

**Rules for allocating placements, payments, and check-in dates  
in the student halls of residence  
at the PK Krakow University of Technology  
for the academic year 2026/2027**

**§ 1**

**General provisions**

1. The terms used in these rules have the following meanings:
  - 1.1. PK KUT SHC (OS PK) – the PK Krakow University of Technology Student Housing Complex,
  - 1.2. PK KUT SHR (DS PK) – the PK Krakow University of Technology Student Hall of Residence,
  - 1.3. SHCM (AOS) – the PK Krakow University of Technology Student Housing Complex Management,
  - 1.4. SHCC (KOS) – the PK Krakow University of Technology Student Housing Complex Committee,
  - 1.5. PK KUT SAP (PSS PK) – the CUT Student Association Parliament,
  - 1.6. PK KUT USA (AZS PK) – the PK KUT University Sports Association – PK KUT University Club,
  - 1.7. SHC (OS) Head – Head of the PK Krakow University of Technology Student Housing Complex,
  - 1.8. SHR (DS) Manager – Manager of the PK Krakow University of Technology Student Hall of Residence.
2. Accommodation in the PK Krakow University of Technology Student Halls of Residence is granted for the period from October 1, 2026, to June 30, 2027; however, if the final year of study consists of only one semester, accommodation in the PK KUT SHR is granted from October 1, 2026, to March 31, 2027.

A resident of the PK KUT SHR who completes their first-cycle study program before the end of their housing period but wishes to continue residing in the CUT SHR retains the right to accommodation under the terms of payment applicable to students until the end of the academic year.
3. The number of placements allocated for the academic year 2026–2027 takes into account the exclusion of a number of selected units/rooms in the PK KUT SHR. The Vice-Rector for Education and International Cooperation and the Vice-Rector for Student Affairs allocate the excluded placements at their discretion. The funds obtained from renting the accommodation listed below constitute the revenue of the PK KUT Student Housing Complex.
4. Accommodation at the PK KUT SHR implies acceptance of the PK KUT SHC's current rules and regulations and the obligation to pay dormitory fees on time.

**§ 2**

**The sale of placements allocated for the academic year 2026/2027 remaining at the disposal of the Vice-Rector for Education and International Cooperation**

1. **The Vice-Rector for Education and International Cooperation** allocates the excluded units and residential rooms for international exchange students, international students, and students enrolled at the International Center of Education
  - 1.1. **International Relations Office (bilateral exchange)**

28 placements during the period from October 1, 2026, to February 22, 2027, and from February 25, 2027, to June 30, 2027:

    - 28 placements in double rooms in 4-person units in SHR-4  
These are rooms: 209/210, 211/212, 213/214, 215/216, 303/304, 305/306, 311/312
  - 1.2. **International Relations Office, the Erasmus Program Section**

68 placements during the period from October 1, 2026, to February 22, 2027, and from February 25, 2027, to June 30, 2027:

    - 24 placements in single and double (LUX) rooms in 6-person units in SHR-2. These are the following units: 912/913, 914/915, 1012/1013, 1014/1015
    - 14 placements in single and double rooms in 3-person units in SHR-2. These are suites 103, 104, 203, 204, and room 205b
    - 30 placements in double rooms in 4-person units in SHR-4

These are rooms: 222/223, 224/225, 226/227, 228/229, 230/231, 232/233, 1003/1004, 1005

**1.3. International students participating in the Tennessee Program**

12 placements available from February 22, 2027, to June 30, 2027:

- 12 placements in double rooms in 4-person units in SHR-4. These are rooms: 203/204, 205/206, 207/208

**1.4. International students participating in the English-language preparatory course offered by the Foreign Languages Center**

24 placements available from October 1, 2026, to June 30, 2027:

- 24 placements in double rooms within 4-person units in SHR-4. These are rooms: 922/923, 924/925, 926/927, 928/929, 930/931, 932/933

**1.5. Chinese students studying at the Faculty of Architecture within the framework of the International School of Engineering (ISE)**

12 placements for the period from October 1, 2026, to June 30, 2027:

- 12 placements in double rooms within 4-person units in SHR-4. These are rooms: 307/308, 309/310, 313/314

**1.6. International Center of Education**

111 placements for the period from October 1, 2026, to June 30, 2027:

- 54 placements in single and double rooms in 6-person units in SHR-1  
These are the following residential units: 109/110, 112/113, 209/210, 212/213, 309/310, 312/313, 409/410, 412/413, 414/415
- 39 beds in single and double rooms in triple-person units in SHR-2  
These are the following residential units: 303, 403, 404, 503, 504, 603, 604, 703, 704, 803, 804, 903, 904
- 18 placements in single and double rooms in 6-person units in SHR-3. These are residential units 512/513, 514/515, and 612/613

**1.7. International students admitted to the first year of study**

64 placements available from October 1, 2026, to June 30, 2027:

- 42 placements in single and double rooms in 6-person units at SHR-1  
These are the following residential units: 203/204, 205/206, 605/606, 609/610, 709/710, 805/806, 809/810
- 22 placements in single and double rooms in 3-person units in SHR-2. These are suites 305, 405, 505, 605, 705, 805, 905, and room 304a

**1.8. International students admitted to the first year of second-cycle study programs**

6 placements available from February 22, 2027, to June 30, 2027:

- 6 placements in single and double rooms in 3-person units in SHR-2. These are residential units 709 and 710.

2. Domestic and international students assigned accommodation in the PK KUT Student Halls of Residence by the International Relations Office pay a monthly fee for their room in the Student Hall of Residence. Payment must be made to the student's individual account using the payment form generated by PK KUT SHCM or online via the Virtual Dean's Office by the 15th of each month.
3. The institution responsible for allocating placements to international students agrees to submit lists of students' names along with their arrival dates and email addresses to the PK KUT SHCM by September 22, 2026 (or, for placements available starting in the second semester, by February 15, 2027). Based on the lists, reservations will be created for them in the HMS system.
4. International students listed in points 1.1, 1.2, and 1.7 who are assigned a placement in the PK KUT Student Hall of Residence are required to pay a deposit of 700 PLN prior to checking in (by September 24, 2026, for the winter semester, and by February 24, 2027, for the summer semester). The aforementioned deposit will be credited towards the rent. The deposit must be paid into the student's individual account listed in the Virtual Dean's Office system (online payments available). PK KUT SHCM will notify students of the need to pay the deposit. Failure to pay the deposit by the deadline specified above is considered a withdrawal from the PK KUT SHR and will result in the PK KUT SHCM canceling the reservation in the system. After the reservation is canceled, this placement will automatically remain at the disposal of PK KUT SHC.
5. It is not possible to pay a larger deposit by the deadline mentioned above. The additional payment towards the rent may only be made after the student has moved into a PK KUT Student Hall of Residence and the deposit has been settled.

6. The PK KUT SHCM is authorized to reassign students to different rooms within a given Student Hall of Residence to ensure optimal occupancy and profitability of the Student Halls of Residence. The PK KUT SHCM may offer students currently residing in a room where a placement has become available the option to pay a higher room fee to avoid having another person assigned to the room.
7. In the case of placements not returned by the deadlines specified in point 3, the PK KUT SHCM will charge the Vice-Rector for Education and International Cooperation 50% of the monthly fee for these placements (by internal settlement) until the placements are relinquished or residents are accommodated.
8. Any unused placements within a unit's allocation are returned to the pool of placements managed by the Head of the PK Krakow University of Technology Student Housing Complex, and these placements cannot be transferred between administrators or units.
9. All minors must check in at the PK KUT Student Hall of Residence in the presence of a legal guardian. When checking in, you must present the SHR Manager with a notarized power of attorney authorizing legal guardianship over the minor.

### § 3

#### **The sale of placements allocated for the academic year 2026/2027 remaining at the disposal of the Vice-Rector for Student Affairs (including first-year students in first-cycle and second-cycle study programs)**

1. **The Vice-Rector for Student Affairs** allocates the reserved residential units/rooms for individuals admitted to the first year of studies, doctoral students, persons with disabilities, members of the University sports Association - the PK KUT University Sports Club, the PK KUT Student Association Parliament (PK KUT SAP), and the Student Housing Complex Committee:
  - 1.1. **Individuals admitted to the first year of studies**  
360 placements for the period from October 1, 2026, to June 30, 2027
  - 1.2. **Doctoral students**  
10 placements for the period from October 1, 2026, to June 30, 2027
    - 6 placements in single and double LUX rooms in SHR-2.  
These are units 712 and 715
    - 4 placements in double rooms in SHR-4.  
These are rooms 315 and 316
  - 1.3. **Persons with disabilities**  
18 placements for the period from October 1, 2026, to June 30, 2027
    - 6 placements in single and double rooms in a 6-person unit in SHR-1. This is unit 114/115
    - 4 placements in single rooms in a 4-person unit in SHR-3. This is unit 112/113
    - 8 placements in double rooms within 4-person units in SHR-4. These are rooms: 103, 105, 503/504
  - 1.4. **PK KUT USA (AZS PK) – the PK KUT University Sports Association – PK KUT University Club**  
12 placements for the period from October 1, 2026, to June 30, 2027
    - 12 placements in double rooms within 4-person units in SHR-4.  
These are rooms: 132/133, 403/404, 415/416
  - 1.5. **PK KUT Student Association Parliament**  
16 placements for the period from October 1, 2026, to June 30, 2027
    - 16 placements in double rooms within 4-person units in SHR-4. These are rooms: 124/125, 126/127, 128/129, 130/131
  - 1.6. **Student Housing Committee**  
16 placements for the period from October 1, 2026, to June 30, 2027
    - 4 placements in SHR-1
    - 4 placements in SHR-2
    - 4 placements in SHR-3
    - 4 placements in SHR-4
2. Rules for allocating placements in the PK Krakow University of Technology Student Halls of Residence administered by the Vice-Rector for Student Affairs
  - 2.1. **Students admitted to the first year of first-cycle or second-cycle study programs**

- 2.1.1. All applicants for a placement in the PK KUT SHRs are required to submit an online application for a placement in a PK KUT SHR electronically via the Virtual Dean's Office system from August 6, 2026 (starting at 10:00 a.m.) to August 13, 2026 (until 11:59 PM).
- 2.1.2. Reservations for a room in the selected student hall of residence will be available in the Virtual Dean's Office system from August 18, 2026 (10:00 a.m.) to August 24, 2026 (11:59 PM). After this period, any online applications submitted by students for which a reservation has not been made will not be processed by PK KUT SHCM, and the unused placements will be added to the general pool of available placements in the PK KUT SHRs, which is open to all interested students.  
When making a reservation, the choice of the Student Hall of Residence is determined by the order in which applications are received.
- 2.1.3. Room selection at the reserved Student Hall of Residence will take place outside the Virtual Dean's Office system, during the check-in stage (Art. 5 of these regulations), i.e., with the manager of the given Student Hall of Residence or through a dedicated website managed by the SHCC in August/September 2026.
- 2.1.4. Individuals who make a reservation through the Virtual Dean's Office system are required to pay a 700 PLN deposit within 7 days of making the reservation; this amount will be applied toward the rent due in October/November 2026. Failure to meet this requirement will result in the reservation being canceled by the PK KUT SHCM. Payment of the required deposit confirms your reservation at the PK KUT SHR.
- 2.1.5. Individuals who were unable to make a reservation through the Virtual Dean's Office system due to the quota being filled will be able to apply for a placement in the PK KUT SHR outside of the Virtual Dean's Office system only if additional placements become available (e.g., canceled reservations, cancellations of existing reservations, or the release of previously reserved placements by their occupants, etc.). In this case, you must contact the PK KUT SHCM at [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) and submit an application – Template No. 2.

## **2.2. Doctoral students**

- 2.2.1. Doctoral students may submit applications to the Chair of the PK KUT Council Doctoral Students' Association by the following deadlines:
  - from June 11, 2026, to August 31, 2026 – doctoral students in their second year of studies or higher
  - from September 1, 2026, to September 22, 2026 – individuals admitted to the Doctoral School at the PK Krakow University of Technology
- 2.2.2. The PK KUT Doctoral Students' Association shall submit to the PK KUT SHCM or via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) lists of names of interested individuals along with their applications by the following deadlines: September 4, 2026 (doctoral students of the 2nd year of studies or higher) and by September 25, 2026 (individuals admitted to the PK KUT Doctoral School). Should the written information not be submitted within the specified time limits, the placements are transferred for disposal by the PK KUT SHCM.

## **2.3. Persons with disabilities**

- 2.3.1. Individuals with disabilities submit an online application in accordance with § 4, point 3.1. and submit their disability certification via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) from June 12, 2026, to August 25, 2026. PK KUT students who submit a certificate of significant disability will have priority in applying for a placement in a residential unit.
- 2.3.2. A committee composed of the PK KUT Accessibility Coordinator and a representative of the PK KUT SHCM will decide on the allocation of placements in the unit for people with disabilities. By September 2, 2026, the committee will notify all applicants who submitted the required documents of the committee's approval or rejection of their applications.
- 2.3.3. Information and specifications regarding rooms for persons with disabilities are available on the website [www.akademiki.pk.edu.pl](http://www.akademiki.pk.edu.pl).

## **2.4. PK KUT USA (AZS PK) – the PK KUT University Sports Association – PK KUT University Club**

- 2.4.1. The PK KUT USA shall submit to the PK SHCM or via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl), the lists of names, along with the applications, by September 4, 2026.
- 2.4.2. All individuals listed on the lists submitted to the PK KUT SHCM are required to pay a deposit of 700 PLN within 7 days of the reservation date, which will be credited towards the rent in October/November 2026. Failure to meet this condition will result in the PK KUT SHCM canceling the reservation. Failure to meet this condition will result in the PK KUT SHCM canceling the reservation. Payment of the required deposit confirms your reservation at the PK KUT SHR.

## **2.5. The Student Housing Committee and the Student Association Parliament at the PK KUT**

- 2.5.1. By May 29, 2026, the Student Housing Committee and the Student Association Parliament shall submit to the PK KUT SHCM or via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) the lists of names (current members of the SHC and the PK KUT SAP) along with applications from individuals who will continue their studies at PK KUT in the academic year 2026/2027, indicating the Student Hall of Residence (SHR) where each of these individuals will be accommodated.
  - 2.5.2. All individuals listed on the lists submitted to the PK KUT SHCM are required to pay a deposit of 700 PLN within 7 days of the reservation date, which will be credited towards the rent in October/November 2026. Failure to meet this condition will result in the PK KUT SHCM canceling the reservation. Payment of the required deposit confirms your reservation at the PK KUT SHR.
3. After the reservation is canceled, this placement will automatically remain at the disposal of PK KUT SHC.
  4. In the case of placements not returned by the deadlines specified above, the PK KUT SHCM will charge the Vice-Rector for Student Affairs 50% of the monthly rent (by internal settlement) until the placements are relinquished or residents are accommodated. This does not apply to students admitted to the first year of first-cycle or second-cycle study programs.

## **§ 4**

### **Sale of placements allocated for the academic year 2026/2027 remaining at the disposal of the Head of PK KUT SHC (including placements for students of higher years)**

1. **The Head of the PK KUT SHC** is the administrator of the remaining placements in the PK KUT SHC.
2. **The Head of the PK KUT SHC** reserves the right to deny placement to residents who were accommodated in previous years and failed to comply with the PK KUT SHC regulations.
3. Rules for allocating placements in the PK Krakow University of Technology Student Halls of Residence at the disposal of the Head of the PK KUT Student Housing Complex.
  - 3.1. All PK KUT students applying for a placement are required to submit an online application for a placement in a PK KUT SHR via the Virtual Dean's Office system from May 19, 2026 (starting at 10:00 a.m.) to May 21, 2026 (until 11:59 PM).
  - 3.2. On May 26, 2026, the PK KUT SHCM will grant reservation privileges to PK KUT students who fall into the lowest-income bracket (income per one household member for the tax year 2025 not exceeding 2,099.70 PLN per month).

PK students who fall into the lowest-income bracket will be able to reserve a placement in their chosen Student Hall of Residence through the Virtual Dean's Office system during the following periods:

    - women – starting May 26, 2026 (from 10:00 a.m.) to May 29, 2026 (until 11:59 PM)
    - men – starting May 26, 2026 (from 1 p.m.) to May 29, 2026 (until 11:59 PM)
  - 3.3. On June 1, 2026, the PK KUT SHCM will grant authorization to create reservations to PK KUT students who are current residents of the PK KUT SHC and have submitted an e-application within the time limit specified in § 4, point 3.1.

PK KUT students who are currently residing in PK KUT SHC will be able to reserve a specific Student Hall of Residence through the Virtual Dean's Office system during the following periods:

- women – starting June 1, 2026 (from 10:00 a.m.) to June 4, 2026 (until 11:59 PM)
- men – starting June 1, 2026 (from 1 p.m.) to June 4, 2026 (until 11:59 PM)

3.4. On June 9, 2026, the PK KUT SHCM will grant authorization to create reservations to the remaining PK KUT students who submitted an online application by the deadline specified in § 4, point 3.1., with the order in which the online applications were submitted determining who receives these privileges in the Virtual Dean's Office system and the availability of free placements not used by students making reservations within the deadlines specified in § 4, points 3.2. and 3.3.

Other PK KUT students who are authorized by the PK KUT SHCM to proceed with their application for a placement in a PK KUT Student Hall of Residence will be able to reserve their chosen Student Hall of Residence in the Virtual Dean's Office system during the following period:

- women and men – starting June 9, 2026 (from 1 p.m.) to June 12, 2026 (until 11:59 PM)

4. When making a reservation, the choice of the Student Hall of Residence is determined by the order in which applications are submitted via the Virtual Dean's Office. Room selection for the reserved Student Hall of Residence will take place outside the Virtual Dean's Office system during the check-in stage (§ 5 of these regulations), i.e., either with the manager of the given Student Hall of Residence or through a dedicated website managed by the SHCC in August/September 2026. The exact date and rules will be announced on the website [www.akademiki.pk.edu.pl](http://www.akademiki.pk.edu.pl) and [facebook.com/KomisjaOSPK](https://facebook.com/KomisjaOSPK).
5. Students who make a reservation through the Virtual Dean's Office system are required to pay a deposit of 700 PLN within 7 days of making the reservation. The deposit will be applied toward accommodation fees in October/November 2026. Failure to meet this requirement will result in the cancellation of the reservation by PK KUT SHR, and the student will be able to reapply for a spot in PK KUT SHR outside the Virtual Dean's Office system, in accordance with the rules described in point 7. Payment of the required deposit confirms the reservation of a placement in the PK KUT Student Hall of Residence.
6. Current residents of the PK KUT SHRs (2025/2026) who wish to cancel their reserved placement for the academic year 2026/2027 must notify the PK KUT SHCM before the deadline for the deposit payment. Failure to provide written notice of cancellation will result in the rent being accounted for as the deposit, since the deposit payment deadline is earlier than the rent payment deadline. In such cases, payments recorded as deposits will not be refunded.
7. If vacancies remain unfilled by students who have made reservations within the timeframes specified in sections 3.2, 3.3, and 3.4, the PK KUT SHCM will accept applications for a place in the PK KUT SHR from PK KUT students starting July 7, 2026, and from students of other universities starting September 14, 2026 (subject to availability) in accordance with the following rules:
  - 7.1. A PK KUT student applying for a placement in the PK KUT SHR is required to:
    - submit an application (Template No. 1 or Template No. 2) by email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl)
    - pay a deposit of 700 PLN to the provided individual bank account number within 7 days of the date the PK KUT SHCM sends the information about the allocation of a placement (making a reservation). The deposit will be credited towards the rent in October/November 2026. Failure to pay the deposit within the specified time limit will result in the cancellation of the reservation by the PK KUT SHCM and the reserved placement being made available for further allocation,
    - the room will be assigned during check-in.
  - 7.2. A student from another university applying for a placement in a Student Hall of Residence is required to:
    - submit an application (Template No. 3) via email, along with a certificate confirming student status at their home institution, to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) or deliver a paper copy in person to the PK KUT SHCM (SHR-2 building, room 05)
    - pay a deposit of 756 PLN (including VAT) to the provided individual bank account number within 7 days of the date the PK KUT SHCM sends the information about the allocation of a placement (making a reservation). The deposit will be credited towards the rent in October/November 2026. Failure to pay the deposit within the specified time limit will result in the cancellation of the reservation by the PK KUT SHCM, and the reserved placement being made available for further sale
    - the room will be assigned during check-in

8. PK KUT students who wish to reside in LUX rooms in SHR-2 may apply for a placement as follows:
- submit an electronic application, in accordance with § 4, point 3.1.,
  - from May 19, 2026, to May 22, 2026, submit via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) a statement of reasons for applying for a LUX room, supported by relevant documents. The subject line of the email should include the word "LUX."

The allocation of placements in LUX rooms in SHR-2 will be decided by a committee composed of representatives from the PK KUT SHCM (the manager of SHR-2, a member of the administrative staff) and the SHCC based on the following criteria:

- a) a special commitment to and active involvement in matters concerning the PK Krakow University of Technology,
- b) a medical condition that prevents the applicant from sharing a room with two or three other people,
- c) academic achievements,
- d) taking more than one study program,
- e) individual organization of the study process,
- f) no outstanding financial obligations to the PK Krakow University of Technology,
- g) no record of violations of the PK KUT SHC Regulations,
- h) others, appropriately justified reasons.

The LUX Room Allocation Committee will review the applications by May 27, 2026, and notify the applicants of the Committee's decision. Information regarding the Committee's findings will also be available at the PK KUT SHCM or from the Manager of SHR-2.

PK KUT students who are allocated a placement in the LUX rooms at SHR-2 are required to pay a deposit of 700 PLN within 7 days of the reservation being made by the PK KUT SHCM. The deposit will be credited towards the October 2026 rent. Failure to pay the deposit by the required deadline will result in the cancellation of the reservation.

9. PK KUT students who wish to reside with their partners may apply for placements as follows:
- by submitting an electronic application, in accordance with § 4, point 3.1.,
  - starting May 25, 2026, sending a request by email for a placement in a couples' suite to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl); the word "APARTMENT" should be included in the subject line of the email,
  - if the partner is not a student at PK KUT, a scan or photo of the partner's application (Template No. 3) should be included with the request for an apartment at the email address provided above.

Places are allocated on a first-come, first-served basis. The PK KUT SHCM will immediately notify the interested parties of the decision regarding the allocation of a unit in the apartment complex.

Available placements:

- SHR-1 (5 double rooms with a kitchenette and bathroom, numbered 111, 211, 311, 411, and 511)
- SHR-1 (5 Premium double suites with a kitchenette, bathroom, and air conditioning, numbered 611, 711, 811, 911, and 1011)
- SHR-2 (1 double room with a kitchenette and bathroom, room number 115)
- SHR-4 (5 double rooms with a kitchenette and bathroom, numbered 617, 717, 817, 917, and 1017).

9.1. PK KUT students must pay a deposit of 700 PLN within 7 days of receiving notification from the PK KUT SHCM that they have been assigned a placement in the PK KUT Student Hall of Residence, using the individual bank account number provided. The aforementioned deposit will be credited towards the rent in October 2026.

9.2. Partners who are not PK KUT students must pay a deposit of 756 PLN (including VAT) within 7 days of receiving notification from the PK KUT SHCM that a placement has been allocated in the PK KUT Student Hall of Residence, using the individual bank account number provided. The aforementioned deposit will be credited towards the rent in October 2026.

10. Single parents who are students or doctoral candidates at PK KUT may apply for a placement in the PK SHR by submitting an application for a placement in the PK KUT SHR (Template No. 1) along with a scanned copy of the child's birth certificate via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl) between June 9,

2026, and August 31, 2026.

Available placements:

- SHR-4 (4 placements in single rooms) from October 1, 2026, to June 30, 2027. These are rooms: 622/623, 632/633

Placement in a PK KUT SHR is determined by the order in which a complete set of documents is submitted and the absence of any outstanding rent payments (this applies to current residents of the PK KUT SHRs).

11. Graduates of the PK Krakow University of Technology from the academic year 2025/2026 may submit applications to the PK KUT SHCM for a placement in the PK KUT SHR (Template No. 3) for the 2026/2027 academic year, starting on July 7, 2026, provided that the PK KUT SHCM has vacancies available.

These individuals must pay a deposit of 756 PLN (including VAT) within 7 days of submitting their application for a placement. The aforementioned deposit will be credited towards the rent in October/November 2026.

12. Resignation from an allocated placement in the PK KUT SHR is done by a written request to cancel the reservation (submitted via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl)).

In the case of resignation from the allocated placement in the PK KUT SHR or failure to report for check-in within the specified time limit, the PK KUT SHCM does not refund deposits, except as provided for in Chapter VIII §2, point 3 of the PK KUT SHC Regulations.

## § 5

### **Schedule for check-in and price list for placements in Student Halls of Residence for the academic year 2026/2027**

1. The schedule for checking in the PK KUT SHRs for the academic year 2026/2027: Winter semester:  
September 25, 2026 (Friday) from 8:00 a.m. to 3:00 p.m.  
September 26, 2026 (Saturday) from 9:00 a.m. to 2:00 p.m.  
September 28, 2026 (Monday) from 8:00 a.m. to 3:00 p.m.  
September 29, 2026 (Tuesday) from 8:00 a.m. to 3:00 p.m.  
September 30, 2026 (Wednesday) from 8:00 a.m. to 3:00 p.m.  
October 1, 2026 (Thursday) from 8:00 a.m. to 3:00 p.m.

Summer semester:

February 25, 2027 (Thursday) from 8:00 a.m. to 2:00 p.m.  
February 26, 2027 (Friday) from 8:00 a.m. to 2:00 p.m.  
March 1, 2027 (Monday) from 8:00 a.m. to 2:00 p.m.  
March 2, 2027 (Tuesday) from 8:00 a.m. to 2:00 p.m.

A person who has been allocated a placement in the PK KUT SHR checks into the Student Hall of Residence they selected during the reservation process.

Student Hall of Residence No. 1	3 Skarżyńskiego Street	phone no. 12 648-25-91
Student Hall of Residence No. 2	5 Skarżyńskiego Street	phone no. 12 648-26-72
Student Hall of Residence No. 3	7 Skarżyńskiego Street	phone no. 12 648-25-54
Student Hall of Residence No. 4	9 Skarżyńskiego Street	phone no. 12 647-08-13

2. To check in at the PK KUT Student Hall of Residence for the 2026–2027 academic year, students must submit the following:
  - a) an ID card, and in the case of international students, a passport or other document confirming identity, as well as a valid residence visa (this does not apply to citizens of the European Union or citizens of Ukraine who arrived in Poland after February 24, 2022, in connection with the armed conflict in that country and hold a decision granting a PESEL number with the annotation UKR)

- b) a photo for the resident card (both in paper and electronic formats; the electronic version will be sent to the email address provided by the HSR manager during check-in)
- c) 30 PLN per night (for PK KUT students and PK KUT doctoral students) and 40 PLN per night (for all other individuals), if the accommodation for the academic year is arranged before October 1, 2026 (payment in advance at the administration office of the respective Student Hall of Residence)

3. A student who fails to report for check-in at the PK KUT SHR according to the specified schedule forfeits the right to reside there.

Students who, due to unforeseen circumstances, are unable to check in within the specified schedule must obtain written consent from the PK KUT SHCM for a later check-in date by September 23, 2026; the final check-in date is October 29, 2026. Requests for postponement of the check-in deadline may be submitted via email to: [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl)

If the PK KUT SHCM approves the request, the applicant seeking an extension of the check-in deadline will be required to pay the full rent for October 2026 upon checking in (taking into account the deposit already paid).

4. The amount of rent for a placement in a PK KUT SHR

The rent for a placement in a PK KUT SHR varies by Student Hall of Residence and by room type (single/double/triple/apartment, LUX), as well as by standard and amenities. The rent is paid into an individual student's account (in compliance with their course of study), and the payment is correctly registered as rent for the Student Hall of Residence only if the payment reference in the bank transfer is **"DS"**.

**PRICE LIST FOR PK KUT STUDENTS AND DOCTORAL CANDIDATES**  
**(monthly rent for one placement) effective from October 1, 2026, through June 30, 2027**

Type of room	SHR-1	SHR-2		SHR-3		SHR-4
		COMFORT	LUX	STANDARD	COMFORT	
single room	915.00 PLN	915.00 PLN	1,050.00 PLN	---	915.00 PLN	---
double room	590.00 PLN	590.00 PLN	740.00 PLN	500.00 PLN	560.00 PLN	620.00 PLN
triple room	---	---	---	450.00 PLN	---	---
double apartment	900.00 PLN	---	---	---	---	---
double Premium apartment	1,050.00 PLN	---	1,250.00 PLN	---	---	1,500.00 PLN

**GROSS PRICE LIST (INCLUDING VAT) FOR OTHER PERSONS, i.e., INDIVIDUALS WHO ARE NOT PK KUT STUDENTS OR PK KUT DOCTORAL STUDENTS**  
**(monthly rent for one placement) effective from October 1, 2026, through June 30, 2027**

Type of room	SHR-1	SHR-2		SHR-3		SHR-4
		COMFORT	LUX	STANDARD	COMFORT	
single room	1,000.00 PLN	1,000.00 PLN	1,200.00 PLN	---	1,000.00 PLN	---
double room	750.00 PLN	750.00 PLN	900.00 PLN	700.00 PLN	750.00 PLN	800.00 PLN
triple room	---	---	---	650.00 PLN	---	---
double apartment	1,050.00 PLN	---	---	---	---	---
double Premium apartment	1,250.00 PLN	---	1,450.00 PLN	---	---	1,700.00 PLN

From June 30, 2026, to October 1, 2026, the price list for short-term accommodations will be in effect.

- PK KUT students and doctoral students may apply for an exemption from the fees mentioned in point 4 if they have experienced extraordinary circumstances (such as theft, flooding, fire, serious illness of the applicant or an accident suffered by the applicant, death of the applicant's immediate family member, or serious illness or accident suffered by the applicant's immediate family member) within the 3 months preceding the submission of the application, for which they have not received a financial assistance from the scholarship fund.

The interested student or doctoral candidate must submit a request for a fee waiver to the Vice-Rector for Student Affairs. The application specifies the proposed period of exemption from the fee.

The application must be accompanied by an opinion statement from either the PK KUT SAP or the University Council of the Doctoral Student Association, as applicable. The Vice-Rector decides on the period of exemption from the Student Affairs fee. The amount of the exemption is covered by funds at the Vice-Rector for Student Affairs' disposal.

**§ 6**

**Other fees applicable for the academic year 2026/2027**

The magnetic resident card is issued free of charge. The resident is required to return it upon check-out. If the card is missing at check-out or has been lost, the resident will be required to pay a replacement fee of 50 PLN. The regulations governing the use of resident cards are set forth in the PK KUT Rector's Regulation No. 61 of April 30, 2026.

## **§ 7**

### **Other provisions**

1. Documents should be submitted to PK KUT SHCM via email to [osiedle.studenckie@pk.edu.pl](mailto:osiedle.studenckie@pk.edu.pl). In exceptional cases, documents may be submitted in person or through another person authorized in writing (using Template No. 4) at the PK KUT SHCM office, located in SHR-2, Room 05, at 5 Skarżyńskiego Street, on business days from Monday through Friday, from 8:00 a.m. to 2:00 p.m.
2. Any comments regarding the allocation of placements in the PK Krakow University of Technology's Student Halls of Residence for the academic year 2026/2027 should be submitted in writing (using Template No. 5) to the PK KUT SHCM (for resolution by the Head of the Student Housing Complex following review by the SHCC). Decisions made by the Head of the Student Housing Complex may be appealed to the Vice-Rector for Student Affairs.
3. Cases not covered in this document are reviewed on a case-by-case basis by the PK KUT SHC Manager.

**Applies to students and doctoral students at PK KUT**

**Application  
for a placement in a Student Hall of Residence of PK Krakow  
University of Technology in the academic year 2026–2027**

**Surname** *(in capital letters)* .....

**First names** *(in capital letters)*: .....

**Student registration number** .....

**PESEL number** .....

**Foreign national:**  YES  NO

**Permanent residence address:**

postal code and city/town/village .....

street, house no, flat no .....

**Contact phone number** ..... **Email address** .....

**University** .....

**Faculty** .....

**Study program:** first cycle / second cycle / Doctoral School *(delete if not applicable)*

**Year of studies** .....

**Major/discipline** .....

**Virtual account number** .....

**Deadline for completing the final semester of studies**

..... *(applies only to students in their final year of study)*

**Status:**  student

doctoral student

a person who has completed their final year of studies

graduate

other .....

I am applying for a placement in a Student Hall of Residence of PK Krakow University of Technology for the period from ..... to .....

I hereby declare that I have read the Regulations of the PK KUT Student Housing Complex and agree to pay the fees for the Student Hall of Residence on time, by the 15th day of each month; the date of crediting the payment to the PK KUT account shall be decisive. The fee is payable for the given calendar month, in accordance with Chapter VIII of the PK KUT Student Housing Complex Regulations.

Pursuant to Art. 13 section 1 and section 2 of the General Data Protection Regulation of April 27, 2016 (GDPR), I have been informed that:

- 1) the administrator of my personal data is PK Krakow University of Technology with its registered office in Krakow, at 24 Warszawska Street, 31-155 Kraków, e-mail address: kancelaria@pk.edu.pl;
- 2) contact with the Data Protection Officer at PK Krakow University of Technology is possible via email at: [iodo@pk.edu.pl](mailto:iodo@pk.edu.pl) or by phone 12 6283115;
- 3) my personal data will be processed for the purposes of accommodation, residing in PK KUT Student Halls of Residence, and paying fees;
- 4) my personal data will be processed pursuant to article 6 sec. 1 point c in accordance with the General Data Protection Regulation (GDPR), in particular on the basis of:
  - the Act of July 20, 2018, The Law on Higher Education and Science (Journal of Laws of 2025, item 1571, as amended);
  - Regulation No. 82 of the Rector of the PK Krakow University of Technology dated December 14, 2017, regarding the implementation of office and archival regulations at the PK Krakow University of Technology;
  - the Population Registration Act (Journal of Laws of 2026, item 384, as amended), the Accounting Act (Journal of Laws of 2026, item 522, as amended)
- 5) my personal data will be kept for the period of residence in the Student Hall of Residence and for the period resulting from the provisions of the laws: on the national archival resource and on accounting;
- 6) I have the right of access the content of my data, the right to rectify the data, the right to erasure, the right to restriction of processing, the right to data portability, the right to object, the right to withdraw consent at any time without affecting the lawfulness of any processing performed on the basis of the consent prior to its withdrawal;
- 7) I have the right to file a complaint with the Personal Data Protection Office (PUODO) if I believe that the processing of my personal data violates the provisions of the General Data Protection Regulation of April 27, 2016;
- 8) providing my personal data is a legal requirement/a condition for entering into the contract;
- 9) no automated decision-making takes place in connection with the processing of the personal data provided.

Krakow, on .....  
the signature of the applicant

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**Information on allocating a placement in a PK KUT SHR**

A placement has been granted in the Student Hall of Residence No. .... from ..... to .....

.....  
PK KUT SHCM employee's signature

**Applicable to persons admitted to the first year of studies or to the PK KUT Doctoral School**

**Application  
for a placement in a Student Hall of Residence of PK Krakow  
University of Technology in the academic year 2026–2027**

**Surname** *(in capital letters)* .....

**First names** *(in capital letters)*: .....

**PESEL number** .....

**Foreign national:**  YES  NO

**Permanent residence address:**

postal code and city/town/village

street, house no, flat no .....

**Contact phone number** .....

**Email address** .....

**University** .....

Faculty .....

Study program: first cycle / second cycle / Doctoral School *(delete if not applicable)*

Major/discipline .....

Virtual account number .....

I am applying for a placement in a Student Hall of Residence of PK Krakow University of Technology for the period from ..... to.....;

I hereby declare that I have read the Regulations of the PK KUT Student Housing Complex and agree to pay the fees for the Student Hall of Residence on time, by the 15th day of each month; the date of crediting the payment to the PK KUT account shall be decisive. The fee is payable for the given calendar month, in accordance with Chapter VIII of the PK KUT Student Housing Complex Regulations.

I hereby certify that I have completed all the formalities required for admission to the first year of study in the major and at the faculty specified in this application.

Pursuant to Art. 13 section 1 and section 2 of the General Data Protection Regulation of April 27, 2016 (GDPR), I have been informed that:

- 1) the administrator of my personal data is PK Krakow University of Technology with its registered office in Krakow, at 24 Warszawska Street, 31-155 Kraków, e-mail address: kancelaria@pk.edu.pl;
- 2) contact with the Data Protection Officer at PK Krakow University of Technology is possible via email at: [iodo@pk.edu.pl](mailto:iodo@pk.edu.pl) or by phone 12 6283115;
- 3) my personal data will be processed for the purposes of accommodation, residing in PK KUT Student Halls of Residence, and paying fees;
- 4) my personal data will be processed pursuant to article 6 sec. 1 point c in accordance with the General Data Protection Regulation (GDPR), in particular on the basis of:
  - the Act of July 20, 2018, The Law on Higher Education and Science (Journal of Laws of 2025, item (as amended in 1571));
  - Regulation No. 82 of the Rector of the PK Krakow University of Technology dated December 14, 2017, regarding the implementation of office and archival regulations at the PK Krakow University of Technology;
  - the Population Registration Act (Journal of Laws of 2026, item 384, as amended), the Accounting Act (Journal of Laws of 2026, item 522, as amended)
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- 6) I have the right of access the content of my data, the right to rectify the data, the right to erasure, the right to restriction of processing, the right to data portability, the right to object, the right to withdraw consent at any time without affecting the lawfulness of any processing performed on the basis of the consent prior to its withdrawal;
- 7) I have the right to file a complaint with the Personal Data Protection Office (PUODO) if I believe that the processing of my personal data violates the provisions of the General Data Protection Regulation of April 27, 2016;
- 8) providing my personal data is a legal requirement/a condition for entering into the contract;
- 9) no automated decision-making takes place in connection with the processing of the personal data provided.

Krakow, on .....  
the signature of the applicant

**Information on allocating a placement in a PK KUT SHR**

A placement has been granted in the Student Hall of Residence No. .... from ..... to .....

.....  
PK KUT SHCM employee's signature

**Applicable to persons who are not students of PK KUT**

**Application for a placement  
in a Student Hall of Residence of PK Krakow University of Technology  
in the academic year 2026/2027**

**Surname** (in capital letters) .....

**First names** (in capital letters): .....

**Date of birth** ..... **Place of birth** .....

**Father's name** ..... **Mother's name** .....

**Foreign national:**  YES  NO

**Gender:**  F  M

**PESEL number** ..... **ID card series and number** .....

*(applies to Polish citizens)*

**Passport series and number:**

.....

*(applies to foreign nationals)*

**Permanent residence address:**

postal code and city/town/village

.....

street, house no, flat no .....

**Contact phone number** ..... **Email address** .....

**University** .....

Faculty .....

Study program: first cycle / second cycle / Doctoral School *(delete if not applicable)*

Year of studies .....

**Status:**  student

- doctoral student
- a person who has completed their final year of studies
- graduate
- other .....

I am applying for a placement in a Student Hall of Residence of PK Krakow University of Technology for the period from ..... to .....

I hereby declare that I have read the Regulations of the PK KUT Student Housing Complex and agree to pay the fees for the Student Hall of Residence on time, by the 15th day of each month; the date of crediting the payment to the PK KUT account shall be decisive. The fee is payable for the given calendar month, in accordance with Chapter VIII of the PK KUT Student Housing Complex Regulations.

Pursuant to Art. 13 section 1 and section 2 of the General Data Protection Regulation of April 27, 2016 (GDPR), I have been informed that:

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- 4) my personal data will be processed pursuant to article 6 sec. 1 point c in accordance with the General Data Protection Regulation (GDPR), in particular on the basis of:
  - the Act of July 20, 2018, The Law on Higher Education and Science (Journal of Laws of 2025, item 1571, as amended);
  - Regulation No. 82 of the Rector of the PK Krakow University of Technology dated December 14, 2017, regarding the implementation of office and archival regulations at the PK Krakow University of Technology;
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- 6) I have the right of access the content of my data, the right to rectify the data, the right to erasure, the right to restriction of processing, the right to data portability, the right to object, the right to withdraw consent at any time without affecting the lawfulness of any processing performed on the basis of the consent prior to its withdrawal;
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- 8) providing my personal data is a legal requirement/a condition for entering into the contract;
- 9) no automated decision-making takes place in connection with the processing of the personal data provided.

Krakow, on .....  
the signature of the applicant

---

**Information on allocating a placement in a PK KUT SHR**

A placement has been granted in the Student Hall of Residence No. .... from ..... to .....

.....  
PK KUT SHCM employee's signature

## AUTHORIZATION

I, ....., PESEL No. .... ,  
(first name and surname)

residing in .....hereby authorize  
(address of residence)

....., PESEL number.....,  
(first name and surname)

residing in .....  
.....  
(address of residence)

to submit, on my behalf, the "Application for a placement in a PK KUT Student Hall of Residence."

Pursuant to Art. 13 section 1 and section 2 of the General Data Protection Regulation of April 27, 2016 (GDPR), I have been informed that:

- 1) the administrator of my personal data is PK Krakow University of Technology with its registered office in Krakow, at 24 Warszawska Street, 31-155 Kraków, e-mail address: kancelaria@pk.edu.pl;
- 2) contact with the Data Protection Officer at PK Krakow University of Technology is possible via email at: [iodo@pk.edu.pl](mailto:iodo@pk.edu.pl) or by phone 12 62831 15;
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- 4) my personal data will be processed pursuant to article 6 sec. 1 point c in accordance with the General Data Protection Regulation (GDPR), in particular on the basis of:
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  - Regulation No. 82 of the Rector of the PK Krakow University of Technology dated December 14, 2017, regarding the implementation of office and archival regulations at the PK Krakow University of Technology;
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- 6) I have the right of access the content of my data, the right to rectify the data, the right to erasure, the right to restriction of processing, the right to data portability, the right to object, the right to withdraw consent at any time without affecting the lawfulness of any processing performed on the basis of the consent prior to its withdrawal;
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- 8) providing my personal data is a legal requirement/a condition for entering into the contract;
- 9) no automated decision-making takes place in connection with the processing of the personal data provided.

Krakow, .....  
(date)

.....  
(signature)

.....  
(first name and surname)

Krakow, .....  
(date)

.....  
(faculty, year of study)

.....  
(address of residence)

.....  
(phone no.)

### APPEAL

I kindly request reconsideration of my application for allocation of a placement in the Student Hall of Residence no ..... of PK Krakow University of Technology, located at .....  
.....in Krakow.

The reasons for my appeal are as follows:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

Pursuant to Art. 13 section 1 and section 2 of the General Data Protection Regulation of April 27, 2016 (GDPR), I have been informed that:

- 1) the administrator of my personal data is PK Krakow University of Technology with its registered office in Krakow, at 24 Warszawska Street, 31-155 Kraków, e-mail address: kancelaria@pk.edu.pl;
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  - the Act of July 20, 2018, The Law on Higher Education and Science (Journal of Laws of 2025, item 1571, as amended);
  - Regulation No. 82 of the Rector of the PK Krakow University of Technology dated December 14, 2017, regarding the implementation of office and archival regulations at the PK Krakow University of Technology;
  - the Population Registration Act (Journal of Laws of 2026, item 384, as amended), the Accounting Act (Journal of Laws of 2026, item 522, as amended)
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- 8) providing my personal data is a legal requirement/a condition for entering into the contract;
- 9) no automated decision-making takes place in connection with the processing of the personal data provided.

.....  
(signature)