

Schönbrunnheim

Untere Schönbrunnngasse 7-11
8043 Graz



Informations and FAQ

Version 2023.1



Wien, im April 2021

Dear students!

On behalf of the Student Support Association Akademikerhilfe, we would like to welcome you to your new home. You have the opportunity to live in the dormitory community as well as to retreat to your room in times of exams in order to fully prepare for the tasks ahead.



The Schönbrunnheim in Graz is a complex of houses consisting of three blocks with single and double rooms. Each room has its own bathroom/WC.

Spacious kitchens on the floors with a lounge area and balcony are available for cooking, socialising and joint activities.

Akademikerhilfe has always stood for a lively community. We would be pleased if you would also continue this tradition at Schönbrunnheim.

In this spirit, I wish you a good start to the new semester and great success in your studies.

Once again, a warm welcome, Liebe Kolleginnen und Kollegen!

AKADEMIKERHILFE
Studentenunterstützungsverein

MMag. Bernhard Tschrepitsch
Generalsekretär

Inhaltsverzeichnis

1. Informationen für das Zusammenleben.....	4
1.1. Akademikerhilfe Studentenunterstützungsverein	4
1.2. Anmeldebescheinigung und Meldegesetz (Meldezettel).....	4
1.3. Bettwäsche und Bettzeug.....	5
1.4. Bewohnung	Fehler! Textmarke nicht definiert.
1.5. Brandmeldeanlage/Brandschutzordnung.....	Fehler! Textmarke nicht definiert.
1.6. Fahrradabstellmöglichkeiten	Fehler! Textmarke nicht definiert.
1.7. Haustiere	Fehler! Textmarke nicht definiert.
1.8. Heimleben und Gemeinschaft	6
1.9. Heimvertretung (HV).....	6
1.10. Internet und Internet-Benutzerordnung	6
1.11. Kautio n	Fehler! Textmarke nicht definiert.
1.12. Kochen	Fehler! Textmarke nicht definiert.
1.13. Kündigung durch den Heimbewohner	7
1.13.1. Auszug nach der Kündigung	7
1.14. Online Portal – Login für Bewohnerinnen und Bewohner.....	7
1.15. Parkplatz.....	8
1.16. Post/Postfächer.....	8
1.17. Radio-/Fernseh-/GIS-Gebühren.....	Fehler! Textmarke nicht definiert.
1.18. Rauchverbot	Fehler! Textmarke nicht definiert.
1.19. Reinigung	Fehler! Textmarke nicht definiert.
1.20. Schädlinge	Fehler! Textmarke nicht definiert.
1.21. Schlüsselverlust.....	Fehler! Textmarke nicht definiert.
1.21.1. Vergessene Schlüssel	9
1.22. Übernachtung heimfremder Personen	9
1.23. Waschmaschinen/Trockner.....	9
1.24. Zimmerwünsche	Fehler! Textmarke nicht definiert.
2. Die Räumlichkeiten des Hauses	9
2.1. Erdgeschoss	Fehler! Textmarke nicht definiert.
2.2. Keller	Fehler! Textmarke nicht definiert.
2.3. Stockwerke.....	Fehler! Textmarke nicht definiert.
2.3.1. EG bis 5. Stock.....	Fehler! Textmarke nicht definiert.
2.3.2. 1. bis 5. Stock.....	Fehler! Textmarke nicht definiert.
2.3.3. 5. Stock.....	Fehler! Textmarke nicht definiert.
2.3.4. Gemeinschaftsgarten und Parkplatz.....	11
3. Einige wichtige Punkte in Ihrer Nähe	Fehler! Textmarke nicht definiert.
4. Umgebungsplan.....	Fehler! Textmarke nicht definiert.



1. Information for living together

You have now moved into a new house and into a foreign environment, many things are unknown and questions about the new phase of your life arise. For this reason, we have put together some important points for you that will make life in the residence easier.

We believe that this guide will answer some of your questions in advance. If something is still unclear to you, ask your floormates or contact your dormitory manager, Stefan Czaby (Tel. 0676 9713074 / schoenbrunnheim@akademikerhilfe.at).

1.1. Akademikerhilfe Studentenunterstützungsverein

Akademikerhilfe is your dormitory operator, the organisation responsible for running your new home. The Akademikerhilfe staff makes effort to ensure that everything in your dorm runs to your satisfaction.

And we have quite a bit of experience in this: we have been building, maintaining and running student dorms since 1921. There are currently 36 houses in all Austrian university towns. We have a total of over 4,100 dormitory places. We are very pleased that you are now part of our Akademikerhilfe community!

1.2. Anmeldebescheinigung und Meldegesez (Meldezettel)

According to the provisions of the Registration Act, you must register yourself within three days after moving in. Deregistration after you have moved out must be done within three days after you have given up your accommodation. You are responsible for registering and deregistering yourself.

The registration form required for registration will be given to you when you move in.

The registration office nearest to the home is located at Stiftingtalstraße 3.

Opening hours:

It is necessary to make an appointment online:

https://www.graz.at/cms/beitrag/10289741/7829988/Servicestelle_Stiftingtalstrasse.html

There are no fees for this registration.

1.3. Bed linen and bedding

Akademikerhilfe does not provide bed linen and bedding. If you do not wish to bring your own bed linen, you can buy it from the dorm manager or book it when you accept your contract. Bed linen (sheets, pillowcases, pillowcases) costs € 35.00, bedding (quilt, head pillow) € 40.00.

1.4. First important things

You are living in a dorm with tradition and a lot(s) of history. In order to make life as pleasant as possible for you and the community, we ask you to observe a few rules:

This applies in particular to quietness after 10 p.m., especially on the balconies and in the garden. Otherwise it can happen that a policeman stands in front of your room or in front of the communal kitchen.

We also ask you

- to leave the furniture (boxes, beds, etc.) in your room on its place and not to move or rearrange it.
- only use your own curtains if they comply with the fire standard ÖNORM A 3800-1.
- NOT to provide doors and pieces of furniture with hanging hooks, stickers, decorative material or mirrors.
- NOT to store objects outside on the window sill.

Smoking is not permitted in the house, nor is riding sports equipment such as inline skates, skateboards, bicycles or similar.

As a general rule, you must refrain from doing anything that could disturb you.

1.5. Fire safety regulations

The house is equipped with an automatic fire alarm system. This is described in detail in the fire safety regulations. By accepting your contract of use, you have accepted the fire safety regulations and confirmed that you will comply with them. This also includes that no objects (clothes racks, doormats, shoes, rubbish bags, etc.) may be stored in the corridor and staircase area (reason: obstruction of the escape route). The fire safety regulations can also be found on our homepage www.akademikerhilfe.at under Service and Downloads.

Some tips to avoid false alarms:

- Do not turn/pull the detectors and do not push/hit the detectors.
- Communal kitchens: When cooking, the doors from the stairwell and from the rooms to the kitchens must be kept closed.
- Communal kitchens: Ventilate, i.e. open the patio door.
- Rooms: Do not ventilate immediately before showering.
- Rooms: Immediately after showering, open the bathroom door only a small crack, never open it completely.

We expressly point out that the costs for fire brigade operations caused by the triggering of a false alarm will be charged to the person responsible.

1.6. Bicycles

You will find covered bicycle stands in the outdoor area.

We would like to point out that the parking of bicycles in the room, in the corridors and staircases or common rooms as well as on the balconies is prohibited. Akademikerhilfe accepts no liability for parked bicycles.

1.7. Pets

Pets are not allowed in the homes of Akademikerhilfe.

In rare cases, veterinary students are allowed pets for study purposes after prior discussion with the site management and subsequent consultation with the Secretary General, who insists on elaborate hygiene requirements. However, this happens rarely and only at university campuses with a veterinary education. Guide dogs also fall under this exemption.

1.8. Equipment

The Akademikerhilfe dormitories are known for their good dormitory community.

The dormitory in Untere Schönbrunnngasse was generously equipped with common rooms. It has:

- a student-designed common/party room with a bar
- 14 communal kitchens
- a study room
- a computer room with a workstation and internet connection; the photocopier is also located here
- Music rehearsal rooms
- TV room, Dolby surround sound system and beamer
- a fitness room
- a cardio room
- a table tennis room
- a billiards room with table football and dartboard
- a prayer room
- a spacious garden with beach volleyball court and barbecue area

1.9. Dormitory representative committee

The dormitory representative committee is a body elected by the dormitory residents to represent the interests of the students vis-à-vis Akademikerhilfe. This is elected annually and anyone who wants to can participate.

If, for example, internal matters, such as disagreements between colleagues, cannot be resolved directly by the persons concerned themselves, the dormitory representation can be called upon for support or advice.

1.10. Internet und Internet-Benutzerordnung

By accepting the user contract, you have also accepted the Internet User Regulations and confirmed that you will comply with them.

The Schönbrunnheim has its own LAN, which is connected to the university network via a dedicated line. There is currently a download limit of 1000 GB per month. If this limit is exceeded, the account is automatically blocked until the beginning of the following month. The usage rules, limits and other related information can also be found at:

<http://www.vc-graz.ac.at/> .

If network activities of one individual endanger or massively affect all others, the home provider reserves the right to take measures.

To connect, you need an RJ 45 patch cable (normal "LAN cable") and an RJ 45 network card (by now built into almost every computer - if not, the specialist dealer is familiar with this information). If your PC/notebook does not have an integrated LAN connection, you will need a USB Ethernet adapter. Also available from specialist dealers.

The home network is administered by students at Schönbrunnheim. It is therefore recommended that you contact the home's internet advisor if you have any problems or questions. Detailed information on this is available from the director of the home or can be obtained from the home representative.

The installation instructions for the internet connection can be found on the notice board on the ground floor. If you need help with this, please contact the internet officer.

Should you wish to use a WLAN router, please do so only after consulting the Internet Officer. This router must be specially configured.

1.11. Deposit

You have already paid the deposit of € 600.00 with the direct debit of the first usage fee. After moving out, this deposit will be transferred back to your account within 45 days after the end of the contract, provided that all bills have been settled, all keys have been returned and the room has not been damaged, after deduction of the final cleaning fee of € 70.00). The final cleaning fee for administration and cleaning will be charged for each move-in and move-out.

1.12. Cooking

There are shared kitchens on the floors with a dining area. The kitchens each have a cooker with ceramic hobs, an oven, a fridge, a microwave and a sink.

You can store your food in the fridges in the shared kitchens. It is also possible to get your own fridge for the room for a deposit of € 150 - subject to availability.

No cooking appliances other than coffee makers are allowed in the rooms.

Leaving the kitchens tidy is a matter of course. If the kitchen area is tidy in the morning, it will be cleaned by our cleaning staff Monday - Friday.

1.13. Termination by the resident

Termination of the contract of use by the student before the expiry of the agreed contract period is possible in writing by e-mail to studentservice@akademikerhilfe.at by the last day of the month, subject to a two-month period of notice. The burden of proof for the timely receipt of the notice of termination lies with the student. In addition, § 12 para. 3 StHG applies.

1.14. Check out

For check out, arrange an appointment with the dorm manager to check and hand over your room. This appointment can take place a few days before your definitive move-out, at the latest on the day of your move-out. We would like to point out that a move-out can only take place during the office hours of the home manager.

1.15. Online Portal – Login

You can use the online portal to manage your personal data that you provided to Akademikerhilfe when you registered. Please check your personal data immediately after moving in!

It is particularly important that your telephone number and e-mail address are entered correctly, as this is how we send you important information (e.g. deadlines for contract renewal, information about repairs in your room, etc.).

Furthermore, you can submit a request for a change of room and/or home here or renew your contract of occupancy on an annual basis.

The link to the online portal is <https://portal.akademikerhilfe.at/>

You will receive the access data by e-mail at the latest when you move in.

1.16. Car - Parking

It is possible to rent a parking space in the building's own car park for a monthly fee of € 30. Please send enquiries by e-mail to schoenbrunnheim@akademikerhilfe.at.

Akademikerhilfe accepts no liability for parking damage or theft.

1.17. Post

Please inform all persons from whom you expect mail of your room number, so that your room number is also noted on your mail.

The post boxes are located on the ground floor. Your room key is also your post box key.

The director of the dorm has been instructed not to accept any parcels or registered letters. Therefore, if you are not in your room when they are delivered, you will receive a notification from the postman and can pick up the mail item at the designated post office.

1.18. GIS

You are not obliged to pay fees for radio and television, as the fee has already been paid by the dormitory operator. If you still receive mail from the GIS, you can ignore it or hand in the letter to your dormitory manager.

1.19. Smoking ban

Please note that smoking has been prohibited in all Akademikerhilfe homes since 1.10.2015 without exception.

Should you nevertheless wish to smoke a cigarette, there is a balcony available on each floor. However, Akademikerhilfe reserves the right to close the balconies in case of excessive soiling (e.g. due to cigarette butts on the balcony or on the property under the balcony, damage caused by vaporisation, etc.)

1.20. Cleaning

You are responsible for cleaning your room. The bathroom is thoroughly cleaned by our cleaning staff every 3 weeks. In order to ensure proper cleaning, we kindly ask you to remove personal items from the bathroom. Cleaning will be announced by notice in the lift areas.

Once per academic year, usually in February, there is an announced room inspection. If your room is not clean or littered, you will be given a deadline by which the original condition must be restored. If you do not comply with this request, the room will be cleaned at your expense.

The final cleaning fee for administration and cleaning is € 70.00 for each move-in and move-out.

1.21. Pests and vermins

If pests, such as cockroaches or bed bugs, are bred or introduced and the use of an exterminator is necessary, the resident must pay for the extermination service himself/herself. The further settlement will be made after a written notification..



1.22. Loss of keys

If you lose a key, you will be charged a replacement fee of € 70.00. You will have to pay € 10.00 for each additional lost key.

Lost keys must be reported to the responsible lost property office. If the loss form is not presented to the dorm management, a deposit of € 100 will be due.

1.22.1. Forgotten keys

For a deposit of € 70,00 you will receive a replacement key from the dorm manager. The deposit is for security purposes only and will be refunded to you when the replacement key is returned. Outside office hours, please contact the home representative, who can also give you a spare key in the evenings and/or at the weekend.

1.23. Overnight stay of persons from outside the dorm

The following provision of the home's statutes is pointed out at this point: Residents of the home are not permitted to allow persons from outside the house to stay overnight in their room. An overnight stay is defined as a stay overnight in a home.

1.24. Washing machines / dryer

The laundry room in the basement of the C-block is equipped with washing machines and dryers. A wash or dry cycle must be paid for with your laundry card, which you will receive when you move in. The current price is shown in the laundry room.

2. The rooms of the dorm

2.1. Ground floor

Foyer / Offices:

You will find the offices in the foyer. Please refer to our website for current office hours and contact details.

Bar:

A fully equipped party room awaits you here. Every resident of the home is allowed to organise a party after registering with the responsible bar staff. If, in the course of a party, damage occurs to the property of Akademikerhilfe or fellow residents, the organisers/organisers of the respective party will be held responsible.

Computer Room / Printer Room:

This room is accessible around the clock with your room key. You will find operating instructions and the current price list in the printer room.

Games room with billiards, table football and dartboard:

You can get the key for this room from the student in charge. Please always return the key immediately so that others can also use the room.

Fitness room:

The student in charge will be happy to help.

**TV room:**

Equipped with digital SAT connection, Dolby surround system and beamer. After entering your name in the list on the TV room door, you can pick up the key from the instructor in charge. Again, please return the key immediately so that others can also use the room!

Prayer room/Chapel:

Everyone is welcome! The piano is also located in the prayer room. This room is always unlocked and can be used between 8 a.m. and 8 p.m. to play the piano and at any time for moments of quiet.

2.2. Basement

Laundry room:

The laundry room is located in the basement of the C-block.

Music room:

The music room is located in the basement of the B block. The key can be obtained from the responsible student upon payment of a deposit.

The music room is divided into separate, soundproof practice areas. Nevertheless, we ask you to respect the night's rest and not to practise between 10 pm and 6 am. Please keep the windows closed during rehearsals in order to avoid sonication of the neighbourhood.

2.3. Floors

Common rooms:

There is a communal kitchen on each floor. We ask you to leave it tidy and clean and to wash your dishes and wipe the surfaces clean immediately after using the kitchen so that your floor colleagues can also cook in a tidy kitchen. Communal areas are also integrated into the kitchen areas. Here, too, we expect the furniture and other furnishings to be handled with care and attention. We request that you leave radios, TV sets, etc. in the common areas at room volume so as not to disturb your fellow residents in the adjoining rooms.

Balconies:

There are communal balconies on upper floors 1-5 of each block (with the exception of A-Block 1st floor and C-Block 5th floor, where there are no balconies), these are directly adjacent to the communal kitchens and are the smoking areas on the floors. Please keep the balcony doors closed during the heating period, except for shock ventilation.

Study-room :

On the 5th floor in C-block is the study room, which is accessible around the clock. Please make sure that the doors are closed quietly and that you do not talk too loudly. After all, others also want to prepare for exams or pursue university projects here in peace and quiet and without distractions if possible. Please leave your work/study place clean and dispose of rubbish, leftover snacks, drinking bottles or similar items so that the next person will find a clean workplace again.

2.4. Garden and parking

Community garden:

The student residence in Untere Schönbrunnngasse is surrounded by a large garden. Here, a beach volleyball court, a barbecue area and plenty of green space attract students to sunbathe and "open-air learning".

Parking space:

The dormitory has 37 parking spaces for cars. Parking spaces can be rented by prior arrangement and subject to availability. The key for the barrier can be obtained from the dormitory management after payment of a key deposit. The parking regulations can be found on the notice board on the ground floor. The current fees for the deposit and parking space can be obtained from the home management.

3. Surroundings

The Schönbrunnheim is located in a quiet residential area of Graz.

The universities can be reached on foot or by bicycle within a very short time. It takes about 10 minutes to walk to Karl Franzens University and MedUni. and 30 minutes to walk to the city centre. Those who prefer public transport can take tram line 1 or bus line 58, whose stops are directly in front of Schönbrunnheim. Supermarkets are within walking distance. For recreation or sports, the Hilmteich recreation area adjacent to the residence is ideal.

The nearest pharmacy „Zu Maria Trost“ is located at Mariatrosterstraße 31.

The nearest doctors are located at Heinrichstraße 109 and Mariatrosterstraße 28.

The nearest post office is at Stiftingtalstraße 3.

The nearest police station Graz-Riesplatz is located at Stiftingtalstraße 3.

The nearest registration office Graz-Riesplatz (service point of the Graz Municipality) is also at Stiftingtalstraße 3.

