

**Dear student: Please adhere to the following instructions:**

- 1- Students must wear decent clothes while in the Administration Office or in public housing facilities.
- 2- Do not put the clothes on the furniture in the rooms.
- 3- Maintain the cleanliness of the room, keep the furniture undamaged, and do not put any stickers on the walls, any damage happens to the room and its contents will be under your responsibility.
- 4- you must confirm your return at night, it starts at 7:00 P.M. until 10:00 P.M., in case you don't, you will be questioned.
- 5- Obedience to exit and return times, you have to be in the hostel before 10:00 P.M. after that time, the student will be questioned.
- 6- you must sleep only in your room.
- 7- the student will be allowed to stay out after 10:00 P.M. only if she has taken a previous permission from the section head.
- 8- you are no longer eligible for QU hostel in case you were absent for two weeks without informing the administration.
- 9- restaurant timing will be as follows: breakfast: from 6:30-9:00 A.M, Lunch from 12:00 P.M to 3:00 P.M, dinner from 7:00 P.M to 9:00 P.M.
- 10- receiving deliveries from restaurants will be closed at 10:00 P.M.
- 11- visitors must leave the hostel on 9:00 P.M, they cannot stay over, in case that happened, the student will be questioned.
- 12- Students are not allowed to stay in the hostel after the end of the academic year.
- 13- students who have classes or exams on Saturday must inform the administration 4 days prior, the administration is not responsible in case you don't inform them.
- 14- Housing department has the right to get rid of any items left behind by the student after two weeks of her leaving.
- 15- in case you are leaving the hostel, graduation or withdrawing, you must hand over your room's keys to the administration.
- 16- pay attention to the announcements published by the department.

- 17- Smoking, alcohol, and Shisha are strictly not allowed inside the campus,
- 18- avoid using firing tools like lighters and candles.
- 19- Pets are not allowed in the hostel.
- 20- Prevents climbing upstairs or roofs of the building.
- 21- avoid making noise in the general areas.
- 22- students are not allowed to sleep out of the campus with taking permission from the administration.
- 23- the student must avoid bringing valuable items to the hostel, and the hostel is not responsible for any lost items.
- 24- the student administration has the right to enter into the rooms if it's necessary.
- 25- when leaving, you must inform the administration, and you cannot take a permission by phone to sleep out.
- 26- It is strictly forbidden to abuse another student verbally or physically, you will be held accountable for that.
- 27- students must avoid putting themselves in danger.
- 28- make sure you maintain your room key with you, you are not allowed to copy it, in case you lost it, only the administration is allowed to have it copied, and you must return the key once you are leaving the hostel for graduation, withdraw, or moving to another room.

