

**Ordinance No. 23
of the Rector of Poznan University of Technology
of 30 May 2025
(RO/V/23/2025)**

**on the rules and procedure for submitting applications and allocating places
in dormitories of Poznan University of Technology for the academic year 2025/2026**

Acting pursuant to Article 23 section 2 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended), in accordance with § 1 section 4 of the *Rules and Regulations for granting allowances to students of Poznan University of Technology* introduced by Ordinance No. 27 of the Rector of Poznan University of Technology of 23 September 2024 (RO/IX/27/2024), **it is ordered** as follows:

General provisions

§ 1

1. Students and Ph.D. students from Poznan University of Technology may apply for accommodation in Poznan University of Technology dormitories as well as for accommodation for their spouse or child.
2. The allocation of places in student dormitories is effected by the Rector's Committee for Places in Dormitories.

Application mode

§ 2

1. A place in a dormitory is allocated on the basis of an application submitted via the eAkademik system (<https://eakademik.put.poznan.pl/>). In the case of new students/Ph.D. students, access to the eAkademik system is possible only after prior activation of the eKonto.
2. Incomplete applications will not be processed.
3. Submitting an application does not guarantee place allocation.
4. Information about the allocation of a place in a dormitory is available in the eAkademik system and sent to the e-mail address provided when submitting the application.
5. In order to confirm the reservation, a student/Ph.D. student is obliged to pay a reservation fee of PLN 500.
6. After a positive consideration of the application and allocation of a place, a student/Ph.D. student is obliged to submit a declaration – Appendix No. 2, within the time limit specified in Appendix No. 1, via the eAkademik system.
7. Failure to comply with the formalities referred to in sections 5 and 6 results in the loss of the allocated place.

Dates

§ 3

1. Places in dormitories are allocated for the period from 1 October 2025 to 30 June 2026.
2. The allocation of places in dormitories takes place in accordance with the schedule specified in Appendix No. 1.

Limits

§ 4

1. Places in dormitories are allocated on the basis of limits adopted by the Rector.
2. There is a limit of places for students and Ph.D. students and a separate limit for international students.

Place allocation criteria

§ 5

1. The allocation of places in dormitories is based on the following criteria:

- 1) the amount of income in the family,
 - 2) distance of the University from the place of residence,
 - 3) number of family members
 - 4) status of an incomplete family,
 - 5) degree of disability confirmed with a certificate issued by the competent authority,
 - 6) year of study
2. There are criteria weights for the allocation of places:
 - 1) students – Appendix No. 3,
 - 2) Ph.D. students – Appendix No. 4,
 3. International students are accommodated in dormitories according to the order of applications until the limit of places, referred to in § 4 section, has been reached.

Final provisions

§ 6

1. The allocation of a place in a dormitory will not be granted to the current resident if he/she:
 - 1) has been punished on the basis of a legally binding decision taken by the Disciplinary Committee through a judgement suspending the right to a place in a dormitory or has been deprived of this right by a decision taken by the Rector,
 - 2) was expelled from a dormitory on disciplinary grounds in the previous academic year,
 - 3) has not settled his/her financial obligations towards a dormitory,
 - 4) has grossly violated the Rules and Regulations of the Student Housing Complex.
2. A student/Ph.D. student who does not check in by the set deadline loses the allocated place in a dormitory.
3. Accommodation in dormitories outside the schedule specified in Appendix 1, within available vacancies, can be offered to students/Ph.D. students from Poznan University of Technology as well as students/Ph.D. students from other universities and other persons. Check-in then takes place on the basis of a declaration specified in Appendix No. 5.

§ 7

The Ordinance enters into force on the day of signing.

The original signed by
Rector
of Poznan University of Technology
Professor Teofil Jesionowski, Ph.D., D.Sc.