

Regulations on Student Dormitory Accommodation, Administration, and General Disciplinary Rules for Married and Single Student Dormitories at Universities and Faculties of Medical Sciences and Health Services

PREAMBLE:

Universities and students are among the principal pillars of the country's scientific, cultural, and social development. Student dormitories, as the student's second home, hold particular importance in elevating spiritual vitality, preserving mental and physical wellbeing, fostering intellectual growth, advancing personal character, and enhancing the academic quality of students. The upstream documents pertinent to this matter include the provisions of Article 138 of the Constitution of the Islamic Republic of Iran; the resolution adopted at the 502nd session of the Supreme Council of the Cultural Revolution concerning the 'Cultural-Social Policies for Optimizing the Conditions of Student Dormitories Nationwide'; the Sixth Five-Year Development Plan pertaining to the facilitation and improvement of the quality of life in student dormitories; and Article 7 of the 'Law on Supporting the Family and Youth Population' concerning the construction of married student dormitories at universities and faculties of medical sciences across the country. This Bylaw pursues objectives including the promotion and facilitation of student marriage, the alleviation of housing-related concerns, the improvement of the quality of dormitory life through the formulation of clear and enabling regulations and standards aimed at safeguarding individual and collective rights, strengthening a sense of responsibility and self-confidence, ensuring the security and lawful regulation of student residency within the university environment, and attention to the annexed cultural and social bylaw for student dormitories.

In order to regulate and institutionalize the rules governing student residency in the dormitories of Medical Sciences universities and faculties across the country, this Bylaw is hereby formulated and promulgated in the following two parts:

- Administration and General Disciplinary Regulations for Married Student Dormitories
- Administration and General Disciplinary Regulations for Single Student Dormitories

PART ONE – ADMINISTRATION AND GENERAL DISCIPLINARY REGULATIONS FOR MARRIED STUDENT DORMITORIES

Article 1: Definitions

In this regulation, the following terms and expressions shall be construed in accordance with their respective meanings as set forth herein:

1-1: Ministry: Refers to the Ministry of Health and Medical Education (MOHME).

1-2: University/Faculty: Refers to the independent universities and faculties of medical sciences and health services, as well as educational and research centers and institutions

affiliated with the Ministry of Health and Medical Education (MOHME). Throughout this regulation the abbreviated term 'University' is used in lieu of the full designation 'universities and faculties of medical sciences and health services.'

1-3: Married Student Dormitory: Refers to a designated area within the university's available facilities that is allocated to eligible married students in accordance with the criteria, conditions, and scoring system established in this Bylaw (Scoring Table under Clause 3-3), with the aim of providing accommodation and meeting the welfare, subsistence, cultural, and extracurricular needs of such students.

1-4: Accommodation Committee: Refers to a committee composed of the Deputy for Student and Cultural Affairs, the Student Affairs Director, the Head of the Dormitory Affairs Office, the Head of the Student Counseling and Mental Health Office (or the corresponding body if established), and the fully authorized representative of the University's Management Development and Resources Deputy. This committee is responsible for policy-making and planning with regard to the accommodation of eligible married students. Resolutions adopted by the Housing Committee shall be binding and enforceable.

Note: If deemed necessary and at the discretion of the Chair of the Housing Committee, representatives from other authorities and institutions may be invited as guest members.

1-5: Dormitory Supervisor: Refers to the individual appointed by the Director of Student Affairs upon the recommendation of the Head of the Dormitory Affairs Office and with the approval of the relevant supervisory authorities of the University, who is subsequently stationed at the dormitory.

1-6: Student Disciplinary Council: Refers to a council consisting of one of the primary, appellate, or central disciplinary councils, operating with the composition and procedures stipulated in the Executive Procedures of the Student Disciplinary Bylaw. In the event of a student violation, this council shall assume responsibility for the investigation and adjudication of student disciplinary matters. The Chair of the Primary Council is the University's Deputy for Student and Cultural Affairs, and the Chair of the Appellate Council is the President of the University.

1-7: Student Welfare Fund: An independent organizational entity administered as an affiliated organization of the Ministry. Its mandate includes creating appropriate conditions for the development of student talents, providing financial and academic support to students, expanding dormitory facilities, and offering assistance in the form of housing deposits and various student loans.

1-8: Married Student: A married individual enrolled in one of the country's medical sciences universities or faculties through the national examination system or other lawful admission channels.

1-9: Student and Resident Syndical Councils: Structures composed of elected representatives of students from each academic unit, whose members are selected through elections conducted in accordance with the Bylaw governing Syndical Councils of Students and Residents of Medical Sciences Universities and Faculties.

1-10: Student Counseling and Mental Health Office: A unit within the Deputy for Student and Cultural Affairs of the relevant Medical Sciences University or Faculty, responsible for identifying and addressing the psychological, emotional, academic, educational, and social

challenges of students, and for providing appropriate guidance and strategies. Any corresponding body established in the future in accordance with applicable legal standards shall replace the Student Counseling and Mental Health Office.

Article 2: Administration of Married Student Dormitories

2-1: Management of the married dormitories and responsibility for the preservation of public assets, premises, facilities, sanitation, and enforcement of general regulations shall be vested in the Dormitory Affairs Office. Upon handover of the dormitory, the Dormitory Supervisor shall be responsible for informing residents of all internal regulations, the procedures for reporting maintenance issues, an introduction to common areas (sports hall, prayer room, study hall, security office, children's playground, etc.), the method of apportioning shared utility bills, parking regulations, and related matters.

Note: Dormitory residents may, in coordination with the Dormitory Affairs Office, elect one representative to manage routine building operations, including those pertaining to water, electricity, gas, elevator maintenance and repair, and similar matters. Where Syndical Councils of Students and Residents have been established, this responsibility shall be assumed by the Secretary of the Dormitory's Syndical Council.

2-2: The University's Deputy for Student and Cultural Affairs is obligated, at the conclusion of each academic semester, to submit a status report on student dormitories to the University President's Office, the General Directorate of Student Affairs, and the Ministry's Student Welfare Fund, through the completion of the relevant dormitory activity monitoring system.

2-3: University officials are required to plan and pursue the appointment of married, committed individuals with university-level education—preferably in the fields of psychology and social work, or those with cultural work experience—to the position of dormitory supervisor in married dormitories.

2-4: The residential unit /suite and assigned property shall be handed over to the student at the time of move-in pursuant to a handover protocol (handover record), and shall be returned in accordance with the same protocol at the expiration of the contract, upon final settlement, and upon vacating the dormitory. Responsibility for any damage incurred or items missing from those delivered shall be borne by the recipient, and the corresponding amount shall be collected prior to final clearance.

Note 1: Damage caused to the delivered/consumable assets shall, upon expiration or the renewal of the accommodation contract, be calculated by the Dormitory Affairs Office and, following approval by the University's Deputy for Student and Cultural Affairs, deposited into the dedicated revenue account of the Deputy for Student and Cultural Affairs, subject to endorsement by the University's Financial Management. The Dormitory Affairs Office shall only proceed with the renewal of the student's residency card upon payment of damages incurred.

Note 2: The University bears no obligation with respect to the furnishing or equipping of residential units. However, installation of kitchen cabinets as well as heating and cooling systems shall be the responsibility of the University.

Note 3: Duplicate keys to all residential units and common areas of the dormitory must be entrusted to the Dormitory Supervisor for use in emergencies, subject to due confidentiality. In

the event of failure to hand over duplicate keys, responsibility for any incidents that may arise shall rest with the recipient of the residential unit.

2-5: The University may, for the purpose of sound administration of the married dormitories, engage the participation of resident students to a reasonable extent, in accordance with the provisions set forth in the Bylaw on 'Student Activities in Medical Sciences Universities and Faculties of the Country.'

2-6: A residential unit/suite profile shall be prepared and registered by the Dormitory Affairs Office at the commencement of each academic semester. This profile shall encompass technical specifications of the residential units, the number of students along with the number of dependents, identity information (particulars of the student, spouse, and children as recorded in official documents), academic information (student identification number, field of study, and level), assets received by each student, verified contact addresses, and details and addresses of relatives of the student and spouse in neighboring cities, all of which shall be made available to the Dormitory Supervisor.

2-7: Technical information concerning the building that may be required under emergency conditions shall be compiled and maintained in the dormitory office.

Note: Students are obligated to promptly notify the Dormitory Affairs Office/Dormitory Supervisor of any changes in their address or telephone number.

2-8: Posting of any notice within the dormitory premises shall be permissible only upon authorization by the Dormitory Affairs Office. The Office is further obligated to remove all unauthorized notices.

Article 3: Conditions for Dormitory Assignment and Procedures for Married Student Accommodation

3-1: Dormitory accommodation shall be allocated to all married full-time students across all academic levels, based on the scoring table set forth below, subject to the assessment of the Housing Committee and contingent upon available capacity and resources:

Scoring Table for the Utilization of Married Student Dormitories

No.	Criterion	Min. Score	Max. Score
1	Students with children under 18 years of age (10 points per child)	10	30
2	Spouse enrolled as a student at the same university as the married student	-	10
3	Spouse enrolled as a student at any university in the city where the married student is studying	-	5
4	Children of martyrs, veterans, self-sacrificers, and families of martyrs	-	15
5	Students under the patronage of supportive institutions, including the Imam Khomeini Relief Foundation and the State Welfare Organization, upon submission of relevant certification	-	20
6	Students ranked in national and international academic, athletic, and cultural olympiads and festivals, upon submission of valid certification (1st place: 5 pts; 2nd place: 4 pts; 3rd place: 3 pts)	3	30

No.	Criterion	Min. Score	Max. Score
7	Students active in cultural bodies at the relevant Medical Sciences University, upon confirmation by the Deputy for Student and Cultural Affairs / Distinguished students	-	15
8	Students requiring care due to specific medical conditions (cancer, multiple sclerosis, dialysis, physical-motor disability, etc.), upon confirmation by the University Medical Commission	-	15
9	Students ranked 1st through 10th nationally in the national university entrance examination	5	50
10	Students ranked 1st through 3rd nationally in postgraduate entrance examinations	5	15
11	Marriage during the current period of enrollment and each instance of childbearing (10 points per occurrence)	10	30
12	Newly admitted married student	-	10
13	Residents and students enrolled in doctoral (Ph.D.) programs	-	5
14	Per every 6 credit hours completed in the general doctoral program	-	4
15	Per every 9 credit hours completed in the master's program	-	3
16	Per every 15 credit hours completed in the bachelor's program	-	2
17	Student with a disciplinary ruling from the Disciplinary Council, in accordance with the provisions relevant to this Bylaw	-	-20
18	Students placed on academic probation, per semester on probation	-	-10
19	Employment of the student's spouse	-	-10

3-2: Where capacity permits, the assignment of dormitory accommodation to fee-paying, visiting, transfer, international, and scholarship students shall be permissible, subject to the discretion of the Housing Committee and in accordance with the above scoring table.

3-3: The student is obligated, at the time of dormitory assignment, to comply with the regulations of the Student Welfare Fund and the University.

Note 1: The presence of the spouse alongside the married student applicant is mandatory at the time of dormitory application.

Note 2: Given the nature of married student dormitories, should it become evident that a student has no genuine need for dormitory accommodation (for instance, through prolonged deliberate absence from the residential unit, use of the residential unit on a single-occupancy basis, subletting the residential unit to third parties, or other circumstances as determined by the Housing Committee), the student's accommodation shall be revoked by decision of the Housing Committee. Furthermore, in view of the denial of dormitory access to other students in need, the offending student shall be subject to disciplinary proceedings.

Note 3: Married students who receive a housing deposit loan are not permitted to avail themselves of dormitory accommodation.

Note 4: In the event that two or more dormitory applicants are awarded equal scores, priority shall be given to male students.

3-4: Authorization for use and continued residency in the dormitory shall be rendered null and void upon expiration of the contract period, withdrawal from studies, expulsion from the University, academic disengagement, academic leave of absence, or disciplinary suspension.

3-5: Transfer to a residential unit other than that to which the student has been assigned shall only be permissible in cases of necessity, as determined by the Housing Committee and with the approval of the Dormitory Affairs Office.

3-6: Where facilities permit, eligible students may benefit from married dormitory accommodation for up to one half of their officially permitted period of study, excluding any extensions.

3-7: Extension of the accommodation period in exceptional circumstances shall be subject to approval by the Housing Committee and in compliance with the regulations of the Student Welfare Fund.

3-8: In the event that a resident student fails to vacate the dormitory by the stipulated deadline, the residential unit in question shall be vacated following two written notices and notifications issued to the student at intervals of no more than one week, and subsequent to consideration and approval by the Housing Committee. The vacating process shall be carried out in the presence of representatives designated by the University's Security Directorate, the Dormitory Affairs Office, and the Disciplinary Council, and shall be duly documented in official minutes. The belongings and personal effects of the student shall, in accordance with the minutes, be held in a suitable location for a maximum period of two months.

Note: Should the Housing Committee resolve to revoke the student's dormitory residency authorization and require evacuation of the residential unit, the student is obligated to comply. Failure to vacate the residential unit may result in restrictions on the student's course registration and continuance of academic activities, in coordination with the University's Academic Deputy and in accordance with applicable academic and disciplinary regulations.

Article 4: General Regulations

4-1: Coordination and oversight of the movement of dormitory residents shall be the responsibility of the Dormitory Supervisor.

4-2: The duration of any travel or absence of a student from the dormitory must be predetermined. Upon return from travel, the student is obligated to promptly notify the Dormitory Supervisor of their return.

4-3: The student is obligated to pay incidental expenses, including utility bills for water, electricity, gas, and telephone within the residential unit, as well as building maintenance charges. Failure to make payment shall be addressed in accordance with applicable regulations and the decision of the Housing Committee.

Note: Determination of the scope and amount of building maintenance charges shall be the responsibility of the Housing Committee.

4-4: The Housing Committee may, at its discretion and subject to available funding, arrange for a portion of the shared building expenses to be covered by the University's Management Development and Resources Deputy.

4-5: Adherence to appropriate dress standards, in accordance with the Bylaw and Executive Guidelines on the Professional Conduct and Attire of Students at Medical Sciences Universities and Faculties of the Country, is obligatory for all dormitory residents.

4-6: The installation, storage, and use of satellite equipment and the keeping of any pets within the dormitory are strictly prohibited.

4-7: The storage, distribution, purchase, sale, and use of unlawful instruments, including gambling paraphernalia, cold and firearms, and similar items, are categorically prohibited. Violators shall be dealt with in accordance with the Student Disciplinary Bylaw and its relevant Executive Procedures.

4-8: The storage and consumption of any narcotic substances, alcoholic beverages, and psychoactive substances—including tobacco products, narcotics, stimulants, and related items—as well as paraphernalia associated with the use of such substances, are prohibited within the dormitory. Violators shall be referred to the Student Counseling and Mental Health Office and the Student Disciplinary Council, and the Housing Committee shall additionally determine the future residency status of the offending student.

4-9: Replacement of door locks and other assets within the residential unit shall only be carried out in coordination with the Dormitory Supervisor.

4-10: Dormitory residents are obligated to respect the rights of others. In the event of any disturbance, residents must report the matter to the Dormitory Supervisor for resolution. The Housing Committee shall be responsible for issuing a decision in this regard.

4-11: Residents of the residential unit are obligated, upon leaving the dormitory, to turn off all electrical appliances, gas-powered devices, and heating and cooling systems.

4-12: Students are not permitted to interfere in the building's mechanical and technical operations. Should a problem arise, residents are required to report the matter in writing to the Dormitory Supervisor, in order to prevent potential damage. Responsibility for any failure to report maintenance needs, or for direct interference in technical operations resulting in personal or material harm, shall rest with the residents of the residential unit.

4-13: The Dormitory Supervisor shall bear no responsibility for personal belongings or property within student residential units, and residents are solely responsible for the safekeeping of their personal possessions.

Note: In the event of theft, residents must submit a written report to the Dormitory Supervisor so that the matter may be investigated in accordance with applicable regulations.

4-14: The use of musical instruments within the dormitory is prohibited. Violators shall be dealt with in accordance with the Student Disciplinary Bylaw and its Executive Procedures.

4-15: Prior to admission to the dormitory, the student is required, upon reviewing and acknowledging the Accommodation Bylaw, to submit a written undertaking affirming compliance with the provisions of this Bylaw. Non-compliance with the regulations shall result in revocation of the student's accommodation authorization, subject to the decision and approval of the Housing Committee.

4-16: Members of the Dormitory Syndical Councils shall be elected in accordance with the relevant bylaw and regulations, and shall operate with a view to fostering student participation

in their own syndical affairs and contributing to the improvement of welfare and syndical services for dormitory residents, within the framework of approved regulations and authorities.

4-17: The presence of non-resident individuals in the capacity of guests within the dormitory shall be permissible, provided that prior coordination with the Dormitory Supervisor has been secured and the identity and affiliation of such individuals have been verified and recorded in the relevant registers.

Note: All civil and criminal consequences and liabilities arising from the presence of non-residents (such as death or legal matters) shall be borne exclusively by the inviting party.

4-18: For the presence of guests of students who are foreign nationals, prior authorization from the University's Security Directorate is mandatory.

4-19: The University bears no obligation with respect to the provision of parking spaces for dormitory students. Where parking is available and capacity permits, the Dormitory Supervisor shall arrange a schedule for parking use, allocated on the basis of one vehicle per family unit.

4-20: The holding of any ceremonies, including celebrations or mourning gatherings, shall be permissible only with the knowledge and coordination of the Head of the Dormitory Affairs Office. It is self-evident that respect for religious and local observances at various occasions—particularly during the months of Muharram and Ramadan, as well as during official ceremonies held at the dormitory—is obligatory for all residents.

PART TWO: ADMINISTRATION AND GENERAL DISCIPLINARY REGULATIONS FOR SINGLE STUDENT DORMITORIES

Article 1: Definitions

In this regulation, the following terms and expressions shall be construed in accordance with their respective meanings as set forth herein:

1-1: Ministry: Refers to the Ministry of Health and Medical Education (MOHME).

1-2: University/Faculty: Refers to the independent universities and faculties of medical sciences and health services, as well as educational and research centers and institutions affiliated with the Ministry of Health and Medical Education (MOHME). Throughout this Bylaw, the abbreviated term 'University' is used in lieu of the full designation 'universities and faculties of medical sciences and health services.'

1-3: Student Dormitory: Refers to a designated area within the university's premises allocated for the accommodation of eligible students, with the aim of addressing their cultural, athletic, welfare, mental health, physical wellbeing, and extracurricular needs.

1-4: Accommodation Committee: Refers to a committee composed of the Deputy for Student and Cultural Affairs, the Student Affairs Director, the Head of the Dormitory Affairs Office, the Head of the Student Counseling and Mental Health Office (or the corresponding body if established), and the fully authorized representative of the University's Management Development and Resources Deputy. This committee is responsible for policy-making and planning with regard to the accommodation of eligible single students.

Note: If deemed necessary and at the discretion of the Chair of the Housing Committee, representatives from other authorities and institutions may be invited as guest members.

1-5 Dormitory Supervisor: Refers to the individual appointed by the Director of Student Affairs upon the recommendation of the Head of the Dormitory Affairs Office and with the approval of the University's Security Directorate, who is subsequently stationed at the dormitory.

1-6: Dormitory Shift Supervisor: Refers to the dormitory warden/supervisor and attendant designated under this title, who is stationed at the dormitory upon approval of the university's supervisory authorities.

1-7: Student Disciplinary Council: Refers to a council consisting of one of the primary, appellate, or central disciplinary councils, operating with the composition and procedures stipulated in the Executive Procedures of the Student Disciplinary Bylaw. In the event of a student violation, this council shall assume responsibility for the investigation and adjudication of student disciplinary matters. The Chair of the Primary Council is the University's Deputy for Student and Cultural Affairs, and the Chair of the Appellate Council is the President of the University.

1-8: Student Welfare Fund: An independent organizational entity administered as an affiliated organization of the Ministry. Its mandate includes creating appropriate conditions for the development of student talents, providing financial and academic support to students, expanding dormitory facilities, and offering assistance in the form of housing deposits and various student loans.

1-9: Non-Native Student: The definition thereof shall be determined by the University's Housing Committee with regard to climatic and geographical conditions, distance, and accessibility.

1-10: Student and Resident Syndical Councils: Structures composed of elected representatives of students from each academic unit, whose members are selected through elections conducted in accordance with the Bylaw governing Syndical Councils of Students and Residents of Medical Sciences Universities and Faculties.

1-11: Student Counseling and Mental Health Office: A unit within the Deputy for Student and Cultural Affairs of the relevant Medical Sciences University or Faculty, responsible for identifying and addressing the psychological, emotional, academic, educational, and social challenges of students, and for providing appropriate guidance and strategies. Any corresponding body established in the future in accordance with applicable legal standards shall replace the Student Counseling and Mental Health Office.

1-12: Partnership Dormitories: Refers to dormitories whose ownership belongs to the private or cooperative sector, and whose operational agreements are concluded between the private or cooperative sector and the University/Faculty (in the form of a lease contract). Payment of the full cost by students residing in such dormitories shall be made in accordance with the Partnership Dormitory Bylaw and the decision of the Housing Committee.

Article 2 :Administration of Student Dormitories

2-1: Management of student dormitory affairs, and responsibility for the enforcement of regulations and oversight of the preservation of public assets, premises, facilities, sanitation, and general regulations, shall be vested in the Dormitory Affairs Office. In order to ensure the

sound administration of student dormitories in proportion to dormitory capacity, the University is obligated to employ the following personnel:

1.Dormitory Supervisor 2.Dormitory Warden/Supervisor 3.Grounds Maintenance Staff
4.Facilities Maintenance Staff 5. Security Personnel/Security Guard

2-2: The Deputy for Student and Cultural Affairs of the University is obligated, through the development of quantitative and qualitative performance indicators for dormitory supervisors, to identify, nominate, and recognize exemplary dormitory supervisors and shift supervisors (and equivalent titles) of student dormitories on an annual basis.

2-3: The Deputy for Student and Cultural Affairs of the University is obligated, at the conclusion of each academic semester, to submit a status report on student dormitories to the University President's Office, the General Directorate of Student Affairs, and the Ministry's Student Welfare Fund, through the completion of the dormitory affairs activity monitoring system.

2-4: The President of the University is required to plan and pursue the establishment of organizational positions for the recruitment and employment of experienced, committed individuals with university-level education—preferably in the fields of psychology and social work, or those with cultural work experience—to the post of student dormitory supervisor.

Note: Universities/Faculties with enrolled foreign national students may recruit, for the supervision or management of dormitories housing female or male foreign national students, personnel approved by the university's supervisory authorities who hold at minimum a bachelor's degree in English language, commensurate with the gender of the resident students. Alternatively, at minimum one English language specialist shall be employed within the Deputy for Student and Cultural Affairs.

2-5 Inquiry into and verification of the personal qualifications of all dormitory personnel, including shift supervisors (and equivalent titles), from the university's supervisory authorities prior to their deployment at the dormitory is mandatory. Wherever possible, marital status shall be considered as a prerequisite.

2-6: The room and furnishings shall be handed over to the student at the time of move-in pursuant to a handover protocol (handover record), and shall be returned in accordance with the same protocol at the conclusion of each academic semester or year. Responsibility for any damage to the room or deficiencies in the delivered assets shall rest with the recipient or recipients.

Note 1: Damage caused to delivered/consumable assets at the end of each academic semester or year shall be calculated by the Dormitory Affairs Office and, following approval by the University's Deputy for Student and Cultural Affairs, shall be deposited by the student into the dedicated revenue account of the Deputy for Student and Cultural Affairs, subject to endorsement by the University's Financial Management. The Dormitory Affairs Office shall only proceed with the renewal of the student's residency card upon payment of damages incurred.

Note 2: Provision of personal items including blankets, bed linens, and pillows shall be the responsibility of the student. Beds, mattresses, and wardrobes are not subject to this provision, and their provision shall be the responsibility of the University.

2-7: Dormitory shift supervisors and Security Personnel are obligated to remain present at the dormitory until the end of their shift and shall under no circumstances leave their post until the supervisor responsible for the next shift has arrived.

2-8: Duplicate keys to all rooms and common areas of the dormitory must be entrusted to the Dormitory Shift Supervisor for use in emergencies, subject to due confidentiality.

2-9: The University may, for the purpose of sound administration of the dormitories, engage the participation of resident students to a reasonable extent, in accordance with the provisions set forth in the Bylaw on Student Activities in Medical Sciences Universities and Faculties of the Country.

2-10: A room profile shall be prepared and maintained in the dormitory office by the Dormitory Affairs Office each academic semester. This profile shall include the following information:

Note: Identity information (the student's official registration particulars), academic information (student identification number, field of study, and level), assets received by each student, verified contact addresses, details and addresses of the student's relatives in neighboring cities or in the university's city as declared by the student's parent or legal guardian at the time of enrollment, and the address and telephone number of each student's parents.

Note: Students are obligated to promptly notify the Dormitory Affairs Office/Dormitory Shift Supervisor of any changes in their address or telephone number.

2-11: The dormitory profile, encompassing technical building information, the number of students classified by program, field, and academic year, assets, welfare facilities, and personnel statistics and particulars, shall be updated each academic semester by the Dormitory Affairs Office and maintained in the dormitory office.

2-12: The Dormitory Affairs Office is obligated to prepare a description of dormitory personnel duties, a building directory board, and the general dormitory regulations for each dormitory, and to display them in a suitable location for students' information.

2-13: Posting of any notice within the dormitory premises shall be permissible only upon authorization by the Dormitory Affairs Office. The Dormitory Affairs Office is further obligated to remove all unauthorized notices.

2-14: Installation of closed-circuit television (CCTV) cameras at the entry and exit points of all main doors of all student dormitories, following receipt of authorization from the university's supervisory authorities, is mandatory.

2-15: The storage, supply, and sale of any psychoactive substances, including tobacco products, narcotics, stimulants, and similar items, in shops and cafeterias located in all student premises and spaces is strictly and categorically prohibited.

2-16: Periodic assessment of the hygienic conditions of rooms, cafeterias, and similar facilities in student dormitories shall be conducted by the University's Health Deputy or by the environmental health specialist stationed within the Deputy for Student and Cultural Affairs.

Article 3: Conditions for Dormitory Assignment and Procedures for Student Accommodation

3-1: Student dormitory accommodation shall be allocated to students, with priority given to non-native full-time students, within the capacity and resources available to the University.

Note: Where capacity permits, the assignment of dormitory accommodation to residents and doctoral (Ph.D.) students, students residing in neighboring cities and villages, international and scholarship students, and in special cases at the discretion of the Housing Committee, shall be permissible.

3-2: Eligible students are required, at the beginning of each academic semester in accordance with the announced schedule, to apply for their dormitory residency permit by visiting the Dormitory Affairs Office and submitting the course selection sheet for that semester—either electronically or via a referral letter from the Academic Office.

Note: The student is obligated, upon initial admission to the dormitory, to submit the notarized undertaking pertaining to the Student Welfare Fund.

3-3: The following categories of students shall, in accordance with the assessment and discretion of the Housing Committee, be accorded priority in the assignment of dormitory accommodation, in the order listed: students who are witnesses or self-sacrificers; students under the patronage of supportive institutions (the State Welfare Organization and the Imam Khomeini Relief Foundation); children of low-income families; students who themselves or whose first-degree relatives suffer from incurable or special medical conditions; spouses of military conscripts; students from families with multiple enrolled members; students who have attained distinguished ranks in the national university entrance examination at that university; students ranked first through third in Asia and worldwide, and first nationally, in scientific, cultural, artistic, athletic, and Quranic competitions or olympiads; official members of the National Elite Foundation; and children of university and Ministry employees who have been admitted to public medical sciences universities or faculties.

3-4: Students who receive a housing deposit loan are not permitted to avail themselves of dormitory accommodation.

3-5: Students who have exceeded their standard period of study in any field, fee-paying students, visiting students, transfer students, fee-paying international students, and students sponsored by military organizations including the Army, the Islamic Revolutionary Guard Corps, the Law Enforcement Force, and other organizations, are not accorded priority in the use of dormitory accommodation. However, where capacity, facilities, and resources are available, and subject to the approval of the Housing Committee and collection of the full cost of accommodation, the residency of the aforementioned students shall be permissible.

Note 1: The actual cost shall be determined by consulting the Student Welfare Fund and the expert assessment of the Housing Committee.

Note 2: The University may utilize partnership dormitories for the accommodation of the aforementioned students.

3-6: The use and continuation of residency in the dormitory following graduation, withdrawal, or expulsion from the University is strictly prohibited. Furthermore, students who, for any reason, have had their academic enrollment discontinued, are on academic leave, or are subject to disciplinary suspension, shall not be permitted to use or continue residing in the dormitory.

3-7: Graduates may, upon obtaining written authorization from the Student Affairs Management, use the dormitory for a maximum period of one week for the purpose of completing graduation-related procedures.

3-8: Transfer to a room other than that to which the student has been assigned shall only be permissible in cases of necessity, upon receipt of written authorization from the Dormitory Affairs Office.

3-9: The room or dormitory assigned to a student during the period of residency may be changed as necessary and in the interest of proper administration, at the discretion of the Dormitory Affairs Office. Accordingly, the student is obligated to reside in the locations designated for them.

Note: Failure to cooperate with the decision of the Housing Committee shall be subject to legal proceedings.

3-10: Determination of the number of occupants per room shall be the responsibility of the Dormitory Affairs Office. Students currently residing in a room shall not be permitted to object to the admission of new occupants who have received a residency permit for that room.

3-11: For students who have received a dormitory residency permit, in the event that they do not withdraw within the stipulated period—that is, no later than ten days after the commencement of the academic semester—the full cost of dormitory use for that semester shall be calculated in accordance with the Student Welfare Fund regulations.

3-12: Residency of students in the dormitory during summer vacation, the inter-semester period, and the Nowruz holidays is prohibited, with the exception of interns/residents, doctoral (Ph.D.) students, and students whose approved theses require sample collection and laboratory work.

Note 1: Students who have enrolled courses during the aforementioned periods may, upon approval from the Academic Office and submission of the requisite documentation, obtain a residency permit from the Dormitory Affairs Office and reside in the dormitory room designated for them.

Note 2: During the summer period and the Nowruz holidays, students are obligated to vacate their rooms and transfer their personal belongings to the location designated by the Dormitory Affairs Office and the Dormitory Supervisor.

Note 3: With the aim of ensuring economy, optimal utilization of energy resources and human capital, and facilitating necessary repair and construction works in dormitories, students are obligated to cooperate with the Dormitory Affairs Office in the event that relocation and consolidation are required.

3-13: Where facilities permit, eligible students may, from the commencement of their studies, use student dormitory accommodation for a maximum period as follows: Associate degree (Kārdāni) and non-consecutive bachelor's degree programs: 4 semesters; consecutive bachelor's and specialized doctoral (Ph.D.) programs: 8 semesters; non-consecutive master's (M.Sc.) programs: 5 semesters; professional medical doctorate programs: 14 semesters; pharmacy programs: 12 semesters; and dentistry programs: 12 semesters.

3-14: The Housing Committee may, in the event of a shortage of capacity and resources, reduce the permitted duration of residency.

3-15: Extension of the accommodation period in exceptional circumstances shall be subject to approval by the Housing Committee and in compliance with the regulations of the Student Welfare Fund.

3-16: In the event that a dormitory resident fails to vacate their room by the deadline established by the Dormitory Affairs Office, the room shall be vacated following two written notices and notifications issued to the student and subsequent to consideration and approval by the Housing Committee, in the presence of a representative designated by the University's Security Directorate, the Head of the Dormitory Affairs Office, and the Dormitory Shift Supervisor, and duly documented in official minutes. Where deemed appropriate, the student's violation shall be reported to the University's Disciplinary Council and the Housing Committee for further action.

Article 4: General Regulations

4-1: Possession of a valid photo identification card is required of all dormitory students for the purpose of residency in the dormitory.

Note: Priority shall be given to the use of modern technologies and electronic attendance registration systems.

4-2: The permissible entry and exit times for dormitories and the closing time of dormitory main entrance doors during the first and second halves of the year are set forth in the table below. Subject to climatic, cultural, and social conditions as well as the location of each dormitory, the Housing Committee may, in accordance with resolutions adopted by said committee, reduce or extend the specified times:

Dormitory Type	First Half of Year (Entry Time)	First Half of Year (Exit Time)	Second Half of Year (Entry Time)	Second Half of Year (Exit Time)
Female Dormitories	1 hour after Maghrib prayer	2 hours after Fajr prayer	2 hours after Maghrib prayer	1 hour after Fajr prayer
Male Dormitories	2 hours after Maghrib prayer	2 hours after Fajr prayer	3 hours after Maghrib prayer	1 hour after Fajr prayer

4-3: The student is obligated, upon entry to and exit from the dormitory, to register their arrival and departure in accordance with the regulations and attendance system in effect at that dormitory.

4-4: Entry or exit during unauthorized hours—such as departure for or return from travel, field trips, academic or research activities, special circumstances, or conditions arising beyond the student's control—shall be permissible upon registration in the dormitory attendance register and submission of the relevant documentation.

4-5: Unauthorized hours of entry and exit shall be recorded in the dormitory attendance register at the time of entry or exit, with the reason and destination noted. The Dormitory Shift Supervisor is obligated to report all such cases in writing to the Head of the Dormitory Affairs Office at the end of each shift.

4-6: In the event of a report by the Head of the Dormitory Affairs Office indicating non-compliance with the designated hours or unauthorized absence from the dormitory, the Housing Committee, after notifying the student's family and referring the student to the Student Counseling and Mental Health Office or its equivalent, shall—in cases of repeated occurrence (three times within any given semester)—make a determination in accordance with applicable regulations regarding the continuation or revocation of the student's dormitory residency.

4-7: In the event of unjustified absence from the dormitory room for a continuous period of two weeks within any given semester, the student's dormitory residency permit for that academic semester shall be revoked, and the full cost of dormitory use for that semester shall be calculated in accordance with the Student Welfare Fund regulations.

Note: Should a student fail to make use of the dormitory for a continuous period of more than two weeks during non-vacation days, their accommodation authorization shall be revoked by the Housing Committee.

4-8: For the purpose of maintaining order and security, the Dormitory Shift Supervisor is required, upon the expiration of the designated entry and exit time, to visit all floors and rooms, and while conducting themselves respectfully, to verify the presence of students, record attendance in the relevant register, and, following review, report any absences to the Head of the Dormitory Affairs Office.

4-9: Students residing in the dormitory may temporarily stay overnight at the homes of relatives residing in the city of study or neighboring cities on certain evenings. The details, address, telephone number, and relationship of such relatives to the student must have been previously recorded in the relatives' form and confirmed by the student's legal guardian.

Note: The signature of the student's legal guardian or custodian on the relatives' form must be obtained upon initial move-in to the dormitory, in the presence of the Dormitory Supervisor and following verification of a valid identification card. In the event of the guardian's absence, the signature must be notarized.

4-10: The student's leave of absence shall be recorded in the dormitory register after cross-referencing with the relatives' address and identification form, and the relevant information shall be communicated to the Dormitory Affairs Office and the student's family.

4-11: The duration of any travel or absence from the dormitory must be predetermined. The student is obligated, upon return from travel or at the end of an approved leave period, to notify the Dormitory Shift Supervisor of their return; otherwise the Shift Supervisor is required to report the matter in writing to the Head of the Dormitory Affairs Office.

4-12: The Dormitory Supervisor or the Head of Dormitory Affairs may, via telephone, verify the student's presence at the relative's residence.

4-13: Adherence to appropriate dress standards and conduct—both inside and outside one's room—shall be in accordance with the Bylaw and Executive Guidelines on the Professional Conduct and Attire of Students at Medical Sciences Universities and Faculties of the Country.

Note: Appearing in inappropriate or unconventional attire (tight, short, undershirt, and similar clothing) that is inconsistent with Islamic principles, student decorum, and societal norms is categorically prohibited in all common areas of dormitories. Individuals wearing improper dress or inadequate covering shall be prevented from entering or exiting the dormitory.

4-14: Any relocation or transfer of dormitory public assets by students is strictly prohibited.

Note: Any modification or replacement of room door locks, or rearrangement and relocation of assets within the room or relevant unit, without authorization from the Dormitory Affairs Office or the Dormitory Supervisor, is prohibited.

4-15: The terms and conditions governing the use of internet facilities in dormitories shall be determined in accordance with the conditions and resources of each university and the cultural policy of that university's Cultural Council. Coordination and oversight of the proper implementation of these policies shall be the responsibility of the Deputy for Student and Cultural Affairs and its subordinate units.

4-16: Dormitory resident students are obligated to respect the rights of others. In the event of any disturbance, students must report the matter to the relevant official for resolution, and the Housing Committee shall make a determination in this regard.

4-17: The conduct and behavior of students residing in dormitories that, by virtue of the building's particular structure, overlook adjacent residential premises must be such that the peace and comfort of neighboring residents is not disturbed.

4-18: For the purpose of safeguarding student dignity and security, taking photographs or recording videos inside student dormitories or anywhere on the dormitory premises without prior authorization from the Dormitory Affairs Office is prohibited.

Note: Any misuse of mobile phone technology, cameras, or similar devices in student dormitories shall, in addition to legal prosecution, be subject to action in accordance with the regulations of the Student Disciplinary Council.

4-19: Excessive and wasteful consumption of water, electricity, and gas is religiously impermissible. Furthermore, the use of appliances such as electric kettles, electric samovars, rice cookers, freezers, heaters, the addition of gas lamps, or any equipment that poses a safety hazard to the dormitory, as well as the cooking or heating of food within the room, is categorically prohibited. In addition to the confiscation of the relevant appliances, the costs of excess electricity consumed and all consequential damages—such as fire, carpet destruction, and similar incidents—shall be borne by the student or students involved.

Note 1: Students are obligated, upon leaving the dormitory, to turn off all electrical appliances, gas-powered devices, and the room's heating and cooling systems.

Note 2: Maintenance of environmental hygiene and cleanliness of the room or student accommodation unit and its contents, particularly the refrigerator, shall be the responsibility of the students residing in that room or unit. Supervision thereof shall be the responsibility of the Dormitory Shift Supervisor and/or the Environmental Health Specialist.

4-20: Students are not permitted to interfere in the building's mechanical and technical operations. Should a problem arise, residents are required to report the matter in writing to the Dormitory Supervisor in order to prevent potential damage. Responsibility for any failure to report maintenance needs, or for direct interference in technical operations resulting in personal or material harm, shall rest with the residents of the room.

Note: Female student dormitories are required, to the greatest extent possible, to employ female facilities and maintenance personnel.

4-21: The Dormitory Shift Supervisor shall bear no responsibility for personal belongings or property within student rooms, and the student is solely responsible for the safekeeping of their personal possessions.

Note: In the event of theft, the student must submit a written report to the Dormitory Shift Supervisor so that the matter may be investigated in accordance with applicable regulations.

4-22: The storage and consumption of any narcotic substances, alcoholic beverages, and psychoactive substances—including tobacco products, narcotics, stimulants, and similar items—as well as paraphernalia associated with the use of such substances, are prohibited within the dormitory. Violators shall be referred to the Student Counseling and Mental Health Office and the Student Disciplinary Council, and the Housing Committee shall additionally determine the future residency status of the offending student.

4-23: The storage, distribution, purchase, sale, and use of unlawful instruments, including gambling paraphernalia, cold and firearms, and similar items, are categorically prohibited. Violators shall be dealt with in accordance with the Student Disciplinary Bylaw and its Executive Procedures.

4-24: The storage of permitted musical instruments in the dormitory shall be permissible only upon obtaining written approval from the Cultural Management.

4-25: The Head of the Dormitory Affairs Office may, in coordination with the supervising authority and in the presence of a representative designated by the University's Security Directorate, if deemed necessary and upon the report of suspicious cases, conduct an inspection of the room and examine wardrobes, bags, handbags, suitcases, and personal belongings found in the student's room, preferably in the student's presence.

4-26: Should a student act in violation of the Bylaw and applicable regulations, no other student shall be permitted to confront them verbally or physically; the matter must be reported to the relevant officials for resolution.

Note: Any physical or verbal altercation shall, in addition to referral to the Student Disciplinary Council, result in the deprivation of the offending party or parties from dormitory accommodation, subject to the decision and approval of the Housing Committee.

4-27: A student's dormitory residency permit may be revoked at any time upon the lapse of any of the general or specific conditions required for continued residency. Determination of ineligibility shall be the responsibility of the Housing Committee and the University's Disciplinary Council.

4-28: Members of the Dormitory Syndical Councils shall be elected in accordance with the relevant bylaw and regulations, and shall operate with a view to fostering student participation in their own syndical affairs and contributing to the improvement of welfare and syndical services for dormitory residents, within the framework of approved regulations and authorities.

4-29: The entry and residency of non-student individuals in the capacity of guests or otherwise in student dormitories without prior authorization is prohibited.

4-30: Accommodation of a non-resident student in the dormitory shall be permitted only with the consent of the host roommates and upon obtaining prior written authorization from the Dormitory Affairs Office, and only on a limited basis.

4-31: Where necessary and subject to the availability of facilities, the Accommodation Committee of each University may authorize the temporary stay of a same-sex first-degree relative of a student as a guest in the dormitory for a maximum of two nights per academic semester.

- 4-32:** Visiting hours for dormitory students shall not extend beyond the officially designated dormitory access hours.
- 4-33:** In female dormitories, male visitors must be among the student's immediate male relatives (mahram) and must present a valid photo identification card or birth certificate to the Dormitory Shift Supervisor, and must complete and sign the visitor form or relevant register. The Dormitory Shift Supervisor is obligated to verify the male visitor's identity against the list of the student's close relatives previously recorded on the designated form, and in the event of any discrepancy, to deny the visit and report the matter to the Head of the Dormitory Affairs Office. The visitor registration form must be endorsed by the student's parent or legal guardian upon initial entry to the dormitory and maintained in the dormitory office.
- 4-34:** In female dormitories, the spouse of a married student must present their birth certificate (a national identification card is not sufficient) to the Dormitory Shift Supervisor at the time of the visit. The Dormitory Shift Supervisor is obligated to comply with the visit authorization procedures in accordance with the provisions of this Bylaw.
- 4-35:** Visits shall take place in the common room or in a designated area established for that purpose, during the announced visiting hours only.
- 4-36:** The University bears no obligation with respect to the provision of parking spaces for students' personal vehicles at the dormitory.
- 4-37:** General quiet hours in the dormitory shall be determined and announced by the Dormitory Affairs Office in accordance with the relevant season and prevailing conditions.
- 4-38:** Prior to admission to the dormitory, the student is obligated to submit a written undertaking affirming compliance with the provisions of this Bylaw. Non-compliance with the regulations shall result in the revocation of the student's accommodation authorization following two rounds of written notices and notifications, and subsequent to consideration and approval by the Housing Committee.
- 4-39:** Preparation and formulation of forms pertaining to certain provisions of this Bylaw shall be the responsibility of the Deputy for Student and Cultural Affairs of the University.
- 4-40:** Decision-making in respect of matters not addressed in this Bylaw shall be the responsibility of the University's Housing Committee.
- 4-41:** Oversight of the proper implementation of the provisions of this Bylaw shall be the responsibility of the Deputy for Student and Cultural Affairs of the University.
- 4-42:** Should the Housing Committee resolve to revoke the student's dormitory residency authorization and require vacating of the room, the student is obligated to comply. Failure to vacate the room/residential unit may result in restrictions on the student's course registration and continuance of academic activities, in coordination with the University's Academic Deputy and in accordance with applicable academic and disciplinary regulations.
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- This regulation comprises 1 Preamble, 2 Parts, 8 Articles, 132 Clauses, and 35 Notes. It shall be binding and enforceable from the date of its promulgation, and all previous bylaws are hereby repealed.**