students are responsible for staying at the university accommodation for the WHOLE academic year. In case of early leave, students will lose their deposit and will be required to pay any outstanding dormitory fees for the remainder of the year.

In order to reserve a place at the university accommodation, prospective students should please fill in the below **Dormitory Application Form** and send it to the International Students Admissions office (firuza@gau.edu.tr or intstudent@gau.edu.tr)

A part-payment of the dormitory deposit and dormitory fee is required in order to secure a place in the dormitory. This part-payment forms part of the non-refundable deposit that will be requested in a prospective student's Provisional Acceptance Letter. On receipt of this part-payment the dormitory option will be confirmed by the International Admissions Office. Any remaining dormitory fees should be paid by the student before registration at the university.

The University will endeavor at all times to place a student in their preferred room choice. However, **please note that room options chosen are not guaranteed and is subject to availability.**

Upon arrival to the dormitory; students will be required to show and/or provide the following documents to the Dormitory Manager:

- Copy of official Acceptance Letter
- Copy of Dormitory Application Form
- Passport and copy of passport
- Copy of medical report
- 2 Passport Photographs

In the dormitory reception, students will be asked to fill the **Dormitory Entrance Form** and sign an agreement to show they understand the rules and regulations of the university dormitories and that they are required to stay at the dormitory for an academic year (Fall and Spring semesters).

Upon completion of the one academic year of stay at the university accommodation, a student will need to fill the **Dormitory Leave Form** (to be provided by the Dormitory management). This form should then be taken to the Accounts Office. Unless the form is received by the accounts office; the dormitory deposit will not be refunded to the student's tuition account.

Important notice:

- Electricity and water bills are to be paid on a monthly basis. Laundry services and other services are to be charged as applicable.
- Bed sheets, pillow(s), blankets etc. are to be provided by the student.



Conditions and Warrants

- 1- Student warrants and undertakes to fulfil all the rules and regulations stated in this Dormitory Acceptance Contract.
 - a) To pay electricity and water bills of his/her room on time and no later than 3 working days after the payment is requested by the Dormitory Administration.
 - b) To pay for any damages done to the contents or furniture of the room that he/she will reside in.
 - c) To live in and/or fully reside in the room for one academic year.
 - d) To pay all Dormitory fees and deposit in advance. The deposit will be refunded at the end of the academic year according to the conditions of this contract.
 - e) If the student leaves the dormitory before the end of academic year, he/she will not be refunded the deposit.
 - f) If the student leaves the dormitory before obtaining the '**Dormitory leave form**' from the Dormitory Management, he/she accepts to pay any remaining dormitory fees which will be added as debt on his/her account until he/she obtains 'Dormitory leave form'.
 - g) To fulfil all the conditions of GAU Dormitory rules, regulations and disciplinary directives.
 - h) If the student fails to fulfil any obligation of this contract, the GAU Dormitory Administrator is entitled to re-possess the room without notice and the student will not be refunded any part of the Dormitory fee and deposit.
- 2- The Girne American University undertakes to give a room to the student whose name is stated on the Acceptance Contract and to regularly inform her/him about electricity and water bills on time. The Girne American University also undertake to refund the deposit within a reasonable amount of time if no damage is caused at the premises, room and/or furniture.