

Evangelisches Studentinnenwohnheim Karlsruhe e. V.

According to § 8 of the statute of the Evangelisches Studentinnenwohnheim e. V. and following a discussion at the house assembly the board has issued the following

House Rules

I.

- 1.1. The Studentinnenwohnheim (student residential home) is an establishment of the Verein (association) „Evangelisches Studentinnenwohnheim e. V.“. It offers its female residents a residential and living community in the spirit of Christianity and is intended to provide them a place for unimpeded studying.
- 1.2. The home is managed and administrated by the appointed management (Heimleitung) and the board.
- 1.3. Management is in charge of the house and its inhabitants and therefore has the right to decide all necessary measures and take action to uphold the house rules. The tenant cannot deny entry to her room for necessary repairs. Such repairs will be - when possible - announced in advance. If management is unable to enforce the house rules, any board member can take over in its stead.

II.

- 2.1 The tenants constitute a household community. It is expected of the tenant to feel responsible for communal life and to be willing to cooperate on community matters. This includes Heimabende (communal evenings), Andachten (prayer meetings) and Arbeitsgemeinschaften (committees).
- 2.2 Management will invite the household community to a house assembly each semester. During this assembly, any matters concerning the community will be planned and discussed (according to § 8 of the Verein statutes). Tenants will digitally receive the assembly minutes or they will be posted to the communal notice board.

III.

The house including furnishings and inventory are to be used with care by all inhabitant. Management has to be notified immediately of any damages. Repairs by tenants are not allowed.

3.1 Rooms

- a) Tenants are obliged to keep their rooms clean and tidy.
- b) Damages occurring due to windows left open have to be paid for by the tenant.
- c) To prevent mould rooms have to be aired sufficiently. At least three times a day a so called « Stoßlüftung » is necessary - this means opening the window(s) for 15 minutes each time. Keeping the windows tilted does not provide sufficient airing. It is absolutely necessary to keep the rooms heated well - the ideal temperature for this is 20 ° C.
- d) Pictures must be put up on walls with pins only - sticky tape or nails etc. are not allowed.

- e) Tenants are allowed to use radios and TVs (or speakers on PCs etc.) as long as their noise does not disturb other tenants.
- f) The use of cooking, heating or cooling devices is not allowed in the rooms.
- g) Candles etc. are only allowed to be used under close surveillance are forbidden to be used on shelving units. Coasters must be used for so called Teelichter (small candles in metal casings) to prevent scorch marks on the furniture.
- h) Special rooms are assigned for cooking, laundry, ironing, shoe shining. The laundry room (Waschküche) is not to be used during the night (10 pm to 7 pm) and on Sunday and public holidays. Laundry must not be dried in the tenants' rooms.
- i) The keys to the house and the tenants' rooms must not be handed to strangers. Loss of keys must be reported immediately to the management.
- j) Nighttime peace and quiet has to be kept between the hours of 10 pm to 7 am.
- k) No other persons beside the tenants are allowed to stay in the living and communal rooms. The management has to be notified of guests staying over for more than 3 nights. 14 days only per semester are allowed for guest stays to prevent extra cost to the community. The lease can be cancelled in case of prolonged stays of guests.
- l) On moving out, the room has to be thoroughly cleaned and ready for the next tenant, equipment must be complete. The keys have to be handed over to the management. If the room hasn't been sufficiently cleaned, management can order professional cleaning at the expense of the leaving tenant.

3.2 Communal rooms

- a) Communal rooms can be used by all tenants. Equipment must not be removed and is not to be taken to the tenants' rooms.
- b) If a tenant wishes to invite over friends or throw a party, management must be notified in advance. Any noise has to be kept way down from 10 pm onwards in order not to disturb the other tenants. At 1 am the parties / meetings have to end.
- c) Kitchens, shower rooms and bath rooms have to be kept clean by the tenants.
- d) Smoking is forbidden inside the house.

3.3. Miscellanea

- e) Moving in / moving out dates have to be arranged with and approved by the management
- f) Parking or driving of cars on the premises is forbidden.
- g) Management has to be notified of absences exceeding 3 days.
- h) Posters and notices can be put up on the communal noticeboard with the management's agreement only.
- i) Tenants are responsible for the behaviour of their guests.

- j) Handheld fire extinguishers have to be left in their designated spots. Tenants have to familiarize themselves with the extinguisher's user instructions.
- k) For reasons of fire prevention corridors and stairwells have to be kept free of any furniture, equipment etc. All fire prevention doors have to be kept closed at all times.

Karlsruhe, February 15, 2017