



Accommodation Policy

Version	2.0
Policy Code/Category	To be completed by the QA Office
Purpose	To outline SU's accommodation policy highlighting obligations and disciplinary procedures for students staying at SU accommodation
DMS File Number	
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Comments	Apply to all students staying in SU accommodation
Prepared by	Accommodation Section
Approved by	Student Affairs Committee
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Review date	3 years from the date of approval



Introduction:

Dear Students,

It is our pleasure to welcome you to SU hostels. We wish you a wonderful learning experience and a pleasant stay during your time at SU.

We ensure that Student Accommodation Section makes every effort to provide you with a comfortable living environment so that you can enjoy your life as a student.

Your suggestions and feedbacks are welcomed. Please, let us know how we can serve you better. You can also provide your suggestions and feedback through the Student Advisory Council.

You are expected to follow the accommodation instructions and regulations.

Please cooperate with us in order to provide you with a comfortable and convenient environment.

We hope that you enjoy your stay in our residence.

Head of Student Accommodation Section

University Accommodation Policy:

Dear Students,

Accommodation has been made to help you have a good stay while at Sohar University. This policy is help both parties to make the hostel a better place to live in. Students are expected to comply with this policy.

Terms and Conditions of to stay at hostels are:

- Student must be registered before applying for hostels
- Student must apply for accommodation by following the procedures
- Student must comply with this policy
- Priority will be given to students who live more than one hundred (100) kilometers from the University
- Students are allowed to stay in the hostels only during the months of study, based on the contract period indicated during registration



General Instructions:

- Calmness and comfort must be ensured in all residential facilities
- Be mindful of, and respectful towards others in the accommodation
- Must sign in the daily attendance register according to the times set by administration
- Keep your hostel clean and tidy
- Maintain the tidiness of the accommodation facilities
- Show your student ID and accommodation card when requested
- Any damage resulting from misuse will result in penalty and/ or fine
- Please inform wardens of any malfunction occurs in rooms or other facilities in hostel
- It is prohibited to wear inappropriate or indecent clothes outside your room
- Objection on or an attempt to influence accommodation activities is not allowed
- Avoid assaulting, threatening, humiliating or abusing any staff or student in the hostel. These actions are taken seriously and person will be held accountable
- Please use hostel equipment appropriately
- Do not hang or distribute advertisements or publications of any kind unless approved by the Administration
- Shredding or writing on flyers or advertisements is considered against the rules
- Do not write on walls, furniture or doors of the university hostel
- Wardens should be notified of any activity or event that is intended to be carried out within the university hostel
- Photographs are not allowed inside the hostels
- Trips are organized by hostel management, and with the consent of the parents/ guardian of students
- You must be at hostel at the time announced by the hostel management
- Please comply with the time of closing the internal open area
- Weekly shopping trip are organized by the hostel management
- Hostel mini-market is opened as per announced timing
- You can order food from external restaurants during identified timing
- If you are participating in any trip through your faculty, please make sure that your faculty coordinate with the Accommodation Section at Student Services
- Your personal belongings are under your responsibility. Hostel management is not responsible for any lost
- Students are expected to cooperate in energy saving by ensuring that the power switches are off when they leave their rooms
- Your safety is our priority, so please avoid sitting in hazardous locations
- Illegal publications (books, magazines, videos, manuscripts ...etc.) are not allowed inside the hostel



- Any kind of explosives, flammable or toxic materials, or any kind of weapons are not allowed inside the hostel
- The use of incense inside the hostel is strictly prohibited
- If you suffer from an illness that requires special care, please inform wardens and show supporting evidence. The University Clinic will take care of you
- Use of internet is solely for academic purposes
- In case of violation of this policy, a student will be referred to the Counselling Section based on a report from wardens

Room instructions:

- Make sure you receive your room furniture and then return it at the end of each semester or in case of withdrawal or postpone. Any student who left their room/hostel without handing over their furniture in a good condition, they will be fined
- Keep your room clean and tidy
- Wardens have the right to open the rooms to check cleanliness
- A student will be referred to the Counselling Section in case of improper use of rooms or lack of hygiene, based on a report from wardens
- TVs and video devices are not allowed in rooms without prior permission from hostel management
- Any student who wishes to move furniture from their room, should inform the wardens or hostel management
- You are not allowed to hang clothes inside the rooms
- You are not allowed to install mirrors inside the rooms
- Do not sleep in other students' rooms
- Do not put the beds adjacent to each other
- Do not throw garbage or spill liquids from windows
- Cooking equipment is not allowed inside the rooms

Toilet instructions:

- Keep toilets clean after use
- Personal hygiene items shall not be left in toilets
- Please save in the use of water as appropriate
- Toilets for disabled people must only be used by people with disabilities
- Keeping the toilet in your floor clean, is part of your responsibility

Kitchen Instructions:

- Keep the kitchen clean and hygienic



- Use kitchen appliances properly
- Wash cooking utensils immediately after use
- Garbage must be placed in designated disposal bags
- Unwanted or expired food must be thrown out daily, and should not be left in the refrigerator or kitchen cabinets
- Make sure to switch off kitchen appliances after use, to avoid putting yourself or others at risk

Lounges instructions:

- Lounges should be quiet at all times
- Use devices and furniture with care
- Switch off TV, receiver, air conditioning and lights before leaving the lounge

Visiting Instructions:

- Visitors are not allowed inside the hostel
- Students can meet their families at the visiting lounge during visiting timings identified by hostel management. Exceptional cases can be dealt with.

Departing Hostel Instructions:

Student are allowed to leave hostel and return according to the following conditions:

- Fill-in the required form (to be approved by parent/guardian)
- If you wish to stay outside the hostel during week days, you must bring a written consent from your parent/guardian
- You not allowed to leave with someone not authorized by your parent/ guardian
- You can get your vehicle to the hostel as per the set conditions

Dear Students:

If you require any help, please contact the hostel management or Student Service Department. We are there to listen to you and resolve any issue or provide better services to you.

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