



REGULATIONS OF “G. MORIGI” COLLEGE

(update to October 2020)

INTRODUCTION

The structure

The "MORIGI" College was founded in Piacenza in 1869 in order to accommodate students from the province of Piacenza that come to study in the city.

During 2008, the "Morigi" College has made an important legal transformation, becoming a public company for personal services (ASP) and merging together with another non-profit organization, the Foundation "De Cesaris-Nicelli".

There are several residential services currently made available to students and female students, after an extensive renovation work of the historical headquarters of the College, the fifteenth-century palace "Scotti da Fombio":

- single or double rooms, properly furnished, with toilets;
- a laundry room with coin washing machines, dryers and iron for washing of clothes and linen,
- kitchen room (complete with tables and chairs) with ovens and electric hobs to prepare and eat the meals;
- a gymnasium room;
- a multifunctional room for carrying out the Meetings of the College, for cultural meetings and TV viewing.
- two rooms used as study rooms.

The college has a canteen service where guest can eat a daily meal (from Monday to Friday) in addition to the breakfast (from Monday to Saturday).

Furthermore, the student guests has an Internet connection free directly from their room.

Article 1 - General Provisions

- paragraph 1 -** Each guests is committed to respect the cohabitations rules expected in a community
- paragraph 2 -** Each student has the responsibility to give his/her contribution of presence, collaboration and sharing in different moments of the College's life and s/he is committed to participate in the activities proposed by the Management.
- paragraph 3 -** The overall absence, without a valid reason, for more than 30 days during the lesson period, holidays excluded, implies to be not re-admitted for the next academic years,
- paragraph 4 -** In private and common areas, it is required to behave in line with the characteristics of the College and according to the instructions of the Management.
- paragraph 5 -** The College depends on the Director of the College for all cultural and discipline aspects.

Article 2 - How to use the rooms and related responsibilities

- paragraph 1 -** The guest student receives by the Management the room with furnishings, fixtures and equipment therein included through key delivery.
The student agrees to return the room in the same condition, unless the natural deterioration. The student that causes damage or breakdown within the premises of the College is required to report it to the Management.
The student is responsible for the damage and missing objects in his room and will have to arrange the direct compensation. The compensation for damages does not exclude the adoption of disciplinary measures according to the seriousness of the events.
The student uses the room assigned to him/her and cannot provide it in use to others, even temporarily, or use it in association with others.
Due to current health situation, only for this period, is forbidden access to common spaces of external college people unless to agreement with Management. All external people must to ask the authorisation to Director or his

representative that must take note a telephone number and a copy of identity document, only two people are allowed in room in order to avoid a gathering.

All those that are not internals cannot stay in the College from 11.00 pm to 8.00 am. The internal student is personally responsible of his/her host's behaviour. In the event of overnight stay is necessary ask to authorization three day before by e-mail to direzione@collegiomorigi.it and wait the written reply. *Due to current health situation will be allowed only to parents of the same family unit.*

Management is not responsible of valuables or money kept in the room by the student, so please lock always the door room by key.

Due to current health situation, please stay tuned and pay attention about rules in this matter. All guests must to wear the mask always, except in the kitchen when sitting at the table. Please be informed that since 15/10/2020 is obligatory to wear mask also in the open space.

Each student has the personal responsibility to provide, in addition to the service operated by the College, cleaning and tidying of his/her room. The Management reserves the right to take appropriate measures if the room is not properly cleaned and this implies serious inadequacies under the hygienic-sanitary profile.

paragraph 2 - Students are specifically prohibited from:

- introducing and storing weapons, flammable materials, fuels and explosives in the room;
- holding, using and selling drugs in the premises of the College (failure to comply with this rule leads to automatic expulsion from the College);
- Introducing and using any type of stoves for heating food in the room;
- Introducing and using fuel heaters or with exposed electrical resistance in the room;
- introducing and using electrical appliances in the room, only a mini frigor is allowed after approval;
- introducing and using electrical equipment that not comply with the law in the room (without EC mark, IMQ or other approved);
- to have any kind of animal, except approval specification by Director;
- making changes or modifications to furniture and equipment in the room and in common rooms;
- replacing the curtains or the original mattresses of the rooms;
- introducing and holding soft furniture not classified as 1 IM;
- taking out of the College anything provided by it;
- occupying with objects corridors, emergency exits, stairs and any other escape route;
- smoking in common areas and where the appropriate notice of prohibition is exposed;
- dirtying the walls of the room or applying stickers or posters directly on walls, doors or furniture;
- having behaviours that may cause moral or material damage to the other guests or on-duty staff or to the structure and assets made available;
- leaving in the room or in public areas personal effects or furnishings at the summer closure of the College;
- clamour, speak to loud or to turn on with high volume television or radio to 10 p.m. to 7 a.m.

paragraph 3 - Students are required to:

- participate in exercises of fast evacuation of the College's premises for emergency cases;
- report promptly to Management by e-mail to direzione@collegiomorigi.it and ufficiotecnico@collegiomorigi.it or through assistants or by WhatsApp any breakdown found in the rooms and in common areas in order to allow the competent technical interventions;
- deliver the key at the Management at the summer closure and during Christmas and Easter holidays (therefore the coming back to College, after the periods indicated, will take place during the office opening hours, except for different agreement with Management).

Article 3 - How to use the premises and common equipment and related responsibilities.

The guest student is required, in the use of facilities and common services, to follow the instructions given by the Management of the College and provided by the communication placed on the specific notice boards, by paying particular attention to the provisions on self-management of kitchens, laundry and common rooms, and available equipment.

Improper use or misuse of facilities and common services implies to take specific responsibilities for the harmful consequences that may occur to persons and things. In this respect, the Management reserves the right to sanction individual behaviour that not satisfies these rules and, in the case of material impossibility to verify the personal responsibilities, to take collective disciplinary measures according to the principle of joint liability.

For service and safety reasons, the Management has a second badge to access each room; therefore, it is not allowed to install types of closures different from the existing ones.

Access to the rooms can also take place without the presence of the student when it is carried out by the college staff and third parties for maintenance, if accompanied by the College staff, as well as for demonstrable needs and urgencies, or for security reasons.

Article 4 - Behaviours with third parties and related responsibilities

Guest students are required to avoid behaviour that might cause discomfort or damage to persons and property within the College or in the immediate vicinity, especially about noise since 10 p.m. to 7 a.m.

Failure to observe this rule implies personal responsibilities with regard to the consequences of improper actions made by the guest students and visitors, when these are found within the College.

Article 6 - Compensation on guarantee deposit

The guarantee deposit that each guest student is required to pay to the Management of the College or to the affiliated Body at the admission to the College and, if required, to be then integrated, is used as compensation in case of damage or loss, or additional expenses that the College could have for reasons attributable to the student. In this case, the Management of the College gives prompt written communication to the person concerned, together with the request to the affiliated Body to refund the damage caused and to restore the security amount originally deposited. If the guest student fails to restore the security deposit within the terms provided, s/he loses the right to his/her place in the College.

Article 7 - Relationships among guest students and with the College' staff

The guest student is required to have, with regard to his/her colleagues, employees and other collaborators of the College, a behaviour based on absolute fairness and respect. In particular, s/he must avoid to annoy the other guests of the other rooms.

S/he must also avoid any discussion with the cleaning staff of the premises, taking care to ask only to the staff of the Management for any complaints about the poor service.

Article 8 - Disciplinary provisions

The guest student, that behaves improperly or, in any case, in contrast to what indicated in this Regulation or that does not comply with instructions given by the Management about the use of facilities and services of common interest, may be subject to disciplinary action.

In relation to the nature and seriousness of the infringement, the following disciplinary measures are provided:

- written warning;
- administrative fine;
- temporary expulsion from the College;
- non re-admission to the College for the following academic year;
- expulsion from the College.

In any case, the College will make request for specific damages against the guest student who has been responsible of economic damages.

Article 9 - Transitional provisions

For all matters not provided in this Regulation, it will be possible to temporarily refer to decisions made by the Management in waiting of ratification by the Sole Administrator of the College.

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