**Date:**

**Department:**

**Department of Student Accommodation**

**Student Request Form**

**Request for Accommodation**

**Name of Applicant:**

Applicant seeks accommodation in the Department of Student Accommodation.

<table>
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<tr>
<th>Type of Accommodation Sought:</th>
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**Request for Accommodation in Doctor's House in Student Accommodation**

**Request for Accommodation in Doctor's House in Student Accommodation**

Please fill in the form and return it to the Department of Student Accommodation.

**Contact Information:**

- Tel: 6472365-08
- Fax: 6479036-08
- Email: meonot@bgu.ac.il

**Additional Contact Person:**

**Contact Details:**

- Email: @ @
- Telephone: ____________
- Fax: ____________

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**Contact Details:**

- Email: @ @
- Telephone: ____________
- Fax: ____________

**Notes for the Application Form:**

- The applicant must be registered in the University's Student Management System. After receiving the registration number from the Student Management System, the applicant can complete and submit this form.
- The application form should be submitted to the Department of Student Accommodation.
- We will notify the applicant when the accommodation is available.
- The payment of the advanced rental fee secures the accommodation.
- After the payment of the advanced rental fee, the applicant will be assigned to the accommodation.
- Visit and departure hours are from 08:00 to 14:00.

**Additional Notes:**

- Email: meonot@bgu.ac.il
- Phone: 08-6479036
- Fax: 08-6472365

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**Terms of Residence:**

The University will provide housing on the campus for the duration of the academic year, unless otherwise specified. The student is only obligated to pay rent for the residence if they are registered as active on the innomates system for the academic year.

**Terms:**

The tenant is responsible for the maintenance of the residence, including cleaning and the upkeep of the equipment in the residence.

The rent is due on the 1st of the month following the month of the lease agreement. The student is required to pay 14 days' rent in advance upon receipt of the lease agreement for the upcoming academic year.

**Entry and Exit:**

The student must notify the residence administration in writing if they intend to leave the residence. The administration will issue a notice of termination of residence. If the student leaves the residence on their own accord, they must pay 14 days' rent in advance upon receipt of the notice of termination of residence. The student may request permission to use the internet in their room at an additional cost.

**Payment:**

The tenant is required to pay the rent, as well as additional charges such as water, electricity, maintenance, and social activities in the residence. The tenant may request permission to use the internet in their room at an additional cost.

The tenant is required to pay rent on the 1st of the month following the month of the lease agreement. The tenant must register with the innomates system to be considered active for the academic year.

The tenant is responsible for the maintenance of the residence, including cleaning and the upkeep of the equipment in the residence. The tenant may request permission to use the internet in their room at an additional cost.

The tenant is required to pay 14 days' rent in advance upon receipt of the lease agreement for the upcoming academic year.

If the tenant leaves the residence before the end of the lease agreement, they must pay 14 days' rent in advance upon receipt of the notice of termination of residence. If the tenant leaves the residence on their own accord, they must pay 14 days' rent in advance upon receipt of the notice of termination of residence. The tenant may request permission to use the internet in their room at an additional cost.

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**Website:**

http://in.bgu.ac.il/Dekanat/Pages/dorms.aspx

Tel: 08-6472365
Fax: 08-6479036
E-mail: meonot@bgu.ac.il
Residential Conditions:

Singles will be accommodated in single rooms, usually in four-room apartments, with other students. Couples will be accommodated in two-room apartments. Tenants are required to bring their own linens, eating utensils and cleaning materials and must take proper care of all equipment in the apartment.

Residential Period:

This period begins when the tenant signs the residential agreement with the supervisor of the building to which he was assigned, and ends at the end of the agreement that applies to all dorm tenants of that year (in either September– the date changes every year).

Post-doctoral students who will need residential arrangements for the following year and are listed in the student administration system for the noted year, may continue living in their apartments, in accordance with the residential period approved when they submitted their applications and after paying the deposit payments issued to them for the following year.

In the case that a tenant leaves the dormitories before the end of the residential period reserved for him, he will be required to pay an additional month’s rent, from the day his leaving was approved by the supervisor of his building.

Leaving the dorms during the school year: The tenant who leaves as a result of an academic decision made by the University will pay agreed compensation 14 days rent starting from the date on which he received the approval to leave the dormitories. A tenant who discontinues his/her studies due to his own decision and is no longer a student, can find a student who will replace him in the dormitories but the tenant must be approved in advance by the dormitories office. The student will pay for extra 14 days starting from the date on which he received the approval to leave the dormitories. The replacement tenant must rent for the dormitories from the date the tenant left and live in the dormitories until the end of the year. If the tenant will leave earlier, the tenant must pay until July 31, 2019.

Moving into the dorms and leaving the dorms will be conducted during university work days until 2.00 pm.

Payment:

The tenant will be required, as mandatory payment, to pay rent and additional payments as required by all dormitory tenants, including water, electricity, maintenance, security and social activities at the dorms. The tenant may request internet access for his room for an additional payment. Payment dates: As announced in the student bills unit. Payments will be made by standing order approved by the tenant at his bank, credit cards or by payment vouchers produced for him at the student bills unit and sent to his address listed at the university.

The rent payment of each tenant includes a deposit, in the sum of half of the monthly down payment. The deposit will be returned to the tenant at the end of his residential period during the same academic year, on condition that no damage was done to the apartment. The monthly down payment issued by the dormitories unit must be paid in one of the bank branches listed on the
payment voucher or by credit card through the personal information system online. The rent monthly down payment must be paid by the stated date, as a stipulation for placement in the dorms.

After the tenant has left and received confirmation of leaving from the supervisor of his building, a final bill will be prepared for the residential period, including all accompanying payments.

The university is not responsible for the personal property of dormitory tenants.