



House Rules City Campus

1. Scope

1. These house rules apply to all rooms and all areas of the Fachhochschule Wiener Neustadt GmbH for all regular and non-regular students, employees, lecturers and all other visitors to the premises and rooms.
2. The house rules, in the respective applicable version, form part of the educational agreement of the students.
3. These house rules are valid as of the winter semester 2019/20 for an indefinite time. In addition to these house rules, separate regulations have also been issued for special facilities (laboratories, libraries etc.). Should there be contradictions between those separate regulations and these house rules, the rules of the separate regulations shall take precedence.
3. Corridors are considered to be common rooms and must therefore always be kept clear.
4. Objectionable, offensive or otherwise hurtful behaviour is prohibited.
5. Students must follow the instructions of lecturers and the University of Applied Sciences staff.
6. All facilities of the University of Applied Sciences (buildings, facilities, equipment, etc.) must be used with care neither besmirching or damaging them in any way whatsoever.
7. Commercial advertising is only permitted with the prior written consent of the management.

§ 2. Business hours

1. General hours: Mon-Fri 7:30 a.m. - 9 p.m.; Sat 7:30 a.m. - 5 p.m. Opening hours during lecture-free periods: Mon-Fri 7:30 a.m. - 6 p.m.
2. Access to the library area is only possible with a valid student/employee ID card. Opening hours are posted at the entrance.
3. At the end of the last evening course, students and lecturers must leave the premises immediately. After 9:00 p.m., all entrances will be locked.
4. Lecture halls, practice rooms and labs may be entered 30 minutes before the respective course starts, provided that the room is not blocked by another course.
5. During the lecture-free period, lecture halls, seminar rooms and labs are only accessible subject to the explicit permission of Study Services and Building Services.
8. In order to safeguard general personal rights, it is generally not permitted to record courses and their instructors (photography, video & audio recordings). Recording is only permitted if written consent to do so has been granted. Distributing photography, video and audio recordings is not permitted without the consent of the data subject.
9. The publisher must keep in mind that it is a matter of copyright law when recordings are distributed, which can have legal consequences for them in individual cases.
10. The use of modern information and communication technologies enables an extensive and fast exchange of information. This technology should only be used with mutual respect and appreciation for fellow human beings and under observation of legal regulations and the material and intellectual property of others.
11. Out of respect for your colleagues, we ask that you refrain from being excessively noisy outside of seminar rooms, lecture halls, labs, etc. Conversations must be held at an appropriate level for the room.

§ 3 General provisions of the house rules

1. It is prohibited to enter any rooms that are not intended for teaching or for students.
2. The rooms of the University of Applied Sciences are public buildings as defined by statutory provisions. For this reason, smoking is strictly prohibited inside the building. Eating and drinking is only permitted in areas designed for this purpose, i.e. the aulās, and in the cafeteria.
12. Dangerous or potentially dangerous objects may not be brought into the rooms of the University of Applied Sciences (e.g. weapons or weapon-like objects).
13. Rollerblades, skateboards etc. may not be used on the premises.



14. Animals, even if they are not dangerous and house-trained, may not be taken into the premises of the University of Applied Sciences

§ 4 Unusual occurrences

1. In the event of an emergency (e.g. fire), the building must be evacuated as quickly as possible via the marked escape routes, and the instructions of the fire protection officer must be followed.
2. If unusual occurrences (damage, smell of burning, broken windowpanes, a fight, etc.) are noticed, they are to be reported immediately to the Service Point, Building Services or the Study Services.

§ 5 Liability

1. The University of Applied Sciences accepts no liability for personal injury and/or damage to property suffered by a person during their stay in the rooms and/or on the premises of the University of Applied Sciences for any reason whatsoever. This does not apply to personal injury caused by the University of Applied Sciences or to damage to property caused by gross negligence or intent on the part of the University of Applied Sciences.
2. You may use a locker provided by the University of Applied Sciences to store your personal belongings. The rules for use are regulated separately. Keys for lockers may be borrowed from the Service Point upon providing appropriate identification with the loan period limited to 4 weeks or until the end of the semester. During the summer holidays all lockers will be opened and emptied by Building Services for cleaning.

§ 6 Penal provisions

1. In the event of a gross violation of these house rules, the students are on the University's premises obligated to disclose their identity to employees of the University of Applied Sciences.
2. Anyone who violates the provisions of these house rules will receive a warning in written form from the Study Services department. In serious or repeated cases, the University of Applied Sciences may threaten to expel, immediately expel, and ban the student. Any decisions made in this regard lie with management or a body authorised by management.
3. In serious cases of violation, the University of Applied Sciences reserves the right to charge any costs incurred to the person(s) responsible.

§ 7 Car park regulations

1. Students can use the car park to the east of Nikolaus-August-Otto-Straße (opposite building III of the University of Applied Sciences) or public parking spaces surrounding the University of Applied Sciences building. The car park can only be accessed and used with a valid student ID card (barrier) and is therefore reserved exclusively for students. Students are not entitled to a free parking space.
2. Parking spaces marked with the sign "For authorised persons only" as well as the underground car park are reserved for employees and lecturers. (Visitors' car park)
3. Parking vehicles at the car park at the University of Applied Sciences is done so at your own risk. The University of Applied Sciences shall not assume any liability for loss, damage, etc.
4. Traffic rules and regulations as amended from time to time shall apply to all traffic and parking areas at the University of Applied Sciences.

§ 8 Outdoor areas and green spaces

1. All regulations and provisions shall also apply in analogy to all outdoor areas and green spaces at the University of Applied Sciences. Therefore, students must not stray into flower beds and other green spaces. The playing field and lawns to the north of the campus are excluded.
2. Parties or similar events may only be held on the green spaces at the University of Applied Sciences with the express permission of the University of Applied Sciences.
3. Beverage cans, bottles, and packaging material of all kinds must be suitably disposed of in the containers provided for this purpose.

§ 9 Legalities

1. These house rules are brought to the attention of all students in a suitable form at the beginning of their studies and are posted in the rooms of the University of Applied Sciences, where they are generally accessible. Through their publication, the house rules shall be legally binding and valid.
2. Should one or more provisions of these house rules not be legally effective, this shall not result in the legal invalidity of the remaining provisions. The ineffective provision shall be replaced by a legally effective one that comes as close as possible to the content of the ineffective provision.

FH Wiener Neustadt GmbH
The management



Fachhochschule Wiener Neustadt GmbH 002

Johannes Gutenberg-Str. 3 | A-2700 Wiener Neustadt
fhn.ac.at | +43 (0) 26 22 | 89 0 84 - 0