

INTERNAL REGULATIONS STUDENT HOUSE DE THERMINAL

(approved by the Executive Board on 30 June 2023 and amended on 11 October 2024)

CHAPTER I: GENERAL PROVISIONS

Article 1 Responsibility for operation

Student house De Thermanal is operated by Student Activities (this is a service cluster of the function domain Student Facilities). The coordinator of Student Activities (student administrator) is responsible for the management of the student house De Thermanal as a prudent and reasonable person.

Article 2 Target group of the student house

Student associations, *konventen*, project associations and Schamper recognized by Ghent University have the right to use facilities in the student house free of charge (except for the beverage stock).

Article 3 Other organizations

The Ghent University's Student Union (GSR) may use the facilities of the student house under the same conditions as the target group stipulated in Article 2, provided that it actively looks for other meeting rooms if this is possible. Specifically for the general meetings, the GSR is expected to try to occupy large rooms in the student house as little as possible if the university provides sufficient facilities. The faculty student councils may use the facilities of the student house under the same conditions as the target group stipulated in Article 2, provided that there are no or insufficient facilities available within their own faculty.

Other "internal users" in accordance with the provisions of the Ghent University rental regulations (<https://codex.ugent.be?regid=REG000176&lang=en>) but with the exception of those covered by paragraph 1, can also use the student house with the permission of the coordinator of Student Activities and the director of Student Facilities. However, recognized student associations, *konventen*, project associations, Schamper, GSR and faculty student councils always have priority over other internal users. Other internal users can make reservations from 1 June at the earliest (reservations for the first semester of the next academic year) / 1 October (reservations for the second semester of the current academic year).

External organizations (this is anyone who is not defined as an "internal user" in the Ghent

University rental regulations, approved by the Executive Board on 1 September 2023, (<https://codex.ugent.be?regid=REG000176&lang=en>), cannot use the rooms of the student house.

CHAPTER II: GENERAL AGREEMENTS

Article 4 General rules

§1. The organization of parties and cantus in the student house is prohibited.

§2. The user of the student house leaves the room according to the plan that is displayed in each room. This means that the room is left clean. Lights must be extinguished, windows and doors closed.

§3. In the event of damage to a room, equipment or furniture, the costs for repair and/or cleaning will be charged in full to the tenant/user.

In case of irreparable damage to material or loss/theft of material, the replacement value of the material will be charged. As long as the costs have not been reimbursed, the user can no longer borrow material.

§4. Noise disturbance is strictly prohibited.

§5. The student organizations respect the Flemish framework for initiation and other student activities. This means that they ensure the safe conduct of their activities and that the people in charge refrain from drinking alcohol.

§6. Visitors must always enter and leave the student house via the main entrance at the Hoveniersberg.

Article 5 Opening hours

The student house is open from Monday to Friday, from 8 am to 10 pm. The activities in the student house must stop no later than 11.30 pm. By 12 am at the latest, everyone must have left the building and the reserved rooms must be left in their original state.

On Sundays, recognized student associations, *konventen*, project associations, Schamper, the GSR and the faculty student councils can hold a board meeting in the student house after 6 pm.

Subject to permission from Student Activities, an activity can be organized outside the opening hours. Student Activities takes care of the communication with the Ghent University Emergency Centre.

Article 6 Measures in the event of non-compliance with the internal regulations

§1. The coordinator of Student Activities and the staff members (including the student secretary) of Student Activities, are responsible for checking compliance with the internal regulations.

§2. In the event of violations of the regulations, the coordinator of Student Activities or the staff member of Student Activities can decide to stop the activity. The Emergency Centre can also stop activities.

§3. In the event of serious infringements, the Ghent University Emergency Centre will be informed.

§4. The (repeated) non-compliance with the internal regulations of the student house De Therminal may lead to a temporary suspension of the recognized student association and to exclusion in accordance with the Regulations concerning student associations (<https://codex.ugent.be?regid=REG000149&lang=en>). With regard to recognized student associations that violate the regulations, cause serious disturbance or endanger the safety of persons, protective measures can be taken.

§5. If it is considered that the facts are of such a nature that a disciplinary sanction is required, a complaint can be submitted in accordance with the Disciplinary Regulations for Students (<https://codex.ugent.be?regid=REG000152&lang=en>) to the rector who – without prejudice to the possibility of taking additional disciplinary measures – can decide, after investigating the complaint, whether to refer the complaint to the Student Disciplinary Committee.

§6. If a user cancels a reservation late (two working days before the date; with the exception of the podium room for which five working days apply), the following measures apply:

- for meeting room 1, meeting room 2, plenary meeting room or turbine room: the cancellation of the next reservation of the user; in case of force majeure, an exception can be made.
- for podium room or *trechterzaal*: the cancellation of all reservations in the current semester and the inability to request a room in the student house in the current semester.

CHAPTER III: ROOM AND MATERIAL RESERVATION AND BEVERAGE STOCK

Article 7 Room reservation

§1. Recognized student associations, *konventen*, project associations, Schamper, the GSR and faculty student councils can reserve a room for temporary use via the control panel of Student Activities. Other users must reserve rooms with Student Activities via email or telephone. Each reservation is only final after approval by Student Activities. Any amendment of a reservation must be requested at least two working days before the reserved date. If this does not happen, the amendment cannot be guaranteed.

§2. The recognized student associations, *konventen*, project associations, Schamper, the GSR and faculty student councils have a Ghent University tag. Reservations of a room in the student house are placed on this tag. Other users can obtain a tag during the permanence hours of Student Activities.

§3. The user is responsible for checking the room before the start of the activity. If the room was not left in a good, clean condition by the previous user, the user reports this to Student

Activities. If this is not done, the last user present is considered responsible for the state of the room.

Article 8 Material reservation

§1. Recognized student associations, *konventen*, project associations, Schamper, the GSR and faculty student councils can reserve material for temporary use via the control panel of Student Activities. Other users must reserve equipment via email or telephone. The material will be allocated in order of reservation. Each reservation is only final after approval by Student Activities.

§2. Collection and return of material takes place during permanence hours. The user returns the material clean, in the condition in which it was received.

§3. The user is responsible for checking the material before the start of the activity. If the material was not left in a good, clean condition by the previous user, the user reports this to Student Activities. If this is not done, the last user present is considered responsible for the state of the material.

§4. The material is provided free of charge for the duration of the activity. It must be returned by noon (12 pm) the following day. If the material is not returned on time, a third offence during the same academic year will exclude the user from borrowing material in the current semester. There can be no cause for compensation if the allocated material is unavailable at the time of collection due to circumstances foreign to the will of Student Activities.

Article 9 Beverage stock

§1. The beverage stock can be used by tenants and must be reserved in the same way as the premises. However, only one reservation per day can be made for the beverage stock. The price list of beverages can be consulted on the website of Student Activities. The beverage stock, like any other room, is left in the same way as indicated in the room.

§2. The day following the reservation, a stock count is carried out by Student Activities. Based on this count, an invoice is issued to the tenant. The tenant will be given the opportunity to carry out this count together with Student Activities before 10 am. If the tenant does not use this opportunity, the count is not debatable.

§3. Student Activities does not guarantee enough beverages in the stock. This responsibility lies with the tenant themselves. The tenant must discuss with Student Activities at least ten days in advance how many beverages are needed for the activity.

CHAPTER IV: PERMANENT ROOMS AND STORAGE UNITS

Article 10 Permanent rooms

Konventen, project associations, Schamper and the GSR have a permanent room in the student house. These rooms are not available for reservation. The distribution of permanent rooms is voted on each academic year at the first Assembly of *Konvent* Chairs (VKV). Amendments are possible subject to the approval of the VKV.

Article 11 Storage units

Recognized student associations without a permanent room that need storage space can use storage units in the student house. These rooms are not available for reservation.

The association that wants to use a storage unit sends a substantiated request to the *konvent*, which informs Student Activities. Student Activities checks whether there are still storage units available. Every year, Student Activities evaluates the need for storage units for the associations.