



## Rules of Student Residences

## **CHAPTER I GENERAL PROVISIONS**

### **Article 1 - GENERAL PROVISIONS**

1. ALISEO, the Regional Agency for students and guidance, organizes and manages the accommodation service, according to the criteria laid down in the present Rules.

The procedures for the admission, the duration of the assignment and the amount of fees for the different types of accommodation are set out annually in the Notices of Competition for the assignment of accommodation and in the Rules for the allocation of accommodation for a fee.

2. Keywords:

- "accommodated student" is the assignee student of an accommodation;
- "ALISEO" is the Regional Agency for students and guidance;
- "Residence Manager" is the Manager of a specific Residence;
- "Residence" is the single housing structure (University Residence, Student House, apartment and any other form of accommodation intended to accommodate university students).

3. These Rules apply to all students staying at ALiSEO Residences, regardless of the title on the basis of which they occupy them.

### **Article 2 – RESPONSIBILITY**

1. The responsibility of Residences' management is assigned to the Residence Manager, or for the Residences without concierge service, to the Manager of the Residences without concierge service, who issues all the necessary documents for the correct application of these Rules and supervises the good running of the service, under the supervision and consulted, where necessary, of the Head of the Operating Management Service of the Residences.

2. The Head of the Operating Management Service of the Residences has the task of coordinating the activities of the Residence Managers referred to in paragraph 1.

3. ALISEO can carry out the activities related to the service:

- directly, through its own staff;
- indirectly, by using structures and external service companies.

4. The appointed personnel is authorized to carry out inspections in all the areas of the residences with justified notice, also by telephone, except for emergencies, and to report promptly to ALISEO the non-compliances.

5. The student must behave in a respectful manner towards the Staff and cannot require to the Staff to carry out tasks that are beyond the statutory tasks.

## **CHAPTER II STUDENT RIGHTS**

### **Article 3 - ASSIGNMENT OF ACCOMMODATION**

1. The student has the right to the assignment of an accommodation, with the conditions and for the period foreseen by the Notice of Competition for the allocation of benefits and in the Rules for the allocation of accommodation for a fee.
2. Before the assignment of the accommodation, the student receives and signs the act of Acceptance of Accommodation where he declares to have taken duly note of these Rules, and signs the certificate of participation in the briefing on protection and safety in residences, as provided by the law. The failure to sign the document and the certificate concerning the participation in safety training, involves the renunciation to the benefit of accommodation for the relevant academic year.
3. Moreover, the student has the right to:
  - a) obtain the repair of any failure or damage of equipment notified within the agreed time;
  - b) the regular cleaning of common areas, except for kitchens that have to be cleaned by the student himself (as per Article 10, paragraph 2);
  - c) be informed with punctuality, correctness and completeness of the rules and activities planned in the Residence where he is accommodated;
  - d) be represented in his choices and proposals by his freely elected representatives, as foreseen by art. 7 paragraph 1.
4. The assignee students, in presence of serious and documented reasons, may apply for transfer to an accommodation other than the one initially assigned. The transfer applications must be submitted in writing to the Operating Management Service of the Residences (at the secretariat for residences), by using the proper form. Periodically the applications will be taken into consideration and, within the limits of the availability of beds, appropriate decisions will be taken on a case by case basis, in accordance with the regulatory principles of the subject.
5. ALISEO guarantees the insurance coverage for accidents that might occur in its Residences.
6. ALISEO does not assume any responsibility towards accommodated students for valuables or money or anything else present in the assigned rooms and common areas.

#### **Article 4 - LAUNDRY SERVICE**

ALISEO provides a free service of washing, ironing and weekly change of bed linen supplied to the Residences. Within the premises and the dates established for each Residence, the student will return the set of dirty linen and will receive in return the complete set washed and ironed. In case of lack of restitution of the dirty linen, a written reprimand will be issued.

1. In the Residences there is a laundry service available for a fee for the washing and drying of personal linen.

Any damage caused by tampering of washing machines and dryers, which is not attributable to identified students, will be charged to all students having access to laundry facilities. In case of repeated violation, the service may be suspended temporarily or permanently.

2. The service referred to in paragraph 1. is not provided in the Residences with apartments equipped with washing machines, where two sets of bedding will be provided to each student at the time of entrance and for the entire duration of the stay.

#### **Article 5 - COMPUTER ROOMS AND STUDY ROOMS**

1. Computer rooms can be used by the students accommodated in the Residences and, in presence of conditions of capacity and safety, also by non-accommodated students, within the conditions and within the time foreseen by specific provisions.

2. The non-accommodated students must respect the opening times scheduled for each Residence; in case of non-observance the sanctions foreseen at article 13 paragraph 3 will be issued. The first issue of the badge to entry in the Study rooms is free; in case of issue of a duplicated the fee applied is of Euro 10,00. The access to Study rooms of accommodated students is ensured on an ongoing basis (round the clock), as specified by relevant regulations.

#### **Article 6 - COMMON KITCHENS AND REFRESHMENT POINTS**

1. Where available, the accommodated students can use common kitchens as well as refreshment points, according to provisions of art. 10.

#### **Article 7 - DELEGATION OF STUDENT'S REPRESENTATIVES**

The elections of the representatives of the accommodated students are called with administration deed of the Head of the Right to Education Area. The relevant call is made by November 15 of each year, at least 30 days before the date set for the elections.

1. ALISEO consults every three months the Delegation of students' representatives.

## **Article 8 - USE OF COMMON ROOMS**

1. The accommodated students may, after authorization, use common areas for recreational or cultural events organized by them.
2. The request of use must be addressed to the Residence Manager at least 48 hours prior to the scheduled event.
3. The Residence Manager, taking into consideration rules of public safety, authorizes the event and formulates in details all the regulations that must be observed.  
The authorization may be revoked or suspended at any time as a result of proven violations of the established agreements.
4. In case of authorization for the use of the areas, applicants will take on the civil responsibility of the initiative and the economic burden of repair the costs of any damage or shortfall that might occur during the event.
5. The organizers will have the charge of the cleanliness of the used areas.
6. Each kind of initiative must be completed by 23.30 in order not to disturb other guests and the public peace. Any exception has to be authorized in advance by the Residence Manager.

## **Article 9 – ACCOMMODATED STUDENTS’ GUESTS**

1. The accommodated student is allowed to host visitors (who have turned 18 years) respecting the following rules:
  - a) the stay in the Residence of host visitors is only allowed from 8.00 am to 22.00 pm every day, with the consent of other co-assignees of the accommodation and within the limits imposed by the total capacity as provided by safety rules.
  - b) It is possible to host a visitor, if there are available beds, upon request made directly to the Residence Manager, or sent to the e-mail address [gestione.alloggi@aliseo.liguria.it](mailto:gestione.alloggi@aliseo.liguria.it) at least three days before arrival of the visitor. The permanence will be possible, in the presence of available beds, for a period not exceeding a week, at the guest house fee € 20.00 a day to be deposited in advance;
  - c) the visitor, during his presence inside the Residence, is obliged to respect the internal regulations in force and the present Rules.
2. The hosting student is the guarantor, in every respect, of his guests’ behavior and is responsible for any disturbance, damage or problem caused by them.
3. The personnel of the Service or the porter’s lodge personnel, expressly authorized by ALISEO, checks the identity and destination of visitors, denying access, with specific reference to structures with concierge service, to those who refuse to indicate their destination and/or to show a valid identity document.

4. For all ALISEO's structures, in case of repeated violations, the visitor will be considered in all respects as a unwelcome person, thus resulting in a permanent ban of entry into ALISEO structures; in any case ALISEO personnel can request the intervention of the Public Security authorities.

5. The presence of unwelcome persons in the spaces and in the buildings implicates the faculty of the Agency and its representatives to charge them for domicile violation.

### **CHAPTER III DUTIES OF THE STUDENT**

#### **Article 10 - ASSIGNMENT, MAINTENANCE OF ACCOMMODATION AND CHECK-OUT PROCEDURES**

1. Students who have been assigned accommodation following the issue of the rankings relating to the Competition Notice or following the allocation of accommodation places for a fee must present themselves for assignment in accordance with the terms and conditions indicated in the relevant provisions of implementation, under penalty of forfeiture of the benefit.

The requests to remain in the Residences in periods other than those specified in the Notice of Competition, solely for study purpose, might be taken into account and possibly accepted on the basis of beds that annually will be made available during the closing period, also taking into account the needs of the Agency to perform maintenance and/or extraordinary cleaning.

The first entrance in an accommodation and the check out from the same at the end of the period of accommodation, will take place only during regular concierge or regular front office's working time, or in any case at a time agreed with the Operating Management Service of the Residences.

The student is required to submit to the appointed ALISEO personnel a valid identity document as well as the residence permit, if required by current regulations, for the compilation of the necessary registration forms.

The student who is assignee of an accommodation is required to pay a deposit amounting to a sum indicated in the Notice of Competition. The deposit, which cannot in anyway be considered as an advance payment of the amounts due to ALISEO for whatever reason, will be returned after check out from accommodation, net of expenses incurred to repair any damage or cleaning required or for other reimbursement of debits towards ALISEO.

The student is also required to pay a lump sum refund for the costs related to utilities (heating, water and electricity), the amount of which is established annually by the Notice of Competition.

2. The assignee of a bed must take care of the cleanliness of the assigned room, bathroom, kitchen or other premises, either in case of exclusive use or if shared with other assignees. Should the assigned room not be kept in acceptable hygienic conditions, ALISEO will proceed in order to make cleaned said premises and equipment, by charging the amount of € 50,00 to each student assignee of the room.

The cleaning after use of common kitchens and refreshment points is mandatory and at students' expense. In case common kitchens or refreshment points are not held in acceptable

hygienic conditions, ALISEO will proceed in order to make cleaned premises and equipment, by charging the expense to students. In case of repeated non-compliances, the service may be suspended temporarily or permanently. Should the appointed personnel ascertain that the kitchen is in unsuitable hygienic condition, the Agency will perform an urgent cleaning operation, whose cost will be fully charged to students accommodated in the Residence itself.

The assignee of a bed in any Residence is responsible for the key and/or access badge and in case he allows to other people its use, he is subject to the penalties foreseen in these Rules. The loss or theft must be promptly reported to the Service. In such cases, or in the event of damage, the competent Office will charge the relevant expense to the assignee and student will receive another access badge under payment of € 10,00.

If, as a result of loss or forgetfulness of access badge or key, the assignee asks for the intervention of the on call staff, the assignee himself will be charged with the payment of a sum as refund of expenses, as indicated below:

- In the non-controlled residences, beyond the working hours of the concierge and until 22,00: € 15,00;
- In the non-controlled residences, beyond 22,00 or in Sundays and public holidays: € 30,00.

The payment of the above indicated sums has to be made within 5 days, on the postal account of ALISEO with the following payment description "intervento urgente per apertura alloggio" (that is to say: Urgent intervention for room opening). In the event that calls are repeated three times by the same assignee, the staff on call will be entitled to refuse the intervention.

If, in the common areas, deficiencies or damages not attributable to the direct responsables are ascertained, all the structure's guests are held jointly and severally to pay a lump-sum reimbursement in order to cover the damage suffered by the Agency, as established by an act of the Head of the Operating Management Service of the Residences except the case it is due an amount resulting by adequate documentation. In case of default, the Administration will provide to recover said sum, making use of the deposit, if sufficient, with compulsory deposit of the sum itself within 10 days.

Being the assignment strictly nominative, it is absolutely forbidden to sell to third parties, for any reason, the assigned accommodation, even for occasional use.

In the event that the assigned student contracts a contagious or infectious disease, he is required to give immediate notice to the Residence Manager, delivering a medical certificate proving the nature of the disease and the possibility of staying at the Residence; where, on the basis of medical records, his stay is not possible, the student will have to leave the accommodation until his complete healing, as attested by a medical certificate. In case of non-compliance ALISEO will proceed with the revoke of the assignment.

As a result of disciplinary measures, for maintenance interventions or due to force majeure, ALISEO may order the immediate transfer of one or more students to another Residence, subject to availability, or provide alternative logistic solutions. In case of refusal or delay in the transfer, ALISEO will proceed to immediate and justified revocation of the accommodation.

3. Upon check out from the accommodation, the student must agree with the appointed personnel the return of the keys and/or badge; the student will perform, jointly with the staff in charge, the control of the premises and furniture. In absence of such a procedure, the student will be considered to be still present in the accommodation. The student will be charged for any damage, defect or change found and any extra cleaning that may be necessary, as well as the amount of € 50,00.

The student must return the accommodation clean and empty of personal items. Any personal belongings left irregularly in an accommodation, will be removed and made available to the owner for ten days. After this period, ALISEO will decline any responsibility for the custody of such personal effects or personal items and will discard them.

A graduate student can retain the accommodation for a maximum period of 20 days after graduation.

### **Article 11 - ABSENCES**

1. Absences exceeding ten days must be reported in advance to the Residence Manager, by means of the specific form, or by e-mail at [gestione.alloggi@aliseo.liguria.it](mailto:gestione.alloggi@aliseo.liguria.it).
2. During periods of absence of the assignee of more than fifteen days, the temporary assignment of the accommodation to another student may be ordered.

### **Article 12 - FEES**

1. The students are required to make the payment for accommodation for the entire period of assignment, on the basis of the different status and prices as set forth in the Notice of Competition and in the Rules for the allocation of accommodation for a fee.
2. The payment of the monthly fee is due by the 15th of the reference month.  
If check out from the accommodation takes place within the 15th of the month, the amount due will be calculated on the basis of the days of stay, if check out occurs after the 15th day of the month, the fee is due in full.  
For each late payment the assignee will be charged with an arrears: of 5% of the due fee, if payment is made within 5 days of the due date; of 10% if the delay is superior, subject to a minimum fee of € 20.00.
3. As far as utilities (heating, water, electricity) are concerned, the assignee students are required to pay a lump sum, determined yearly, to be paid at the beginning of the academic year (confirmation) or at the time of entrance (new assignees).



## **CHAPTER IV BANS**

### **Article 13 - PROHIBITED CONDUCTS**

1. Misconducts or otherwise behaviors prejudicial to safety and/or the serene and peaceful coexistence in the Residences are not allowed. The Staff of the Operating Management Service of the Residences is bound to exercise control, detects any offense or behaviors that are not allowed, even if not expressly foreseen by these provisions, and all other facts that may cause harm to the proper and regular community life and report them promptly in writing to the competent Residence Manager.

2. Students, by way of example:

a) cannot grant to third parties occasional or continued use of the bed (in this case, while waiting for the conclusion of the relevant disciplinary procedure, the room badge will be immediately disabled);

b) cannot host for whatever reason, outside the permitted times, persons who are unknown to the Residence;

c) cannot introduce furniture and/or equipment (eg. appliances) within the accommodation without the prior approval of the Residence Manager;

d) cannot move, remove, modify or alter in any way the furniture in the accommodations, as well as put up posters, paintings or wall decorations;

e) cannot maintain in unclean and unacceptable hygienic conditions the assigned accommodation;

f) cannot engage in, in their own room and/or in public areas, behaviors that do not meet normal relations and peaceful coexistence or that can otherwise create disturb or danger to the other guests;

g) cannot access in the residence without regard to the regular passage through the gates arranged for access control;

h) cannot use the common areas at their own exclusive use;

i) cannot smoke in rooms and common areas; the Porters and the appointed personnel of the Residences, as well as expressly appointed personnel, are required to enforce the ban;

l) cannot introduce and keep animals;

m) cannot organize parties or meetings in the common rooms or in rooms without the prior approval of the Residence Manager.

3. The non-accommodated students, who become responsible within the ALISEO residences of acts and conducts which are not permitted by the present Rules, will be subject to the sanction of the prohibition of the entry into all the residences of ALISEO and, in the case of repeated or particularly serious violations, of the revocation of ALISEO benefits.

## **CHAPTER V SAFETY**

### **Article 14 - SAFETY STANDARDS OF THE ACCOMMODATIONS**

1. In the accommodations it is forbidden to bring drugs and keep weapons, explosive materials, flammable materials, gas cylinders, under penalty of the immediate revocation of the assignment of accommodation. It is forbidden to use any kind of heater, stove and gas or electrical appliance in general, including microwave ovens, unless expressly authorized by the Service.

2. In the Residences it is compulsory to respect the safety rules that are posted in the premises. Damage, movement or removal of the signs or any other element concerning the safety in the Residences (alarms, lights, fire extinguishers, signs, etc.), in case individual responsibilities are not ascertained, will result in the charge of the expenses incurred by the Agency for the restoration to all the accommodated students of the Residence.

3. The use of kitchen facilities, where present, is allowed only in the manner and within the time specified by the Safety Manager of ALISEO; it is strictly forbidden, therefore, the use in room of any equipment that does not meet these guidelines.

4. Upon entrance, the student must learn, through the instructions posted, the procedures to be followed in case of emergency and fire prevention. The student engages himself to participate in the training and information activities organized, whose goal is the protection and safety in accordance with the regulations in force on the subject and as prescribed by the competent bodies. The lack of participation, not justified, of the accommodated students in said activities, foresees the application of article 17 of the present Rules.

### **Article 15 – ACCESS**

1. ALISEO, through its officers, managers or technicians in charge, has the right of accessing the rooms to check the state of cleanliness of the accommodations or to make technical inspections. An adequate advance notice of these inspections will be given to students in writing or by means of telephone call.

However, in presence of urgent or necessary conditions, or in the event that the inspections are aimed at checking violations of rules, interventions and inspections will take place even in absence of the accommodated student and without any notice.

2. If the Agency has serious reasons to believe that there are violations of the present regulations and/or a state of emergency or danger for the building, the appointed personnel of

Accommodation Service Staff will be able to make any sort of control, making use of the Public Safety authorities.

## **CHAPTER VI FORFEITURE**

### **Article 16 – CAUSES OF FORFEITURE**

1. Causes of forfeiture are:

a) Failure to use the accommodation for a period exceeding thirty consecutive days, not justified by serious and proven reasons and/or not reported;

b) Delay in payments of any kind due to ALISEO of more than 30 days after the written complaint made by the Service.

2. In case of forfeiture of the benefit, a period of three days will be granted to the student to leave the accommodation. After this time, if the student has not left the accommodation, ALISEO reserve itself the right to remove all his property and personal effects and to replace the lock. The items collected will be deposited in custody for ten days; after this period, ALISEO disclaims any responsibility for the custody of such personal effects or such property and will discard them.

3. The forfeiture precludes the access to the benefits also for the subsequent academic years. In case of forfeiture of the benefit for arrearage, also the access to the canteen service will be precluded for the current academic year.

## **CHAPTER VII DISCIPLINARY SANCTIONS**

### **Article 17 - DISCIPLINARY SANCTIONS**

1. In case of non-compliance or violations of the rules contained in the present Rules, or of other rules previously disclosed, and aimed at assuring the rational and effective management of the Residences, and to protect the serene and peaceful coexistence among the guests, the following disciplinary sanctions will be issued:

a) written warning;

b) suspension from the benefit of accommodation (from one to six months);

c) revocation of the benefit of accommodation;

d) revocation of the benefit of accommodation with suspension of the canteen service at subsidized rates.

2. The events subject to disciplinary sanction are notified to the student in writing by means of a letter. Within three working days from the receipt of the dispute, the student can present his counterclaims in writing.
3. The sanction of the written reprimand is issued by the Head of the Operating Management Service of the Residences; the sanction of suspension of the accommodation benefit is issued by the Manager of Sector Interventions and Benefits for the Right to Education; the sanction of the revocation of the accommodation benefit and of the accommodation benefit with suspension of the canteen service at subsidized rates are issued by the Director General of ALISEO.
4. The sanction of the suspension of more than three months entails the loss of the right to return the subsequent year in the list of confirmed persons.
5. Three written reprimands will result in the revocation of the right to the benefit. To the student to which it is revoked the benefit of accommodation it is also precluded to apply for the Competition Notice for the assignment of benefits for the subsequent academic years.
6. The sanction of revocation of the benefit of the accommodation may lead to preclusion in applying for the Competition Notice for the assignment of benefits for the subsequent academic years.
7. Should particularly serious violations to the provisions occur, ALISEO reserves itself the right to immediately withdraw all benefits for the current year with preclusion to apply for the Competition Notice for the assignment of benefits for the subsequent academic years.

## **CHAPTER VIII PRIVACY POLICY**

### **Article 18 - PERSONAL DATA PROTECTION PROVISIONS**

1. The data will be processed in accordance with EU Regulation 2016/679 and Legislative Decree no. 196/03 as amended by Legislative Decree no. 101/18. In the application, the student must sign the information sheet; the provision of personal data as well as the declaration of having read the information sheet is mandatory for participation in the assignment of accommodation.
2. The requested data (personal data, residence, e-mail address, enrolment number, etc..) are intended for all operations carried out, usually by electronic and automated means and paper files, to ensure maximum security and confidentiality, aimed at any type of operation related to the allocation of scholarships, at the entrance and accommodation in residences, with reference to regional legislation on the right to study. The legal basis for the processing of data is the exercise of a power provided for by regional law no. 15/2006 and regional law no. 25/2018. The images on the entrance and accommodation badges in the residences are intended for the security purposes of the buildings; the common areas of the university residences are subject to video surveillance.
3. The data may be communicated to the Liguria Region, the University of Genoa, the AFAM institutions, the Revenue Agency, the Ministry of Education, University and Research, the Ministry of the Interior, the Ministry of Defence, the National Association for the Right to Study bodies (ANDISU), and other public or private entities for purposes of control, statistics or research.

The images relating to video surveillance, as well as other processed data, may be communicated, in the event of a possible crime, to the Judicial Authority.

4. Unless otherwise determined by the Region or the Ministry of Education, Universities and Research, the data will be kept for ten years.

The images relating to video surveillance will be kept within the time limits provided for by current legislation.

5. The interested parties are guaranteed the rights referred to in Articles. 15 et seq. of EU Regulation 2016/679; the interested party also has the right to submit a complaint to the Guarantor Authority for the protection of personal data.

6. The data controller is ALiSEO, Agenzia Ligure per gli studenti e l'orientamento, with headquarters in Via S. Vincenzo 4, Genoa; the person responsible for the protection of personal data, Lawyer Cathy La Torre, has been appointed and can be contacted at [dpo.privacy@aliseo.liguria.it](mailto:dpo.privacy@aliseo.liguria.it) or [dpo@wildside.legal](mailto:dpo@wildside.legal).

7. The complete information is available on the ALiSEO website [www.aliseo.liguria.it](http://www.aliseo.liguria.it) as part of the request for accommodation in ALiSEO residences.

## **APPENDIX**

### **BEHAVIORS SANCTIONABLE WITH WRITTEN REPRIMAND**

Behaviors sanctionable with written reprimand are, for example:

1. not to maintain in clean and hygienic conditions the assigned accommodation;
2. to keep in the room material pertaining to the Residences, but not assigned to the accommodated student;
3. to storage furniture and objects of any type in the common areas;
4. to throw objects, substances which can clog up or other things that can damage the proper functioning of systems, into drains baths and sinks;
5. to use improperly the emergency exits of the Residences;
6. to insert nails, needles, hooks and similar in the inner and outer walls;
7. to damage internal and external walls by posting posters and the like;
8. to use radios, TVs, hi-fi equipment and the like in a loud and annoying manner;
9. to place flower vases or other objects in dangerous locations;
10. to perform acts and behaviors which may disturb other guests of the room and/or the structure;
11. to violate the rules of Regulation of the apartment building, where available;
12. not to transport and deposit waste into the appropriate containers outside the Residence;
13. do not return the linen delivered by the staff for the weekly change;
14. to access the Residences without respecting the regular passage through the gates arranged for access control;
15. not to communicate temporary absences;
16. not to attend the Safety Courses.

### **BEHAVIORS SANCTIONABLE WITH SUSPENSION OF THE BENEFIT OF ACCOMMODATION**

Behaviors sanctionable with suspension of the benefit are, for example:

1. to grant to third parties occasional or continued use of the room or the use of the bed of the absent co-assignee student;
2. to give the key or the badge of the room to third parties;
3. to host in the room or in absent students' room, other students or unknown people outside the permitted hours or being hosted outside the permitted hours in a Residence other than the assigned one;
4. to allow the access in the structures to other students or unknown people outside the permitted hours;
5. to allow the access or stay in the in the structures to students declared forfeit or suspended;
6. organize unauthorized parties or meetings that cause inconvenience or particularly serious damage;
7. to modify, tamper or make improper use of facilities or equipment of ALISEO structures;
8. to obstruct fire doors so as not to allow easy opening;
9. to block fire door open by means of wedges or other objects;

10. to introduce furniture or equipment in the residences without declared authorization;
11. to perform or make someone else perform repairs or maintenance to installation or premises without prior authorization of the Agency;
12. to keep in the room stoves and cookers of any type;
13. to repeat twice the violations of the present Rules, each involving the written reprimand sanction.

#### **BEHAVIORS SANCTIONABLE WITH REVOCATION OF THE BENEFIT OF ACCOMMODATION**

Behaviors sanctionable with revocation of the benefit are, for example:

1. to grant to third parties occasional or the room of absent students, after having suffered the sanction of the suspension for the same type of violation;
2. to host in the room or in absent students' room, other students or unknown people outside the permitted hours, after having suffered the suspension of the same for the same type of violation;
3. to transfer the key or the badge of the room to others, after having suffered the sanction of the suspension for the same type of violation;
4. to make duplicate of the keys which have been handed over;
5. to perform absences without leave in violation of provisions of Article 11;
6. to refuse to leave the accommodation in case of disciplinary suspension;
7. any violation of these provisions that could cause serious damage to the Agency, to third parties or to other users.

#### **BEHAVIORS SANCTIONABLE WITH REVOCATION OF THE BENEFIT OF ACCOMMODATION WITH SUSPENSION OF THE CANTEN SERVICE AT SUBSIDIZED RATES**

1. to tamper alarm, security and surveillance devices;
2. to violate rules and regulations regarding safety measures and fire prevention with reference to the law in force or to ALISEO specific provisions on the matter;
3. to introduce or keep in the Residences weapons of any kind, drugs, flammable materials, explosive materials and any other dangerous or harming material;
4. any violation of these provisions likely to cause serious damage to the Agency, to third parties or other users.

#### **BEHAVIORS SANCTIONABLE WITH THE REVOCATION OF ALL BENEFITS**

Any type of behavior that, even in violation of these Rules, causes serious damage to the Agency, to third parties or other users, including the repeated refusal to leave the accommodation in case of disciplinary suspension.