



Universidade do Minho
International Relations Office

APPLICATION PROCEDURES FOR UNIVERSITY'S ACCOMMODATION

Academic Year 2016/2017

In case you want to apply for accommodation at the halls of residence during your study period at *Universidade do Minho*, please fill in the 'Application Form for Accommodation' and enclose it to your 'Exchange Student Application Form', respecting the deadlines:

APPLICATION DEADLINE:

- **May 15th, 2016, for the first semester and whole academic year**
- **October 15th, 2016, for the second semester**

General Information:

Since there is a limited number of rooms available for exchange students and that the room allocation criterion is based mainly on the 'Application Form for Accommodation' arrival order (rooms are distributed on a first come first served basis), it is advisable that you send it back to us properly filled in as soon as possible.

TO NOTICE:

It is important to highlight that once you are allocated a room at a Residence and you accept it, you should spend all your study period there. You will be requested to sign an Accommodation Contract. If you decide to leave the Residence before the end of your contract you will have to pay for the total period agreed beforehand.

Prices:

- In Braga, there are single and double rooms. In Guimarães there are only double rooms available for exchange students. A single room costs **€119,80** per month and a double room costs **€92,15** per month, per person, plus extra electricity spent*. These amounts can be updated in the beginning of each academic year.

- Please be aware that you are obliged to pay for the whole month despite of the number of real occupation days.

* The electricity costs included in the monthly rent are as follows:

from October to February: €15 for a double room and €12 for a single room

from March to June: €11 for a double room and €9 for a single room

In case you spend more than these amounts, you will have to pay the surplus.

Conditions:

- Bath towels and bedclothes are supplied.
- All rooms have basic furniture: bed, wardrobe, desk, chair and bookshelf.
- The rooms are not prepared to make meals, but canteens are either in the residences or nearby.
- Some rooms are equipped with a mini fridge (In Braga: Santa Tecla Residence – blocks D and E- and Lloyd Braga Residence. In Guimarães: Azurém Halls of Residence)
- Each Residence has its own self-service laundry.

Lodging Rules:

a) First and final month rent are to be paid on arrival in advance. A deposit of €50 is also required. Students are reimbursed this amount, at the end of the stay, after being confirmed that no damages for the services were caused and that Lodging Rules were respected.

b) Monthly rent must be paid before the eighth of each month.

c) The right to occupy the room applies only to the signatory.

d) Hours of rest between 23h00 and 8h00 must be respected.

e) Rooms can only be occupied by people of the same sex, unless they are married.

f) You are responsible for:

- Cleaning the room. If the room is not properly clean upon departure, a fee of €25 will be charged for the correspondent service;
- Keeping the interior decoration and furniture undamaged. Your room may be inspected at any time and without prior notice;
- The payment for any damage resulting from the misuse of bedroom, furniture and related equipment;

- Not losing the keys;
- Keeping the electricity equipment undamaged and not misusing it;
- Not misusing the fire equipment;
- Making use of the bedroom only during the period allowed in the Accommodation Contract;
- Not lodging people without permission and not receiving guests during the night;
- Keeping silence at the residence after 23h00;
- Not taking or trading drugs inside the residence;
- Paying the surplus electricity spent;
- Giving back the key until 14h00 on the last day of stay.

g) The Residence does not take responsibility for personal valuables.

Further information can be obtained through the International Relations Office:

Braga:

International Relations Office
 Universidade do Minho
 Campus of Gualtar
 4710-057 Braga – Portugal
 Tel: +351-253604505/7/8
 Fax: +351-253604509
 E-mail: sri@sri.uminho.pt

Guimarães:

International Relations Office
 Universidade do Minho
 Campus of Azurém
 4800-058 Guimarães - Portugal
 Tel: +351-253510107/8/9
 Fax: +351-253510125
 E-mail: sri@sri.uminho.pt