

Rules for the use of the Classroom and Reading Room

1. **Silence and respect for other users:** The rooms are designed for quiet learning. It is necessary to maintain silence and respect for other users and to avoid distracting activities.
2. **Food and drink:** Eating is not allowed, as this helps to keep the place clean and provides a pleasant environment for all. Only drinks from bottles or plastic bottles are allowed.
3. **Use of electronic devices:** The use of laptops and other electronic devices is allowed in all parts of the room, but sounds should be muted. Mobile phones must be set to silent mode; calls and loud conferences are not allowed in any room and must instead be made outside.
4. **Keeping the building clean and tidy:** Users are responsible for the cleanliness of their workplace. Before leaving the room, please put away all personal belongings, dispose of waste in the bins provided and check that the room is as it was on arrival.
5. **Use of space and equipment:** Moving or rearranging furniture and equipment is not allowed without the permission of the Admissions Office. Take proper care of equipment and furniture and use them as intended to avoid damage. In case of equipment malfunctions or problems, please inform reception immediately.
6. **Reservations and use of places:** Reservations are made with the receptionist.
7. **No smoking and no use of alcohol or other substances:** Smoking, alcohol and other illegal substances are not allowed. Users who break this rule will be asked to leave the premises. According to Article 74 of the House Rules, this is a serious offence and the offending students will be subject to disciplinary action.
8. **Use of space for other purposes:** The space is used only for studying in the classroom and for using the reading room. The organisation of events, meetings or other activities not approved by the Admissions Office is not allowed.
9. **Care of personal items:** Študentski dom Ljubljana is not responsible for the loss or theft of personal items.
10. **Help and notifications:** If you need assistance or in case of a breach of the rules, you can contact the 24-hour reception staff.
11. **Time of use:** The space can be used between 7:00 and 24:00.