

# Our house rules

The University Preparation Programme is a community, in which everybody would like to feel comfortable.

## Access



On days when classes are held the building is open from 8 am until 6 pm from Monday to Friday.  
External people may only be in the building with permission of VWU.

## Hygiene COVID-19

- Provisions regarding COVID-19 have been revoked, nevertheless, you should give attention to avoiding infections.
- If you feel ill (with possible COVID-19 symptoms<sup>1</sup>), please stay at home.
- Continue to disinfect your hands or wash them regularly.
- Continue to keep as much distance to other people as possible.
- Classrooms and corridors will continue to be aired regularly, please take care of appropriate clothes.

## Cleanliness



and keeping things in good condition are very important when it comes to things we all use. Therefore please note:

- smoking is prohibited in the entire building and on all terraces. Please only smoke in front of the house next to staircase 3 (access on the 1<sup>st</sup> floor).
- garbage is not to be left, but separated for recycling purposes and disposed of in the proper containers.
- everything has to be kept clean – also the walls!
- spitting is not allowed – neither in the building, nor on or from the terraces.
- it is prohibited to break things on purpose.

## Quietude



and consideration distinguish our VWU-community. Therefore we ask you:

- not to do anything that could disturb peace and order in the building (e.g. shouting, loud music, ...).
- not to do video or audio recording within the building.
- to take pictures or record videos in class only if the teacher agrees to it.
- to respect the prohibition of all activities with no relation to classes within the building.
- safe energy and water.

## Together



we watch out for possible dangers, such as fires, accidents or theft. We ask you:

- not to remove or damage security information or equipment (e.g. signs indicating escape routes, fire extinguishers, ...).
- to report damages to teachers or the office staff.
- to watch valuables – VWU assumes no liability.
- not to drink alcohol, use drugs or bring along animals or weapons.

---

<sup>1</sup> The Federal Ministry for Social Affairs, Health, Care and Consumer Protection announces the symptoms of a possible COVID-19 disease and the definition of a suspected COVID-19 case: Every form of an acute respiratory infection (with or without fever) with at least one of the following symptoms for which there is no other plausible cause: a cough, sore throat, shortness of breath, catarrh in the upper respiratory tract, sudden loss of the sense of taste/smell.

<https://www.sozialministerium.at/en/>

**You**  
**i**

need permission of the head of VWU if you:

- hang up posters or other information.  
Important: each notice has to bear your name.
- sell things for commercial purposes.
- collect money.

### **Consequences upon violating the house rules**

- If you violate the house rules listed above intentionally, repeatedly or in a serious way, you may face an immediately effective or even permanent house ban or expulsion.
- You have to comply with all orders given by the VWU staff. Please obey all reminders and directives immediately.
- You are obligated to report who you are, if you are asked to do so by VWU staff within the building as well as to provide identification.