

**CALL FOR ACCOMMODATION VACANCIES FOR THE 2009-2010 ACADEMIC YEAR IN  
THE UNIVERSITY RESIDENCE HALL (SUR)  
(Approved by the USC Governing Council. 25<sup>th</sup> March, 2009)**

With the aim to fulfil the Second Title of the Regulation of the University Residence Hall (SUR), the Governing Council of the University of Santiago de Compostela has approved the call for accommodation vacancies for the 2009-2010 academic year.

**1. NUMBER OF VACANCIES ASSIGNED PER SECTOR.**

There are a total number of 1110 vacancies for the 2009-2010 call, distributed as follows:

Sectors	Number of Vacancies	%
Students of Graduate Programmes and First and Second Cycles	950	85.59%
Students of Third Cycle, Official Masters and Doctoral Programmes (RD 1393/2007) and Researchers in Period of Training	110	9.91%
Postgraduate Students	15	1.35%
Teaching and Research Staff (PDI) and Administration and Services Staff (PAS)	8	0.72%
Disabled Members of the University Community	27	2.43%
Total	1110	100%

**2. QUOTAS AND PRICES**

- The total cost of the stay for the academic year from October to June, both included, and being July paid by days, will be prorated for months, being the amounts to be paid those specified as follows:

Prices(*)			
Quotas Type	Type of Room		PIA(**)
	Single	Double	
A	61 €	45 €	Up to 2,500 €
B	95 €	73 €	Between 2,500.01 € and 3,800 €
C	122 €	102 €	Between 3,800.01 € and 5,050 €
D	157 €	137 €	Between 5,050.01 € and 6,500 €
E	215 €	168 €	Between 6,500.01 € and 8,999.99 €
			PIA equal to or more than
F	286 €	246 €	9,000 €

(\*) The present call involves an increase of 0.7 per 100 (IPC of February 2009) with regard to the year 2008-2009.

(\*\*) PIA: personal income available calculated according to section 5.A b) – Economic score- from this call.

- The Teaching and Research Staff (PDI), the Administration and Services Staff (PAS), in the same way as Postgraduate students, will be able to obtain at the most the quotas E or F according to their PIA.

- The time limit for reclamation of the awarded quotas, which must be justified, once the allocation of these is made public, is of 7 days. Finalised the same time limit, new reclamation or declarations will not be taken into account. The Commission of Guarantees, in accordance with article 14 of the Regulation of the SUR, will be in charge of resolving them.
- The application form is available in the centres of the SUR, in the Students Aids and Services Unit and in the web page [www.usc.es/sur](http://www.usc.es/sur).

### 3. INCOMPATIBILITIES

According to the different calls of grants and assistance to the study from the Ministry with authority in these matters, the obtaining of any of these is incompatible with any other grant or assistance obtained for the same purpose, coming from other public or private entities or persons. For this reason the students benefiting from the grant for accommodation from the Ministry must choose between this one or the quotas established in the present call.

### 4. WHO CAN OPT FOR A VACANCY AT THE SUR?

#### A. READMISSION AND NEW ADMISSION STUDENTS OF GRADUATE PROGRAMMES, 1<sup>ST</sup>, 2<sup>ND</sup> AND 3<sup>RD</sup> CYCLES, OF OFFICIAL MASTERS, DOCTORAL PROGRAMMES (RD 1393/2007), POSTGRADUATE STUDENTS AND RESEARCHERS IN PERIOD OF TRAINING.

**1. Readmission residents from Residence Colleges and Halls:** they are of readmission the residents that already occupied a place at the SUR during the academic year 2008-2009 and fulfil the established requirements from this call.

These residents have preference in the adjudication of vacancies over the applicants of new admission.

They are also considered readmission residents:

- Those who start the studies in 3<sup>rd</sup> Cycle, Official Masters, Doctoral programmes (RD 1393/2007), or they are appointed Researchers in Period of Training and were residents during the year 2008-2009.
- Those who participated during the year 2008-2009 in any of the national mobility and international exchange, and were residents during the academic year 2007-2008.
- Those who due to some justified reason left the residence college or hall during the academic year 2008-2009 and had the right to the refund of the deposit.
- Those postgraduate students who had a place in the SUR during the academic year 2008-2009 in this sector while the course which justified their admission is in progress.

**Those students who occupied a vacancy in the Rodríguez Cadarso College during the academic year 2008-2009 will have preference to choose the centre where they will be located during the year 2009-2010.**

**2. New admission students:** they are of new admission:

a) The students of Graduate Programmes, First, Second and Third Cycles, of Official Masters, of Doctoral Programmes (RD 1393/2007) and Postgraduate Programmes who register in a centre of the USC during the academic year 2009-2010.

b) The researchers in period of training with the categories included in article 34 of the Statutes of the University.

## B. TEACHING AND RESEARCH STAFF (PDI) AND ADMINISTRATION AND SERVICES STAFF (PAS)

1. All personnel that have a working or administrative relation with the University and justify the necessity of temporarily staying in a centre of the SUR.
2. The research staff in general, in periods that they can prove membership to research projects developed in institutes and departments of the USC, with full time dedication.

## 5. SCHEDULE FOR THE EVALUATION OF THE APPLICATIONS

### A. STUDENTS OF GRADUATE PROGRAMMES and 1<sup>ST</sup>, 2<sup>ND</sup> CYCLES

The total score for the evaluation in this sector will be the sum of those obtained in accordance with the academic and economic criteria that are specified as follows:

#### a) ACADEMIC SCORE:

##### 1. Students coming from the school-leaving examination LOXSE or FP modules:

Their academic score will be given by the final mark of the PAAU in the June exams or from the record of the advanced year of professional formation in accordance with the following scale:

First class distinction (10)	4
Excellent (9.0 - 9.9)	3
Notable (7.0 - 8.9)	2
Pass (5.0 – 6.9)	1
Fail (0 - 4.9)	0

##### 2. University Students

The average record of the whole academic file will be taken into account. This means, the average record obtained considering only the consumed examination sessions and graded as “fail, pass, notable, fist class distinction and honorary matriculation” or their numerical equivalents, according to that established in the Rectoral Resolution of April 19<sup>th</sup> 2005. According to this resolution the Protocol of Collaboration, signed between the Ministry of Education and the University Ordination and the Universities of Santiago de Compostela, A Coruña and Vigo (DOG of the 23<sup>rd</sup> March 2005), for the valuation of academic records, is applied in the USC. The scoring will be done applying the following scale:

Honorary Matriculation	4
First class distinction (9.0 – 10)	3
Notable (7.0 – 8.,9)	2
Pass (5.0 – 6.9)	1
Fail (0 - 4.9), renounced or not presented	0

**2. 1. Readmission students:** They will have to have passed, between the examination sessions of February and July of the academic year 2008-2009, a minimum number of 30 credits or, when the students were registered for less than 60 credits at least half of those credits.

**2. 2. New admission students that come from university studies:** The aforementioned scores will be applied once the students have passed, between the examination sessions of February and July of the academic year 2008-2009, 50% of the



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total credits they were registered for. This requirement will have to be accomplished in the last course passed.

**Only at the moment of application, faced with the non-fulfilment of the academic requirements**, the students will have the opportunity to present the arguments they consider appropriate, always properly accredited (reasons of health, accredited by medical records issued by the family doctor or from the specialist assigned by the public health service; family reasons, judicial resolutions, etc.). **Arguments presented after the deadline will not be taken into account.**

The Vice-rectorship of University Community and Social Commitment will summon the Commission of Guarantees that, in accordance with the article 14 of the Regulations of the SUR, will be in charge of the evaluation of the supposed exceptions presented. In order to evaluate health issues the commission will be advised, if required, by a professional in the field of medicine with accredited experience. There will be no reclamation against its decision.

### **b) ECONOMIC SCORE:**

It will be given by **the family income (FI)** of the applicant, determined in accordance with Orders published by the Ministry which has the competence in grants matters, where grants are summoned for the students who begin university studies.

#### **1. For admission:**

**The declaration of the Income Tax (IRPF) from the year 2007 will be taken into account** and it will be calculated according to the article 12 of the Resolution of the 6<sup>th</sup> May 2008, of the State Secretary of Education and Formation, where grants are summoned for those who begin the studies at the university in the academic year 2008-2009 (BOE of the day 13<sup>th</sup>). "The general taxable base will be added with the saving taxable base, excluding the negative balances from earning and patrimonial losses corresponding to exercises previous to 2007. From this result the autoliquidation quote will be subtracted". The final result will be divided by the number of **computable members** in the family unit. That is to say, the **personal income available (PIA)**=FI/n<sup>o</sup> computable members; being the FI:

-For incomes with declaration: squares 450 + 452 - 454 + 457 + 460- 741 from the declaration of the Income Tax (IRPF) **from the year 2007.**

-For incomes without declaration: gross income of all kinds (salaries, yields from movable capital, etc.), subtracting the deductible costs and retentions from the year 2007.

#### **2. For the quotas calculation:**

**In the month of October the allocation of the quotes of payment corresponding to the residents from residence Colleges and Halls will be made. For this:**

**The declaration of the Income Tax (IRPF) from the year 2008 will be taken into account** and it will be calculated according to the Resolution of the State Secretary of Education and Formation, where grants are summoned for those who begin the studies at the university in the academic year 2009-2010 (pending of publication).

-For incomes with declaration: squares 450 + 452 - 454 + 457 + 460 - 741, from the declaration of the Income Tax (IRPF) **from the year 2008.**

-For incomes without declaration: gross income of all kinds (salaries, yields from movable capital, etc.), subtracting the deductible costs and retentions from the year 2008.

In accordance with the Personal Income Available the following economic score will be assigned to the presented applications.

With <b>PIA</b> up to		2,500 €	4 points
Between	2,500.01 € and	3,800 €	3 points
Between	3,800.01 € and	5,050 €	2 points
Between	5,050.01 € and	6,500 €	1.5 points
Between	6,500.01 € and	8,999 €	1 points
With <b>PIA</b> above		9,000 €	0 points

### COMPUTABLE MEMBERS OF THE FAMILY UNIT:

With the object of calculating the familiar income the computed members of the family unit are the parents or tutor or person in charge of the care and protection of the minor, who will be recognized as main supporters of the family. They are also computable members the applicant, the single brothers or sisters younger than twenty five years old who were living in the familiar home on the 31<sup>st</sup> December 2008, or the brothers or sisters of age, when they are physical, psychical or sensorial disabled persons, and also the ancestors of the parents who justify their residence at the same home as the previous ones by means of the corresponding municipal certificate.

In case of divorce or legal separation of the parents that one who does not live with the applicant will not be considered as computable member. However, if it is the case, the new spouse or person with similar relation will be considered computable member and main supporter and his/her incomes will be included in the familiar income.

In the case that the applicant is of age and is under shelter, the applicant will be considered not integrated in the family unit at these effects.

It the applicant argument his/her familiar and economic independence, having any civil state, will have to justify, with documents this circumstance, the economical media and the possession or rent of the living place. In order to determine the economical media the Public Indicator of the Tax of Multiple Effects (IPREM), which is approved annually by the Government, will be used. If this is not justified sufficiently the prices indicated in quota F will be applied.

In the case of a tie in the global score of two or more applicants, an order of preference will be given for the family incomes available in order of smallest to greatest regardless of academic score.

### B. STUDENTS OF 3<sup>rd</sup> CYCLE, OFFICIAL MASTERS, DOCTORAL PROGRAMMES (RD 1393/2007) AND RESEARCHERS IN PERIOD OF FORMATION

The academic score for those who begin studies of 3<sup>rd</sup> cycle, university official masters and doctoral programmes (rd 1393/2007) will come given by the average mark obtained in the 1<sup>st</sup> and 2<sup>nd</sup> cycle studies. Those who were residents in the previous year, and belonged to these sectors, will have the right to readmission provided they complete the requirements established in this summon for such condition and have passed the 50 per cent of the credits in those that they were matriculated.



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The new admission researchers in formation will have to be matriculated in the stage of thesis with a dedication equal to or greater than part-time or to be funded by public category research. The criterion for the adjudication of places in these cases will be in the order of presentation of application. The researchers in formation who were already residents will have the right of readmission provided they complete the established requirements in this call.

In all cases **the economic score** will be that to which they correspond in accordance with that stipulated in the previous section.

### C. POSTGRADUATE STUDENTS

**The academic score** for those who begin postgraduate studies will come given by the average mark obtained in the 1<sup>st</sup> and 2<sup>nd</sup> cycle studies.

**The economic score:** these students will be able to obtain the quotas E or F corresponding to their PIA calculated according to section 5, A, b) from this call.

The foreign students of this sector who want the economic score established to be able to opt **for allocation of the Quota E, have to submit, together with the application, the required documentation to accredit their economic circumstances** (any kind of income from the computable members of the family unit, retentions, deductions, grants, etc.). If this documentation is not submitted they will have to pay quota F. **In any case the currency of the country of origin will have to be converted into euros.**

### 6. AUTHORIZATION FOR THE OBTAINING OF DATA FROM THE TRIBUTARY AGENCY

The presentation of the application for accommodation will involve the authorization to the University for the obtaining, through the correspondent tributary administrations, of the necessary data to determine the familiar income of the computable members of the applicant's family, as well as any other supportive information of the personal situations claimed and which belong to any Public Administration, to the effects of the obtaining of a vacancy in the SUR. With this aim all the computable members of the family have to sign the application.

If the application for the vacancy is made by persons who belong to familiar units from which the Tributary Administrations do not have data, the very applicant will be responsible for supplying the reliable information about the economic situation of income of his/her family unit.

In the same way, if they exist technical difficulties which avoid or difficult the obtaining of data from the Tributary Administrations, the applicant will be asked for the certificate resume from the retention of personal income-tax (IRPF) or the certificate of charges, if this is the case, from the computable members of the family.

### 7. APPLICATION, PLACE OF PRESENTATION AND DEADLINES

#### A. Application forms:

The application forms will be available for collection in any of the mayor Colleges or University Residences that make up the SUR, in the Student Aids and Services Unit (Student Pavillion, 1<sup>st</sup> floor, Campus Sur, Santiago), in the Vice-presidency of the Campus of Lugo (Intercentre Library, University Campus 27002, Lugo) and on the web page:

<http://www.usc.es/sur/>



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### **B. Presentation places:**

Together with the required documentation in point 8, all persons will be able to present the application in the Student Aids and Services Unit ((Student Pavilion - Campus Sur) in the Vice-presidency of the Campus of Lugo (Intercentre Library, University Campus 27002, Lugo) or by means of any of the collection procedures included in the article 38.4 of the law 30/92, of the 26<sup>th</sup> of November, of judicious regime of the public administrations and of the common administrative procedure.

They will be also allowed to present it:

- Persons who were residents during the year 2008-2009, in the last centre in which they had a place. At this moment, those interested, will have to apply for the change of centre.
- Persons who apply for a place for the first time, in any college or residence of the SUR. They must mark the totality of the centres in order of preference. It will be cause of exclusion not to fulfil with this requirement.

### **B. Presentation deadlines:**

Present only one application per person and campus.

**-Readmission students and PDI and PAS** from the **3<sup>rd</sup> of June** until 14:00 hours on the **19<sup>th</sup> June 2009**, both included.

**-New admission students, PDI and PAS**, from the **22<sup>nd</sup> of June** until 14:00 hours on the **10<sup>th</sup> July 2009**, both included.

## **8. DOCUMENTS TO ACCOMPANY YOUR APPLICATION FORM**

**Readmission residents in a College or Residence Hall who maintain their family situation unaltered with regard to the academic year 2008-2009 do not present any documentation, except required.**

**Documents issued in a language different from Spanish or Galician must be accompanied by their corresponding translation.**

### **A. COMMON TO ALL THE APPLICANTS OF NEW ADMISSION**

All the applications will have to be presented together with the following documents:

- a)** A copy of the National Identity Card of the applicant and all the computable members of the family older than 14 years old.
- b)** A copy of the applicant's family record book of the family members younger than 14 years old.
- c)** Students who are enrolled for the first time in the USC, coming from the school-leaving examination LOXSE must submit a copy of the final mark of the PAAU, and those coming from other universities or from FP programmes, must submit a certified copy including all the academic qualifications containing individual course grades for each year of study.
- d)** A certificate of the life together as a family unit issued by the town council where all the members living in the familiar home are included, even the applicant.
- e).** An official certificate of qualified disability, which degree must be equal or higher than 33 per cent, corresponding to the brothers/sisters older than 25 years old.

- f) Document justifying the widowhood, unmarried, legally separated or divorced state of the applicant's father or mother.
- g) Document justifying that the applicant is orphan of both parents.

## **B. SPECIFIC ECONOMIC DOCUMENTATION**

**The University, according to point 6 of the call, will request from the Tributary Administrations the required data to determine the familiar income from the computable members of the applicant's family, reason why it will not be necessary to attach any economic document except in the situation and cases which are indicated in the following paragraphs:**

- a) If the application for the vacancy is made by persons who belong to familiar units from which the Tributary Administrations do not have data, the very applicant will be responsible for supplying the reliable information about the economic information of income of his/her family: a copy of the annual certificate of any economic income received in 2008 (work, pensions, unemployment benefit, returns on property, etc.) where the retention of Personal Income-Tax (IRPF) as well as the assessment for Social Security of all computable members who are not required to file the income tax return; a certificate of the labour life of all computable members who are not required to file the income tax return, etc.
- b) In the same way, if they exist technical difficulties to avoid or difficult the obtaining of data from the Tributary Administrations, the applicant will be asked **for the certificate resume from the retention of personal income-tax (IRPF) or the certificate of charges**, if this is the case, from the computable members of the family.
- c) In the cases where the applicant claims for his/her familiar and economical independence, whichever civil state he/she has, this circumstance, his/her available economic media and the fact that he/she owns or rents his/her home on his/her name, will have to be proved in a reliable way.
- d) **Foreign students**, who want to establish an economic score **to opt for the allowance of quotas established in point 2**, must submit, together with the application form, all documentation required to certify his/her economic situation (any income of the computable members of the family unit, retention for tax purposes, deductions, grants, etc.), refereed to the year 2007. If this documentation is not submitted, they will have to pay the prize corresponding to quota F. **In any case the currency of the country of origin will have to be converted into euros.**
- e) Students with administrative address in the Basque Country on 1<sup>st</sup> January 2008 will have to present the economic data corresponding to year 2008.

**To hide or falsify the declared data will be cause of lost of the vacancy place.**

## **C. DISABLED MEMBERS OF THE UNIVERSITY COMMUNITY**

1. Official certificate determining his/her degree of disability.
2. Persons who need specific help (rooms fitted for their necessities, personalized help...) should indicate it detailed in the application form and they will present an official medical certificate which specifies his/her present situation and his/her problems with daily life activities.

## **D. ANOTHER DOCUMENTS**

All applicants are allowed to present any other documentation which they consider necessary in order to, if it is the case, be considered in the award of the vacancy.

## 9. EXCLUSIONS

Besides those who do not complete the necessary requirements in each case of this call, they will not be able to be admitted in this call the residents of Colleges or Residence Halls:

1. To whom, in previous summons, discrepancies were verified between the declared and true details.
2. Those that did not pay for the matriculation in the year 2008-2009.
3. Those other residents who habitually permitted the partial or total use of the room to other persons in the summer examination session or in the general summons (year 2008-2009). For these effects, the management of the college or residence will initiate the procedures to accredit this circumstance in that, in all cases, audience will be given to the person or persons affected. The resolution will be enacted by the director of the centre and against it the resource of overrule will be able to be put before the Rector. In all cases, and for efficiency in the resolution of the management, it will have to be adopted before the end of the established time period for the presentation of place application for readmission students. The interposition of resource will not interrupt their exclusivity, in conformity with article 111 of the Law 30/1992, of judicious regime of the public administrations and of the common administrative procedure, modified by the Law 4/1999, of the 13<sup>th</sup> of January.
4. Residents who committed other serious faults and were sanctioned by definite expulsion during their stay in the SUR.
5. Residents who on the 6<sup>th</sup> July 2009 maintain outstanding quantities of payment in concept of rights of accommodation, or who are re-offenders for three consecutive months without justifiable cause in the delay of payment of the quotas.
6. Students, or researchers in formation and the PDI and PAS will lose the right to the obtained place, at the moment that they lose entailment with the USC.

## 10. ADJUDICATION OF THE VACANCIES:

All the lists and relations referred to in this point will be published on the notice boards of the centres of the Sur, of the Student Aids and Services Unit, of the Vice-rectorship of University Community and Social Commitment (Casa Jimena e Elisa Fernández de la Vega), and of the Vice-rectorship of Coordination of the Campus of Lugo, as well as on the web page <http://www.usc.es/sur/>

### A. PROVISIONAL LISTS

Once processed the applications, **the 4<sup>th</sup> of August the provisional lists of applications admitted for processing will be published.** They will include the score and the order of preference of the centres that students marked in their application, and **the lists of those excluded**, together with the cause that motivates their exclusion.

Those interested have as deadline to the 14:00 hours of the **11<sup>th</sup> of August to submit in the Students Aids and Services Unit (Student Pavilion-Campus Sur)** and in the **Vice-presidency of the Campus de Lugo** (Intercentre Library/Edificio Biblioteca Intercentros, Campus Universitario- Lugo), the required documentation or that which they deem appropriate to complete the application.

## B. DEFINITIVE LISTS

**On the 25<sup>th</sup> of August the definitive lists of those admitted in each centre, the waiting list and the relation of the excluded ones will be published.**

The admission and allocation of centre will be made by rigorous order of score taking into account the preferences indicated in the applications.

**Persons in the waiting list** who remain interested in opting to an accommodation place in the SUR **have to confirm it before 14:00 hours of the 2<sup>nd</sup> of September**, by fulfilling the form available for this purpose, in the Centres of the SUR, in the Service and in the web page <http://www.usc.es/sur/>

### 11. PAYMENT OF THE DEPOSIT TO CONFIRM THE RESERVATION OF THE VACANCY

**From the 25<sup>th</sup> of August onwards the persons admitted will have, until 14:00 hours of the 2<sup>nd</sup> of September, to submit, in the Students Aids and Services Unit, Student Pavilion, 1<sup>st</sup> level, South Campus, Santiago de Compostela (Servicio de Ayudas y Servicios al Alumnado, Pabellón Estudantil-Campus Sur) or by any of the procedures included in the article 38.4 of the Law 30/92, of the 26<sup>th</sup> of November, of judicious regime of the public administrations and of the common administrative procedure, the receipt of having made the payment of 150 euros in capacity of deposit** in the account number of the USC nº 2091 0388 98 3110001172 in the Caixa Galicia – Caixa de Aforros de Galicia, Oficina de Organismos, rúa Montero Ríos, 9, 15706-Santiago de Compostela.

The aforementioned receipt of payment will be sent also by **fax to the number 981595117**, being the responsibility of each person that the document is legible at destination. In case that the document is not legible the applicant will be excluded.

It will be possible to make the payment in Caixa Galicia by means of the normalized forms available in the Students Aids and Services Unit or via bank transfer including in the receipt the name of the student and the centre where he/she was admitted.

Only the submission of this receipt will serve as confirmation of the acceptance of the place by the part of the applicant, the payment into the bank entity is therefore insufficient. In the case of not completing this procedure it is understood that the conceded place is renounced, **not admitting any receipt of payment or reclamation out with the established time period.**

### 12. CHANGE OF CENTRE

- Those that were resident/colleges in the academic year 2008-2009 and are interested in asking for a change of centre will have to apply for it at the moment of the application for the vacancy.

- New admission students interested in asking for a change of centre will have to apply for it at the moment of the submission of the receipt for having made the payment of the deposit. For this purpose they will fill in the form provided for such effect by the Students Aids and Services Unit.

### 13. MOVEMENT OF THE WAITING LIST AND OPTION TO CHANGE OF CENTRE

On the **8<sup>th</sup> of September**, once the deadline for the persons in the waiting list to confirm their wish to continue opting for a place in the SUR is finished, **the movement of the waiting list will be made**, and if it is appropriated, **the solicited changes of centre too**.

Admitted persons will have a deadline till the **11<sup>th</sup> of September** to pay the deposit, according to the procedure described in section 11.

When it is required to do a second movement of the waiting list this will be done on the **16<sup>th</sup> of September 2009**.

### 14. VACANCY PAYMENT

The payment of the vacancy can be done by:

- Preferably via bank domiciliation
- In an office of Caixa Galicia
- In the centres via the terminals of selling point (TPV)

The forms are available in the centres of the SUR and in the Students Aids and Services Unit.

### 15. DURATION OF STAY

The centres of the SUR will close in the periods in which there is no teaching activity or exams. The vice-rectorship of University Community and Social Commitment will resolve the problems of accommodation for the students who need to stay in a residence due to a justified cause. In all cases, the residents have to abandon the centre the day following the last exam of the July examination session of the academic year.

### 16. REFUND OF DEPOSITS

The residents in the Colleges and Residence Halls will apply for the refunding of the deposit even if they will apply for a vacancy the next year, and it will be refunded by means of a cheque bearing the name, if they do not pay monthly by a bank account, or by bank transfer if they pay the accommodation monthly by bank account, provided that the room is left in the condition in which it was handed over and they have no payments pending:

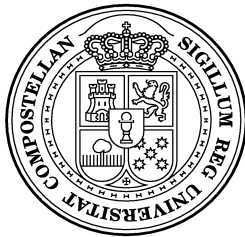
- At the end of the period of applied accommodation if they occupied the room all the period.
- For cause of an act of God -that will have to be justified by document- renouncing the place in writing.

### 17. OTHER DISPOSITIONS

1. The occupancy of a vacancy in the SUR involves the acceptance of all residence regulations and polices: those included in the present call, regulations of the SUR, internal regulations from the centres and rules issued by the government committee of each residence college of hall.
2. The pertinent supporting documentation to justify the data required in the call can be demanded at any moment. The hiding and concealment of these data will cause the student's vacancy to be cancelled.
3. **Failure to pay the assessed fees on the first 6 days of every month** may result in the student being placed on denial or suspension of services, apart from what is contemplated in article 9 of the Regulations of the Sur.

4. When the necessity of the service requires it, the grouping of rooms inside each centre will be done.
5. As a general rule, the members of the governing body that give up their post should not apply for a vacancy in the same college or residence, except with the consent of the coming governing team. However, they can apply for a vacancy in other colleges or halls of the SUR.
6. The Vice-rectorship of University Community and Social Commitment will solve any doubt about the current call through the Student Aids and Services Unit, Student Pavilion, South Campus.

Santiago de Compostela, May 13<sup>th</sup>, 2009  
VICE RECTORSHIP of UNIVERSITY COMMUNITY AND SOCIAL COMMITMENT  
(P.D., R.R. July, 31<sup>st</sup>, 2007)



A handwritten signature in black ink, appearing to read 'José Manuel Mayán Santos'.

José Manuel Mayán Santos