



FINAL INTERNATIONAL UNIVERSITY
DORMITORY APPLICATION FORM AND AGREEMENT
FOR THE ÇATALKÖY RESIDENTIAL HALLS
ACADEMIC YEAR 2021-2022

FINAL INTERNATIONAL UNIVERSITY			
DORMITORY APPLICATION FORM			
ACADEMIC YEAR 2021-2022			

NAME -SURNAME		GSM NUMBER	
STUDENT NUMBER	ID CARD/ PASSPORT NUMBER	NATIONALITY	
FACULTY / DEPARTMENT	GENDER	DATE OF BIRTH	

THE ÇATALKÖY RESIDENTIAL HALLS ENROLLMENT PREFERENCES FOR THE 2021-2022 ACADEMIC YEAR

SELECT ROOM CONCEPT		ROOM CONCEPT	TYPE 1 REGISTRATION	TYPE 2 REGISTRATION			TYPE 3 REGISTRATION	
			ADVANCED PAYMENT TYPE FOR FULL ACADEMIC YEAR AGREEMENTS (WILL BE PAID AT REGISTRATION)	TWO EQUAL INSTALMENT PAYMENT TYPES FOR FULL ACADEMIC YEAR			PAYMENT TYPE FOR STUDENTS WHO WILL ACCOMMODATE ONLY IN THE 2021-22 FALL SEMESTER OR ONLY IN THE 2021-22 SPRING SEMESTER	
				1. INSTALMENT (WILL BE PAID AT REGISTRATION)	2. INSTALMENT (PAID BY 28TH JANUARY 2022 THE LATEST)	TOTAL AMOUNT		
		ROOM FOR TWO SHARED BATHROOM & WC	\$1,930.00	\$965.00	\$965.00	\$1,930.00	\$1,200.00	
SIGN TO MARK YOUR PAYMENT PREFERENCE FOR THE ÇATALKÖY RESIDENTIAL HALLS →								
IMPORTANT ANNOUNCEMENTS			*PAYMENT FOR THE 2021-2022 SEMESTER IS MADE IN ADVANCE AT THE TIME OF REGISTRATION. ** A DEPOSIT OF 150 USD WILL ALSO BE PAID AT REGISTRATION. ***THE FEE IS NON-REFUNDABLE. ****ACCOMMODATION IS BETWEEN 15 SEPTEMBER 2021 - 8 JULY 2022. *****FEES ARE PER PERSON.	*PAYMENTS ARE MADE IN TWO EQUAL INSTALMENTS FOR THE 2021-2022 FALL AND SPRING SEMESTERS. **A DEPOSIT OF 150 USD WILL ALSO BE PAID AT REGISTRATION. ***ACCOMMODATION IS COMPULSORY IN THE FALL AND SPRING SEMESTERS OF THE 2021-2022 ACADEMIC YEAR. NOT USING THE RESIDENTIAL HALLS DOES NOT ELIMINATE PAYMENT OBLIGATIONS. ****ACCOMMODATION IS BETWEEN 15TH SEPTEMBER 2021- 8TH JULY 2022 *****THE FEE IS NON-REFUNDABLE AND THE INCOMPLETE PAYMENTS WILL BE COLLECTED. *****FEES ARE PER PERSON.			*THIS IS ELIGIBLE FOR STUDENTS WHO WILL STAY ONLY IN THE 2021-2022 FALL SEMESTER OR ONLY IN THE 2021-2022 SPRING SEMESTER. **ACCOMMODATION DATES ARE LIMITED TO 15TH FEBRUARY 2021 - 10TH FEBRUARY 2022 FOR THE FALL SEMESTER AND TO 20TH FEBRUARY 2021- 8TH JULY 2022 FOR THE SPRING SEMESTER. (STUDENTS WHO EXTEND THEIR STAY NEED TO INFORM SEND AN EMAIL TO accommodation@final.edu.tr (IF THE STUDENT WHO ONLY ACCOMMODATES IN THE FALL SEMESTER, WILL EXTEND THE ACCOMMODATION DATE HE/SHE SHOULD SEND A WRITTEN NOTIFICATION TO THE ADDRESS accommodation@final.edu.tr). ***A DEPOSIT OF 150 USD WILL ALSO BE PAID AT REGISTRATION. ****THE FEE IS NON-REFUNDABLE. *****PAYMENTS ARE MADE AT REGISTRATION. *****FEES ARE PER PERSON.	
<ul style="list-style-type: none">• ACCORDING TO YOUR CHOICE OF " ROOM CONCEPT", YOUR REGISTRATION PROCESS WILL BE COMPLETED ALONG WITH THE PAYMENT RECEIPT/DOCUMENT THAT YOU HAVE COMPLETED, AND YOU MUST MARK THE PAYMENT PREFERENCE THAT YOU HAVE COMMITTED WITH THIS DOCUMENT.• ALL PLACEMENTS ARE MADE ONLY BY THE DORMITORY ADMINISTRATION, TAKING INTO ACCOUNT THE OCCUPANCY IN THE RESIDENTIAL HALLS WITHIN THE FRAMEWORK OF THE INFORMATION IN THIS FORM.THE DORMITORY MANAGEMENT CAN MAKE A CHANGE FOR VARIOUS SUCH AS ROOM OCCUPANCY, ETC.WITHIN THE FRAMEWORK OF YOUR REQUESTS SPECIFIED IN THIS DOCUMENT.								

I confirm that I have read, understood the residential halls' rules on the website and that I will pay according to the payment preference I have stated in accordance to the "room concept" that I have chosen on this form. I agree and confirm to send the completed form and contract together with the bank/payment receipt to the address accommodation@final.edu.tr and to submit the signed registration form and the contract to the dormitory administration before the accommodation. If I do not submit this form and its appendices to the dormitory management, I accept that the digital copies will be valid. I declare that the above information is correct.

STUDENT NAME - SURNAME SIGNATURE
DATE/...../202..



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Çatalköy Life Center Dormitory Manager (THE ÇATALKÖY RESIDENTIAL HALLS), hereinafter referred to as Leaser, on one hand, and the student of Final International University, whose details are below, hereinafter referred to as Tenant, on the other hand, sign the present Agreement of leasing the student accommodation upon the terms and conditions as contained herein:

1. STUDENT INFORMATION

No	Name and Surname	Student ID No	Passport or ID number	Tenant Number (Flat No)
1				

(The number of the Tenants to be accommodated at the leasing accommodation cannot exceed the number of people stated in this Agreement and on the Institution's website. The registration form and Agreement for each Tenant is separately signed.)

2. DORMITORY INFORMATION

Address : Flat No: _____, Çatalköy Life Center, Yıldırım Street, Çatalköy, Girne/KKTC

3. DURATION OF AGREEMENT

ACCEPTED DURATION	PREFERRED DURATION WILL BE SIGNED BY THE TENANT
2021-2022 FULL ACADEMIC YEAR	
2021- 2022 ONLY FALL SEMESTER	
2021- 2022 ONLY SPRING SEMESTER	

4. PRINCIPLES AND RULES

- a. Under no circumstances and conditions, can the Tenant rent or transfer the "subject" of the lease to any other person or institution completely or partially.
- b. The Tenant can never, under no circumstances, allow the use or occupation of the rental partially or completely by any other person without the written permission of the Leaser.
- c. The Tenant may not make any construction, modification or changes to the rented accommodation without the written permission of the Leaser.

The Tenant is obliged to return the rented accommodation in the same condition as it was delivered to the Tenant at the beginning of the Agreement.

- d. The Leaser is responsible for communal area cleaning and elevator maintenance.



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e. The Leaser has the right to enter and inspect the rental accommodation at reasonable times in order to inspect or check for required repairments or necessary maintenances. Under no circumstances can the landlord's request to investigate the condition of the rental accommodation be rejected by Tenants.

f. Upon the expiry or termination of the Agreement, the Tenant is obliged to deliver the accommodation in a clean, sound and functional manner as he/she had received at the beginning of the rental period. Otherwise the Leaser will compensate for any damages done to the rented accommodation. The Tenant must return all keys of the accommodation to the Leaser on the date of check out.

g. The Tenant cannot change the keys of the accommodation under any circumstances. If there is a need to change the keys, they must notify the Leaser immediately to make required changes.

h. The paint, repair and maintenance works that need to be done from time to time must be covered by the Tenant. These include drainage, reconnecting the electricity, waste water pipes, water engine and all related expenses are covered by the Tenant.

i. The Tenant accepts and undertakes to keep the rented accommodation and its area (surroundings) clean and well maintained at all times, and to avoid disturbing neighbours.

j. If the Tenant violates any of the terms of this Agreement, the Leaser has the right to terminate this contract and immediately take legal action if necessary. In the event of such termination, the Tenant will compensate the Leaser for the damage and will pay all the costs of the lawsuit if the court is filed in this regard. In addition, the Tenant will pay the interest rates to cover all the losses caused to the Leaser according to the legal interest rate from the day of unpaid/missed rent payments.

k. Any notification or letter required also regulation, directive, announcement to be given / sent to the Tenants in accordance with this leasing Agreement and/ or regarding to this leasing Agreement will be deemed as the official notification address to the web address of Final International University, www.final.edu.tr. Any postal message to be sent to @final.edu.tr email address with extension is deemed to be received by Tenants on the 2nd business day following the delivery.

l. The Tenant will use the inventory listed in Annex 3 subject to the leasing Agreement and keep them in good condition. The Tenant will deliver the inventory to the Leaser without damage at the end of this Agreement (damages apart from normal wear and tear by fair usage). If damage of the inventory is recorded during the inspection, the Tenant shall pay the costs of damage to Leaser or the Leaser will deduct the amount of the damage from the Tenant's deposit and will return the balance of the deposit.

m. The tenant agrees and undertakes that he shall comply with the rules of "Final International university dormitories and life center regulation" in Annex-1 and "general rules of Final International University dormitories and life centers" in Annex-2. The responsibilities of the Tenant and Leaser are listed below and it is essential to comply with the terms herein;

a. OBLIGATIONS OF DORMITORY/ LIFE CENTER MANAGEMENT

i. To ensure that the Tenant can use the room he/ she will stay within this Agreement's contract period.

ii. The Tenant's accommodation may be changed temporarily or permanently by the Dormitory Administration if it is necessary. If the quota of the room is reduced, an additional



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Tenant is given to the room (new Tenant or Tenants from another room will be transferred). Tenants cannot stay below the room capacity (i.e. if the room is for 3 people, 3 people are accommodated, if the room is for 4 people, 4 people are accommodated). The Tenant's approval is not required in this regard; it's down to the discretion of the director of the dormitories.

iii. To ensure that necessary accommodation conditions are available in rooms and in communal areas.

iv. In general, cleaning and ventilation is done once a week in dormitories and life centers, but the personal cleanliness of the rooms must be provided by the Tenants who are staying in the room. Rooms that are left messy will not be cleaned. In case the room is not suitable for cleaning, Tenant is warned by the Central Administration and disciplinary action will be taken.

v. Service delivery commitment is provided in the duration of the Agreement that it is September and June (10 Months). Services and Fees are fixed until the end of the academic calendar.

vi. Rooms are given to the Tenant fully by the Dormitory Administration. This transaction is considered to be recorded in this contract. The cost of damage caused by the misuse is collected from the Tenant. The fee is determined by a market research based on the brand and quality of the damaged item used by the Tenant in the room and it is collected from the Tenant.

vii. Wi-Fi service in dormitories is provided by the Dormitory Administration with the specified quota limitation.

viii. Dormitory Management can search and inspect the rooms whenever necessary. Forbidden items and materials that are brought to the dormitory can be confiscated. Tenants are not expected to be present in the room during the inspection.

ix. Body and belongings search can be conducted at the entrance, exit or within the borders of the dormitory for security purposes (bags etc.).

x. The Tenant can only request to change the room that he/ she has been placed in only once within the period of the Agreement, by stating a valid excuse. The request will be evaluated by the Management; but that doesn't necessarily mean that the room will be changed.

xi. From time to time, the dormitory may close its communal areas or independent sections for amendment and construction purposes and they are authorized to organize various promotional activities, to put various products on demand, at any time. If this repair, modification and construction works are required in front of, at the entrance or inside the accommodation, it will be done within the shortest time possible. If the work goes beyond working hours, the Tenant will not be able to claim any compensation.

b. OBLIGATIONS OF THE TENANT

i. The Tenant is obliged to follow and comply to the announcements and rules made by the Dormitory Management and Discipline Board. If not, disciplinary action is applied to the Tenant.

ii. To meticulously avoid actions and behaviours that will disrupt the peace and order in the rooms and social areas. (Noise, group play, provocative actions, collective or individual demonstrations). Disciplinary action is taken against those who do not comply with the rules.

iii. Tenants should not hold meetings and demonstrations nor should they engage in activities that would disrupt the political and ideological, national unity and integrity without informing and getting permission from the Dormitory Management. Disciplinary action is taken against those who have committed these acts, and the



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- disciplinary regulation, which corresponds to these acts, is disengagement from the dormitory.
- iv. Tenants cannot have posters and banned publications that would violate general moral, political and ideological national unity and integrity without permission from the Dormitory Management. Disciplinary action is taken against those who have committed these acts, and the disciplinary regulation, which corresponds to these acts, is disengagement from the dormitory.
 - v. It is forbidden to drink and keep alcoholic beverages in the dormitory, communal areas of the building and inside the room; to come to the dormitory with alcohol and to engage the officers in this way. It is forbidden to keep a full or empty bottle for a collection or any other purpose. It is forbidden to use, carry, possess or sell drugs and sedative substances. Disciplinary action is taken against those who have committed these acts, and the disciplinary regulation, which corresponds to these acts, is disengagement from the dormitory.
 - vi. It is forbidden to play or possess gambling/betting games (including those played on the internet) and games such as playing cards, backgammon, etc. Disciplinary action is taken against those who commit these actions and disciplinary regulations are applied.
 - vii. It is forbidden to keep all kinds of cutting, piercing, striking, firearms, bullets, and all kinds of explosive and flammable materials. Disciplinary action is taken against those who keep and possess these items, and the disciplinary regulation, which corresponds to these acts, is issued from the dormitory.
 - viii. Tenants should not change their rooms or stay in any room other than the room allocated by the Dormitory Management. The Tenant not enter another room without the permission of the residents of the other room.
 - ix. Tenants should not to take items and inventory from communal areas into the rooms.
 - x. Tenants should be dresses according to common moral sense and rules. Disciplinary action is applied to those who don't follow these rules in the lobby, administrative section and the those who come out of the dormitory communal areas with pyjamas and night gowns.
 - xi. The Tenant is obliged to keep his/ her room tidy and clean. Disciplinary action is applied to Tenants that don't keep their rooms clean and tidy.
 - xii. Tenants must avoid interference and disrespectful behaviour with dormitory staff and treat the staff with respect. Disrespectful acts such as shouting, insulting and swearing, threatening speeches, and harming and violent acts are strictly forbidden. Disciplinary action is taken against those who have committed these acts, and the disciplinary regulation, which corresponds to these acts, is issued from the dormitory.
 - xiii. To deliver and return the inventory items (room textiles, bedding, curtains, etc.) in the dormitory intact as they were delivered. Items should not be torn, cut and thrown on the ground for any reason and they must be kept in good condition. The Tenant will be charged for any damages made to the inventory.
 - xiv. The Tenant is not allowed to bring people who are not allowed to stay in the dormitory. If the Tenant violates this rule, they will be fined 200 TL per person (the



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- Tenant and each person he/she has brought). The payment will be paid instantly and the person he/ she brings will be taken out of the dormitory area.
- xv. The Tenant is required to inform and register with the dormitory shift managers or security personnel when leaving for the domestic permit.
- xvi. To comply with the dormitory entrance-exit hours. The latest entrance to the Tenant's Residence is 23.30. The latest time to leave the dormitory is 22:30. After 22.30, the Tenant's guardian is called by the Dormitory Administration, however if the Tenant's guardian gives approval, exit is allowed and the Tenant's exit is provided by notifying the campus security. If this rule is violated more than three times, the Tenant's family will be notified, and disciplinary action will be taken against the Tenant who violates the rules. Rights of the Dormitory Administration regarding the determination of the hours are reserved.
- xvii. Not to keep smelly, deteriorating and flowing food in rooms and cupboards. In such circumstances the Tenant is charged and responsible for the cost of spraying and cleaning.
- xviii. Smoking is not allowed in confined spaces belonging to the dormitory. Tenants who violate this rule are fined 100 TL for damages caused by cigarette smoke in addition to the legal penalty specified in the Law.
- xix. The Tenant is obliged to keep responsible for his/her valuable items and money. Administration cannot be held responsible for the loss of valuable belongings and money, which are left in closets or have been exposed by the Tenant.
- xx. To comply with the binding rules and provisions concerning Tenants designated by the Dormitory Administration without any argument.
- xxi. Tenants are obliged to pack and remove all their belongings in the room as they leave the dormitory. The dormitory management is not responsible for the items left in the room after making a definite exit from the dormitory. The items in the room are thrown away and disposed.
- xxii. The Tenant is obliged to immediately report the Dormitory administration of the faults or malfunctions of in their rooms (such as toilet flush, toilet cover fractures, sink and shower blockages, breaking the shower windows, etc.) to 'support.final.edu.tr'. The Tenant will be charged for any damages or malfunctions that are not reported at the time or that have been caused by the Tenant's misuse.
- xxiii. The Tenant is obliged to participate in the drills that the administration will carry out against the fire, evacuate the building and go to the gathering area.
- xxiv. The Tenant is forbidden to leave slippers, food, dishes, laundry, etc. on the window sides.
- xxv. The Tenant is obliged to place the utensils such as plates, glasses, trays, forks and spoons used for eating, in allocated the places. Otherwise, disciplinary action is applied.
- xxvi. The Tenant is obliged to notify the management if he/ she has a permanent or a vital illness.
- xxvii. The Tenant agrees to keep the study halls clean and tidy. It is strictly forbidden to eat food in the halls and leave items such as glasses, books, notebooks etc. in study halls.



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Items left behind in the study halls will be collected by the dormitory management. Dormitory management is not responsible for lost items or damaged items.

- xxviii. The tenant must pay his / her part of the electricity and water debts for the apartment he / she live in on a regular basis. In the event of any setbacks in payments, he / she will cover the damages that may arise due to possible problems.
- xxix. **STUDENTS/RESIDENTS/TENANTS WHO HAVE REGISTERED WITH FIU RESIDENTIAL HALLS ARE OBLIGED TO PAY THE FULL ANNUAL DORMITORY FEE EVEN IF THEY LEAVE THE DORMITORY AND/OR DO NOT ENTER.**

n) The Tenant agrees and undertakes to use the apartment only as a residence.

o) The Tenant agrees and undertakes not to feed any animals, dogs, cats etc. in the rented accommodation.

p) The Tenant cannot keep and use any alcoholic beverages, tobacco products, drugs, stimulants in the rented accommodation.

q) The Leaser is not responsible for any damage to the equipment and items in the apartment or any injury or death caused by the use of utensils, electrical equipment, air conditioners, heaters, and any other equipment and items in the apartment.

This tenancy agreement shall be considered as a whole with all annexes in Annex-1, Annex-2 and Annex-3. I have read and accept all the rules and regulations mentioned.

1. Tenant: Student

.....

2. Leaser: Dormitories

Namık MÜFTÜOĞLU
Deputy Secretary General