

**DEAR STUDENTS!**

**WELCOME TO „ZBYSZKO” DORMITORY**

**WE WISH YOU A NICE STAY IN POZNAŃ**

**USEFUL INFORMATION**

1. Every time you enter the dormitory, please show your Resident Card at the reception desk.
2. Every time you go out, please leave your key at the reception desk. You will get it back from the reception after showing your Resident Card. If you lose the key, you will have to pay for it.
3. Every time you leave your room, please check if you've turned off the lights and all electronic devices and check if the taps are turned off too.
4. Faults in the room - if you notice any faults in your room, there are 3 notebooks at the reception desk (for carpenter, plumber and electrician). You have to write a date and your room number there. Then describe the fault and put your signature. Faults will be fixed in two workdays.
5. Please go to the store room (cellar, room 12) to take the bedding and fill in the form for it.

All students are obligated to sign a bedding card even if they don't want to take the bedding!

\*There is an option to change your bedsheets once a month at the beginning of each month. (The information about the dates will be provided).

6. On the day of accommodation, each student has to sign the delivery-acceptance act (containing information the furnishings of the room) in 2 copies. On the same day, you have to write your comments about the room condition and report them in the administration office. If you don't come to the administrative office and report your comments it means that you accept the room condition.

7. Prepare your meals only in the kitchen. Don't use any electric cookers and heaters in your room.
  
8. The facilities which are available in the dormitory:
  - Washing machines (laundries are on each floor)
  - Dryers on the ground floor, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floor  
to turn the washing machine and the dryer on, you need A TOKEN which you can buy at the reception desk. **1 TOKEN = 1 ZŁOTY**
  - Electric ovens are on the 2<sup>nd</sup> and 4<sup>th</sup> floor
  - Microwaves are on the 1st, 4<sup>th</sup> and 7<sup>th</sup> floor
  - You can borrow a vacuum cleaner, an iron and an ironing board, a bucket and a mop, a bowl and oven accessories at the reception desk (but you will be asked to leave your Resident Card).
  
9. The pitch - you can use the pitch only after contacting the student from Zbyszko or Jagienka dormitory who will be looking after it.
  
10. Learning rooms are on the 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> floor. They will be available for students when the person who will look after them will be found.
  
11. You have to bring your photo in October to get a resident card for the academic year 2017/2018.
  
12. If you have any problem with your stay here, you can ask your mentor or ladies from the administrative office for help.
  
13. If you need a long time ticket for trams and buses, you can buy it on Osiedle Sobieskiego (the last bus/tram stop). You can also check it on the website:  
<https://www.peka.poznan.pl/SOP/login.jspb>
  
14. Emergency phone number in Poland : 112  
From fixed phones:  
999: The Ambulance                      998: The Fire Brigade                      997: The Police
  
15. **THE INTERNET- You need to have your own network cable. You have to log in: [incoming.amu.edu.pl](http://incoming.amu.edu.pl). You will find there the information what to do to get the Internet connection.**