

COMMON SENSE GUIDELINES FOR COMMUNITY LIVING

In order to respect the rights of all the members of our Community and convinced that everyone has a clear idea of both the limits within which they may express themselves, and for life in the Community to proceed in an orderly and functional manner, the Direction considers it useful to indicate some practical suggestions that stem from past experience and that should help us in improving the reciprocal respect towards each other.

1. All academic results must be reported immediately to the Direction, personally, exceptionally with a simple written note.
2. Language course attendance is compulsory. With the exception, however, of those who already have an English language certificate higher than or equivalent to level B2 or who already have a high enough knowledge of the English language such as to allow them to sit for the certification within the year.
3. The Library, Computer Room and other equipment and facilities made available to the students must be used according to the rules agreed upon with those in charge and the Direction. In particular, all library books must be returned before summer closing.
4. Each student must see that his room is kept neat and tidy so that regular weekly cleaning of the room may be done by the cleaning staff.
5. Common spaces must be used only for what they were meant for initially, and left in order after use. Eating anywhere but in the refectory is forbidden and the kitchen is out of bounds.
6. For obvious energy-saving reasons and also to limit general expenses, high electricity consumption appliances may not be kept in rooms. Each student is expected to switch off the lights he has switched on, once they are no longer needed.
7. Everyone should dress as befits the place; it is especially uncalled for to enter the refectory in slippers and/or have breakfast in pyjamas.
8. Students are invited not to hang their washing from the windows, but to use the washing racks put on the balconies for the purpose.
9. During study hours and at night, all are invited to temper their natural juvenile exuberance to respect the others' right to peace and quiet. Therefore, all nocturnal shindig and noise, running along the corridors and up and down the stairs, symposia and meetings (always noisy) in rooms and study rooms must be avoided, the volume of television and stereo sets must be kept low, taking care that the doors are closed, especially those leading to the upper floors. Unnecessary noise must also be avoided near the chapel while Holy Mass is celebrated.
10. Visitors to the *Collegio* may enter only in those hours when the doors are under supervision, and after the visitor has left a document and notified the place of intended use. In any case only relatives may go to the upper floors, but only for a short while; to all others they are out of bounds. Only in exceptional cases and after prior permission from a member of the Direction may visitors stay after the doors have been closed for the evening.
11. Presence at meals must be notified with the appropriate cards and within the times established by the Direction.
12. Cars must be parked in an orderly manner to avoid waste of precious parking space. Bicycles and mopeds and scooters must be put in the appropriate building reserved for them.
13. For whatever has not been expressly provided for, we confide in the common sense and good manners of each member of the Community.

Items 1 and 2 shall not apply to ERASMUS students