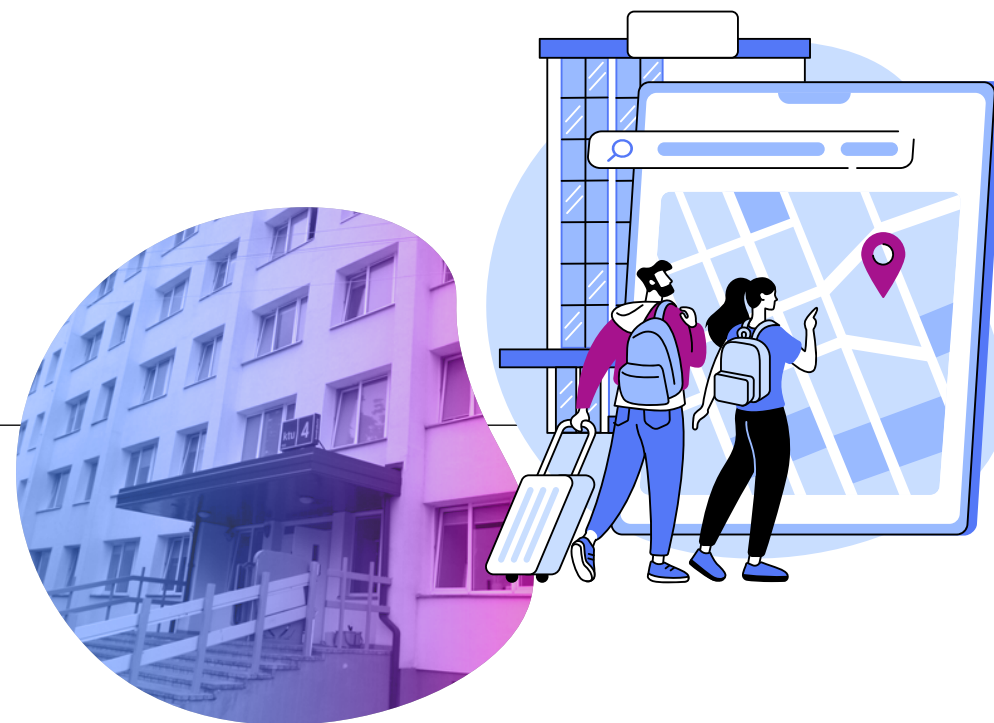




# DORMITORY RESIDENT GUIDE



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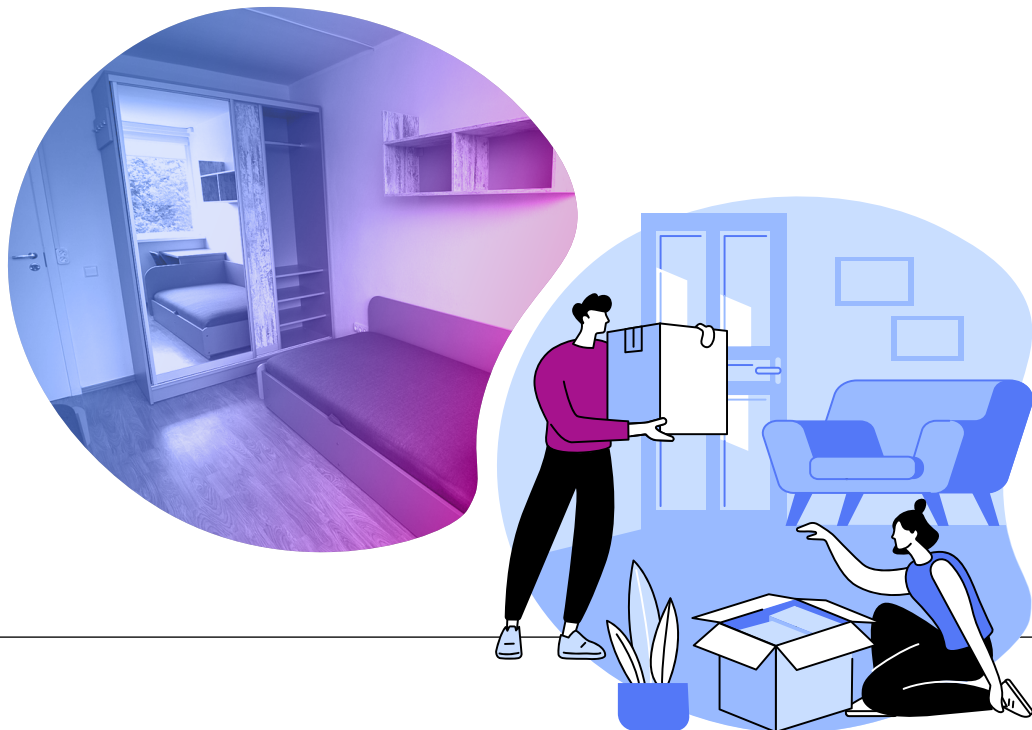
## WELCOME!

We are glad to welcome you to our large dormitory community of Kaunas University of Technology (KTU)! We hope that your living at the dormitory will be unforgettable, full of positive emotions and useful experience.

This resident guide is intended for the residents of KTU dormitories; provides them with comprehensive information about the applied rules and procedures related to the living at the dormitory. Please read this guide and the information provided therein to make your living at the dormitory comfortable and smooth. If you have any questions, please contact the employees of the Student Accommodation Centre or visit our website at [dormitory.ktu.edu](http://dormitory.ktu.edu).

Wishing you a pleasant experience

Administration of the Student Accommodation Centre



## ACCOMMODATION AT THE DORMITORY

The accommodation at the dormitory is conducted during the working hours of the Student Accommodation Centre:

**I-IV 8:00–17:00**

**V 8:00–15:45**

**Lunch break  
12:00–12:45**

*If it is not possible to move in during the working hours of the Student Accommodation Centre, please contact the dormitory administration regarding the coordination of the time of your arrival.*

### You will find the following in the dormitory room

- Furniture for individual use (table, bed, chair, wardrobe);
- Internet access.



→ All the information on dormitories and their infrastructure

### Upon arrival:

**1**

**Contact the dormitory administrator to get a key to your room and a dormitory permit.**

You have to have two photographs for documents (if you move in after working hours of the administrator, a key and a permit will be provided for you by the doorkeeper).

**2**

**Contact the dormitory administrator and sign accommodation contract.**

After signing the accommodation contract pay the advance payment (deposit) within three days (information will be provided in the [Academic Information System \(AIS\)](#), section Unpaid Payments).

**3**

**Fill in a Room Condition Act.**

A Room Condition Act is an appendix to the accommodation contract providing the information on the condition of the room, the inventory therein, the common areas in the block of rooms. Upon arrival, check your room/block, the defects and damages of the present furniture and surfaces and record them in the Room Condition Act. The claims regarding the malfunctions and deficiencies not specified in the Act are not accepted later. When moving out, the conditions of the dormitory premises is assessed based on the Room Condition Act filled in at the time of accommodation.

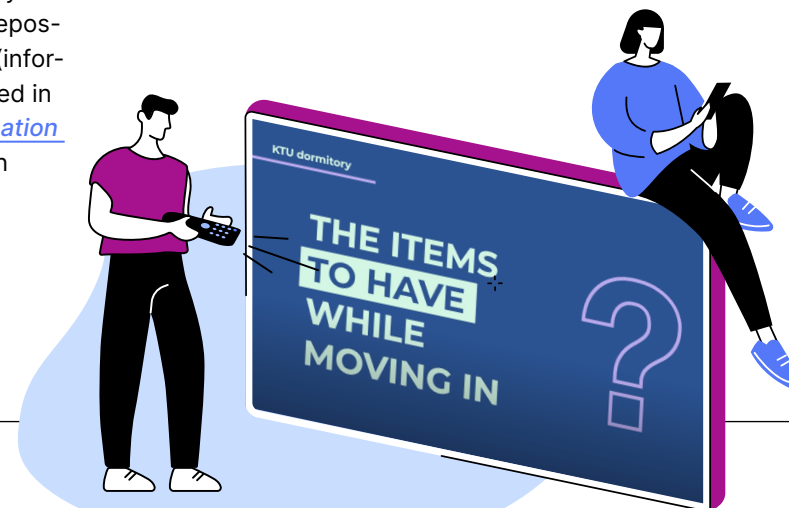
**4**

**If you bring your personal furniture or other large inventory to be used in the room, you have to coordinate it with the dormitory administrator by filling in an application to use your personal inventory.**

You can fill in this request in the [Academic Information System \(AIS\)](#), in the section Dormitory Information (click Requests).

**What to have when arriving at the dormitory?**

watch



## DORMITORY PERSONNEL

Each dormitory has personnel ready to answer your questions and help to solve the problems or challenges you face.

**If you have any questions related to the living at the dormitory** (dormitory infrastructure, relocation, moving out, questions about the fees, etc.), [contact your dormitory administrator](#).

**If you have any remarks or suggestions regarding the accommodation conditions at the dormitory, you can contact your dormitory manager.**



### Administration of the Student Accommodation Centre

The Student Accommodation Centre consists of the senior coordinators who

provide consultations on the issues of accommodation, relocation, payment/deferral of the fees at the dormitory. The Student Accommodation Centre is a place for the signing of your accom-

modation contracts (hereinafter – Contract) in the current academic year, as well as termination, amendment of the Contract and other documents related to the living at the dormitory.



→ More about Student Accommodation Centre

### Auxiliary personnel at the dormitories

The cleaners working at the dormitory are responsible for the cleaning of the common areas (commonly used kitchens, corridors, recreational areas, studying rooms, commonly used sanitary units) on working days. The residents are responsible for the cleaning of their room and the common areas of the block.

The dormitory's security personnel works 24/7. They are responsible for the insurance of security and order at the dormitory. You have to show your dormitory permit to a security employee when you enter the dormitory.

The employees of the Department of Asset Management and Administration work at the dormitory: workers performing the works on small malfunctions and keeping the outside territory clean and orderly.

**If you have any remarks or questions regarding the auxiliary personnel, please contact the dormitory administrator.**



### Dormitory's computer network administrator

Dormitory's computer network administrator is the University's employee provided with the right to manage (install, change the operational parameters, perform other maintenance works) servers, workstations, communication equipment or network segments.

**If you have any Internet network problems, please contact the computer network administrator by mail [bendrabuciai.tinklas@ktu.lt](mailto:bendrabuciai.tinklas@ktu.lt).**

### Dormitory Committee at the Student Union

The Dormitory Committee is a management body at [KTU Student Union](#) uniting the community of 12 University's dormitories.

Each KTU dormitory has its dormitory coordinator. The goal of the dormitory coordinator is to cultivate a sense of community and be the voice of students representing a united opinion of the residents.



→ The information on the dormitory coordinators

→ Regulations of the Dormitory Committee at KTU Student Union.





## LIVING AT THE DORMITORY

### Communication with the residents

All relevant information for residents is provided by the University's email and on the website [dormitory.ktu.edu](http://dormitory.ktu.edu).

All the dormitory residents receive KTU dormitory resident newsletter by their

University's email on the first Wednesday of each month. It contains relevant information related to the living at the dormitory.

You can join the community of KTU dormitories on the social network [Facebook](https://www.facebook.com).

### Correspondence of the residents

A resident is notified about the received correspondence by email and can receive it from the dormitory's security employee.

### Filling of the applications/requests related to the living at the dormitory

The residents can fill in the following applications in the section Dormitory Information (click *Requests*) of the [Academic Information System \(AIS\)](#):

- application for the guest's overnight stay;
- application to use the parking lot with a permit;
- application to issue a new dormitory permit;
- application to order documents;
- application to use personal inventory;
- application to perform the repair works or replacement of the dormitory's premises or equipment using personal funds;
- notification on leaving the dormitory for the period up to one month;
- request for the refund of the advance payment (deposit)/overpayment;
- request for using the advance payment (deposit) to cover the unpaid fees for accommodation at the dormitory;
- application to move out.

### Dormitory's internal rules of procedure

The [Dormitory's Internal Rules of procedure](#) of Kaunas University of Technology (hereinafter – Rules) stipulate the internal procedure at the dormitories of Kaunas University of Technology.

Before making a Contract, each resident signs to confirm that he/she has read the Rules which are applied to all the residents. The following of the Rules helps to ensure a smooth living of all the students at the dormitory.

The information about the recorded violation or other disciplinary measure is provided to the residents by the University's email; the information on the imposed valid disciplinary measures is available via the login to the personal account of the [Academic Information System \(AIS\)](#), section Dormitory Information.

### Relevant information about the living at the dormitory



watch



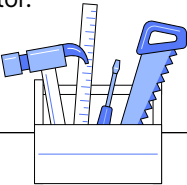
Procedure for guest visits

The guests can visit the dormitory from 8:00 to 00:00. The guests are registered in the guest book and receive their guest permit which they have to give back when leaving the dormitory. The resident hosting the guests is jointly responsible for their behaviour and actions; he/ she confirms it by the signature in the guest book.

At the resident's request and with the consent of the dormitory manager/administrator and other resident(s) of the room, the resident can have a guest stay overnight for two nights per month at most. The requests regarding the overnight stay of the guests are submitted and approved in the Academic

Information System (AIS). The same guest can stay overnight at the dormitory fom two nights per calendar month at most. The resident, who is subject to three current penalties or one warning, is not allowed to have a guest stay overnight until the expira-

tion of such penalties. The guest who stays overnight has to be an adult, except for close relatives who can only stay overnight with the written consent of one of the parents or the manager/administrator.



Improvement of living conditions

A resident can improve the living conditions using his/her personal funds to perform the repair works or replacement of the dormitory's premises or equipment by submitting an application in the Academic Information System (AIS) and its approval by the head of he Student Accommodation Centre. The works of improvement of the dormitory's premises, property or equipment (repair, replacement) are not refunded.

It is forbidden to arbitrarily attach antennas, posters or other things that could worsen the condition of the residential premises on the dormitory's doors, windows or walls.



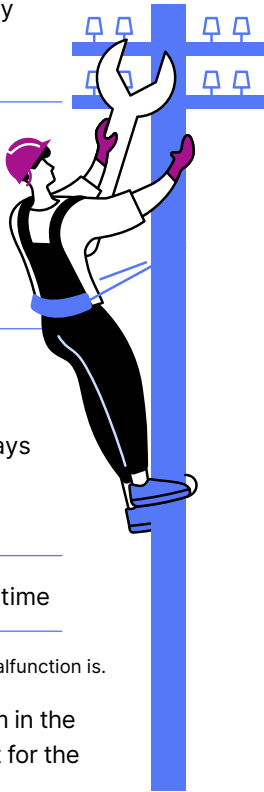
Malfunctions and repair works

If you notice any malfunctions in the inventory of the dormitory, please register them at the University's Facilities Management System. When registering a malfunction, you have to specify the precise location and the type of malfunction. While providing the information, please be as specific as you can. After the registration of the malfunction, the employer of the Department of Asset Management and Administration will come to eliminate it. The time of the elimination of the malfunctions registered in the Facilities Management System depends on how critical the situation is\*:

Malfunction	Priority	Preliminary time of the elimination of malfunction
Emergency situations posing a risk to health or substantial destruction of property. For example, fire risk, information on explosives, gas leak, flooding, disruptions of electricity or gas supply, malfunctions of lifts.	I	Immediately
Serious malfunctions impacting the operating rhythm of the main activities. For example, malfunctions of lighting, fire or building security systems, disruption of water supply, broken windows, broken door and lock failures, disruption in sanitary units.	II	24 hours
Scheduled works on the technical condition of buildings or maintenance works. For example, replacement of bulbs, replacement of electricity switches, leaking water taps, elimination of floor defects, loading, relocation and other auxiliary works.	III	5 working days
Other works	IV	At the agreed time

\* The specified terms are preliminary and can vary depending on how complicated each malfunction is.

A resident is informed about a maintenance worker coming to his/her room in the nearest future to perform the required maintenance work by email (except for the urgent or emergency works).





### Maintenance of order and cleanliness

Living in a pleasant and healthy environment requires the residents to maintain order and cleanliness in the room and common areas. Once per month, the dormitory administration announces “Clean Week” and inspects the residential rooms, common sanitary units and corridors in the block.

For your convenience, we have prepared the [Cleanliness Standard for Rooms and Common Areas](#); it will help you maintain cleanliness and order in your residential premises, avoid the additional discussions and questions during the inspection of cleanliness and possible violations of the Rules.



If the employees of dormitory administration find any household waste, dirty dishes or other personal inventory from the room taken to the common areas, they warn the residents to remove the waste, dishes or other personal inventory immediately, to ensure cleanliness and order. If the residents fail to remove them after the warning, the employees of the dormitory administration have the right to remove the inventory and impose disciplinary measures.

If it is not possible to identify the owner of the household waste, dirty dishes or personal inventory, the employees of dormitory administration have a right to remove the inventory without a warning to its owner; if the owner is identified, to impose disciplinary measures.

**Cleanliness guides** will help you maintain cleanliness and order in your residential premises.

Kambario valymo gidas  
Room cleaning guide

Bendro naudojimo virtuvių švaros palaikymo gidas.  
A guide for maintaining cleanliness in the shared kitchens

Dušo (bokse) valymo gidas - atliekama bent kartą per savaitę  
Shared bathroom (for 1 or 2 rooms) cleaning guide - do at least one time per week

Bendro naudojimo dušų ir tualetų švaros palaikymo gidas  
A guide for maintaining cleanliness in the shared showers and toilets

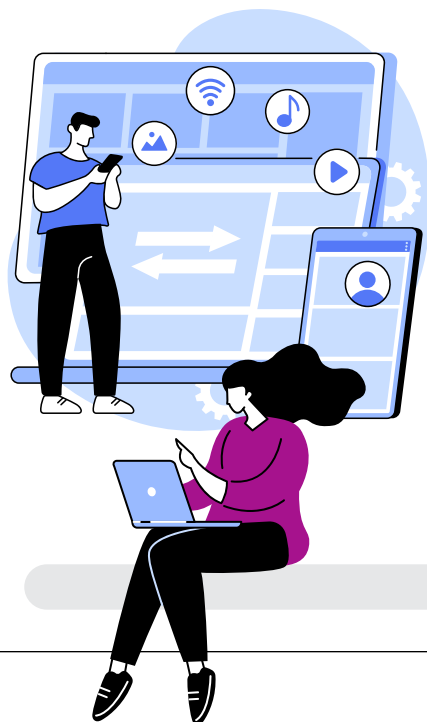
### Parasite prevention

We believe that we all are willing to live and work in a clean, pleasant and friendly environment. Pest control is not easy; in all cases, it is easier to prevent their occurrence on the premises, therefore, it is very important to follow proper sanitation and hygiene requirements:

- Constantly maintain cleanliness and order in the room. Do not leave your food products in the places accessible to parasites (keep them in closed and sealed containers). Do not keep garbage, empty containers and dirty dishes in the room;
- Do not leave the common areas (kitchens, showers) uncleaned;
- Be mindful with regards to yourself and other residents.

*We ask all the residents to be responsible and immediately notify the dormitory administration if they notice any parasites; they will provide the required measures and order the required services.*





## Internet

Each resident of the dormitory of Kaunas University of Technology, who has a personal computer with network interface, can connect to the dormitory's computer network and the internet.

The information on how to connect to the internet and local computer network is available in the [Rules for the Use of the Internet and Local Computer Network at the Dormitory](#).

Wi-fi is available at dormitories No. 2, 3 (1 floor), 4, 5, 7, 8. The internet with 100 mb/s speed is available at dormitories No. 3, 7, 13, 14, 15, 16. The internet is available on the studying and recreational areas of dormitories No. 3, 11 (1 floor), 15 (1 floor and 3 floor), 16 (1 floor).

→ The information on how to connect to the wi-fi

## Living with other persons

Living at the dormitory provides you with a unique opportunity to meet other students; at the same time, it can bring various challenges. Communication with your roommate and other dormitory residents will help to have good interrelationships and find solutions in problematic situations. Living with roommates sometimes poses various chal-

lenges that can impact the quality of life and studies. To avoid these challenges and prepare to live amicably in the dormitories of Kaunas University of Technology for a longer time, we recommend signing [a mutual agreement of the residents](#). It will help you to agree on the main rules for cohabitation. You can sign this agreement under the

mutual agreement with your roommate/neighbours of the block of rooms.

Everything you do at the dormitory can impact other residents. Disagreements can become a conflict; therefore, pay attention to the following reasons causing disagreements:

- noise from 22:00 to 7:00, loud music, video games or loud speaking (in-

cluding speaking on the telephone). Everyone has the right to undisturbed rest during quiet hours;

- noisy guests in the room without a notification/agreement with your roommate;
- constant gatherings with your friends in the kitchens or other common areas. Remember that the dormitory's common areas are intended for all the residents;
- loud closing of your rooms', corridor's or kitchen's door;
- dirty dishes, food or garbage left in the room and common areas;
- pranks, for example, hiding things or taking the food without asking the owner.

**If you need help** solving the problems related to your roommate or neighbours, you can talk to your dormitory administrator. He/she will try to help you find a solution or participate if you cannot solve the problem independently.

To make the living at the dormitory fun and convenient, please read the guide of a good neighbour.

None of us are protected against difficult experiences. However, there are people who are willing and can help us in a difficult moment. You can always get help provided by:

**KTU psychologists:** [registration form](#)

**KTU chaplain:** e-mail [kapelionas@ktu.lt](mailto:kapelionas@ktu.lt)

**The consultants of the Youth Help Line** are accessible 24/7 by free telephone **8 800 28888**

## Guide of a good neighbour





## Common areas

The dormitories have equipped areas for recreation, studying, sports, self-service laundry rooms, bicycle storage premises. The keys to these premises are available at the dormitory's security employee.

The resident, who uses these premises, has to ensure the order on the premises. The information on the dormitory infrastructure is available on the [website](#), section *About*; detailed information can be provided by the dormitory administrator.

The residents can use:

- working/studying and bicycle storage premises 24/7;
- rest and recreational premises from 8:00 to 00:00;
- sports facilities and sports grounds near the dormitory from 8:00 to 00:00;
- self-service laundry rooms from 7:00 to 21:00; laundry rooms in the basement from 7:00 to 00:00.

The resident, who is using the inventory in the working, recreational, sports premises and sports grounds, is fully responsible for his/her safety.

The dormitory has an operating free self-service laundry room equipped with washing and drying machines as well as an area for ironing. Please respect other residents and do not take their laundry out before the end of the set operation. If needed, clean the machine's drum, the dirt in the rubber or lint collectors after washing.



Each dormitory has commonly used kitchens where the residents can cook and eat. It is a common area of all the residents, it should be respected and the order should be maintained. The kitchens are not the place for private or closed meetings; therefore, all residents have equal rights to use it. A resident is responsible for the cleaning of a kitchen after its use; it includes the cleaning of dishes, oven, other surfaces, throwing away the food leftovers. It is recommended to use cutting boards while cooking.



### How to maintain order in the commonly used kitchens?



watch



Bendro naudojimo virtuvių švaros palaikymo gidas.  
A guide for maintaining cleanliness in the shared kitchens

### Commonly used inventory

The residents can use the vacuum cleaner and iron present at the dormitory. If you want to use them, please apply to the dormitory administrator or security employee. The devices have to be cleaned and returned in good order after their use.



### Car parking lots

Each dormitory has car parking lots. The residents, who wants to park cars in parking lot must have a permit. Only the residents of the dormitory are allowed to park in the nearby parking lot(s):

- permits can be provided only after submitting an application to use the parking lot in the

#### Academic Information System (AIS)

which is approved by the dormitory administrator;

- when you receive a permit to park in the parking lot with permits, the permit is programmed in your student ID at the Student Information and Service Centre;

- a permit can only be provided for one car of the resident.

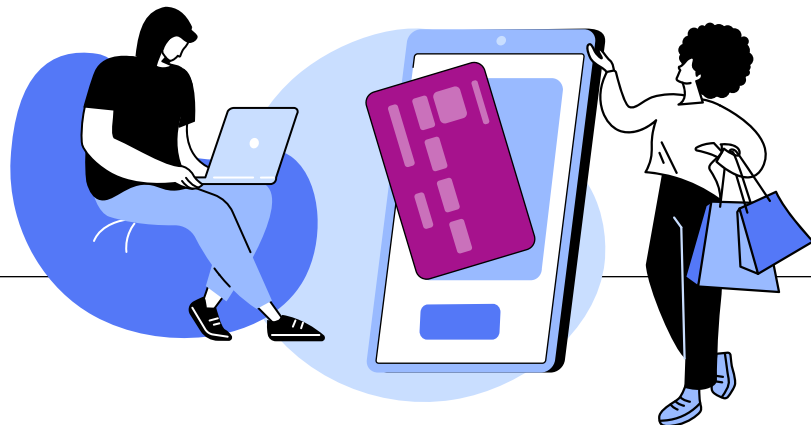
The Guidelines for Parking in the Car Parks of the Dormitories stipulate the procedure for car parking in the territory of the dormitories.

### Rules of personal data processing

The rules of the processing of personal data used in the execution and administration of the accommodation process at the dormitories of Kaunas University of Technology stipulates the processing of personal data of the persons, as data subjects, used for the purposes of execution and administration of the accommodation process (accommodation, living at the dormitory and moving out), the processed personal data and its storage, the purpose of processing, the legal framework and the transfer to the third parties, the obligations of the data processors, the rights of the data subjects and the procedure of their execution.







## FEES

### Monthly fee for accommodation at the dormitory

Each month, the residents of the dormitory have to pay a monthly fee for accommodation at the dormitory (the sum includes all the municipal charges: electricity, hot and cold water, heating, other utilities and internet access).

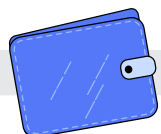
The accommodation fee is calculated at the beginning of each month and information is provided in the [Academic Information System \(AIS\)](#), section Unpaid Payments.

The accommodation fee has to be paid until the 25<sup>th</sup> day of the current month at the latest.

### Advance payment (deposit)

After moving out of the dormitory and termination of the Contract, the advance payment (deposit) is refunded to the student only to the bank account of the bank active in Lithuania or other European Union State specified in the application (if a specified bank account is in IBAN format) within 30 calendar days from the submission of the written request for the advance payment (deposit) refund if the student has paid all the fees for the dormitory and has no other obligations to the University.

*If you have financial difficulties and have no possibilities to pay the accommodation fee within the deadline, you can apply to the **Administration of the Student Accommodation Centre** with a request to postpone the payment.*



→ Information on the procedure for the calculation of the price for one place

### Accommodation grant

A reduced fee for accommodation at the dormitory can be applied to students. A special price can be applied to the students who are in a difficult financial or social situation if a monthly fee for a place at the dormitory does not exceed the set limit (96 EUR). The special monthly fee for accommodation is established by the commission.

[Information on the procedure for application of the accommodation grant.](#)

### Penalty fee

If a disciplinary measure (notification, warning, removal from the dormitory) is imposed on the persons, who live at the University's dormitories and fail to fulfil the Contractual provisions or violate internal rules of procedure of the University's dormitories, they shall pay a penalty of 8 EUR for each case.

### Relocation fee

If a student is relocating to another dormitory or room at his/her initiative more than once during the current academic year, a one-off relocation administration fee of 8.00 EUR is applied for the second and subsequent relocation.

### Fee for the issue of a dormitory permit

If a student loses his/her dormitory permit issued at the time of accommodation, a one-off fee of 5.00 EUR is applied for the issue of a new dormitory permit.

All the information on fees



watch



### **Fee for the final cleaning services**

A one-off fee of 20.00 EUR is applied for the services of final cleaning if:

- advance payment is refunded until the day of moving out or the advance payment is used to cover the accommodation fee of the last month;
- the resident who is moving out has not ensured that his/her room, the shower by the room (or two rooms), bathroom, hall and kitchenette are clean, orderly and comply with the requirements of hygiene standards.



### **Service of provision bed linen and covers**

A pillow, a blanket and a set of bed linen (covers for a pillow and a blanket, and a bedsheet) are provided to a student for 15 EUR/month. If you choose this service, the covers can be replaced every 7 (seven) days. The resident has to take his used bed linen to the specified premises for used bed line on the specified days and hours (information is provided on the notice boards at the dormitories) and take the cleaned bed linen from the premises of clean bed linen.



## **DAMAGE OF PROPERTY AND COMPENSATION**

A resident, who notices the damage made/being made to the dormitory's property, interior or exterior premises, the building's engineering networks, has to notify the dormitory administrator immediately; in case of his/her absence – dormitory's security employee.

If the damage caused to the residential premises or nearby hall, sanitary unit, kitchen or common areas and/or the inventory therein by the dormitory's resident or his/her guest is identified, it has to be compensated according to the Guidelines for Evaluation and Compensation of the Damage Caused at the Dormitories.



→ Guidelines for Evaluation and Compensation of the Damage Caused at the Dormitories

While in the territory of the Republic of Lithuania, all the persons have to follow the general fire safety regulations and in case of the fire, take measures to save people, protect the property and extinguish the fire.



## FIRE SAFETY

### ***Please follow the general fire safety regulations:***

- do not switch on all the electrical heating devices in the room simultaneously (teapots, irons, water heaters);
- turn off a stove or oven after you finish using it;
- turn off a TV, radio, lamps or other electrical devices when leaving the room;
- it is forbidden to bring and keep in your room any substances that could cause a fire;
- it is forbidden to cover, dismount or otherwise neutralise the smoke detectors in the room;
- we would like to remind that it is dangerous to cover the floor lamps and desk lamps using flammable materials;
- smoking is forbidden on the premises;
- remember the places for exit and the location of fire hydrants and fire extinguishers in the stairways.

### ***In case of the fire not in your room:***

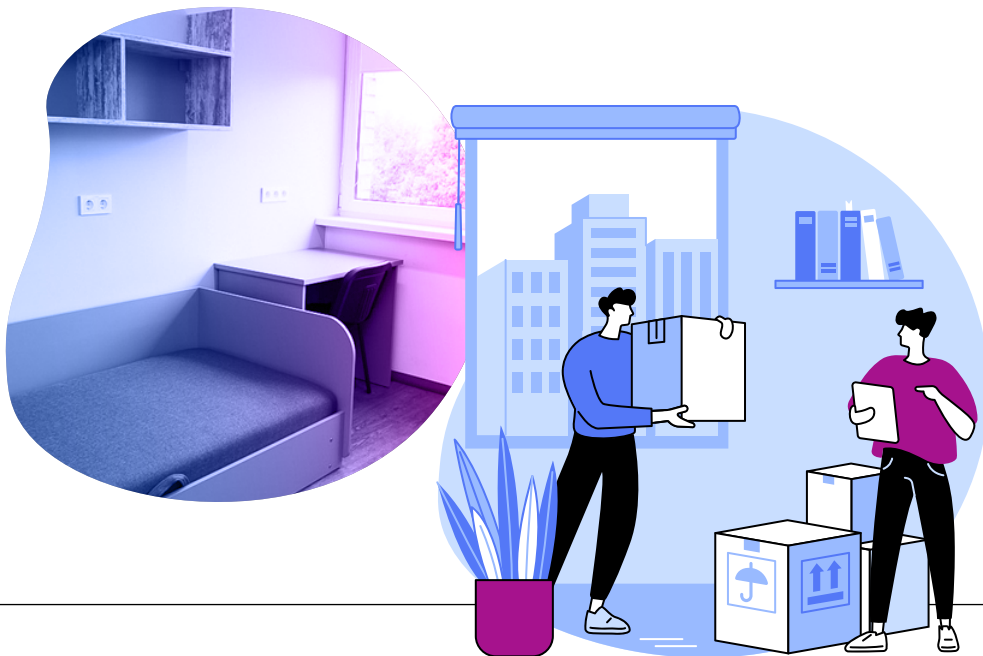
- immediately call general emergency telephone 112;
- leave your room after closing the windows and doors;
- if there is smoke in the corridors and stairways and you cannot leave the premises, stay in your room and open the windows widely. A tightly closed door can protect you from high temperatures for a long time;
- to avoid smoke poisoning, cover the gaps and ventilation ducts using the towels or bed linen moistened by water;
- try to notify the administration about your location by telephone;
- after the arrival of the firefighters, go to your windows and call for help;
- it is forbidden to use lifts for evacuation.

### ***In case of the fire in your room:***

- immediately call general emergency telephone 112;
- if you cannot extinguish the fire, leave the room and close the room leaving it unlocked;
- immediately notify the personnel on duty about the fire;
- leave the dangerous zone and act according to the instructions of the administration or fire safety regulations.



***The evacuation plan is present at the dormitory. It provides detailed information on the evacuation from the building in case of danger. The evacuation plan is prepared according to the dormitory's infrastructure.***



## RELOCATION

If possible, a resident can relocate by reserving another place at the [Dormitory Reservation System](#).

### **You can reserve a place for relocation and the offers**

(for the students who have registered a request in the waiting queue) are formulated for changes in the reservation system from the 21<sup>st</sup> to the last day of the current month (inclusive), except for the period from 1 July to 20 October (the accommodation of the

newly arriving foreign students is conducted during this period).

You can choose a preferred place for relocation in the reservation system according to the dormitory number, the type of the room (single, double, triple room) and the price range.

After the reservation of the place, you have to move to

the new place on the first working day of the next month; until then, you can sign the amendment of the Contract at the Student Accommodation Centre. You can come to sign the amendment of the Contract and move to the dormitory during working hours; the information is provided on the [website](#) contacts.

### **When going to accommodate to a new place:**

- have a possibility to show the information on the difference in advance payments (if any) or the payment confirmation;
- have 2 photographs for documents to submit to the dormitory administrator.

*If you fail to move into the reserved place on the first working day of the next month, your reservation of relocation will be cancelled. You will be notified about the cancellation of your reservation by email.*

Information  
about the  
relocation  
process

▶ watch







## STUDENT CAMPUS

### ! Student Infocentre Studenty St. 50

Three departments which are located in the Student Infocentre (Student Affairs, International Relations and School of Doctoral Students) provide consultations to students on academic and general issues and is responsible for the effective coordination of financial and nonfinancial support. This centre also helps regarding the adaptation of studies for the students with special educational needs or disabilities and works with the issues of emotional health and social welfare of the University's community, provides free psychological and moral support. At KTU Student Infocentre you will get advice on UNITed after-school activities, INSPIRed art societies and Erasmus+ studies, practice, including other mobility opportunities and Doctoral studies.

### Sports Club "Activated" A. Purėno St. 18 (dormitory No. 7)

Sports Club "Activated" invites all the students who want to be active and have a good time. KTU sports club had the zone of free weights, boxing and TRX strap halls cardio and strength training equipment. You can choose from 8 group sessions: callanetics, Tabata, strap equipment, pilates, balls, step + strength, body design and Muay Thai.

More information on sports and recreational sessions is available on the [website](#).

### 3 Student Leisure Centre Studenty St. 69 (dormitory No. 3)

Here, you can play pool, table tennis, table football, various board games or computer games free of charge. There are several zones for resting or studying. The centre has a student library where you can read various books of fiction as well as textbooks and educational books in various areas. The centre organises various events; its main event is the centre Birthday which includes fun tournaments where you can win prizes. More information is available on the [website](#).

### Catering services

There are catering companies at the Student Camp offering their guests various dishes:

- Canteen at the Electronics Chamber, address: *Studenty St. 50*.
- FRESHSPOT diner, address: *Studenty St. 50*.
- Canteen at the Faculty of Civil Engineering and Architecture, address: *Studenty St. 48*.
- Café at the Faculty of Chemical Technology, address: *Radvilėnų pl. 19*.

### ! Career and Service Centre Studenty St. 50

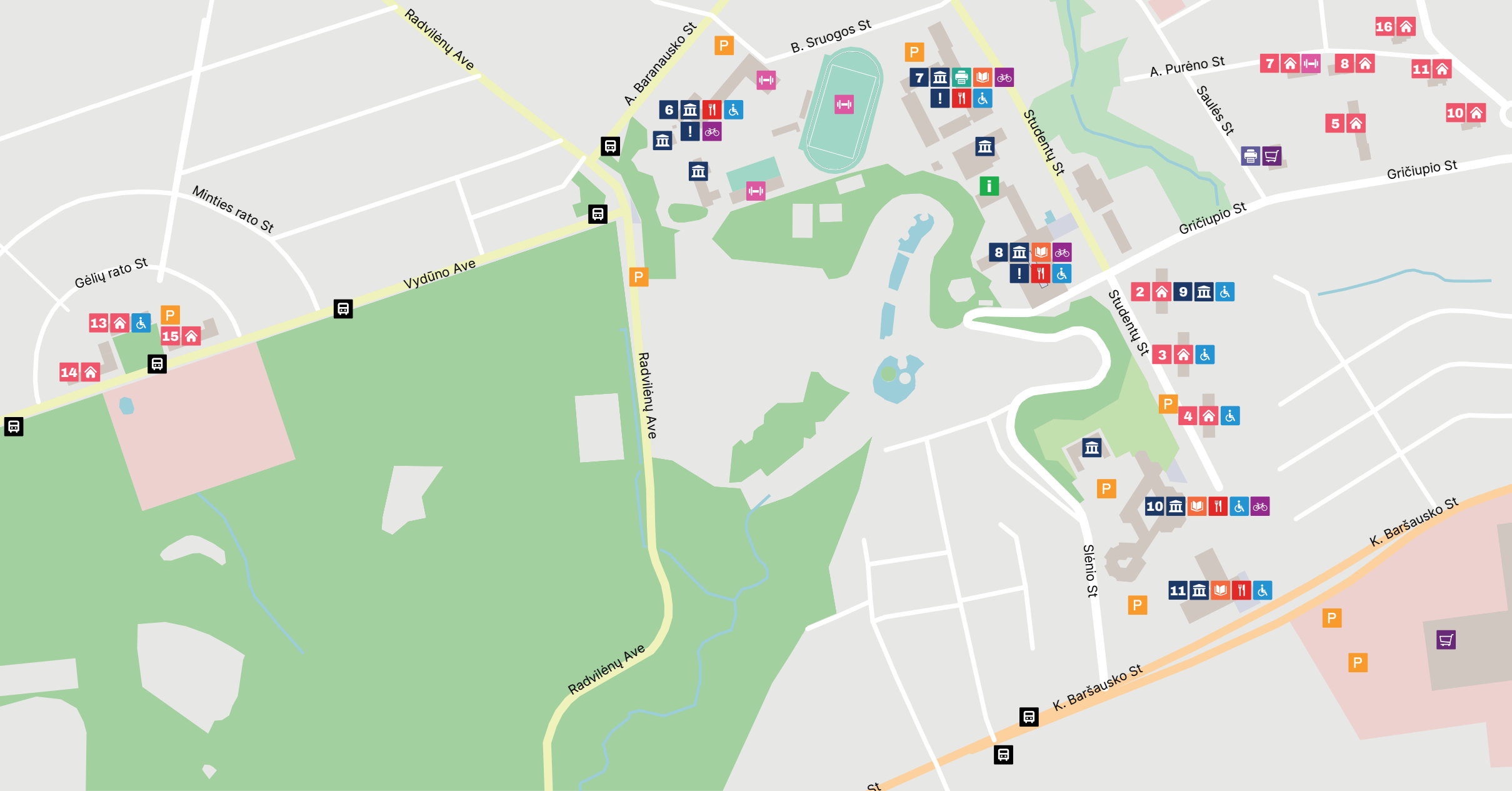
The Career and Development Centre conducts the University's GIFTed, WANTED and GUIDed programmes.



The activities of the GIFTed and GIFTed Masters Talent Academy, coordinated by the KUC, provide the opportunities to the University's most talented students to improve and use their abilities in research and business areas. SKILLed FinTech is specialized additional education programme created for motivated students who are willing to acquire strong competencies in the field of financial technologies. The activities of the WANTED programme are focused on the development of career competencies in seminars, events and personal consultations. The goal of the GUIDed programme is to promote the partnership between experienced professionals and students.


If you have questions regarding these programmes, contact [Career and Service centre](#).

*All the dormitories are located on or near KTU Student Campus; therefore, you can use the services for students while living at the dormitory. ([see map](#)).*



**KTU**  
student  
campus


 University's buildings


 Faculty study centre


 Library

 Canteen


 Student Infocentre

 Sport activities

 Copying, printing services

 Bicycle storage

 Parking

 Public transport stop

 Store

 Disabled access

**6** Faculty of Chemical Technology  
Radvilėnų Rd 19


**7** Faculty of Electrical and Electronics Engineering  
Faculty of Civil Engineering and Architecture  
Studentų St 48

**8** Faculty of Mathematics and Natural Sciences  
Faculty of Informatics  
Career and Service Centre  
Studentų St 50

**9** KTU Startup Space  
Studentų St 67

**10** Faculty of Mechanical Engineering and Design  
Studentų St 56

**11** KTU Santaka Valley  
K. Baršausko St 59

 Dormitories

**2** Dormitory  
A. Purėno St 67

**3** Dormitory  
Studentų St 69

**4** Dormitory  
Studentų St 71

**5** Dormitory  
Gričiupio St 9

**7** Dormitory  
A. Purėno St 18

**8** Dormitory  
A. Purėno St 20

**10** Dormitory  
Gričiupio St 13

**11** Dormitory  
Pašilės St 37

**16** Dormitory  
Pašilės St 39





## MOVING OUT OF THE DORMITORY

*If you want to move out of the dormitory:*

**1**

Residents who have decided to terminate contract on student's accommodation at the dormitory are able to fill in an application to move out of the dormitory online by log in to the [Academic Information System \(AIS\)](#).

**2**

You can fill in an application in [AIS](#), in the section Dormitory Information (click Requests and select the required type of request).

**3**

An application to move out of the dormitory has to be submitted at least 1 (one) working day before the date of moving out at the latest. You can cancel your application to move out of the dormitory in [AIS](#), in the section Request list (select My Requests list).

The residents, who submitted an application to move out from the dormitory until the 15<sup>th</sup> day (inclusive) of the current month, have to pay half of the monthly accommodation fee.

After the date of the termination of the contract on accommodation at the dormitory (inclusive) you need to fill in a request for the refund of the advance payment (deposit) or overpayment\* (if you have not filled in a request for the unpaid fees for accommodation at the dormitory to be covered by your advance payment). This request can be filled in after your log into the [Academic Information System \(AIS\)](#): section *Dormitory information* ► *Requests*. Advance payment is refunded within 30 calendar days after the approval of the request. The advance payment can only be refunded to the bank account of the bank active in Lithuania or other European Union State specified in the request.

### **When moving out of your dormitory room, you have to:**

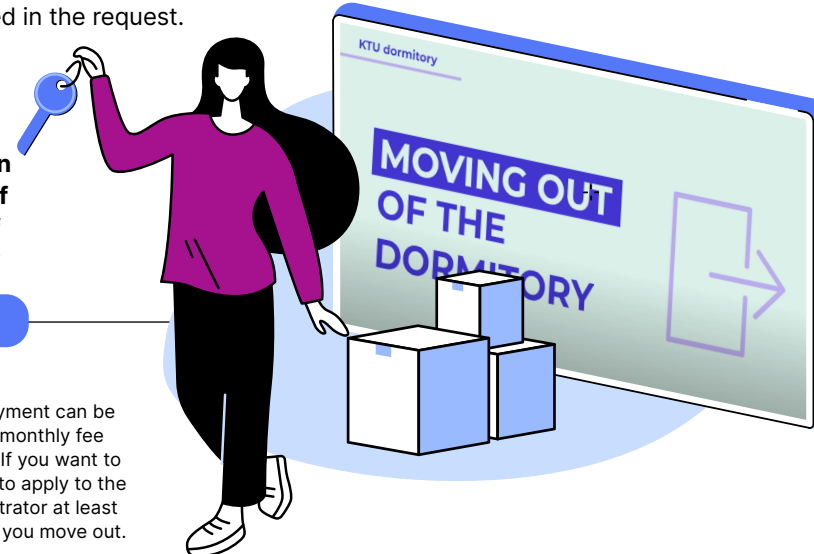
- move out all your personal items;
- leave the room orderly; you have to clean the room and take out the garbage if you have not ordered the services of final cleaning;
- notify the dormitory administrator ([contacts](#));
- return the key to your room and your dormitory permit to the dormitory administrator.

**Information on the process of moving out of the dormitory**



watch

\* The advance payment can be used to cover the monthly fee of the last month. If you want to do that, you have to apply to the dormitory administrator at least one month before you move out.



→ **The moving out of the dormitory guide** providing all relevant information about the termination of the contract on accommodation and the process of moving out of the dormitory

# STUDENT ACCOMMODATION CENTRE

dormitory@ktu.lt

[dormitory.ktu.edu](mailto:dormitory.ktu.edu)

