

How to book accommodation in Masaryk University dormitories (Halls of residence)

1. Halls of residence for international students

Students can choose from any Halls of residence available but we recommend following Residence halls: "**Vinařská**", "**Komárov-Sladkého**" or "**Kounicova**" halls of residence.

• **Vinařská (street Vinařská 5, Brno 603 00)**

10 minutes by trolleybus or tram from the city centre, very international atmosphere, busy and quite loud. There are small flats with a double room, a toilette, bathroom and a small kitchen (and most of them have a balcony). An average price per person/day is 120 - 123 CZK (= around 135 euro/person/month).

More details: [Click here](#)

- o Accommodation assistant: Ms Anna Jánská (block A3, office no. 12, Office hours: Mon-Fri - 9:00-14:00)
+420 549 49 4442, janska@skm.muni.cz

• **Komarov-Sladkého (street Sladkého 13, Brno 617 00)**

15 minutes by tram from the city centre, mostly Czech students, rather quiet, cheaper. There are small units with a double and a single room, and a basin. A shower, toilets and a big kitchen are in the corridor. An average price per person/day in a double room is 93 CZK (= 105 Euro/person/month), and 97 CZK (110 Euro/person/month) in a single room. Apart from the units there are separate double bed rooms with a basin in the room.

More details: [Click here](#)

- o Accommodation assistant: Ms Jitka Syslová (her office is in Bratří Žurků 5, next to Sladkého)
+420 549 49 7535, syslova@skm.muni.cz

• **Kounicova (street Kounicova 50, Brno 602 00)**

Kounicova is almost in the city centre, 5 minutes by tram or trolley bus. There are mostly Czech students. Accommodation is in studios with two twin rooms, a toilet and a shower. Shared kitchens are in the corridor. Residents can use a study room, a TV room and pizzeria PIZZA NOSTRA (MU canteen with student discounts!). An average price per person/day is 120 CZK (= 132 €/person/month).

More details, [click here](#).

- o Accommodation assistant: Ms Naděžda Markusíková
+420 549 49 7151, markusikova@skm.muni.cz

Full information, documents, price-lists, etc.:

<http://www.skm.muni.cz/ubytovani.php?akce=414&lang=en>

2. Submitting the application for accommodation

- students who are going to start their first year must submit a bed reservation at MU Dormitories in academic year 2015/16 electronically by means of **ISKAM Accommodation System** <https://iskam.skm.muni.cz/>.
- (all the information needed for signing in ISKAM Accommodation System - login name/UČO + primary password - were sent you earlier by your study admin)
- **reservations can be done from 30th July 2015 at 9 a.m. until 10th September 2015 (at the latest; however, note that the dormitory capacity might have run out by then) – for accommodation dates, see Important dates below in section 3:**
- **Common Provisions**
- after having booked a bed, it is necessary to confirm the accommodation contract electronically and pay the reservation deposit of 1000 CZK within 10 days
- **NOTICE! The deposit is due within 10 days from the accomplishment of the reservation!** If the reservation deposit is not settled on the due date, the reservation of a bed will be cancelled. By settling the reservation deposit, the reservation becomes binding.

Payment of the reservation deposit – incoming 1st year students

- Students who have reserved a bed at MU halls of residence are obliged, in accordance with the Accommodation Contract, to pay a reservation deposit to the amount of 1,000 CZK. Their reservation of a bed will be cancelled if they do not pay the reservation deposit. The payment can be made only through SUPO (your virtual MU account, charge it with some money) or through MU Shopping centre (bank card payment).
- **Reservation deposit for academic year 2015/16 is due for payment 10 days after bed reservation.**
- At first, students must activate a personal account in the SUPO system
- Having activated SUPO account, students send the set amount of money by one-off payment order or by cash deposit to MU account so that the amount of money would be credited on MU account at maturity day.

To reach and log in the SUPO account and ISKaM system, [click here](#).

Activating SUPO system and obtaining a variable symbol

(SUPO = the System of Settlement of Individuals' Claims at Masaryk University)

• Instructions for activating the account

- Go to SUPO website <https://inet.muni.cz/app/supo/info>
(Log in, use your login name and your primary password)
- Change the language of the website to English, on the right top of the page.
- Click on the link "SUPO" in the section "MU economics", and then on "SUPO client account" in the submenu.
- Click on the link „Client's Consent with the Conditions of Running the SUPO System" and read the text.
- Choose the option "I agree" and click on "Confirm" at the end of the page.

- Your SUPO website is now activated, and you can see your variable symbol. Variable symbol (necessary for payment identification) and account number can be found on students' SUPO account statements in:

<https://inet.muni.cz/app/supo/vypis>

- After the activation, the SUPO system sends you automatically a message (in English and in Czech) about a deposit 50 CZK to be paid. Please ignore the message; it applies only to students who will not stay in the university halls of residence. All other students will complete the activation of the SUPO by the first payment, the reservation deposit.

A) then charge your SUPO account via bank transfer:

In the INFO about SUPO, you also find the **Payments to/from SUPO instructions -** <https://inet.muni.cz/app/supo/info> (bank transfer is described, read Payments to/from SUPO and follow the instructions – pay attention to the information for identification, use your name and variable symbol in the way described)

B) Pay by bank card – use this link <https://is.muni.cz/obchod/baleni/88257>

(up-dated for 2015)

3. Common provisions

Important dates = dates of accommodation (stated in the accommodation contract): you can change the pre-set dates to your own, cf. our recommendations:

- **The earliest day of arrival:** 7th September 2015
- **the date of the termination of the contract:**
 - at least until 31st October 2015
 - at most until 30th June 2016 (can be renewed for the next year from April on)

Cancelling reservation

- the bed reservation can be cancelled by a student only in writing at the latest on 31st August 2015 by sending an e-mail at: koleje@skm.muni.cz
- the cancellation will be confirmed and the reservation deposit will be transferred to the student's SUPO account which can be later transferred on their own bank account
- if the student does not cancel the reservation till 31st August 2015 or does not check in on above stated dates without any written apology the Accommodation Contract will be discharged and the reservation deposit will be forfeited

Accommodation contract

- can be prolonged in the course of the year at the latest a month before the planned termination
- can be only terminated prematurely by a notice according to article II paragraph 2b of Accommodation Contract with a two-month notice period