

## Hello! Welcome to Koleje na Větrníku!



→ I am the **housing assistant** at our dormitory and I am here to help with any **questions related to the day-to-day life** at Větrník. If you come across any trouble, please use **messenger** to contact me at <https://www.facebook.com/KolejNaVetrniku> OR scan this **QR code** to reach me via service desk:



→ There is also a facebook group that you can use to share information with other residents of Koleje na Větrníku- <https://www.facebook.com/groups/232010750239190>

→ For **issues regarding accommodation, room allocation and payments** please do not hesitate to contact the **accommodation office**- it is located between Block I+II and Block III and it has a separate entrance accessible from the street Na Větrníku. You can also reach the office at

[kolej.vetrnik@kam.cuni.cz](mailto:kolej.vetrnik@kam.cuni.cz)

or by phone **+420 770 188 909**.

→ In case of more serious concerns please contact the head of the dorm at [eva.ticha@kam.cuni.cz](mailto:eva.ticha@kam.cuni.cz).

*office hours:*

Monday-Thursday	8:00-11:00	12:45-15:00
Friday	8:00-11:00	closed in the afternoon

### **BASIC INFORMATION AND FAQs:**

#### BED LINENS

Fresh bed linens will be prepared on your bed upon arrival as well as a pillow and a blanket. Please note that you need to bring your own towels.

If you wish to change your linens for clean ones, there is a bed linens exchange (*výměna povlečení*) taking place every 2 weeks. You can find the date of the next exchange on a note at your reception.

#### LAUNDRY ROOM

Washing machines (*pračka*) are there for you to use at each block. Simply exchange your dormitory card (*kolejenka*) for the keys to the laundry room- 1 hour costs 30kč (30 minutes=15kč) and you will be asked to pay the fee in cash upon the return of the keys.

#### ROOMS, KITCHENS, CLEANING

Your room is equipped with a bed, a table and a chair, a wardrobe, a bookshelf and a fridge. There is an electrical stove (and sometimes an oven) in every kitchen, but the kitchen utensils are not provided so we suggest you bring/buy your own. Some students leaving the dorm sometimes sell their utensils, check out the residents' facebook group!

Please try to keep the common spaces tidy. Kitchens, halls and bathrooms are cleaned every working day by our cleaning ladies but every student is responsible for cleaning their room and taking their own garbage out- the bins for common waste as well as the recycling bins are located outside of the buildings.

#### BATHROOMS

There are usually two bathrooms per floor, each on one side of the corridor. As decided by the Czech students living permanently at Koleje Větrník, the bathrooms are shared for men and women. Although the bathrooms are sex neutral, we respect our privacy- please knock before entering the bathroom.

#### REPAIRS

If you come across any technical issue with furniture or any other equipment of the dorm, simply scan the QR code stamped on your door and fill in a form. If the issue is urgent, inform the reception or seek for the housekeeper of your building (*hospodyně*)(her working time is Mo-Fri 7am-3pm).

## FUN

If you brought a musical instrument with you or you wish to practise your piano skills, there are several music rooms available. Ask for the keys at your reception!

There is a gym with basic equipment in the basement of Block II. If you would like to use it you need to get a gym card and pay a small fee at the reception of Block I+II.

## INTERNET

To access the eduroam network you need to be officially registered by your host faculty and have a student's card- Charles University ISIC- the username and password will be provided with your ISIC.

## RENT PAYMENT

You can pay your rent fee in the accommodation office either by cash or by card or you can make a bank transfer. You do not need to open a Czech bank account for this if you do not wish to. Your rent needs to be paid before the 20th day of the preceding month (eg. rent for March needs to be paid before 20th of February). You will be informed about the amount that needs to be paid via e-mail on around 10th day of the month.

Please note, that the rent fee changes from month to month depending on the number of nights that the month has (eg. the payment for February- 28 nights- will be lower than the payment for March- 31 nights). The price per night also differs depending on the length of your overall stay.

## TRANSPORTATION

bus Větrník- lines 191, 164, 168, 108

tram Větrník- lines 1, 2



## **Last but not least!**

**Communication with the staff of the dorm might be challenging sometimes- please, be aware that the majority of receptionists, cleaning ladies and technicians do not speak good English, try to be kind to them and use online translators for basic communication. If you need a (more complex) translation I am always here for you- either through text/phonecall or even in person if we agree in advance.**