

University of Chemistry and Technology, Prague	
Title	DECTREE No. A/V/961/9/2026
Subject	Rules for student accommodation in UCT Prague dormitories during summer 2026 and the 2026/2027 academic year
Applicability	All school
Effective from	1 April 2026
Effective to	25 June 2027
Revision	-
Cancelled	-
Prepared by	Administration of University Facilities – 712
Issued by	prof. Ing. Milan Pospíšil, CSc. – Rector

This translation is provided for convenience only. The Czech version is the legally binding version. In case of any inconsistency or ambiguity, the Czech version shall prevail

I. Student accommodation during the summer period 2026

- a) Summer student accommodation shall mean:
 - accommodation for students with a continuing accommodation contract for the period from 26 June 2026 until the start of the 2026/2027 academic year,
 - accommodation for other students for the period from 26 June 2026 until 28 August 2026.
- b) For summer student accommodation in 2026, the current dormitory fee rates shall apply (provided that the accommodation lasts for at least 30 consecutive calendar days or upon the submission of an internship confirmation issued by the university); in all other cases, a rate of 1.2 times the current dormitory fees shall apply.
- c) **The application form for summer student accommodation** will be available from **1 May 2026** at www.vscht.cz/suz and must be submitted, duly completed, to the Operating Department of UCT Prague – Administration of University Facilities (hereinafter AUF) no later than by **29 May 2026**; applications submitted thereafter will be handled individually and accommodated subject to bed availability.
- d) In cases where summer accommodation for students of UCT Prague is not paid directly by the student (eg professional placement, internship, etc), the application must include the bank account number from which the accommodation will be paid, the dates of accommodation and confirmation from the relevant department – payer.

- e) The evaluation of applications and **information on bed allocations** for the summer accommodation period will be published from **5 June 2026** at www.vscht.cz/suz.
- f) **The summer accommodation contract** will be signed no later than on the day of arrival at the respective dormitory.
- g) Students who have completed the third year of a bachelor's programme and have applied for a follow-up master's programme, as well as students who have completed a master's programme and have applied for doctoral studies (ie those who have temporarily lost student status) will be treated in the same manner as regular students.

II. Student accommodation in the 2026/2027 academic year

1) **Time schedule for applications and conditions for allocation of dormitory beds in the 2026/2027 academic year**

- a) **For students accommodated in the 2025/2026 academic year:**
 - Accommodation applications must be submitted electronically directly in the ISKAM reservation system at www.ubytovani.vscht.cz between **1 April 2026 and 30 April 2026**.
 - The results will be published on **6 May 2026** at www.vscht.cz/suz.
 - Students who were allocated a bed and are wishing to remain in their current room must reserve their bed between **6 May and 15 May 2026**.
 - Students who were allocated a bed and are wishing to change rooms must reserve a bed between **20 May and 31 May 2026**.
 - Students who were allocated a bed and are requesting partner accommodation or a single room must apply in person at the Operating Department of AUF between **6 May and 15 May 2026**.
 - Accommodation contracts will be available for collection and signing on the day of arrival (from the effective date of the new contract) at the respective dormitory.

- b) **For first-year students and new applicants from higher years:**
 - **Accommodation application must be submitted electronically directly in the ISKAM reservation system** at www.ubytovani.vscht.cz between **1 July and 31 July 2026 at the latest** (in justified cases applications may be sent in writing or processed directly at the Operating Department of AUF).
 - **A non-refundable administration fee of CZK 400 must be paid for the application to be processed** (account number 156 290 139/0300; variable symbol: birth number). The payment must be made by bank transfer or online via GoPay directly from the ISKAM accommodation system no later than within 5 calendar days of submission of the application; applications with unpaid administration fee will not be considered.

- **Results of evaluation of applications submitted before 31 July 2026** and information about the date of arrival to the dormitories will be published at www.vscht.cz/suz from **7 August 2026**; accommodation allocation becomes binding for AUF once the student is enrolled.
- Applications (including the administration fee) received after that date will be assessed based on the criteria for allocation of beds in case of late applications and will be considered after enrolment has been completed at all faculties.
- Accommodation decrees will be available for collection on the day of arrival at the Operating Department of AUF (Sázava dormitory) – accommodation contract will be signed at the respective dormitory on arrival, either electronically or in paper form.
- New applicants will be required to present bank authorisation for direct debit upon arrival.
- Accommodation applications related to late enrolment for study will be handled in a special regime based on available capacity.

c) **For other applicants during the 2026 / 2027 academic year**

- **Accommodation applications** must be submitted to the AUF Operating Department (Sázava dormitory).
- **For new applicants, the pre-requisite for processing the accommodation is the payment of a non-refundable administration fee of CZK 400** (account number 156 290 139/0300; variable symbol: birth number).
- New applicants must present bank authorisation for direct debit upon arrival.

2) Distribution of total student bed capacity among individual groups of students

For the 2026/2027 academic year, AUF will have a total capacity of 1,465 beds in various categories (see www.vscht.cz/suz), of which:

- 770 beds for senior students,
- 305 beds for first-year students admitted to UCT Prague,
- 205 beds for students studying within programmes of UCT Prague: Mundus, Erasmus, postdoc etc (to be dealt with in a special regime),
- 175 beds for self-paying students from abroad,
- 10 beds for students admitted to UCT Prague during additional enrolment.

3) Criteria for bed allocation in the 2026/2027 academic year

- a) Travel time from permanent residence to Prague 6 – Vítězné náměstí

<i>Travel time</i>	<i>points</i>
- up to 60 min	0

- 61 – 70 min	2
- 71 – 80 min	4
- 81 – 90 min	8
- 91 – 100 min	10
- 101 – 140 min	14
- 141 – 180 min	20
- 181 min or more	26

*Note: based on the current database of ABUS, IDOS, and PID
(including Prague public transport)*

b) Year of study	
- doctoral programme	10
- 2nd year of follow-up Master´s programme	8
- 1st year of follow-up Master´s programme	6
- 3rd year of follow-up Master´s programme	4
- 2nd year of Bachelor´s programme	2
c) Social circumstances (must be supported by relevant document)	30
d) Health condition (must be supported by relevant document)	30
e) Other criteria	
- applicants who are repeatedly failing to meet their obligations towards AUD (late payment of the accommodation fee etc)	-60
- applicants expelled from dormitories in the 2024/2025 academic year	-100
- late delivery of the accommodation application to AUF	-10

4) Other provisions

- a) **Accommodation of applicants from other universities** will be dealt with only after meeting the needs of the students of UCT Prague, or on a reciprocal basis.
- b) **New applicants** for accommodation in UCT Prague dormitories must pay a **non-refundable administration fee of CZK 400** within 5 calendar days of submission of the application (account number 156 290 139/0300, variable symbol: birth number); applications with unpaid administration fee will not be processed.
- c) For the 2026/2027 academic year, accommodation may be requested:
 - **for the period of the academic year (September 2026 – June 2027)** with optional summer accommodation; in such case, the summer accommodation shall be at the amount of 1.2 time the accommodation fee,
 - **for the period of full year (September 2026 – August 2027)**; the current accommodation fee is guaranteed for the whole period of accommodation.
- d) **Payments of accommodation fee** and other related fees are made **by direct debit**; before arrival, new applicants will be required to present bank authorisation for direct debit; the aforementioned authorisation must be submitted at the respective dormitory upon arrival; **account number for direct**

- debit for accommodation services is 156 290 139/0300;** cash payments (or by payment cards) will be accepted only in case of accommodation shorter than three calendar months; in individual cases, only based on approved written request delivered to the AUF Operating Department.
- e) **Failure to take up allocated accommodation without written justification may result in a charge equal to one month's accommodation fee (free cancellation possible until 24 August 2026).**
 - f) **Deferred arrivals** (arrivals after the given deadline for arrival) must always be notified in writing or electronically to the AUD Operating Department by **1 September 2026**, the accommodation fee is charged from **10 September 2026**. Arrival may be deferred until **30 September 2026**. **A deposit of CZK 5,000** must be paid by **7 September 2026** (date when the amount is credited to the AUD account), from which the first accommodation fee will be paid: (account number 156 290 139/0300, variable symbol: the birth number).
 - g) The accommodation application contains an optional field for a “contact person” in case of unexpected and unforeseeable situations – applicants are encouraged to provide these contact details.
 - h) Any appeals and special individual cases and requests that are not covered herein should be addressed to the AUF Director's Secretariat (K Verneráku 950, 148 00 Praha 4 – Kunratice).
 - i) **Submission of an accommodation application does not constitute a legal entitlement to accommodation.**
 - j) All accommodated students gain access to their student account directly in the ISKAM accommodation system; there, it is possible to track not only the basic data, but also an overview of the accommodation, account balance, status of the application etc.
 - k) Accommodation decrees for new applicants can be picked up on the day of arrival at the AUF Operational Department, accommodation contracts shall be prepared to be picked up and signed on the day of arrival at the relevant dormitory, in electronic or paper form.
 - l) Current information is available at www.vscht.cz/suz or you can ask the employees of the AUF Operating Department.
 - m) Accommodation applications submitted by students with pending or unsettled obligations towards AUF (or UCT Prague) or applications containing false data will not be considered.
 - n) Unsuccessful applications will remain on record and may be accommodated as capacity of the dormitories allows.

Discussed by the Rector's Board of UCT Prague on 10 March 2026.

prof. Ing. Milan Pospíšil CSc
Rector