

IF YOU CHECKED IN AT THE DORMITORY, YOU NEED TO:

STEP 1. CHECK-IN AT THE DORMITORY.

1. OBTAIN AN INSURANCE POLICY FOR A CALENDAR YEAR.
2. MAKE COPIES OF YOUR DOCUMENTS (PASSPORT, ALL VISAS, MIGRATION CARD).
3. APPLY FOR A RESIDENT'S ORDER TO CHECK IN AT THE DORMITORY, ROOM 218 (ASU MAIN BUILDING, FLOOR 2^[1]).
4. CONTACT THE FOREIGN STUDENTS RELATIONS UNIT (ROOM 114, ASU MAIN BUILDING, FLOOR 1) AND PROVIDE AN ORDER, COPIES OF YOUR DOCUMENTS, THE ORIGINAL REGISTRATION FORM STATING THE ADDRESS OF YOUR FORMER RESIDENCE
5. SIGN THE ORDER AT THE SENIOR ADMINISTRATOR'S SERVICE (DORMITORY NO. 1, ROOM 10).
6. CONTACT THE UNIT OF PAID SERVICES (ROOM 228, ASU MAIN BUILDING, FLOOR 2) AND SIGN THE RENTAL LEASE AGREEMENT IN ORDER TO RECEIVE THE BILL TO PAY FOR THE DORMITORY ROOM.
7. PAY FOR THE DORMITORY ROOM WITHIN 1 DAY AND ARRIVE AT THE DORMITORY WITH THE ORDER AND CONFIRMATION OF PAYMENTS IN ORDER TO CHECK-IN.

[1] THERE'S NO
GROUND FLOOR IN RUSSIA

STEP 2. DORMITORY ACCOMMODATION.

1. DORMITORY RESIDENTS HAVE TO:

- STRICTLY FOLLOW THE DORMITORY RULES AND CODE OF CONDUCT;
- TAKE GOOD CARE OF THE PREMISES AND HOUSEHOLD ITEMS IN THE DORMITORY;
- OBSERVE SILENCE, CLEANLINESS AND ORDER IN THE DORMITORY;
- SHOW THEIR DORMITORY PASS AT THE REQUEST OF THE DORMITORY STAFF;
- LIVE IN THE DORMITORY AT THE PLACE OF REGISTRATION.

2. DORMITORY RESIDENTS ARE NOT ALLOWED TO:

- MOVE FROM ONE ROOM TO ANOTHER WITHOUT PERMISSION;
- LEAVE THE DORMITORY WITHOUT PERMISSION;
- MOVE ITEMS OF FURNITURE (FURNITURE, HOUSEHOLD APPLIANCES) FROM ONE ROOM TO ANOTHER OR TAKE THEM OUT OF THE DORMITORY WITHOUT PERMISSION;
- MAKE REPAIRS WITHOUT PERMISSION;
- BRING IN AND INSTALL ADDITIONAL FURNITURE AND HOUSEHOLD EQUIPMENT;
- CREATE NOISE AND VIBRATION FROM 22:00 TO 06:00, DISRUPTING NORMAL LIVING CONDITIONS;
- SMOKE TOBACCO, ELECTRONIC CIGARETTES (VAPES, IQOS), HOOKAH AND OTHER DEVICES OF THIS TYPE IN THE DORMITORY;
- TAKE STRANGERS TO THE DORMITORY AND/OR LET THEM STAY OVERNIGHT;
- GIVE RESIDENT'S PASS TO THIRD PERSONS;
- COME TO THE DORMITORY UNDER THE INFLUENCE OF ALCOHOL OR NARCOTICS, CONSUME (DRINK) AND STORE ALCOHOLIC BEVERAGES, BEER AND DRINKS MADE ON ITS BASIS AS WELL AS NARCOTIC DRUGS;
- STORE, CARRY AND USE ANY TYPES OF WEAPONS, INCLUDING EXPLOSIVE AND CHEMICALLY HAZARDOUS SUBSTANCES, FIREARMS, PNEUMATIC, TRAUMATIC, THROWING, COLD WEAPONS, ETC., AS WELL AS OBJECTS IMITATING THEM;
- USE OPEN FIRE IN THE ROOM;
- KEEP PETS IN THE ROOM;
- INSTALL ADDITIONAL DOOR LOCKS OR ALTER LOCKS IN THE ROOMS OR REPLACE THEM WITHOUT THE PERMISSION OF THE DORMITORY ADMINISTRATION.



IF YOU CHECKED IN AT THE DORMITORY, YOU NEED TO:

STEP 3. MOVING FROM ONE DORMITORY TO ANOTHER.

1. IN CASE OF MOVING TO ANOTHER DORMITORY, RESIDENTS HAVE TO VACATE THE DORMITORY ROOM AND MOVE INTO ANOTHER DORMITORY WITHIN 1 WORKING DAY.
2. WHEN VACATING THE ROOM, RESIDENTS ARE OBLIGED TO SUBMIT AN ORDER WITHIN 1 WORKING DAY TO:
 - ROOM 218, ROOM 114 (FOREIGN STUDENTS RELATIONS UNIT);
 - ROOM 228 (UNIT OF PAID SERVICES);
 - THE DEAN'S OFFICE WHERE RESIDENTS ARE STUDYING.THE SIGNED ORDER IS HANDED OVER TO THE DORMITORY SUPERVISOR WHERE RESIDENTS ARE MOVING INTO.

STEP 4. DORMITORY CHECKOUT.

1. IN CASE WHEN RESIDENTS CHECK OUT FROM THE DORMITORY, THEY SHALL CLEAN UP THE ROOM, HAND OVER ALL BEDDING AND HOUSEHOLD ITEMS IN GOOD CONDITION WITHIN THREE WORKING DAYS.
2. WHEN VACATING THE ROOM, THE DORMITORY SUPERVISOR ISSUES AN ORDER THAT RESIDENTS ARE OBLIGED TO PROVIDE HAND IN WITHIN ONE WORKING DAY TO:
 - ROOM 218, ROOM 114 (FOREIGN STUDENTS RELATIONS UNIT);
 - ROOM 228 (UNIT OF PAID SERVICES);
 - THE DEAN'S OFFICE WHERE RESIDENTS ARE STUDYING.WHEN CHECKING-OUT, THE SIGNED ORDER IS HANDED OVER TO THE SENIOR ADMINISTRATOR'S OFFICE (DORMITORY NO. 1, ROOM 10).

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АСТРАХАНСКИЙ
ГОСУДАРСТВЕННЫЙ
УНИВЕРСИТЕТ



АСТРАХАНСКИЙ ГОСУДАРСТВЕННЫЙ УНИВЕРСИТЕТ