

**CHARLES UNIVERSITY IN PRAGUE, DORMITORIES AND REFECTORIES,  
Voršilská 1, Prague 1**

Prague, May 18, 2016  
Reference no. 344/2016

**DIRECTOR'S PROVISION no. 11/2016**

**as regards the settlement of the long-term deposit in the 2016/2017 academic year in the event that the student does not commence their accommodation or cancels their reservation for dormitory accommodation**

1. In accordance with Director's provision no. 6/2016, "Principles of accommodation in CUNI in Prague dormitories", the sum of 450 CZK is always considered a security deposit against damage which the landlord is unable to prevent in the event that a student breaks their accommodation contract even before they commence accommodation in CUNI dormitories.  
This sum will be settled against the paid long-term deposit of 1,800 CZK.
2. A payment of the sum of 450 CZK will be charged to students even under the following circumstances: the student has paid a long-term deposit for accommodation in more than one CUNI dormitory; the student has made a deposit for more than one dormitory and will be accommodated in one CUNI dormitory; if the student does not commence their accommodation before the deadline for commencing accommodation in CUNI in Prague dormitories, according to the Schedule of accommodation issued by the Director's provision for the relevant academic year.
3. The payment of the sum of 450 CZK will not be charged in the event that the student breaks their contract because of documented health or social reasons worthy of special consideration or because of documented study abroad organised by CUNI, whereby the accommodation provider is responsible for approving the reasons (on the basis of authorization by the director leading the individual accommodation capacities of DaR).
4. The deposit, more precisely, its relative sum, will be reimbursed to the student only upon receiving their written notice containing their full name, ID number or birth certificate number in order for the payment to be identified, along with the recipient's bank contact for reimbursing. Without this personal data, the deposit cannot be refunded. The notice can be sent electronically to the following e-mail address: [platba@kam.cuni.cz](mailto:platba@kam.cuni.cz) or by mail to the following address: CUNI in Prague, Dormitories and Refectories, Department of Accommodation Services - payments, Voršilská 1, 116 43 Prague 1.

This Director's provision is issued on the basis of DM no. 6/2016 Art. 6, and is effective from its date of issue.

Ing. Jiří Macoun v.r.  
Director of DaR

Prepared: Mgr. Miroslava Hurdová, Head of the Department of Accommodation Services