



LIVING IN STUDENT DORMITORY IVAN GORAN KOVAČIĆ

Student Centre Rijeka offers accommodation in two student dormitories: Student dormitory Ivan Goran Kovačić and Student dormitory Trsat. Student dormitory Ivan Goran Kovačić is located on the west side of Rijeka.

Life in Student dormitory Ivan Goran Kovačić is organized in five accommodation facilities and in accordance with the needs and demands of students. The standards of living, eating, cultural and sport needs as well as safety of all residents are made to be at a satisfactory level for everyone. Accommodation is offered in single and double rooms and double bed apartments.

Student dormitory Ivan Goran Kovačić



Introduction

In this brochure students and other users of accommodation can find all important information about accommodation in the accommodation units of Student dormitory Ivan Goran Kovačić 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 Ivan Goran Kovačić (gym, laundry etc.), the reception staff is there for them.

The reception of Student dormitory Ivan Goran Kovačić is located on the ground floor of pavilion 1 (Branka Blečića 10, 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 51 672 422** and **+385 99 265 3894**. Reception desk's e-mail address is: **repcija.igk@scri.hr**

The management of Student dormitory Ivan Goran Kovačić is located on the ground floor of pavilion 1 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 Ivan Goran Kovačić is closed. The management is also available via e-mail address: **dom@scri.hr**

Student dormitory Ivan Goran Kovačić

Branka Blečića 10
51000 Rijeka

Telephone number: **+395 51 672 422**

Mobile phone number: **+385 99 265 3894**

Reception's e-mail address: **repcija.igk@scri.hr**

Management's email address: **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:

POLICE.....	192
FIRE DEPARTMENT.....	193
AMBULANCE	194
NATIONAL PROTECTION AND RESCUE DIRECTORATE	112



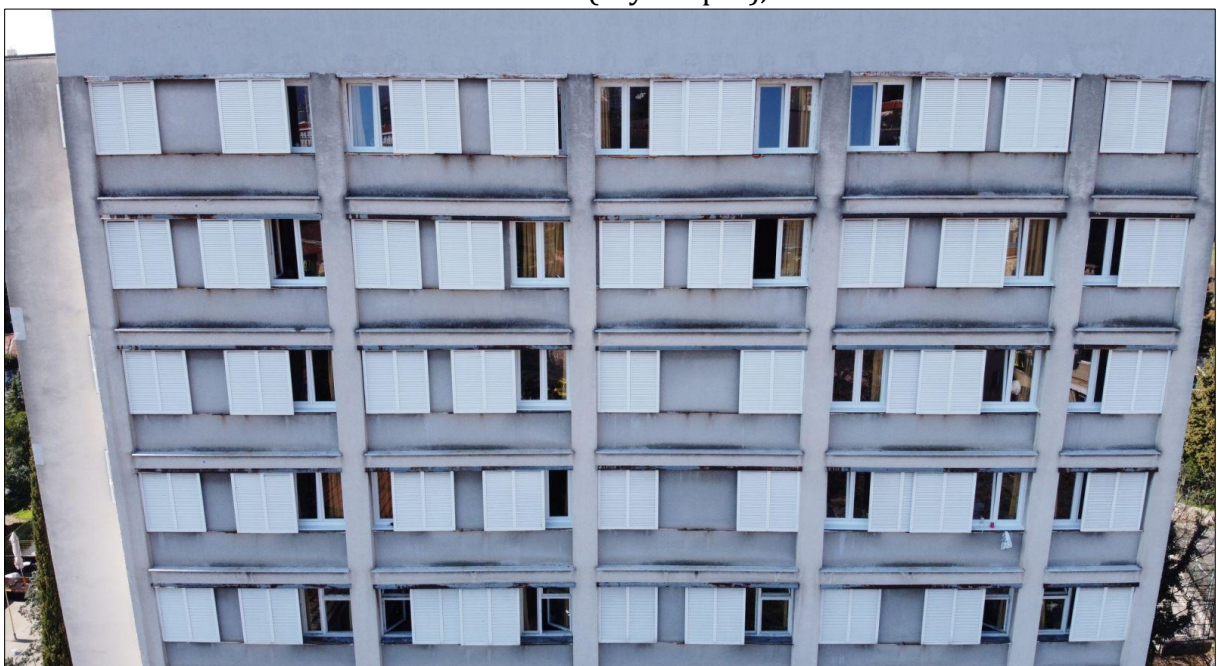
Dormitory map and facilities

Student dormitory Ivan Goran Kovačić consists of five pavilions: **pavilion 1** (Branka Blečića 10, 51000 Rijeka; basement, ground floor + 9 floors), **pavilion 2** (Branka Blečića 8, 51000 Rijeka; ground floor + 2 floors), **pavilion 3** (Branka Blečića 6, 51000 Rijeka; ground floor + 2 floors), **pavilion 4** (Franje Čandeka 4, 51000 Rijeka; ground floor + 2 floors) and **pavilion 5** (Branka Blečića 4, 51000 Rijeka; basement, ground floor + 4 floors).

Student dormitory Ivan Goran Kovačić: pavilions 1 (skyscraper), 2 and 5



Pavilion 1 (skyscraper),



The dormitory has **674 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 674 beds, **643 beds** are intended for the accommodation of students, **16 beds** are intended for the accommodation of professors, other teaching and non-teaching staff and other guests of the University and Polytechnic of Rijeka and **15 beds** are intended for accommodation of other guests. Also, if there is available accommodation capacity, it is possible to accommodate user of accommodation's visitors.

Accommodation in single bed rooms is organized in the way that one person uses their own room equipped with furniture (bed, closet, working desk, chair and so on) and bedding set. Accommodation in double bed rooms is organized in the way that two persons use a room equipped with furniture (beds, closet, working desks, chairs and so on) and bedding set. Users of accommodation from single and double bed rooms share the toilet, bathroom and kitchen with other users of accommodation (usually from the same floor).

Single bed room in pavilion 5



Double bed room in pavilions 1 and 5

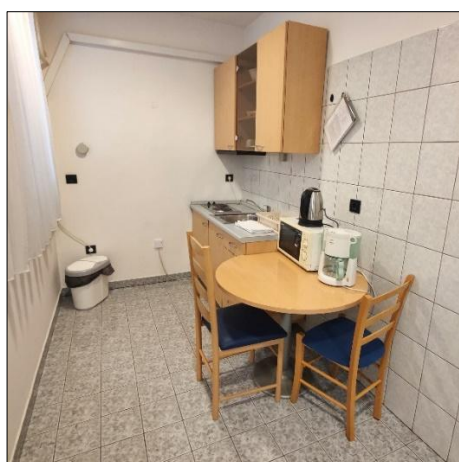
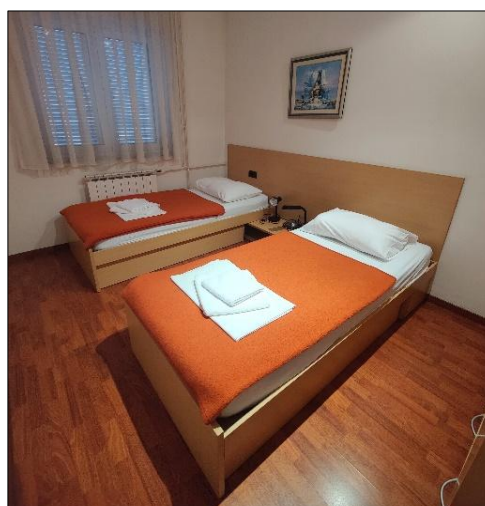
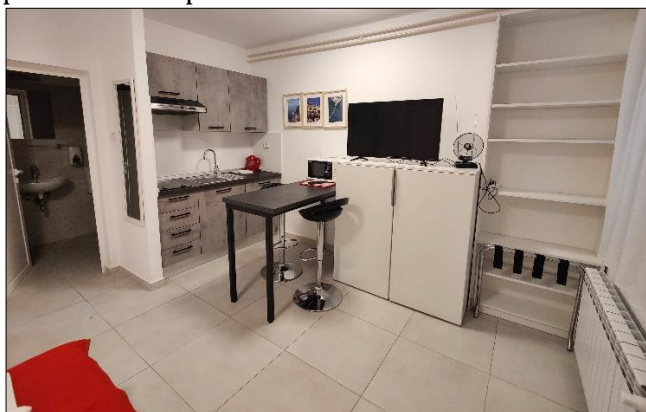


Double bed room in pavilions 2, 3 and 4



Accommodation in double bed apartments is organized in the way that two guests use the apartment which consists of: sleeping area, kitchen, bathroom and entrance area. Apartments are equipped with furniture (bed, bedside table, closet, table, chair and so on), bedding set, towels and other equipment. In bathrooms there are: shower, sink and toilet. In kitchen there are: kitchen furniture, refrigerator, cooker, kettle, microwave oven, kitchen inventory and so on. Apartments are generally offered to professors, teachers, scientists and other guests of the University and Polytechnic of Rijeka who are coming in the organization of higher education institutions. They can be also offered to user of accommodation's visitors.

Double bed apartments in pavilion 5



Every accommodation unit has heating and Internet connection. Heating and hot water are available every day from 06:00 AM to 10:00 PM.

Pavilion 1: basement, ground floor and 9 floors

- ✓ Number of floors: basement, ground floor and 9 floors
- ✓ Total number of beds: 360
- ✓ Number of double bed rooms: 180
- ✓ Kitchenette on each floor
- ✓ Toilet on each floor: floors 1-4 has: 3 toilets, 2 urinals and 1 washbasin. Floors 5-9 has: 3 toilets and 1 washbasin.
- ✓ Bathroom on each floor: 7 sinks, 7 mirrors, 4 showers and 1 bath for washing clothes
- ✓ Ironing room on each floor
- ✓ Small classrooms on 2nd, 3rd, 5th, 6th and 8th floors (some of them are equipped with a computer)
- ✓ Small gym on the ground floor (next to pavilion 1) and place for exercise on 9th floor
- ✓ Restaurant, snack bar and caffe bar Mini on the ground floor
- ✓ Laundry room in basement
- ✓ Party room in basement
- ✓ Reception desk on the ground floor
- ✓ Pavilion has two elevators

Shared bathrooms in pavilion 1



Pavilion 2: ground floor and 2 floors

- ✓ Number of floors: ground floor and 2 floors
- ✓ Total number of beds: 57
- ✓ Number of single bed rooms: 11
- ✓ Number of double bed rooms: 23
- ✓ Kitchenettes on the 1st and 2nd floor (there is no kitchenette on the ground floor)
- ✓ On the ground floor there are: bathroom with 3 washbasins, 3 mirrors and 4 showers; room with 3 washbasins and 3 mirrors and 2 toilets, each with 1 toilet and 1 urinal
- ✓ On the 1st and 2nd floors there are: 2 toilets, each with 1 toilet and 1 urinal and room with 3 washbasins and 3 mirrors



Pavilion 3: ground floor and 2 floors

- ✓ Number of floors: ground floor and 2 floors
- ✓ Total number of beds: 58
- ✓ Number of single bed rooms: 10
- ✓ Number of double bed rooms: 24
- ✓ Kitchenettes on the 1st and 2nd floor (there is no kitchenette on the ground floor)
- ✓ On the ground floor there are: bathroom with 3 washbasins, 3 mirrors and 4 showers; room with 3 washbasins and 3 mirrors and 2 toilets, each with 1 toilet and 1 urinal
- ✓ On the 1st and 2nd floors there are: 2 toilets, each with 1 toilet and 1 urinal and room with 3 washbasins and 3 mirrors

Pavilion 4: ground floor and 2 floors

- ✓ Number of floors: ground floor and 2 floors
- ✓ Total number of beds: 58
- ✓ Number of single bed rooms: 10
- ✓ Number of double bed rooms: 24
- ✓ Kitchenettes on the 1st and 2nd floor (there is no kitchenette on the ground floor)
- ✓ On the ground floor there are: bathroom with 3 washbasins, 3 mirrors and 4 showers; room with 3 washbasins and 3 mirrors and 2 toilets, each with 1 toilet and 1 urinal
- ✓ On the 1st and 2nd floors there are: 2 toilets, each with 1 toilet and 1 urinal and room with 3 washbasins and 3 mirrors

Pavilion 5: basement, ground floor and 4 floors

- ✓ Number of floors: basement, ground floor and 4 floors
- ✓ Total number of beds: 141
- ✓ Number of single bed rooms: 29
- ✓ Number of double bed rooms: 48
- ✓ Number of double bed apartments: 8
- ✓ Kitchenettes on the ground floor, 1st; 2nd, 3rd and 4th floor
- ✓ Each room has its own sink and mirror
- ✓ Basement contains male and female sanitation facilities. In sanitation facility for females there are: 2 showers, 2 toilets, 3 washbasins and 3 mirrors. In sanitation facility for males there are: 2 showers, 3 toilets, 2 washbasins, 2 mirrors and 1 urinal.
- ✓ On the ground floor there are: 2 showers, 2 washbasins, 2 toilets, 1 bidet and 1 urinal.
- ✓ On the 1st floor there are: bathroom with 3 showers, 2 washbasins, 2 mirrors and 1 bidet and a toilet with 3 toilets, 2 urinals, 2 washbasins and 2 mirrors.
- ✓ On the 2nd floor there are bathroom with 3 showers, 2 washbasins, 2 mirrors and 1 bidet) and a toilet with 3 toilets, 4 washbasins and 4 mirrors.
- ✓ On the 3rd floor there are bathroom with 3 showers, 2 washbasins, 2 mirrors and 1 bidet and a toilet with 3 toilets, 4 washbasins and 4 mirrors.
- ✓ On the 4th floor there are 2 showers, 2 toilets, 2 washbasins and 2 mirrors.
- ✓ Classroom on the ground floor

- ✓ Living room for professors

Pavilion 5

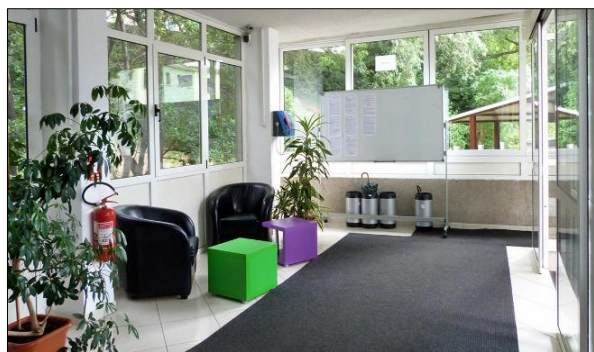


Other than accommodation facilities, there are many **other facilities** for students and guests in and near Student dormitory Ivan Goran Kovačić.

Other facilities in Student dormitory Ivan Goran Kovačić

Facilities	Location	Working hours
Gym	Next to pavilion 1	From Monday to Sunday from 06:00 AM to midnight
Party room	Basement of pavilion 1	From Monday to Sunday 24 hours a day
Classroom	Ground floor of pavilion 5	
Small classrooms	2 nd , 3 rd , 5 th , 6 th and 8 th floors of pavilion 1	
Workout room	9 th floor of pavilion 1	
Laundry room	Basement of pavilion 1	
Living room for professors	4 th floor of pavilion 5	
Restaurant Mini	Ground floor of pavilion 1	Food facilities's working hours are available in the facilities and on the website and social networks of the Student Centre Rijeka

Student dormitory Ivan Goran Kovačić



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 **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 Ivan Goran Kovačić. 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. Regarding the registration of residence of persons who are not citizens of the



Republic of Croatia, Student Centre Rijeka will act in accordance with regulations and acts.

Moving out

Moving out should be announced by sending e-mail on the e-mail address: recepција.igk@scri.hr or (in case that user of accommodation can't send e-mail) by calling telephone numbers +385 51 672 422 or +385 99 265 3894 (reception) or in person at reception of Student dormitory Ivan Goran Kovačić.

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 entry card
- ✓ 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.
- ✓ User of accommodation returns bed linen set 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 entry card and dormitory card to Student Centre Rijeka's staff, takes all his things and leaves from Student dormitory Ivan Goran Kovačić.

You can find more informations 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 find 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 staff. 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.

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 they come across. Damage is reported via the link:

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

or via e-mail address:

ts.podraska.igk@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 paid:

- ✓ with cash or debit card at the reception of Student dormitory Ivan Goran Kovačić every day from 06:00 AM to 10:00 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 Ivan Goran Kovačić. 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. Accommodation user will be liable to disciplinary action if the damage is done intentionally or by negligence.

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 and pay attention to the rational use of electricity, heat, water etc.

Important: in each pavilion there is a room containing cleaning supplies: broom, bucket, mop, rags, vacuum cleaner etc. Room key is located at the reception desk. User of accommodation can borrow cleaning supplies by bringing a dormitory card on the reception.

Accommodation users are obliged to take out the trash from their rooms. It is not allowed to dispose of waste from the room in shared kitchens or bathrooms.



Also, we suggest to user of accommodation to make **cleaning plan**.

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>

Source: www.cistocarijeka.hr

Entering the pavilion, rooms and common areas

Entrance to the pavilions and rooms is possible with entry card that accommodation users receive when moving in.



Entrance to the classrooms, gym and laundry room is possible with entry card that accommodation users borrow on the reception of the Student dormitory Ivan Goran Kovačić.

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 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.igk@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 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 objects may fall;
- ✓ do not hide under trees;
- ✓ do not hide under the pavilions in Student dormitory Ivan Goran Kovačić because objects could possibly fall from building;
- ✓ park your vehicle in a lee.

We kindly ask users of accommodation to make sure all windows in the room 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.

Pošta

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

Studentsko naselje Ivan Goran Kovačić (Student dormitory Ivan Goran Kovačić)
Name and surname of accommodation user
Branka Blečića 10
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 at the reception.

Registered post also stays at 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 Ivan Goran Kovačić will 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 in the basement of pavilion 1. 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 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 at 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 and respect all the instructions set in the laundry room.

Bed linen change

Each accommodation user is entitled to two free of charge bed linen changes (two sheets and a pillowcase) per month. During the summer, this can be done up to four times a month. Also, each accommodation user is entitled to one free of charge blanket, pillow, and mattress cover change per semester. If In order to make a bed linen change, accommodation user need to bring to Student Centre Rijeka's staff (reception staff) dirty linen 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.

Bed linen change can be done **according to the schedule 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. If accommodation user wants to do bed linen change, they should contact the reception staff.

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.

Using the shared kitchens

Accommodation users use the shared kitchen located on the same floor as the accommodation user's accommodation unit. The exception are accommodation users who are accommodated on floors that do not have a kitchenette (for example accommodation users located on the ground floor of pavilions 2, 3 and 4).

Accommodation users use their own dishes which must be washed immediately after use and taken to the room after drying. Also, leaving any trash from the room as well as packaging and bags in shared kitchen is not allowed. It is strictly forbidden to take other student's food from the fridge. The rules for using shared kitchens are as follows:

- ✓ Clean up after yourself
- ✓ Do not leave dirty dishes in the sink
- ✓ Do not leave trash from the room in the kitchen
- ✓ Turn off electrical devices after use
- ✓ Pack the food you put in the refrigerator in bags and label them with room number
- ✓ Remove spoiled food from the refrigerator



Using the classrooms

The big classroom is located on the ground floor of pavilion 5 and it's open from Monday to Sunday 24 hours a day. For entering the classrooms accommodation users need to use entry card. We kindly ask accommodation users to be quiet and have consideration for users who are studying.

Classroom in pavilion 5



On the 2nd, 3rd, 5th, 6th and 8th floors of pavilion 1 there are smaller classrooms. Some of them are equipped with computers. There is a rule that each user can use the aforementioned spaces for a maximum of 5 hours per day. This rule does not apply to the use of the classroom on the ground floor of pavilion 5. For entering the classrooms on the 2nd, 3rd, 5th, 6th and 8th floors of pavilion 1 accommodation users need to use entry card.

Classrooms in pavilion 1





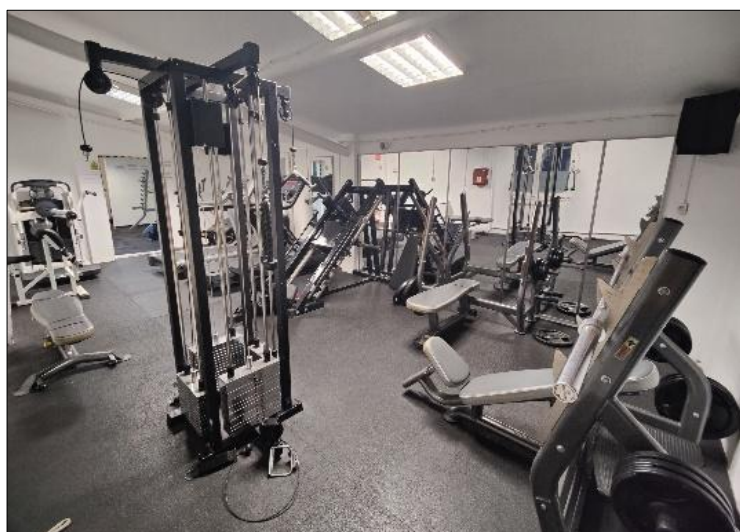
Given the purpose of this spaces, it is necessary to be considerate for people who study and use the spaces. Before leaving, please make sure that you leave the classroom in the same condition as it was in when you got there. Please take your belongings with you before you leave. Student Centre Rijeka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

Gym

The gym is located next to pavilion 1 and it's open every day from 06:00 AM to midnight. In the period from 7:00 AM to 8:00 AM the gym is closed for cleaning. To enter the gym use a card.

Gym user can use the space after paying a fee and signing the Statement for gym usage which can be sign at the reception of Student dormitory Ivan Goran Kovačić. Each gym user must respect Gym rules.

Teretana



Before leaving the gym, users are obliged to ensure that they leave the space in the same condition in which they found it and to take their belongings.

On the 9th floor of pavilion 1 there is small workout room - room for stretching and gymnastics. Entering workout room is possible with a entry card that can be borrowed at the reception.

Small workout room on 9th floor of pavilion 1



Borrowing of board games

Users of accommodation can borrow board games at the reception of the Student dormitory Ivan Goran Kovačić 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 I.G.K.“).

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.

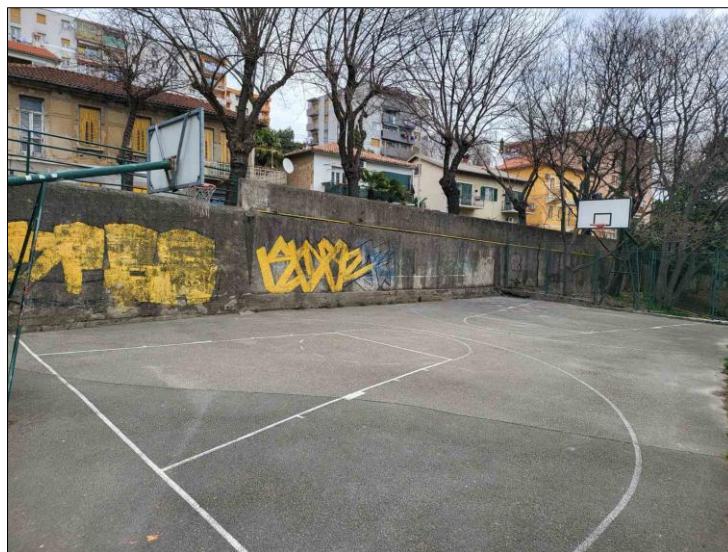
Students can also send their proposals for the purchase of new sport items on e-mail address: dom@scri.hr

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 I.G.K.“).

Sport offer in Student dormitory Ivan Goran Kovačić



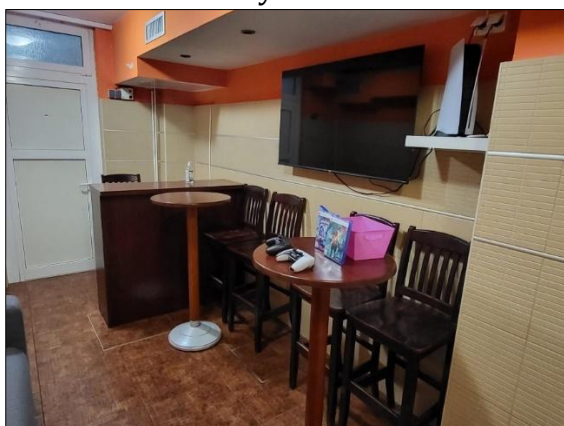




Mogućnost igranja PlayStationa 5

Users of accommodation in Student dormitory Ivan Goran Kovačić have the option to play Playstation 5 console. PlayStation5 is located in the basement of pavilion 1 in party room. Before using it user of accommodation need to come to the reception. Users of accommodation can play Playstation 5 from Monday to Sunday 24 hours a day. The list of games can be found on the website of the Student Centre Rijeka under „Slobodno vrijeme“ („Slobodno vrijeme studenata u SN I.G.K.“).

PlayStation 5 in Student dormitory Ivan Goran Kovačić



Party room

In the basement of pavilion 1 there is a party room – a small room where users of accommodation can hold parties, have fun, relax, socialize. In the same room it is possible to play PlayStation5. Party room is available from Monday to Sunday 24 hours a day. Before using it user of accommodation need to come to the reception desk.



After using the space users of accommodation must leave space in the same condition as it was when they got there. Also, users of accommodation must take their belongings with them.

Student Centre Rijeka – Contact informations

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