

Onboarding

University of Lodz
Dormitory XI – EDEN



Dormitory Manager and Reception Desk



The manager of University of Lodz Dormitory XI is Ms Elżbieta Kowalczyk.
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Reception Desk – Contact Details

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THE RECEPTION DESK OPERATES 24/7!

Residents' Council and University Campus Council



The responsibilities of a Dormitory Residents' Council include representing the interests of all residents of a given dormitory, particularly by initiating and reviewing draft decisions of University authorities concerning dormitory-related matters and student welfare.

Dormitory XI Residents' Council– contact: Email: julia.patok@edu.uni.lodz.pl

The University Campus Council (ROA) represents the interests of all residents living in University of Lodz student dormitories. The Council consists of representatives of all Dormitory Residents' Councils. Would you like to learn more about the University Campus Council? Check the links below:

[Website](#)

[Instagram](#)

Contact: Email: roa@uni.lodz.pl

Detailed information regarding the competencies of both the Residents' Council and the University Campus Council can be found in the [Regulations of the University of Lodz Student Government.](#)

Laundry Rooms and Drying Facilities



Three washing machines are available.

Laundry services are available 24 hours a day and cost PLN 8 per wash cycle.

The laundry room and drying facilities are located in the basement of the dormitory. Keys to drying boxes are available at the reception desk.

Laundry rooms must be reserved through the online Forms booking system. Availability of drying boxes should be checked with reception staff.

Residents may use a drying facility for a maximum of **24 hours at a time**. Corridors also serve as evacuation routes. Please **DO NOT place clothes drying racks in the corridors**. Items left there may be removed by dormitory staff.

Kitchen and Waste Disposal Chutes



Shared kitchenettes are available on every floor.

To avoid burnt cookware and, in extreme situations, activation of the fire alarm system and intervention by the fire department, please do not leave food unattended while cooking.

As this is a shared space, we kindly ask all residents to keep the kitchen clean and tidy, especially after cooking. Everyone deserves appropriate conditions for preparing meals.

Any malfunction of cooktops or sinks should be reported immediately to the reception staff.

The bins located in the kitchens are intended exclusively for BIO waste. Please do not dispose of any other types of waste there.

Waste chutes are located at the end of each corridor. As they are relatively narrow and prone to blockage, please do not dispose of oversized items such as pizza boxes through the chutes.

Visits by Non-Residents



Each resident, after obtaining the consent of their roommate(s), may host a maximum of **two guests** at a time who are not residents of the dormitory. Guests may stay in the dormitory between **6:00 AM and 11:30 PM**. Before entering, each guest must sign the guest register, providing their full name, personal details and the host's room number. Guests must also sign out when leaving.

Failure to comply with this requirement or exceeding visiting hours (remaining after 11:30 PM) will result in an extension-of-stay fee of PLN 10.80 per guest.

A second violation of visiting hours may result in a ban on receiving guests for one month. A third violation during the same academic year results in a guest ban valid until the end of that academic year.

If you wish a guest to stay overnight, you must: complete the appropriate form at reception, obtain your roommate's consent, pay an overnight stay fee of PLN 10.80 per guest. Payment may be made in cash or by card at reception. Each resident is entitled to three overnight guest stays per month.

Organising Events



If you wish to organise a larger event in the dormitory (for example, a birthday party), approval from both the **dormitory manager and the Residents' Council is required**

A written request containing: names and surnames of organisers, room numbers, organisers' signatures, a declaration accepting responsibility for any damage caused by guests, together with a guest list, must be submitted to the dormitory manager no later than one day before the planned event.

Quiet hours apply between 11:30 PM and 6:00 AM. An extension of quiet hours may be requested in the written application.

The dormitory manager may refuse permission to organise an event without providing a reason.

Dormitory Payments



Each resident must pay dormitory fees to their individual bank account by **the 26th day of every month.**

Your account number can be found in USOS under: **For Everyone → FK Payments**

Late payments automatically generate statutory interest charges.

Outstanding payments for two full months result in mandatory eviction and loss of accommodation rights.

Residents who pay for several months in advance may be eligible for a discount. Detailed information is available at reception.

Responsibility for Dormitory Property



When checking in, each resident accepted responsibility for University property. Any damage to your room, furnishings, sanitary facilities or other equipment must be reported within two days of moving in.

Residents are financially responsible for damage to their room and its equipment. This particularly applies to: bed linen covers, blankets, lost keys, damaged keys.

Reporting Maintenance Issues



Any faults related to: electrical installations, carpentry, plumbing, must be reported at reception by entering them in the maintenance issue logbook.

Submitting a maintenance request constitutes consent for authorised staff to enter the room, including during a resident's absence, until the issue has been resolved.

It is strictly prohibited to independently install, modify or repair electrical, water, network, television or radio installations, alter door locks, or duplicate keys.

Parcels and Mail



All parcels and letters are accepted by the reception desk. Please note that the reception desk cannot accept cash-on-delivery shipments.

Once received, parcels and letters are handed directly to the addressee.

Registered mail notices are left by the postal service.

Internet



Internet access is available through an Ethernet connection.

To connect, use an RJ-45 Ethernet cable and plug your device into the Ethernet socket available in every room.

The use of private routers connected to the dormitory network is strictly prohibited.

Any network-related issues should be reported to the network administrators.

Their contact details are available at the reception desk.

Gym and Games Room



A gym for residents is available in the basement of the dormitory.

The gym is open from 8:00 AM to 11:00 PM and must be reserved through the online Forms booking system.

Each resident may reserve the gym for a maximum of two hours per day.

The dormitory also offers a games room located in the basement.

Keys can be borrowed from reception.

The games room is equipped with: table tennis, table football.

Gym and Games Room



Study rooms are available exclusively to dormitory residents. They are located on the: ground floor, 1st floor, 2nd floor, 3rd floor.

Reservations are made through the online Forms booking system.

The usage limit is three hours per day per resident.

A TV room is also available on the ground floor of the dormitory. It is located to the left of the main entrance.

The room may be reserved through reception.

Residents are strictly prohibited from granting access to the study rooms or TV room to non-residents without prior approval from the dormitory manager or reception desk.

Additional Information



The dormitory has deck chairs available for residents that may be borrowed from reception.

If you do not have your own bed linen, you may use pillowcases, duvet covers and sheets provided by the dormitory. Please inform reception during check-in if you wish to make use of this option.

Residents with bicycles may store them in a designated area in the basement after arranging this with reception.

The dormitory has two portable ovens that can be borrowed from reception.

Board games and sports equipment may also be borrowed from reception.

Ważne linki – kod QR



ROA – website



ROA –
Instagram



Student Government
Regulations



Dormitory XI
Reservation
System