

**Reception disposition  
Academic year 2019/2020**

- The community of the Ursuline nuns starts its full reception on the **1st of October 2019** and it ends on the **30th of June 2020**. The respect of the rules helps to reconcile everybody's needs, as well as the rhythm of the religious community that is hosted. It is always possible to settle on the stay for September and July.
- **The college closes** during Christmas holidays period from the **21nd of December** (from 9pm the rooms have to be left) and reopens in the morning of the **7th of January 2020**. During Easter holidays it is closed from **Maundy Thursday** (the rooms have to be left by 9 am) and it opens in the morning of the **Wednesday after Easter**.
- **The dinner service, from Monday to Thursday, starts on the 1st of October and ends on the 29th of June 2020.**

All of the **eves** and **festivities on weekdays** and the following mentioned days are **excluded** from the service: **24th and 25th of February, on holy Wednesday and the week after Easter.**

- Every host has to take care of the tidiness and cleanliness of their room and bathroom and as to cooperate in the common rooms, in particular in the kitchen and in the dining room.
- It is possible to connect to the internet for didactic purposes and with moderation, respecting the regulation.
- The monthly tuition has to be deposited within the first 10 days of every month.
- Potential absence days can not be deducted from the tuition, because it is already commensurate to the expenses.
- It is possible to stay in on weekends (Friday and saturday nights) by paying the established sum. Otherwise it is possible to pay 10 euros for a single weekend night in. Weekends are not interchangeable with other types of absence.
- Every month is considered as a whole, even though absences for exams or other reasons can occur. The cost of the heating (November- march), of the dinner, ecc..., is divides on the 9 months.
- By the 30th of June the rooms and the wardrobes have to be cleared out. If the rooms does not get cleared out the tuition has to be paid.
- It is specified that the house does not respond for possible loss of objects, theft or else.
- It is possible to stay in case of exams during the month of September and July till the 25th by paying 20 euros a day or the whole monthly tuition.
- From october to June the reception desk opens from 6am (6.30 am on sundays) and closes at 10.30 pm, on Wednesday at 11.30pm and on saturday at 10pm.

The week after Easter the concierge service is active from 6.30 am to 10pm.

In September and July the considered service is active from 6.30am to 10pm.

Delays in the return hours are not admitted and can cause an augmentation of the tuition.

- Other people, not even relatives, are not admitted in the house, except with the permission of the management.

**P. S.** By accepting the dispositions one has to pay the established tuition for the whole current academic year and accepts all of the norms that the college has and the indications of the Head Mistress in order to achieve liveability and growth in responsibility and solidarity.

In case of damage to the facility and to the furniture a suitable fine will have to be paid.

If the host were to leave the college before the natural expiration date of the contract, the direction has to be informed and **it is her responsibility to pay until the month of June.**

The host can be dismissed by the manager of the college if she does not respect the norms, the people and the environment and if she does not pay the tuition by the established deadline.

**By signing you confirm to have had sight of the norms and to take responsibility in observing them.**

Signature of the parents and of the host.....