



# STUDENT HOSTEL “MEŽCIEMS” WELCOME GUIDE

**RSU Student hostel  
Hipokrāta iela 3**

# WELCOME NEW STUDENT HOSTEL TENANANT!

This is a guide to the student hostel of Rīga Stradiņš University, Hipokrāta ielā 3, created to help you fit in better in our student hostel, as well as to solve various problems and questions on a daily basis.

To solve important questions, you can safely contact the manager of the student hotel:

**DIĀNA ŠTRAUSA**

Student Hostel manager

Student Hostel Mežciems

Rīga, Hipokrāta street 3

Phone number: +371 28001160

E-mail: [diana.strausa@rsu.lv](mailto:diana.strausa@rsu.lv)

On daily basis with unclear questions you can also contact:

- our responsive administrators on the first floor (+ 371 67548258 or +371 28001160);
- student hostel senior contact information can be found [HERE!](#)
- student hostel e-mail: [mezciems@rsu.lv](mailto:mezciems@rsu.lv)

You can find the latest news on the information board on the 1st floor or [HERE!](#)

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## THE MOST IMPORTANT DOCUMENTS

The first things that every student hostel tenant should do in the first days:

Familiarize yourself with the Internal  
Rules and Regulations [HERE:](#)



Familiarize yourself with the terms  
of the tenancy agreement [HERE:](#)



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# 1. BEFORE MOVING IN

When looking for a suitable place to live during your studies, it is important to evaluate not only your financial capabilities, but also the amenities provided by each of the proposed locations.

The rent in this student hostel has been fixed and includes payment for utilities (heating, water, and electricity, change of bed sheets and other administration and maintenance costs).



## Additional amenities:

Bed linen set  
Laundry room  
Free bicycle storage  
Water fountain  
Laundry room  
Study room  
A small gym room

## 1.1. ROOM RESERVATION

Before making a reservation, you have the opportunity to view the available rooms offered by the Student Hostel. If you wish to live in a shared room, you have the option to live with someone you know. About your options you can contact the hostel administration.

To make a reservation, you need to contact the student hostel by sending the necessary information to the student hostel administration to the e-mail: [mezciems@rsu.lv](mailto:mezciems@rsu.lv).

When you start living in Student Hostel, you need to pay the first month's rent and a security deposit equal to one month's rent (to be refunded within four weeks of the end of the tenancy agreement).

Your reservation is complete after signing the tenancy agreement in two copies and paying the invoice.

### If you decide to terminate the contract:

- If you terminate the tenancy agreement **before the end of the specified tenancy agreement term**, your security deposit will be withheld by RSU and will not be returned.
- The security deposit is returned **only** if the tenancy agreement is terminated in the month until which you have signed the contract and you have paid the full rent for that month!

## 2. MOVING -IN

When moving into a student hostel, each tenant is provided with an entry card that works as a door key.



- For RSU students, access is added to the student ID, in the case of losing your student ID, let the hostel administration know.
- Students of other higher education institutions and other tenants are provided with a student hostel entrance card. In the case of losing the key, contact the hostel manager.

Also, each room has its key which belongs to each tenant of the room. In case of losing the key contact the administration but be aware that you will need to cover the cost of making a new key!

If you forgot your key at home or some other problem happens, but you know that you will get it back soon, you can temporarily ask the administrator for a spare key - this key must be left at the administration before leaving the student hostel!



Please respect both the staff of the Student Hostel and other tenants! If you happen to meet someone, especially in the lobby don't forget to say hello!

### 2.1. AVAILABLE FURNITURE IN THE ROOM

Each room has a bed, a desk, a chair, a shelf and a wardrobe.

In case you want to change the layout of the room or bring something new into the room contact the administration first and also make sure that the changes will not disturb the other tenants of the room.

Take care of the inventory provided by the hostel - perform room maintenance and don't forget to wipe the dust from all surfaces.



Do not eat in bed to prevent damage to the mattress.



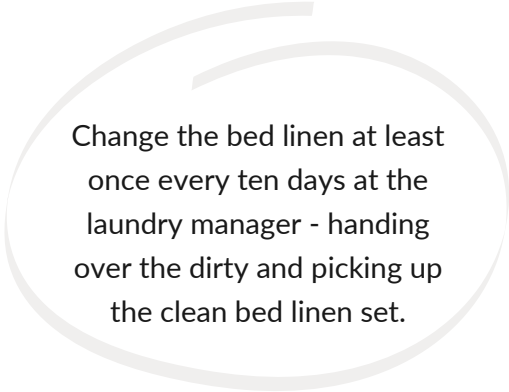
If something breaks, something gets dirty, etc. don't be afraid, ask the hotel manager what to do.



Also, if a lamp burns out in a room or in common areas, or if something goes wrong, report it to the administration.

## 2.2. BED LINEN

Each tenant is provided with a set of bed linen - blanket, pillow, covers, sheet. If you still want to use your own blankets and covers, let the manager know about it, but the payment for the room will not change.

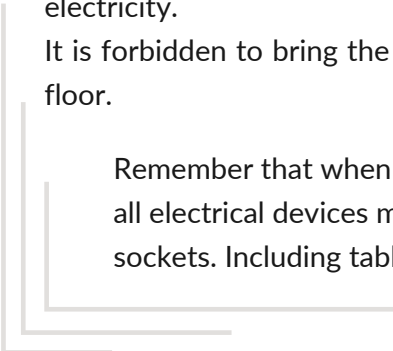


Change the bed linen at least once every ten days at the laundry manager - handing over the dirty and picking up the clean bed linen set.

## 2.3. DEVICES

If you want to bring any electrical devices into the room, you need to inform the manager about it, as well as write an application in free form. However, remember that table lamps, kettles, hair dryers, hair straighteners, straighteners, etc. should be switched off and unplugged to avoid wasting electricity.

It is forbidden to bring the iron into the rooms! Ironing of clothes is done in the rooms on the first floor.



Remember that when leaving for a longer period of time, all electrical devices must be disconnected from the sockets. Including table lamps and extension cords!



## 2.4. OTHER THINGS NEEDED FOR THE HOUSEHOLD

Please note that everyone should have their own kitchen utensils and hygiene products. When you move in, make sure that you have bought the dishes, cutlery, pan and pot, dishwashing detergent and sponge you need.



Don't forget household hygiene products, such as toilet paper, hand soap, etc. If necessary, you can also buy cleaning products for the room.

## 3. DAILY

### 3.1. CLEANING AND INVENTORY

In this student hostel cleaning in common areas is done by cleaners however each tenant must take care of order and cleanliness in all rooms.

- After the use of the kitchen clean all surfaces!
- After the use of the bathroom clean up after yourself.
- It is forbidden to leave dirty dishes or food on the table, if you have leftovers please put them into the fridge.

Garbage must be removed from the room regularly, floors must be swept and washed, carpets must be vacuumed. To keep the room in order, it is possible to use our cleaning inventory. A vacuum cleaner, a bucket, a broom, etc. are available, which you can borrow on the first floor at the administration by initially signing in and then returning it.

### 3.2. WASTE SEPARATION

By sorting the waste, the student hostel recycles it thereby saving resources and reducing the total amount of waste, saving both the student hostel and the environmental resources so it is especially important that we all pay special attention to this.

You can sort waste in the kitchen by sorting plastic, glass, household waste. Cardboard, papers and other paper waste can be placed in sorting containers in the yard.

On the other hand, everyone needs to dispose of the waste from their rooms themselves. They should be collected in a garbage bag and thrown in the green garbage containers located at the back of the service hotel, on the ramp. Be careful and thrifty!





### 3.3. KITCHEN ORDER

Each tenant is responsible for cleaning up the kitchen after themselves.

If something spills, brakes, burns or similar you need to clean up after yourself.

Do not forget to wash your pans and pots after cooking, do not leave them in the kitchen.

Do not keep too many products in the freezer, because others also need space.

After washing the dishes, it is advisable to wipe them and place them in the cupboards so that they do not take up free space.

Do not put anything on the top of the refrigerator - neither products nor dishes.

Also keep order in the refrigerator - throw away damaged products, do not keep stocks for a very long time, put products in boxes as much as possible.

Every kitchen also has an electric kettle and an oven, pans for which can be obtained from the administration, but for clarification, find out what oven pans you need - zanussi, beko, etc. Some kitchens have a microwave, but each resident is responsible for keeping it clean and wiping it down after use!

Let's remember that every resident buys and keeps food for himself, so don't take what isn't yours! It is better to use your own plastic box for storing products, which will take up less space and help others to understand who really owns it.



Never leave the kitchen while something is cooking on the stove! If something catches fire, the fire alarm will surely go off and evacuation will begin.

**Think about it, if due to inattention smog forms and the fire alarm goes off, you will have to write an explanation to the manager of the service hotel!**



## 3.4. LAUNDRY

It is possible to wash your laundry in the washing machine room on the first floor of the student hostel. Washing machines are serviced by washmate self-service laundries. For more convenient use, download the mobile application in the App Store or Google Play apps.

Reserve the closest available washing machine for up to 10 minutes. Make a choice between washing programs and pay for the transaction. To do this, first make sure that your bank card is allowed for online payments.

Personal laundry detergent should be used for washing clothes!

After washing your laundry, you can use the automatic clothes dryer there even in the laundry room using the washmate service, but if you want, you can ask the administrators for a clothes dryer or a rack on which you can hang all your clothes and dry them in the room. Accordingly, when picking it up, you need to sign in and then bring it back. Don't take it longer than two days, because other people need to dry their laundry too. Heating elements in common areas cannot be used for drying laundry.

## 4. COMMON SPACES

### 4.1. STUDY AND RECREATION ROOM

On the first floor, there is a study and recreation room available to all residents. There are tables, chairs, a TV. The room is relatively spacious and can be used 24/7 by asking the key administrators. You can also get the TV remote from the administration.



## 4.2. GYM

Two sports rooms are available in the service hotel, as well as a place to be active outside.

- The sports room of room 121 is located on the first floor. It houses a large exercise machine and resistance bands, suitable for anyone who needs more serious exercise.
- On the third floor, in room 310, there is an exercise room with a large mirror, an elliptical trainer, an exercise bench, dumbbells, resistance bands, exercise rings and balls.

## 4.3. BICYCLE STORAGE

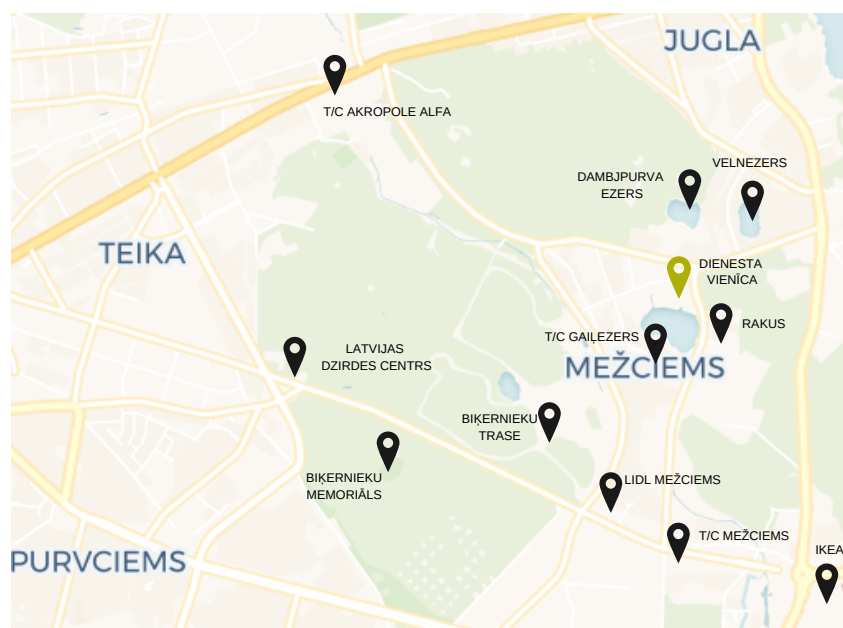
There is a bicycle shed in the courtyard of the student hostel, where it is possible to leave both bicycles and electric scooters. To enter the room, it is necessary to obtain access from the administration with a student card or guest card.

# 5. OTHER IMPORTANT MATTERS

## 5.1. NEAREST SHOPS, PHARMACY, HOSPITAL

Relatively convenient infrastructure is located near the student hotel.

There are several shops near the student hostel – Rimi in shopping center "Gailezers", Mego, Lats. A little further, Maxima in the shopping center "Mežciems", Ikea, etc. There are also several pharmacies near the student hostel, as well as the hospital of Riga Eastern Clinical University.



## 5.2. ACTIVE RECREATION

Outside of the student hostel you can use the exercise bars and streeball court that are located behind the hostel right by Gaļezers. If you need a basketball, you can borrow it from the administration.

The closet places for recreational use are Biķernieku forest. Close by there are also beautiful lakes that you can walk around. By Dambjpurva lake you can find areas for grilling and a field.

## 5.2. TENANT COMMUNICATION



Currently there is an active WhatsApp group of residents of the service hotel, where you can find out about current events, ask questions that interest you, and also ask for any necessary things that one of the residents can lend.

The student hostel currently also has an active student hostel senior, who can be contacted with various questions. Senior is responsible for improving communication between the tenants and the administration, informing about various current issues and developments, as well as solving problems within their competence.



Rīga, Hipokrāta iela 3  
Rīga Stradiņš University

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