



Rules & Regulations for AU Residents	宿舍禁令	กฎหมาย
1. No Fire	禁止明火	ห้ามจุดเทียนหรือเผากระดาษในห้อง
2. No Smoking	禁止吸烟	ห้ามสูบบุหรี่ในห้องพักทุกชั้น
3. No Cooking	禁止在宿舍内做饭	ห้ามทำอาหารในห้อง ทำให้ห้องเหม็นและสกปรก
4. No Alcohol	禁止喝酒	ห้ามดื่มหรือมีเหล้าและเบียร์ในห้อง
5. No loud	禁止喧哗	ห้ามทำเสียงดังจนถูกร้องเรียนจากห้องใกล้เคียง
6. No Narcotic	禁止吸毒	ห้ามเสพยาเสพติด หรือมีอุปกรณ์การเสพทุกชนิด
7. No Gambling	禁止赌博	ห้ามเล่นพนันหรือมีอุปกรณ์เล่นพนันทุกชนิด เช่น ไพ่
8. No Theft	禁止偷窃	ห้ามขโมยของคนอื่น
9. No Weapon or weapon looks alike	禁止携带武器	ห้ามมีอาวุธหรือสิ่งเทียมคล้ายอาวุธ เช่น ปืน, มีด
10. No Fighting	禁止打架	ห้ามทะเลาะวิวาทกับคนอื่น
11. No Violence	禁止赌博	ห้ามแสดงกริยาก้าวร้าวต่ออาจารย์และพนักงานหอพัก
12. No Outsider	非ABAC学生不得进入宿舍	ห้ามนำคนนอกที่ไม่ใช่นักศึกษา ABAC เข้าห้อง
13. No Opposite Gender	异性人无法上去宿舍	ห้ามบุคคล ต่างเพศ ขึ้นห้องพัก
14. No Pet	禁止养宠物	ห้ามเลี้ยงสัตว์ทุกชนิด
15. No Obscenity	禁止亲昵举动	ห้ามทำกริยาอนาจาร เช่น กอดจูบเพศตรงข้าม
16. No Furniture Moving	禁止随意	ห้ามย้ายเฟอร์นิเจอร์ในห้อง เช่น ตู้ เตียง
17. No Room Change without Permit	禁止随意变动宿舍	ห้ามย้ายไปอยู่ห้องอื่นโดยไม่ได้รับอนุญาต
18. No Dirty	请保持房间整洁	ห้ามทำห้องสกปรกโดยไม่ทำความสะอาดห้องเลย
19. No Key Out	不能将钥匙带出宿舍	ห้ามเอากุญแจออกนอกหอพักโดยไม่คืนพนักงาน
20. No Hanging Objects & Clothes Outside	禁止将衣物挂在阳台外	ห้ามแขวนสิ่งของหรือตากเสื้อผ้าออกนอกหน้าต่างห้อง
21. No Turn On	无人在时请自觉关电源	ห้ามเปิดเครื่องใช้ไฟฟ้าทุกชนิดทิ้งไว้โดยไม่มีคนอยู่ในห้อง
22. No Throw	禁止高空扔垃圾	ห้ามโยนสิ่งของต่างๆ ลงมาจากห้องพัก
Punishment	处罚	บทลงโทษ
1. Warning / Fine	警告 / 罚款	ตักเตือน / ปรับเงิน
2. Parole	最后警告	ทัณฑ์บน / คุมประพฤติ
3. Contract Termination	终止合同	ยกเลิกสัญญา
4. Legal Trial	法律处置	ดำเนินคดีทางกฎหมาย

Important Regulations

- No bringing in and/or drinking of alcoholic beverages with No smoking inside the room and Residence Hall areas.
- Making duplicates room keys is strictly forbidden and not allows taking the room keys out of the Residence areas.
- Opposite Gender visiting tenant's room is not allowed.
- Daytime visitors (08.00 am- 05.30 pm) must be AU students only. Visitor must exchange a valid student photo-ID card for AU Residence Hall's Visitor card at Reception Counter and visitor can not visit later than 06.00 pm.
- Over night visitor are subjected to an explicit approval by a Residence Hall Advisor and there will be fee of 200 baht per night per visitor.
- Kitchen equipment and electrical heating appliances such as electric hotpots, electric pans, ironing equipment and microwaves are not allowed. Electric kettles are acceptable, provided is equipped with an automatic current cut-off.
- No pet allowed in the residence Hall areas.
- All Residents shall agree to and accept AU Residence Hall's Rules & Regulations without any exceptions.



Instruction and Regulations

**AU Residence Halls Management
Assumption University of Thailand**



Residence Hall Accommodation Types :

- Standard Room with Balcony - for 2 person - 4,500.- ฿ per month each
- Standard Room - for 2 person - 4,000.- ฿ per month each
- Triple Room - for 3 person - 3,500.- ฿ per month each

Remarks : The Rental rate above do not included Utility charges, Deposit money & Advance Rental Fee

Utility charges : Electricity charge 5.50 Baht per unit

Water charge 18.50 Baht per unit

Utility charges will be divided by the number of tenants occupying the room at that period.

AU RESIDENCE HALLS MANAGEMENT

Office Hour : Monday – Saturday

Time : 08.00 a.m. – 05.00 p.m.

Telephone : 02-7232223

Fax : 02-7232222 Ext. 6523

Web site : <http://www.au.edu/images/pdf/2014/residenceHall2014.pdf>

Facebook : AU Residence HALLS

E- mail : hsau_01@hotmail.com

Front Desk Service : 02-7232222 Ext. 5297 operates 24 hr. daily.



Payment :

- Residents will receive a debit note every 8th of the month, please check all the charges, any doubt please contract Front Counter.
- Residents should prepare for this charge by a money transfer to their bank account not later than 15th of the month.
- Bank will debit resident's account on 16th of the month. If the 16th of the month is weekend or public holiday, the debit account will postpone to the next working day.
- If residents are not able to settle their bill through bank transfer, students can pay by the payment of bill payment account No 418-0-00009-4 Account name "Assumption University" not later than the 25th of that month, A later payment charge of 500 Baht will added to their debit not of the following month.
- Residents who failed to pay their rental fee by the 25th of that month, their rental contract will be terminated.
- By signing the rental contract, tenants agreed to pay 1 month rental fee (full amount) for occupying the room by only 1 day.

Furniture available in the room :

- Bed size 3 1/2 x 6 1/2 Students are requested to bring pillow, pillowcase, bed sheets and blanket.
- Air condition, Telephone, Refrigerator, Television, Internet connection plug, Water heater and Shower.
- Wardrobe, desk, Chair, Bookshelf, Shoe cabinet, Side cabinet, Side bed drawer.

Deposit Money & Advance Rental Fee 8,000THB each (Deposit Money 1 Month + Advance Rental Fee)

- Resident shall receive the refund of deposit money about 30 days after the check out date.
- Any debt may occur shall be deducted from the Advance Rental Fee such as overdue rental fee, overdue utility as mentioned in The AU Residence Hall Contract.
- Any Damaged may occur shall be deducted from the Deposit money such as repair expenses as mentioned in The AU Residence Hall Contract.
- Mattress pad charge 300 THB will be deducted from the Deposit money upon check out. All residents must receive the protective standard mattress pad from the front desk on Check In date (Except the previous residents bring their own mattress pad) as mentioned in The AU Residence Hall Contract.
- We reserve the right to refuse the refund on Advance Rental Fee, when found that the resident fail to follow the Terms, Conditions and Notices or violated the Rules & Regulations for residents stated on AU Residence Hall Contract.



Fine Rate :

- 500.- THB Late Payment Charge for unable to debit resident's account on 16th of the month
- 500.- THB No completed " Request for check out" form 5 days – in advance
- 500.- THB Room change request
- 200.- THB / per time, when violated The AU Residence Halls 's Rules & Regulations.
- 200.- THB / per night / per piece, if residents moving furniture in the room around.
- 200.- THB / per time, if residents do not keep the belonging at own zone.

Document required for Contract :

- One Photo (1 inch)
- One Copy of Student ID Card.
- One Copy of Household (for Thai student) / Passport (for International)
- One Copy of the first page of Ayudhya book bank, ABAC Suvarnabhumi Branch or ABAC Huamak Branch only- **Student must contract bank to do the Letter of consent for automatic debit from account**
- Contact Krungsri Ayudhya Bank for Bill Payment to account number 418-0-00009-4 Please refer the amount of bill payment 12,000 THB (Deposit Money 1 month + Advance Rental fee = 8,000 THB and room rental per month = 4,000 THB)

Remark: Bill Payment at Krungsri Ayudhya Bank, ABAC Suvarnabhumi Branch or ABAC Huamak Branch only

Property & Personal Safety :

AU Residence Halls open everyday for AU residents. In case any resident wish to stay outside temporarily for a particular period, kindly informs us in advance for safety and proper contact reasons.

AU Residence hall requires all residents responsible for their own assets, safe utility expenses and look after all AU Residence Hall's property so we would like to ask all of you to follow the precaution by recommendations as follows:

- Follow all AU Residence Hall's Rules & Regulations as always.
- Keep all the valuable assets inside the closet and keep it locked at all times.
- Lock your room whenever you step out or go to bed or go to bathroom.
- Shut the water, Turn off electricity, all appliances and recheck to ensure every time, before leaving your room.
- Incase of missing or found items, kindly notify the Center for Center of residential Life, Student Affairs, 2nd floor Queen of Sheba Hall or the Student right and Disciplines Division, Student Affairs 14th floor, CL building.