



RECTOR OF KAUNAS UNIVERSITY OF TECHNOLOGY

ORDER ON PROCEDURE FOR PAYMENT AND REFUNDING OF THE FEES FOR ACCOMMODATION AND ADDITIONAL SERVICES AT THE DORMITORIES, ADVANCE PAYMENT (DEPOSIT)

May 2016 No. 211
Kaunas

For insurance of the united procedure for amounts and payments of the fees for accommodation and advance payments (deposits) at the dormitories of Kaunas University of Technology (hereinafter – University):

1. I approve:

1.1. The following amounts of advance payment (deposit):

Range of the monthly price for one place of accommodation at the dormitories	Advance payment (deposit) for one place at the dormitory, EUR
When a monthly payment for the dormitory is 60 EUR	80,00
When a monthly payment for the dormitory is 60,01 – 75 EUR	95,00
When a monthly payment for the dormitory is 75,01 – 95 EUR	115,00
When a monthly payment for the dormitory is 95,01 – 110 EUR	130,00
When a monthly payment for the dormitory is 110,01 – 130 EUR	150,00
When a monthly payment for the dormitory exceeds 130 EUR	165,00

[Amended by the Rector's Order No. A-464 of 25-07-2019]

1.2. Attached form for refunding of the advance payment (deposit) or overpayment for the dormitory in Lithuanian and English languages;

1.3. Attached form for funding of unpaid fees for accommodation at the dormitory, other charges or damage from the advance payment (deposit) in English language.

2. I designate:

2.1. To calculate and approve monthly prices for one place of accommodation at the dormitories according to the Guidelines for Pricing of Accommodation at the Dormitories approved by the Rector's order;

2.2. To apply 1/2 of the fee for one place of accommodation at the dormitory to the resident, who wants to rent an additional place in the room;

2.3. To apply monthly fees for accommodation at the dormitory specified in p. 2.1 and 2.2 during the entire term of the contract;

For first-year students who are accommodating to the dormitory before the beginning of autumn semester, by written decision of the Head of the Dormitory Group, taking into account the start of the welcome week for the first year students, the dormitory fee can

be applied not from the date of signing the contract, but from 1st September.

For foreign students who are accommodating to the dormitory before the beginning of autumn or spring semester, by written decision of the Head of the Dormitory Group, taking into account the start of the welcome week for the new coming students, the dormitory fee can be applied not from the date of signing the contract, but from 1st September or February.

[Amended by the Rector's Order No. A-396 of 07-08-2017]

2.4. If an estimated period of living at the dormitory is known in advance and accommodation at the dormitory does not exceed 2 (two) months, to add VAT to the fee for accommodation at the dormitory specified in p. 2.1 and 2.2;

2.5. For the students of all study forms, who move into the dormitory after the 15 (fifteenth) calendar day of the current month (inclusive) or move out until the 15 (fifteenth) calendar day of the current month (inclusive) to pay a 1/2 of the fee for accommodation at the dormitory for a current month;

2.6. For the students of all study forms, who move into the dormitory until the 15 (fifteenth) calendar day of the current month (inclusive) or move out after the 15 (fifteenth) calendar day of the current month (inclusive) to pay a full fee for accommodation at the dormitory for a current month;

2.7. For all students of sequential studies and foreign students, accommodated under student exchange and similar programmers, to pay a monthly fee for accommodation at the dormitory, including charges for additional services at the dormitory until the 25 (twenty fifth) day of the current month at the latest. For the students, who move in after the 25 (twenty fifth) day of the months, to pay a monthly fee for accommodation at the dormitory, including charges for additional services at the dormitory until the last calendar day of the current month;

2.8. For the persons, who are accommodated at the dormitory as specified in p. 2.5 of this order, to pay a fee for accommodation at the dormitory when the dormitory is allocated, until the actual moment of moving into the dormitory. In case they leave dormitory before the target date or do not move into the allocated dormitory, the fee is not recalculated and not refunded;

2.9. For all newly accommodated students of sequential studies and foreign students, accommodated under student exchange and similar programmes, to pay an advance payment (deposit) until the actual moment of moving into the dormitory. If a student does not move into the dormitory, advance payment (deposit) is not refunded;

2.10. In case of movement into another dormitory or room and a positive difference of advance payment, to pay a difference of advance payment that has to be paid until the end of signing of the contract. In case of a negative difference of advance payment when moving to another dormitory or room, the last paid advance payment remains valid;

2.11. In case a person moves out of the dormitory and terminates a Contract on Accommodation at the Dormitory, advance payment (deposit) can be refunded only to the student's bank acting in Lithuania or other European Union country account indicated in the request submitted in the Academic Information System (hereinafter – AIS) (when the indicated bank account is in IBAN format) during 30 (thirty) calendar days after a Chief Coordinator of the Dormitory Group approval of a written request for refunding of advance payment (deposit) approval, The advance payment (deposit) is refunded after deducting bank fees and if the student has fully paid for the dormitory and has no other obligations to the University.

2.12. For the foreign students who move out of the dormitory, advance payment (depository) can be used for payment of the unpaid fees for accommodation at the dormitory and other charges at the student's written request submitted in the AIS;

2.13. Written requests for refunding of the advance payment (deposit) or unpaid fees for accommodation at the dormitory, chosen additional services, penalties, other charges or compensation of the damage from advance payment (deposit) shall be submitted in the AIS and in the request forms approved by this order.

[Amended by the Rector's Order No. A-461 of 12-10-2020]

3. The following orders are repealed:

3.1. Order of the Rector of Kaunas University of Technology No. A-588 "On Amounts and Procedure for Payment of the Fees for Accommodation and Advance Payments (Deposits) at the Dormitories" of 3 December 2014;

3.2. Order of the Rector of Kaunas University of Technology No. A-110 "On Amendment of the Order of the Rector of Kaunas University of Technology No. A-588 "On Amounts and Procedure for Payment of the Fees for Accommodation and Advance Payments (Deposits) at the Dormitories" of 3 December 2014" of 30 March 2016;

3.3. Decree of the Executive Director of Kaunas University of Technology No. PP-215 "On Refunding of the Advance Payment (Deposit) or Overpayment for the Dormitory" of 9 December 2014;

3.4. Decree of the Director of Infrastructure of Kaunas University of Technology No. PP44 "On Advance Payment (Deposit) for the Dormitory" of 23 May 2013.

4. I authorize Document Management Office to email this order to Director of Services, Head of Accommodation Centre, Head of Dormitory Group, Director of Student Services, Director of International Relations, Finance Director, Senior Accountant and Chairman of Student Union.

5. I determine that this order comes into force on 1 September 2016.

Vice-Rector for Studies,
Rector in charge

Jurgita Šiugždinienė

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11-05-2016