



LIVING IN STUDENT DORMITORY TRSAT

Student Centre Rijeka offers accommodation in two student dormitories: Student dormitory Ivan Goran Kovačić and Student dormitory Trsat. Student dormitory Trsat is first opened in 2016 as a result of a project by the European Union and University of Rijeka and it is located on the east side of Rijeka.

Student Dormitory Trsat comprises three pavilions that are designed in a functional, organizational, architectural, technical, economic and spatial sense to provide quality living and studying conditions for its residents. Accommodation is offered in single and double rooms and single bed apartments.

Student dormitory Trsat



Introduction

In this brochure students and other users of accommodation can find all important information about accommodation in the accommodation units of Student dormitory Trsat and use of other services of Student Centre Rijeka.



The terms used in this document that are marked with gender apply equally to the male and female gender.

Working hours and contact information

If accommodation users have any question, concern, problem or want to use any of the services in Student dormitory Trsat (gym, laundry etc.), the reception staff is there for them.

The reception of Student dormitory Trsat is located on the ground floor of restaurant Kampus (Radmile Matejčić 5, Rijeka) and it's open every day (from Monday to Sunday) 24 hours a day (from 06:00 AM to 10:00 PM there is a receptionist and from 10:00 PM to 06:00 AM there is a night guard). Reception desk's telephone numbers are **+385 51 584 544** and **+385 99 469 6296**. Reception desk's e-mail address is: [**recepcija.trsat@scri.hr**](mailto:recepcija.trsat@scri.hr)

The management of Student dormitory Trsat is located on the ground floor of restaurant Kampus and it's open from Monday to Friday from 07:00 AM to 03:00 PM. On Saturdays, Sundays and holidays the management of Student dormitory Trsat is closed. The management is also available via e-mail address: [**dom@scri.hr**](mailto:dom@scri.hr)

Student dormitory Trsat
Radmile Matejčić 5
51000 Rijeka

Telephone number: +385 51 584 544
Mobile phone number: +385 99 469 6296
Reception's e-mail address: [**recepcija.trsat@scri.hr**](mailto:recepcija.trsat@scri.hr)
Management's email address: [**dom@scri.hr**](mailto:dom@scri.hr)



Emergency contacts

Emergency contacts: if there is a direct threat to health or safety of people and property in the accommodation facilities, accommodation users are required to inform the reception / night guard. Depending on the nature of the threat, users of accommodation are required to inform the appropriate services:



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Dormitory map and facilities

Student dormitory Trsat consists of three pavilions: **pavilion 1** (dr. sc. Ante Vukasa i dr. sc. Duje Vukasa 1, 51000 Rijeka; ground floor + 6 floors), **pavilion 2** (dr. sc. Ante Vukasa i dr. sc. Duje Vukasa 3, 51000 Rijeka; ground floor + 6 floors) and **pavilion 4** (dr.sc. Ante Vukasa i dr.sc. Duje Vukasa 2, 51000 Rijeka; ground floor + 5 floors).

Student dormitory Trsat: pavilions 1 and 2 and the building where the restaurant and reception are located





Student dormitory Trsat: pavilion 4



The dormitory has **754 beds** for accommodating of students from the University and Polytechnic of Rijeka, exchange students, professors, teachers, scientists and other guests of the University and Polytechnic of Rijeka. Out of a total of 754 beds, **730 beds** are intended for the accommodation of students and **24 beds** are intended for the accommodation of professors, other teaching and non-teaching staff and other guests of the University of Rijeka.



Double bed room



Accommodation in double room in pavilion 1, 2 and 4 is organized in the way that four persons (in two double rooms) live in flat and share loggia, bathroom, toilet, kitchen and entryway.



Accommodation in single bed room in pavilion 1 is organized in the way that one person uses their own room, kitchen, bathroom and entryway and share loggia with another user of accommodation.

Single bed room in pavilion 1



Accommodation in single bed room for disabled in pavilion 1 and 2 is organized in the way that one person uses their own room, kitchen, bathroom and loggia.



Single bed room for disabled

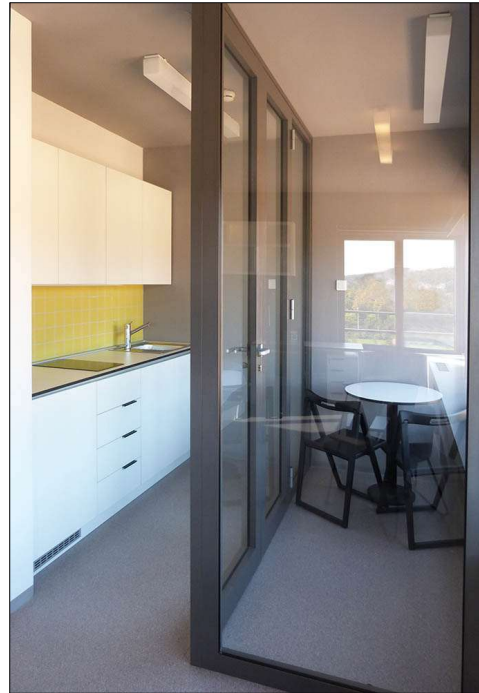




Accommodation in single room in pavilion 2 is organized in the way that one person uses their own apartment: room, kitchen, bathroom, corridor and loggia.

Single bed room in pavilion 2





All types of accommodation units in Student dormitory Trsat are equipped with furniture (bed, closet, shelves, working desk, chair, dining table and so on) and bedding set. In kitchen there are: furniture, sink, cooker and refrigerator. It's important to know that there is no kitchen equipment in the student kitchens. However, students can lend a set of kitchen equipment and use it during their stay. Set includes: plates, salad bowls, cups, spoons, and cutlery. In bathrooms there are: shower and washbasin. In toilets there are: toilet and a small washbasin. Each room has heating, cooling and Internet connection.

Pavilion 1: ground floor and six floors:

- ✓ 32 single rooms
- ✓ 5 single bed rooms for disabled
- ✓ 65 flats designed with two double rooms that share doorway, loggia, bathroom, toilet and kitchen
- ✓ Total number of toilets:: 103
- ✓ Classroom on 6th floor
- ✓ Gym with changing rooms on ground floor
- ✓ Infirmary on ground floor
- ✓ Kindergarten on ground floor
- ✓ Total accommodation capacity: 297 beds



Pavilion 2: ground floor and six floors:

- ✓ 24 single rooms for guests (visiting professors, teaching staff and other guests)
- ✓ 5 single bed rooms for disabled
- ✓ 65 designed with two double rooms that share doorway, loggia, bathroom, toilet and kitchen
- ✓ Total number of toilets: 95
- ✓ Living room on 6th floor
- ✓ IT classroom on ground floor
- ✓ Total accommodation capacity: 289 beds

Pavilion 4: ground floor and five floors:

- ✓ 42 designed with two double rooms that share doorway, loggia, bathroom, toilet and kitchen
- ✓ Total number of toilets: 43
- ✓ Self-service laundry room on ground floor
- ✓ Living room on 5th floor
- ✓ Total accommodation capacity: 168 beds

Student dormitory Trsat: Pavilions 1 and 2



Other than accommodation facilities, there are many **other facilities** for students and guests in and near Student dormitory Trsat.



Other facilities in and near Student dormitory Trsat

| Facilities | Location | Working hours |
|--------------------------|--|---|
| Gym | Ground floor of pavilion 1, entrance from the north side of the pavilion 1 | From Monday to Sunday from 06:00 AM to 10:00 PM |
| Infirmary | Ground floor of pavilion 1, entrance from the north side of the pavilion 1 | - |
| Living rooms | 6 th floor of pavilion 2, entrance through the pavilion 2 | From Monday to Sunday from 07:00 AM to 10:00 PM |
| | 5 th floor of pavilion 4, entrance through the pavilion 4 | From Monday to Sunday from 07:00 AM to 10:00 PM |
| Bicycle storage | Ground floor of pavilion 2, entrance through the pavilion 2 | From Monday to Sunday 24 hours a day |
| IT classrooms | Ground floor of pavilion 2, entrance from the south side of the pavilion 2 or through the pavilion 2 | From Monday to Sunday 24 hours a day |
| | 6 th floor of pavilion 1, entrance through the pavilion 1 | From Monday to Sunday 24 hours a day |
| Laundry room | Ground floor of pavilion 4, entrance from the west side of the pavilion 4 | From Monday to Sunday 24 hours a day |
| Restaurant Kampus | 1 st floor of the restaurant Kampus building | Food facilities's working hours are available in the facilities and on the website and social networks of the Student Centre Rijeka |

Also, near the restaurant Kampus there is a small grocery store called **Moire shop**.

Moving in

When moving in, future user of accommodation need to provide all the required documents and has to sign the **Contract for providing accommodation services**. Also, upon moving in, user of accommodation borrows immovable and movable inventory specified in **Confirmation of receipt of room inventory and equipment**. User of accommodation will also receive their **Accommodation user identity card** - dormitory card. Accommodation users must provide dormitory card on request of Student Centre Rijeka's staff or other authorized personnel.





After moving in, Student Centre Rijeka will register user of accommodation's stay on the address of pavilion in Student dormitory Trsat. In case that user of accommodation is a citizen of the Republic of Croatia, residence registration certificate can be downloaded via the e-gradani system. User of accommodation can register to the e-gradani system using their AAI@EduHr data issued by their higher education institution.

Moving out

Moving out should be announced by sending e-mail on the e-mail address: recepcija.trsat@scri.hr or (in case that user of accommodation can't send e-mail) by calling telephone numbers +385 51 584 544 or +385 99 469 6296 (reception) or in person at reception of Student dormitory Trsat.

User of accommodation can move out from Monday to Friday from 08:00 AM to 3:30 PM.

In exceptional and justified situations and with previous agreement with the management, user of accommodation can move out at a different time.

Moving out includes:

- ✓ cleaning and arranging the room and room inventory,
- ✓ returning (control) the room and room inventory to a authorized person of the Student Centre Rijeka and signing the Confirmation of receipt of room inventory and equipment by the user of accommodation and employee of the Student Centre Rijeka (room inventory and equipment must be in proper condition),
- ✓ settlement of all debts (if they exist): accommodation fee, damage compensation and other possible debts,
- ✓ returning the key and card for entering the pavilion and the room,
- ✓ returning the kitchen inventory (if user of accommodation has the borrowed it),
- ✓ returning the dormitory card etc.

Moving out procedures and rules:

- ✓ Moving out by a roommate or by someone else is not possible unless person has a written special power of attorney from the user of the accommodation or in case of extraordinary circumstances.
- ✓ Before moving out, user of accommodation is obliged to clean and arrange the room and check if in the room there is all inventory specified in the Confirmation of receipt of room inventory and equipment. In case that something is destroyed, damaged or missing, user of accommodation is obliged to pay damage compensation according to price list. Damage compensation will be charged at the reception desk. It is not possible to move out without paying for any damage incurred and it is very important that user of accommodation is informed about the condition of their room and room inventory before moving out, in order to



- avoid unpleasant situations due to the amount of compensation for damage incurred.
- ✓ In case that user of accommodation has borrowed a box with kitchen inventory, they must place kitchen inventory in a plastic box before moving out and return it to the Student Centre Rijeka's staff.
 - ✓ User of accommodation returns bed linen in the laundry room. This must be done on moving out day by 2:30 PM and before Student Centre Rijeka's staff will control the room. In case that something is destroyed, damaged or missing, damage compensation will be charged at the reception.
 - ✓ After room, room inventory and equipment are prepared for the control, user of accommodation takes out from the accommodation unit all personal stuff and values and invites the Student Centre Rijeka's staff to make a control of room, room inventory and equipment. If user of accommodation has destroyed or damaged something or something is missing, user of accommodation will have to pay damage compensation according to the price list.
 - ✓ In the end, user of accommodation returns keys and the card to Student Centre Rijeka's staff, takes all his things and leaves from Student dormitory Trsat.

You can find more information about moving out in articles 34 and 35 of the Regulations of house rules and disciplinary responsibility of residents in the accommodation facilities of Student Centre Rijeka.

House rules

It is every user of accommodation's obligation to understand and respect the **Regulations of house rules and disciplinary responsibility of residents in the accommodation facilities of Student Centre Rijeka**. Regulations can be found on notice boards in accommodation facilities of the Student Centre Rijeka. Also, users of accommodation will receive the Regulations of house rules and disciplinary responsibility of residents in the accommodation facilities of Student Centre Rijeka on their e-mail addresses several times during academic year.

Student Centre Rijeka retains the right to control how user of accommodation use their rights to accommodation at any time. If user of accommodation violates the Regulations in any way, disciplinary measures will be imposed.

Safety

When there is immediate threat to the health and safety of people and property in the accommodation facilities, users of accommodation **are required** to inform reception. Depending of the nature of the threat, the appropriate service or the competent authorities (firefighters, emergency services, police, etc.) should be contacted. If user of accommodation notices a fire or risk of fire, they will **immediately**, in accordance with their psycho-physiological abilities, try to eliminate the danger. This must be done by taking personal and other's safety into account. If the accommodation user does not succeed in eliminating the danger, they **are obliged** to inform reception, the National Protection and Rescue Directorate (telephone number: 112), the fire department (telephone number: 193), ambulance (telephone number: 194) or/and the police (telephone number: 192).



During their accommodation and especially in the case of exceptional circumstances, accommodation users **are required** to comply with all the provisions of the Regulations regarding Fire safety, the Environmental Protection Act, Evacuation plan along with other normative acts, rules and instructions of the authorized service engaged in a particular situation. All instructions and notices are located in the rooms of the users and the common areas of the accommodation facilities. Upon arrival at the accommodation facility, the accommodation users **is obliged** to inform themselves about the fire escapes, placement of fire extinguishers and hydrants as well as the evacuation plan. The accommodation user **is obliged** to carry out general safety measures, fire protection measures, environment protection measures, measures against natural disasters, etc.

According to the Law on the Protection of the Population from Infectious Diseases, the accommodation user **is obliged** to report every case of disease or any suspected infectious disease, whether theirs or someone else's.

In case the accommodation user **did not participate in the evacuation drill**, they will be considered as trained and capable to do so (extinguish fire, evacuate). They will also be held liable in case of violating the Fire safety act. In case of inactivity during fire threat or if accommodation users refuse to evacuate, it will be considered that the decision was made on their own responsibility.



Actions purposefully committed for causing danger to people and property or any other activity that can cause danger will not be tolerated. The student dormitory is equipped with a fire alarm system. Any misuse of the fire alarm system will be sanctioned as it is considered to be a serious violation of Regulations.

Emergency exit doors are to be used only in case of emergency. It is forbidden to use emergency exit doors when there is not emergency. For daily entrance or exit you should use the main door in building. It is forbidden to leave emergency exit doors open.

Please be careful while **cooking**. Oil can catch fire in pans if not under control while on the cooktop.

It is strictly forbidden to use loads of electricity that are not property of Student Centre Rijeka.

It is strictly forbidden to allow non-residents of the dormitory who did not register at the reception to enter the pavilions and rooms. It is strictly forbidden to have visitors over outside visiting hours.

If you find yourself stuck in an **elevator**, please keep calm and call for help.

Please be careful when moving in area of Student dormitory Trsat due to the **possibility of falling of sun protection panels (blinds)** from pavilions. Please do not stay close to pavilions, especially not in the area of possible fall. For entering in pavilions use only main entrance. Please be careful when using blinds. If you notice that blind fell down, please inform the reception staff. It is strictly forbidden to remove the cord that connects the blinds (sun protection panels) in the pavilions because they might fall.

When entering in rooms, Student Centre Rijeka's staff must have identification card with the name and the first letter of the surname. User of accommodation should not let in room person who does not have the identification card.



Malfunction and damage report

Every accommodation user is obliged to report any malfunction or damage in the building, room, inventory or installations that they come across. Damage is reported via the link:

<https://ticket.scri.hr/>

or via e-mail address:

ts.podrska.trsat@scri.hr

Please write a brief description and location (room/space) of malfunction / damage in the subject of the e-mail.



Paying for accommodation

Invoices for each month of accommodation are usually delivered to users at the beginning of the month via e-mail. Invoices can be payed:

- ✓ with cash or debit card at the reception of Student dormitory Trsat every day from 06:00 AM to 09:30 PM;
- ✓ through internet banking;
- ✓ in post office;
- ✓ in bank.

Accommodation users are obliged to pay their accommodation invoices **until the date indicated on the invoice**. We kindly ask of users to pay special attention to payment information when paying. All payment information must be correct.

Not paying accommodation fees will not be tolerated. If the accommodation user does not settle their accommodation fees within the period specified on the invoice, Student Centre Rijeka will take the necessary steps for debt collection.

The **price lists** of accommodation services, damage compensations and other services is available at the reception of Student dormitory Trsat. Price list of accommodation services is also available on Student Centre Rijeka's our web page.



Receiving inventory and equipment

When moving in, user of accommodation sign **Confirmation of receipt of room inventory and equipment** and receive room inventory and equipment. User of accommodation **is obliged to compensate any damage** they made on the property of the Student Centre Rijeka in accordance with the price list located at the reception.

When moving in, the accommodation user is obliged to check the room, room inventory and equipment and check if everything is in good condition and if in the room there is all room inventory and equipment listed in Confirmation of receipt of room inventory and equipment. After determining that the listed inventory and equipment are in good condition and that the accommodation unit contains all the inventory and equipment listed in the Confirmation of receipt of inventory and equipment, the accommodation user signs the Confirmation of receipt of inventory and equipment and brings it back **within 10 days from the day of moving in** to the reception staff.

If the accommodation user **does not return** the signed Confirmation of receipt of inventory and equipment to the Centre within 10 days of moving in, it will be considered that user of accommodation has received the inventory and equipment in good condition and that all accommodation and equipment is in the accommodation unit. If something is missing or there is a remark, that should be entered in Confirmation of receipt of room inventory and equipment.

Maintaining the cleanliness of rooms and common areas

Users of accommodation must keep their accommodation unit tidy and clean on a daily basis. Users of accommodation must pay attention to the rational use of electricity, heat, water etc. When leaving the room, accommodation users are obliged to take their card with them and make sure all windows are closed.



Accommodation users are obliged to take out the trash from their accommodation units. We suggest making a **cleaning plan**. If you need it, on reception of Student dormitory Trsat you can borrow a **vacuum cleaner**.

Student Centre Rijeka's staff is in charge of common area cleanliness.

Taking care of the environment



During your stay in the accommodation facilities of Student Centre Rijeka, please pay attention to the following:



- ✓ If heating is on and the room temperature is too high, do not open the windows because you will waste heat. Instead, you should decrease or turn heating off;
- ✓ Do not open windows when cooling is on. Instead, you should decrease or turn the cooling off;
- ✓ When making a purchase think about environment protecting;
- ✓ Do not buy products with unnecessary packaging;
- ✓ Buy products in returnable bottles;
- ✓ Avoid buying and using plastic products;
- ✓ Reduce the use of disposable products;
- ✓ Replace ordinary batteries with rechargeable ones;
- ✓ Use non-phosphate based detergents.
- ✓ Use non-toxic cleaning products instead of dangerous cleaning chemicals;
- ✓ Do it yourself: use natural fabric softener along with natural cleaners and disinfectants;



- ✓ Do not throw away toxic chemicals in the trash. Toxic and dangerous waste is collected separately. Toxic and dangerous waste includes old medications, waste batteries, paints, varnishes, pesticides, solvents, etc.
- ✓ Pay bills online in order to save paper;
- ✓ Pay attention to rational water consumption. Keep the water not running the entire time you shower, brush your teeth, shave, or wash the dishes;
- ✓ Pay attention to rational use of electrical energy. Turn off electrical devices when they are not in use. Avoid *stand by* mode;
- ✓ Sort the waste.

Trash cans

| Name of trash can | What it looks like | What it stores and what is important |
|---|---|---|
| <p>1. Blue trash can - PAPER</p> |  | <p>Stores: newspapers, magazines, flyers, catalogs, notebooks, books, telephone directories, picture books, writing and computer paper, letters, office stationery, paper bags, folders, cartons, cardboard boxes, cardboard folders and corrugated cardboard</p> <p>Do not dispose of: indigo and carbon paper, photo and photo paper, oily and dirty paper, rubberized labels, diapers, plasticized and metallized paper, tissue paper</p> <p>Important: cardboard boxes should be folded in a way that they take up less space, all unwanted substances (plastic, Styrofoam etc.) should be removed from paper and cardboard, it is also necessary to pay attention that they are not dirty</p> |
| <p>2. Orange can - GLASS</p> |  | <p>Stores: bottles and jars of all colors</p> <p>Do not dispose of: window, car, crystal, optical, reinforced and laboratory glass and glass wool, light bulbs and fluorescent lamps, porcelain and ceramic items</p> <p>Important: glass must be emptied and rinsed, lids and other undesirable substances must be removed.</p> |

| | | |
|--|---|---|
| <p>3. Yellow trash can – METAL, PLASTIC, MULTILAYER PACKAGING</p> |  | <p>Stores: plastic, metal and multi-layer packaging, polyethylene bags, foils, films, bubble wrap (PE-HD, PE-LD, PP, etc.), bottles for edible oil, distilled water, cleaning and washing agents, cosmetics, medicines (except cytostatics), food products, etc. (PE-HD, PE-LD, PP, etc.), cups and containers for yogurts, cheeses, etc. (PS and PP), foam packaging from which trays for food products are made, protective Styrofoam packaging for various food products (EPS, etc.), other plastic products (PE-HD, PP, PVC, PS, PET, etc.), empty metal cans of alcoholic and non-alcoholic beverages, empty cans of food products and other, smaller metal items, packaging for milk and dairy drinks, fruit juices, water, sauces and tomato puree, soups, puddings, ice creams, cheeses and wines.</p> <p>Do not dispose of: plastic packaging containing hazardous substances, cellophane, CDs, DVDs and records, cans with paint, varnish and oil residues, cans with chemical residues, bottles and cans of flammable and explosive liquids, non-metallic packaging, pressurized cans and cans (sprays, deodorants), multilayer packaging for medicines</p> <p>Important: it is necessary to adequately empty the packaging of its contents and, if possible, rinse it inside with water, remove unwanted substances (cork, plastic parts), squeeze out the air and arrange it so that it takes up as little space as possible.</p> |
| <p>4. Green trash can – REMAINING WASTE</p> |  | <p>Stores: all other waste that is not intended for other containers.</p> <p>Do not dispose of: hazardous waste</p> <p>Important: all waste must be properly disposed of in closed bags.</p> |

Izvor: www.cistocarijeka.hr



Entering the pavilion, rooms and common areas

To enter the pavilion and room use card programmed under your name and surname. To open the room and pavilion door you need to place the card on the card reader.

To enter the double rooms L or D (left or right) use the key you received upon check in. To enter single bed room use either the key or the card.

To enter the IT classroom on the ground floor of pavilion 2, laundry room and gym use the card. If you are accommodated in pavilion 1, to enter IT classroom on the 6th floor of pavilion 1 you don't need to use key or card. If you are accommodated in pavilion 2 or 4, to enter IT classroom on the 6th floor of pavilion 1 you need to use card (for entering the pavilion 1).

Note: it is strictly forbidden for people who are not users of accommodation to enter the pavilions if they did not check in at the reception desk.

Informing accommodation users and sending informations

Users of accommodation receive important information, news, alerts, etc. via e-mail. We kindly ask accommodation users to check their inbox on a daily basis. Otherwise, you may miss important information. We kindly ask users of accommodation to come to the reception and notify us in case they changed their contact information.

It is very important that user of accommodation check e-mails regularly.

Using the Internet

In all Student Centre Rijeka and University of Rijeka facilities, connection to the Internet is possible by using the CARNET network. To use the CARNET network, you need to have your own AAI@Edu.hr user account. The network is called **eduroam**.



To connect to the Internet, you must have a valid AAI@Edu.hr user account issued by your main institution (faculty).



Users of accommodation are required to connect to the dormitory Internet by themselves. In case of connection problems, at their disposal there are instructions for connecting to the Internet which can be found on the web page of the Student Centre Rijeka.

In case of questions or problems, you can report them via the link:

<https://ticket.scri.hr/> or via e-mail address: it.podrska.trsat@scri.hr

Recommendations – online lectures

If you have online lectures, we want to advise you to use wired Internet connection. Due to the construction of the Student dormitory Trsat as well as the features of the WiFi technology, wireless connection can not be considered as a stable Internet connection for video streaming or tasks / projects (online lectures). For that stable (wired) connection is necessary.

In case of using WiFi network connectivity all users of accommodation are connected to one device and they need to share Internet speed. On the other side, in case of using wired connectivity users of accommodation will not have such a problem (connection is stable).

Therefore, it is highly recommended to participate in online classes or access to exams by using wired connection to the Internet.



Dangers of strong wind / rain

Strong wind and a lot of rain are not uncommon during the winter months in Rijeka. In case of strong wind, please:

- ✓ close all windows and doors and move away from the windows;
- ✓ stay inside the room/building;
- ✓ be careful when using the main doors – strong wind can knock them out from your hands which can cause major material and other damages;
- ✓ if you have to go out, move in a bent position, in leeward, holding onto handrails and immovable objects;
- ✓ be careful because the roof tiles, facade, blinds, branches, boards, rocks etc. may fall;
- ✓ do not hide under trees;
- ✓ do not hide under the pavilions because objects (blinds) could possibly fall from building;
- ✓ park your vehicle in the garage or in a lee.

We kindly ask users of accommodation to make sure all windows in the room and loggia are closed when leaving the room, especially if they will be out for a while. If it is raining



outside and you do not close the window, it is highly likely that water will damage the inside of the room. We would like to remind you that the accommodation user is obliged to compensate any damage he made on the property of Student Centre Rijeka.

Opening and closing the windows in the loggia









We kindly ask users of accommodation to make sure all windows in the room and loggia are closed when leaving the room, especially if they will be out for a while. If it is raining outside and you do not close the window, it is highly likely that water will damage the inside of the room, but also the user of accommodation's personal belongings.

The window in the loggia (double room) is large and heavy so please be very careful when opening and closing said window. Please pay special attention to safety.

Instructions for using induction cooktops

Each room has an induction cooktop in the kitchen. Induction cooktops only work with induction kitchenware. If the kitchenware you are using does not have an induction base, the cooktop will not turn on. The kitchenware you receive when you move in has an induction base.

Instructions for using induction cooktops

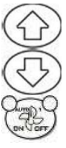
| | |
|--|---|
| <p>1. Press the  button for a few seconds - until the cooktop turns on.</p> |  |
| <p>2. You should choose whether you want to use the upper or lower part of the cooktop by pressing . You start the upper one by pressing  on the left side and lower by pressing  on the right side.</p> | |
| <p>3. You regulate the heat by pressing  and .</p> | |
| <p>4. To turn the cooktop off, press  for a few seconds.</p> | |

Please pay attention to airing out the room while cooking so the fire alarm does not go on (fire detector is located above the kitchen). We would also like to point out that covering the smoke detector is strictly forbidden and abusing the fire detection system is considered a serious threat to safety.

Be very careful while cooking. It is very dangerous to keep oil on pans for a longer time because it can catch fire if not controlled.

Instructions for heating/cooling

Buttons and screen display explanation

| 1. Display | |
|---|--|
| 23.5 | Measured temperature |
| t24.0 | Setpoint adjustment display |
| OFF | Fan coil unit (cooling/heating) switched off |
| 2. Display messages | |
| door OPEN | Front door open |
| | Window open |
| 3. Buttons of operation | |
|  | Pushbutton for increasing setpoint in steps of 1°C |
| | Pushbutton for decreasing setpoint in steps of 1°C |
| | Pushbutton for switching air-condition OFF/ON and auto speed |
| 4. Notes: | |
| <ul style="list-style-type: none"> ✓ The air conditioner does not work while the window or door is open ✓ If the air conditioning is on auto you can't change the temperature | |

Instructions for heating / cooling


1. To enable heating or cooling control, you need to place the card into the card slot. If the card is not placed in the slot, heating and cooling is set automatically and it is not possible to control it.



If you open the window or door, the heating / cooling will stop.




2. Heating and cooling is adjusted on the device that can be seen on the photo.



3. It is possible to choose from two modes of heating / cooling (OFF/AUTO/1) by pressing the button . When the light next to AUTO is on, the fan speed will automatically adjust depending on the set and reached temperature. If system is on mode 1 (the light will be on next to 1), the fan is constantly on speed 1. The system is off when all lights are off (on the display you can see OFF).

4. By pressing the arrows  and , you can lower / raise the temperature.



5. To turn off the heating / cooling, you need to keep pressing the  button until the display reads OFF.

Heating and hot water are available every day from 06:00 AM to 10:00 PM.

Post

Accommodation users can receive registered and non-registered post. All post must be addressed as follows:

*Studentsko naselje Trsat (Student dormitory Trsat)
Name and surname of accommodation user
Address of the pavilion or Ulica Radmile Matejčić 5
51000 Rijeka
Hrvatska*



It is not necessary to write down the room number. The reception staff will receive your post and check the recipient's room number. Non-registered post will be delivered to mailboxes located on the pavilion's ground floor. The mailbox key is on a hanger in your kitchen and there is only one key for each room.

Registered post stays on the reception and you can pick them up with a signature. Users of accommodation will be informed about receiving registered post. We kindly ask users of accommodation to come to the reception to pick up their registered post.

The reception of the Student dormitory Trsat does not accept packages for students. Each student is required to collect their packages themselves when the delivery person arrives or to redirect their package to a parcel machine or another location.

Laundry room

The laundry room is located on the ground floor of Pavilion 4. It is open from Monday to Sunday 24 hours a day. If there is any need, working hours can be changed. In that case users will be informed via email or other appropriate or otherwise.

The laundry room works as a self-service. Services payment is made at the reception every day from 06:00 AM to 09:30 PM. Price list is located on the reception. Also, at the reception there is a document with a schedule of using laundry room services. Every laundry room user is required to make a reservation of term of using the laundry room services.

In the price of clothes washing detergent and fabric softener are included.

Before using the laundry room services and devices all users are required to read in detail all the instructions set in the laundry room. You can enter laundry room with card.





Bed linen change

Each accommodation user is entitled to two free-of-charge bed linen changes per month. During the summer, this can be done up to four times a month. In order to make a bed linen change, accommodation user need to bring dirty linen to the laundry room and exchange it for a clean one. If accommodation users want to do bed linen change more often they will pay for it according to the price list located at the reception.

Each accommodation user is entitled to one free of charge blanket, pillow, and mattress cover change per semester. If accommodation users want to change their blanket, pillow, and mattress cover more often they will pay for it according to the price list. Accommodation users wash towels at their own expense.

Bed linen change can be done **according to the schedule which is located in laundry room. Bed linen change can be done from Monday to Friday from 08:00 AM to 02:30 PM, with exception from 10:30 AM to 11:00 AM when bed linen change can't be done because of break (brunch).** Bed linen change can't be done on Saturdays, Sundays, and holidays.

Accommodation users can make bed linen change only with bed linen owned by the Student center Rijeka. In case the accommodation user wants to make bed linen change and brings it in damaged or unacceptable condition, they will get clean one after paying damage compensation according to the price list located at the reception.

IT Classrooms

IT Classrooms are located on the ground floor of pavilion 2 and on the 6th floor of pavilion 1. They are open from Monday to Sunday 24 hours a day.

To enter classroom on the ground floor of pavilion 2 use the card. Classroom on the 6th floor of pavilion 1 is open and it is not necessary to use a key or card.



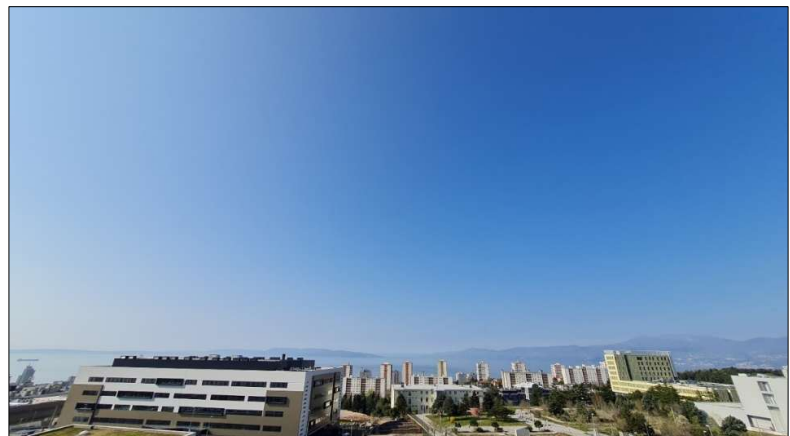
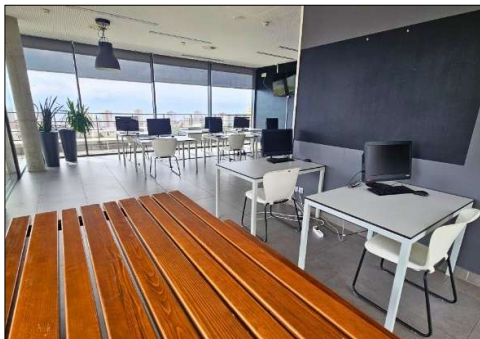
Classroom on the ground floor of pavilion 2



Given the purpose of the spaces, it is necessary to be considerate for people who study and use the spaces. Before leaving, please make sure that you leave the classroom in the same condition as it was in when you got there. Please take your belongings with you before you leave. Student Centre Rijeka is not responsible for personal belongings left in classrooms.



Classroom on the 6th floor of pavilion 1



View from the classroom on the 6th floor of pavilion 1



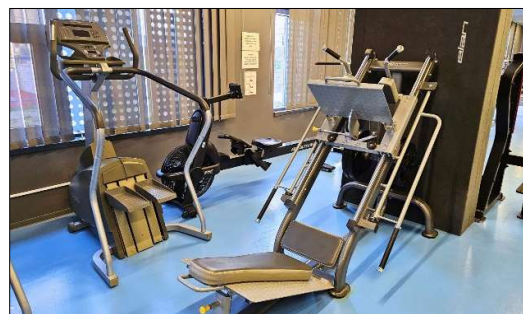
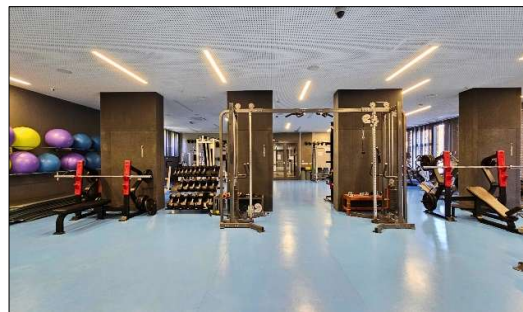
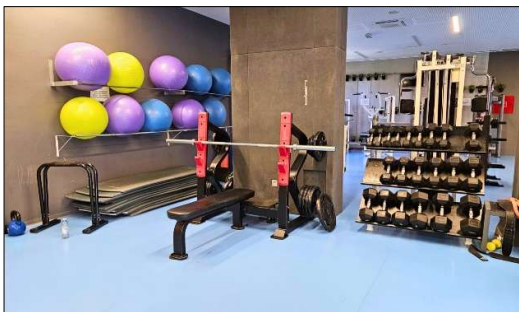
Gym

Gym is located on the ground floor of pavilion 1 and it's open from Monday to Sunday from 06:00 AM to 10:00 PM.

To enter the gym use a card. Before using the gym user must pay a fee.

Gym user can use the space after signing the Statement for gym usage which can be sign at the reception of Student dormitory Trsat. Each gym user must respect Gym rules.

Gym







Living rooms

Living rooms are located in pavilions 2 and 4.

Living room in pavilion 2 is located on 6th floor and it is open every day from 07:00 AM to 10:00 PM.

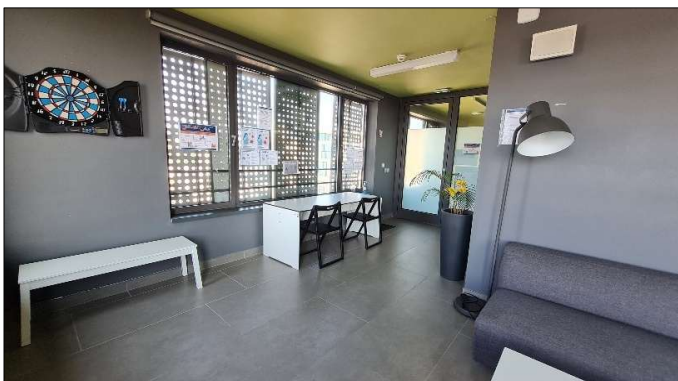
Living room on the 6th floor of pavilion 2





Living room in pavilion 4 is located on 5th floor and it is open every day from 07:00 AM to 10:00 PM.

Living room on the 5th floor of pavilion 4







Borrowing of board games

Users of accommodation can borrow board games at the reception of the Student dormitory Trsat every day from 06:00 AM to 10:00 PM. To do that, user of accommodation must come on reception with dormitory card.

The list of board games can be found on the website of the Student Centre Rijeka under „Slobodno vrijeme“ (Slobodno vrijeme studenata u SN Trsat) or on the next picture.

**Društvene igre u
Studentskom naselju Trsat**

- 5 SEKUNDI
- 50 DRUŠTVENIH IGARA
- ACTIVITY ORIGINAL
- ALIAS HRVATSKA
- ALIAS ORIGINAL
- ALIAS PARTY
- AZUL
- BATTLESHIP
- CATAN (osnovna igra)
- CATAN (dodatak za 5. i 6. igrača)
- CATAN POMORCI (proširenje)
- CATAN GRADOVI I VITEZOVI (proširenje)
- CATAN BLAGO, ZMAJEVI I ISTRAŽIVAČI (proširenje)
- CODENAMES
- DIXIT
- DIXIT 4 ORIGINS (proširenje)
- DOMINO
- JUNGLE SPEED
- KARTE ZA BELOT
- KARTE ZA POKER
- KARTE TRIESTINE
- LET'S PARTY
- LUDO
- MONOPOLY
- Pictionary
- RISK, GAME OF THRONES
- RUMMIKUB
- SCOTLAND YARD
- SCRABBLE
- STORY KOCKE
- ŠAH
- TICKET TO RIDE EUROPE
- TIP TOWER
- TWISTER
- UNO
- YAMB

Pripremi domsku iskaznicu i posudi ih na recepciji svaki dan od 6:00 do 22:00.

Board game list in Student dormitory Trsat



Students can also send their proposals for the purchase of new board games on e-mail address: dom@scri.hr

Borrowing of sports equipment and sport offer

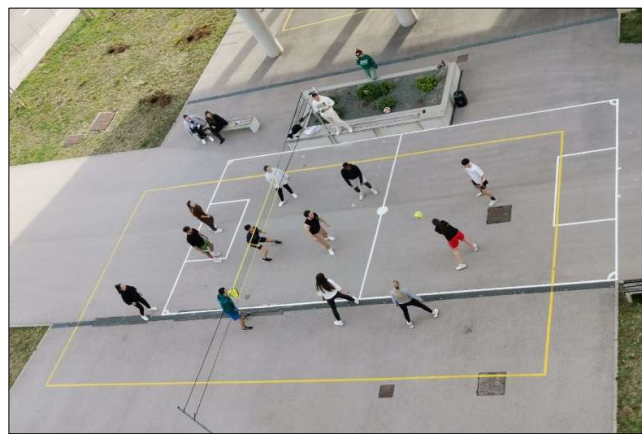
We are aware of the importance of sports activities and sport. Because of that accommodation users can borrow various sports items and use sports and other equipment and common indoor and outdoor areas. To borrow sports items user of accommodation need to come to the reception and bring dormitory card.

Students can also send their proposals for the purchase of new sport items on e-mail address: dom@scri.hr

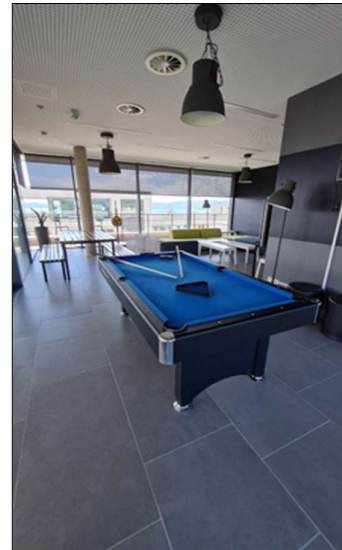
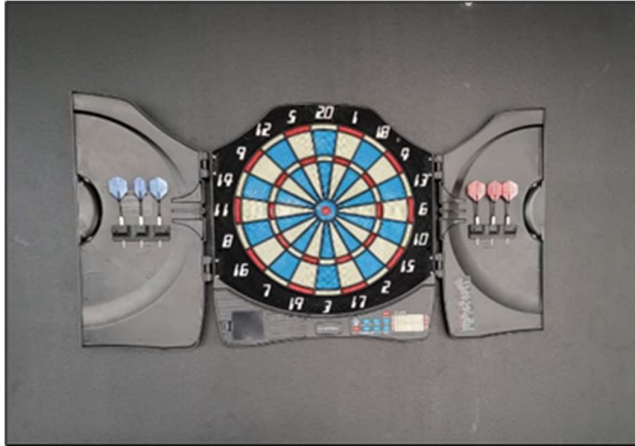
The list of sports and sport items can be found on the reception and on the website of the Student Centre Rijeka under „Slobodno vrijeme“ (Slobodno vrijeme studenata u SN Trsat).

Sport offer in Student dormitory Trsat









Possibility of using space and equipment for barbecue

In Student dormitory Trsat you can use space and equipment for barbecue which is located behind pavilion 4. Space is equipped with a barbecue, suitable seats and tables.

Barbecue area





The space is available for users of accommodation in the accommodation facilities of the Student centre Rijeka. The use of the space must be reported to reception staff.



If you have any questions please ask the reception staff or send us e-mail on the address: dom@scri.hr

PlayStation room

Accommodation users in Student dormitory Trsat can play PlayStation5 console and use PlayStation room. Before using it user of accommodation need to come to the reception, bring dormitory card and borrow a key of the PlayStation room. The list of games can be found on the website of the Student Centre Rijeka under „Slobodno vrijeme“ (Slobodno vrijeme studenata u SN Trsat).

Student Centre Rijeka – Contact informations

Student Centre Rijeka
Radmile Matejčić 5, Rijeka
E-mail address: scri.uniri@scri.hr