



# Hausordnung des Dietrich-Bonhoeffer-Hauses (Studierendenwohnheim der ESG Bonn)

## Preamble

The Dietrich Bonhoeffer House is the Student Residence Hall of the ESG Bonn which in turn is sponsored by The Evangelical Church in the Rhineland (EKiR). The residence hall is open to dedicated students of all religions and cultures looking to contribute to the culture of coexistence and international understanding within the house. The foundation of this document is the General Lease Agreement for Student Accommodations of The Evangelical Church in the Rhineland

## § 1

It is the responsibility of all residents to ensure the **main doors** of their respective apartments are closed. All residents are also to make sure that the main house doors are closed between the hours of 10 pm and 7 am.

The door to the bicycle cellar must always remain locked.

It is in best interest to lock the door of your room whenever you leave the residence hall.

## § 2

**Disturbing levels of noise** are not permitted from the hours of 10 pm to 7 am. Similarly, residents should always be conscious to not disturb other residents and neighbors with excessive noise.

## § 3

All **furnishings** are to be properly and gently handled. Any damages are to be promptly reported in writing. The provided furnishings may not be removed from the rooms. Exceptions may be made to this rule, but only upon the submission of a written request

## § 4

All residents are obligated to participate in the **cleaning of the common rooms of their apartment** (eg. Kitchen, bathroom, and corridor). More specific rules may be put in place by each apartment.

## § 5

Students enrolled in local institutions of higher education are **eligible to live** in the DBH. In familial situations it is sufficient for only one of the partners to be an enrolled student, according to the General Lease Agreement. Such families must however inform the management of their income(s).

## § 6

The **primary tenancy** contract is for a period of 4 semesters.

The tenancy contract can be extended upon application. The scheme is as follows: 2

applications for two semester extensions and 2 applications for one semester extensions.

The maximum period of tenancy is 10 semesters. In justified exceptional cases (e.g. pending

move during an examination period, illness, other social or financial reasons), a final extension for an additional 11th semester can be decided.

For students with children in family housing other deadlines apply: after 4 semesters they may apply for a lease extension of 2-4 semesters. They may additionally apply for an extension of an additional 2 semesters. The maximum period of tenancy for students with children is 12 semesters.

In the case of students moving out of the student residence and into the family house after the birth of a child the following rules apply: the remaining periods of tenancy of the parents will be averaged, or in the case of a single parent the remaining period of tenancy will be halved. If the remaining period of tenancy is an uneven number of semesters it should be rounded up. The minimum length of tenancy is 4 semesters.

The Senior Council will recommend students to the House Management Team who will decide who will be granted contract extensions. The most important criteria for contract extensions being activity within the house and/or ESG.

The tenant may **terminate the tenancy** in accordance with the General Terms and Conditions of Tenancy (§18) with three months' notice to the end of the semester (30.09. / 31.03.). An exception can only be granted with a justified application to the residence management. In addition, a suitable new tenant must be available.

**Extensions** must also be applied for three months before the end of the semester in accordance with the General Rental Terms and Conditions (§17).

## § 7

The **distribution of available rooms** to new tenants is determined by the administration on behalf of the House Management Team which considers a distribution proposal prepared by the Senior Counsel before.

During the tenancy period it is possible to **move into another room** within the house one time. The room needs to be advertised for that purpose. The allocation of such rooms is determined by the Senior Counsel in agreement with the House Management Team. Moving rooms within the house results in additional work for the administrators of the house and therefore is associated with a cost of 30€.

## § 8

Tenants are allowed to **sublet** their room once during the whole tenancy period for a time of maximal three months. For further subletting - for a maximum of three months - an application must be submitted at least two weeks in advance to the Senior Council, which will decide in agreement with the flat concerned. In every case, the subtenant has to be introduced to the flatmates as well as to the administration. The lease contract of the tenant remains valid and the full responsibility for the room remains at the tenant, too.

Time periods exceeding these duration of three months imply an interruption of the tenancy. Such a tenancy interruption is possible during the whole tenancy period for a duration of maximal two semesters. An interruption of the tenancy twice for one semester each is also possible. It needs to be requested at least two months before the end of the semester at the administration.

## § 9

**Guests** must abide by the House Rules and Regulations. Guests that stay for my that one night must be introduced to the other residents of the apartment. If the guest(s) are to stay for more

than one week the other residents of the apartment and the administration must agree. Official approval from the administration will be given after both sides have had a chance to present their cases. The administration has the ability to recall its approval at any point. Any approved visitors are obliged to contribute 2,50 € as of the second week as to cover ancillary costs.

#### § 10

*Parking* for motor vehicles will not be provided by the DBH. The parking spaces on the DBH grounds may not be used.

#### § 11

The loss of a **key** must be reported immediately.

The loss of a room key costs €150, the loss of another key costs €50. The loss of a transponder costs €25. A defective transponder will be replaced free of charge.

The room key may not be passed on to third parties without the written permission of the home management. Keys must be returned to the administration immediately upon moving in or out.

#### § 12

**House walk-throughs** from administrative employees take place regularly.

#### § 13

The **common rooms** of the house (Prayer room, Foosball room, Television room, Bar, Foyer, and Roof patio) may be used for the respective purposes by all residents of the house. Other Meeting and conference rooms may be used by residents and the house community upon the agreement of the house administration (renting agreement).

#### § 14

Upon **moving out** a log of room condition shall be prepared. The resident is responsible for the costs of any damages or necessary cleaning. The costs for the cleaning of a room may be paid directly to the next tenant of the room or to a cleaning service.

#### § 15

The resident agrees to the contents of the **House Rules for Residents** with the signing of their lease agreement. Witting or unwitting breach of the House Rules by residents may lead to a warning or in severe cases to termination of lease without notice.

*The House Rules for Residents was ratified by the Board of Trustee 06.11.2012*

*It came into effect as of 07. November 2012.*

*During the session on 19.04.2016 the Board of Trustee unanimously approved two changes to § 6. Two sentences were removed which pertained to special treatment of the Family House.*

*At the meeting of 18 November 2021, the Board of Trustee clarified the wording of §7, §8 and §15, at the meeting of 27 April 2022, §6 and §7 were revised by the Board of Trustee, at the meeting of 18 April 2024, §6 and §11 were revised by the Board of Trustee.*