



COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

No R 587

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Guidelines for accommodation of students of the University of South Bohemia in České Budějovice for the academic year 2025/2026

Guidelines for all students entering studies in AY 2025/26

The D&R USB decides on student accommodation within the allocated quota according to the commuting time, i.e. the time spent on the journey from the place of permanent residence to České Budějovice (railway station) according to IDOS.

By submitting an application for accommodation, students confirm that they have read the Guidelines for accommodation of students of USB in ČB.

Submission of applications

Students who are interested in accommodation in the dormitory should submit their application electronically at: <https://koleje.jcu.cz> between 16 June and 31 July 2025.

After enrolling, students use the link 'Student Login to ISKAM'; the login information is the same as for STAG.

Students will use the 'ISKAM Applicant Registration' link before enrolling. LOGIN: student's full national identification number (without the slash), password: initials in lower case (always only 2 letters, e.g. Jan Novák-jn). If you cannot log in, a click-through will be used to request a new password. A confirmation email will be sent to the student who submits the request correctly.

Reservation deposit

The reservation deposit is CZK 5000. Students will pay the reservation deposit by 31 July 2025.

If the student has already paid the deposit in the previous period, it is not necessary to send a new one, but only to pay the deposit up to the specified amount. This reservation deposit will be converted to an accommodation deposit on the day of arrival. Confirmation of payment of the reservation deposit is not sent; payment can be checked after logging into ISKAM.

Deposit options:

Online: by card in ISKAM



At any reception: cash or card

By bank transfer:

Account number: 169492602/0300

VS: displayed in ISKAM

Payments from abroad:

BIC: CEKOCZPP

IBAN: CZ35 0300 0000 0001 6949 2602

Reference number / variable symbol: displayed in ISKAM (important information)!

Account holder: Jihočeská univerzita v Českých Budějovicích

Bank name: ČSOB

Decisions on approving applications

D&R USB will make a decision on the accommodation of applicants no later than 5 August 2025, at which time an email will be sent to students with approved applications with further instructions.

Mixed couples wishing to live together should send a written request to kam@jcu.cz by 31 July 2025 at the latest. Subject to the approval of the application according to the criteria by both students and the payment of the reservation deposit.

Choice of bed

In the period 6–7 August 2025, students who wish to book the same bed they were using until 31 May 2025 have priority in the bed selection.

From 8 August 2025, the selection of beds is unrestricted according to the available capacity. If the student does not book a specific bed by 22 August 2025, the right to accommodation shall expire.

The Dormitory Head may cancel a student's accommodation reservation if the student has violated the D&R USB Dormitory Regulations in previous years.

Cancellation of an application

Applications can be cancelled by emailing kam@jcu.cz.

Cancellation by 31 July 2025 – the deposit will be refunded in full (+ fee of CZK 500 for refund to a foreign account).

Cancellation of the application from 1 August to 22 August 2025 – deposit reduced by a penalty of CZK 2500 (+ fee CZK 500 for refund to a foreign account).

Cancellation of the application after 23 August 2025 inclusive, the deposit is not refundable – contractual penalty of CZK 5000.



Subsequent submission of applications

The application for accommodation can additionally be submitted from 6 August 2025, with the proviso that the accommodation will be provided individually according to the available capacity.

Joining the dormitory

All students will have a bed reserved from 15 September 2025. From this date, the dormitory fee for September (15 nights) must be paid before check-in. Payment can be made online by credit card after logging into ISKAM or by bank transfer to the account (just as the deposit payment). Students will receive information concerning the amount of the dormitory fee by email before arrival. Students will not be provided accommodation without the dormitory fee paid no later than the day of arrival.

Students are required to move in between 15 September and 22 September 2025.

Students who do not move in by 22 September 2025 without notification of a later arrival will forfeit their reservation, and the reservation deposit paid will be forfeited to D&R USB.

After this date, the vacant place will be allocated to other applicants who pay the deposit on the day of their arrival at the dormitory at the latest.

Other information

Faculties will send all prospective students entering the first year of bachelor's studies an information letter concerning accommodation and instructions on how to pay the accommodation deposit along with the notification of admission to studies. The accommodation information letter will be delivered by D&R USB to the student affairs offices of the individual faculties by 9 May 2025 in paper form in the required quantity or electronically.

There is no legal entitlement to dormitory accommodation.

Students accommodated in the dormitory are obliged to comply with the provisions of the Dormitory Regulations and all internal regulations and decisions of the USB Rector and the D&R Director.

In the event that a student residing in dormitories seriously violates the Dormitory Regulations, internal regulations or the decision of the USB Rector or the D&R Director, the D&R USB Director is authorised to decide on the basis of a proposal by the Dormitory Head on the immediate cancellation of accommodation in the D&R USB facility, by written decision.

Students receiving accommodation are obliged to respect the deadline for leaving the dormitory according to the valid contract.

Students can stay in the dormitories during the summer holidays. The respective dormitory and the room where the student will be accommodated during the holidays will be determined by the Dormitory Head.



The price of accommodation will be set according to the current D&R USB price list. Students are required to book their accommodation in advance and respect alternate dormitory closures for renovations, repairs, holidays, group events, etc.

Students with special needs have priority for accommodation based on the recommendation of the USB Support Centre for Students with Special Needs. The Support Centre will notify D&R USB of the number of required dormitory spaces for students by 31 July 2025.

prof. Ing. Pavel Kozák, Ph.D.
Rector

Prepared by: Ing. Michaela Merčáková, D&R USB Director

Distribution list: Deans of faculties, Vice-Rector for Student Affairs, Vice-Rector for International Relations,
Support Centre for Students with Special Needs