

User regulations of Student Halls of Residence of Studentenwerk Leipzig

[The German version of the user regulations of student halls of residence is legally binding]

Preamble

The user regulations of student halls of residence govern the utilisation and allocation of places intended for renting in the student halls of residence of Studentenwerk Leipzig.

1. Entitlement to accommodation

- (1) Entitled to reside in the student halls of residence maintained by Studentenwerk Leipzig are students enrolled at a German or foreign university, primarily students of the universities assigned to Studentenwerk Leipzig as well as student participants in cooperation and exchange programmes of those universities. Persons who have already been admitted to a university are treated in the same way as students who are actually enrolled.
- (2) Not entitled, even if the requirements under 1 are fulfilled, are persons, that have received a warning notice for behaviour contrary to the terms of the lease or a cancellation of the tenancy agreement, against whom a house ban has been issued, who have already reached the maximum period of residence, who have due rent or other financial obligations to Studentenwerk Leipzig or who are or will be a doctoral candidate, Ph.D. student or trainee lawyer at the time of the intended move-in.
- (3) The leasing of places in the halls of residence within a residential unit to married couples and cohabiting couples is only possible if both are entitled to live there in accordance with paragraph 1. Both tenants receive a separate tenancy agreement. If one partner loses the residential entitlement in accordance with paragraph 1, a continued letting is only possible if a child related to the cohabiting couple, which is not yet at a compulsory school age is living in the residence.
- (4) Free places in halls of residence may be let to non-students temporarily and for a limited period, provided that the letting to non-students is of subordinate importance overall. Non-students from the education sector shall be given preferential consideration. This letting must not restrict the needs of those entitled to accommodation in accordance with paragraph 1.

2. Tenancy period

- (1) The period of residence is generally limited to the duration of the respective standard period of study. An extension may be granted for one further semester at a time up to a maximum period of residence of 6 years, provided that the student is still entitled to residence in accordance with Section 1 paragraph 1.
- (2) For foreign students, for students with chronic illnesses or disabilities, for student parents, in particular single parents, and for students in the final phase of their studies, the maximum period of residence can be extended by up to two additional semesters.

- (3) The minimum period of residence is one academic year (two semesters) and can only be extended for full semesters. This does not apply to students with shorter periods of study, such as programme and exchange students or students on dual study programmes. For programme and exchange students and dual study students, the minimum period of residence is three months.
- (4) Studentenwerk Leipzig may decide to extend the period of residence beyond these regulations upon request in the case of special services rendered by students as hall of residence spokespeople or tutors. Likewise, demonstrably intensive involvement in student self-administration committees and/or demonstrable, not merely temporary participation in the organisation of student leisure activities may be taken into account.

3. Application

- (1) The application form for a place in the student halls of residence must be submitted online via the website of Studentenwerk Leipzig.
- (2) The application can be submitted at any time.
- (3) Within the application, the applicant must provide proof of the residential entitlement by presenting the admission letter. For open admission programmes the certificate of enrolment for the respective semester is to be presented for the semester of the start of the tenancy agreement.
- (4) In the following cases, the application will be cancelled without exception:
 - double or multiple applications (the first application counts)
 - missing documents that are not submitted on time after being requested to do so
 - receiving an offer for a place in a hall of residence
 - failure to accept the room offer on time
 - failure to submit the signed tenancy agreement on time

4. Allocation

- (1) Studentenwerk Leipzig decides on the allocation of places in halls of residence based on the application submitted in accordance with Section 3. Applications are generally processed in the order in which they are received (date of receipt) and in accordance with the following allocation criteria.
- (2) When allocating places in halls of residence, preferential consideration may be given in particular to:
 - students of the universities assigned to Studentenwerk Leipzig by legal ordinance or by contract as well as student participants in its cooperation and exchange programmes
 - foreign students
 - students, in particular first-year students within their first degree programme
 - students with a disability or chronic disease
 - students with children, in particular single parents
 - students that are facing extraordinary personal hardships
 - students that are unable to reach their home town with the local transport
- (3) When allocating places in student halls of residence subsidised by the federal-state programme 'Junges Wohnen', preferential consideration may be given in particular to the following:
 - students without completed vocational training
 - foreign students

- students with a maximum annual income in accordance with § 1 paragraph 1 SächsEinkGrenzVO

The student halls of residence co-financed with funds from the federal-state programme 'Junges Wohnen' are listed on the Studentenwerk Leipzig website.

- (4) If it transpires after the allocation of a place in a hall of residence that it was made as a result of false information in the application process, the allocation of a place in a hall of residence can be cancelled immediately. Tenancy agreements that have already been concluded can be cancelled without notice.

5. Student participation

- (1) To support the administration of the student halls of residence and to improve the quality of living, honorary student hall of residence spokespeople can be appointed for residences. They are contact persons and mediators between the Studentenwerk and the tenants and help to improve housing satisfaction. The student hall of residence spokespeople fulfil the following tasks, among others:
 - organising events to improve social interaction in the hall of residence
 - organisation of the self-administration of the common areas
 - receiving tenants' suggestions for improving the housing situation in the halls of residence and forwarding them to Studentenwerk Leipzig
 - supporting Studentenwerk Leipzig in maintaining order and cleanliness in the halls of residence
- (2) Volunteer tutors can be deployed to support foreign students in the student halls of residence in particular. They are the contact person for the social problems of foreign students and support them in particular when moving into and integrating into the halls of residence.
- (3) Studentenwerk Leipzig shall inform the student halls of residence spokespeople at least once a year about the economic situation and the further structural and equipment-related development of the dormitories.

6. Validity

The user regulations of student halls of residence come into force on 01 July 2024 and replace the user regulations from June 2014.

Leipzig, 30 June 2024

The Administrative Board of Studentenwerk Leipzig