Please note that only the German version of these rules is legally binding. The English translation is provided for informational purposes only!

KU House Rules
at the Catholic University of Eichstätt-Ingolstadt

dated September 11, 2017

amended by the statutes dated January 13, 2022
amended by the statutes dated February 28, 2024

Section 1 Right to issue bans

(1) [1]The President has the right to ban individuals from any of the buildings and rooms of the Catholic University of Eichstätt-Ingolstadt and any part of the grounds used by the Catholic University of Eichstätt-Ingolstadt (KU). [2]He or she delegates this right according to the following paragraphs and may withdraw it again at any time without giving a reason.

(2) The right to issue bans for specific areas may be transferred by the President to members of the KU's Presidium or administrative employees in writing.

(3) The following persons also have the right to issue bans:
1. The person in charge of a meeting, discussion, course, or other event (events) for the rooms and buildings being used for this purpose
2. The director or dean for rooms and grounds allocated to the KU's facilities and faculties
3. The department director for the rooms and buildings used by the KU's administrative units

(4) The President and the persons who have the right to issue bans for specific areas shall be represented in the exercise of this right in accordance with the general provisions.

(5) [1]Decisions made and measures implemented by the President when exercising his or her right to issue bans take precedence over those made by other persons who have the right to issue bans. [2]Decisions made by persons who have been granted the right to issue bans according to Paragraph 2 take precedence over those made by persons granted the right to issue bans according to Paragraph 3.

(6) The right to file a criminal complaint against someone for trespassing is held by the President. He or she may delegate this right.

Section 2 Opening hours

(1) The University buildings are open during the following hours:

Monday to Friday: 7:00 a.m. to 10:00 p.m.

(2) Deviations from this regulation are published on notices near the entrances of the buildings to which they apply.

Section 3 Safety and order

(1) All users of the KU's rooms, buildings, and grounds must behave in a way that does not disrupt or inconvenience other users.

(2) They must follow all rules issued by the persons responsible for particular areas that are designed in particular to maintain order, cleanliness, quiet, and safety.

(3) [1]They must take care to maintain cleanliness in all of the KU's rooms and buildings and on its entire grounds. [2]Waste must be disposed of in the containers provided for this purpose.

(4) [1]Windows must be secured against rain, storms, and snow. [2]Windows must be closed when leaving a room.

(5) Ensuring that rooms are locked, that lights and, where possible, electrical equipment are switched off, and that cupboards, desks, and windows are closed when leaving a room is the responsibility of the users or, in the case of courses and events, the person running the course or event.

(6) [1]All members of the University have a duty to guard against damage of any kind, in particular damage caused by fire, theft, or vandalism, and to ensure that technical equipment is used properly. [2]Smoking and open fires are prohibited inside buildings. Damage, anomalies, and other unusual incidents must be reported to the responsible KU administrative unit. [3]The KU's fire protection regulations must be adhered to. [4]In particular, escape routes, corridors, and stairwells must not be obstructed or blocked.

(7) [1]Persons who are not members of the KU may not spend extended periods of time in the KU's rooms and buildings or on the KU's grounds. [2]External users of the University Library who are on the library premises are exempt from this rule.

(8) Bringing weapons, as defined by the Weapons Act (WaffG), onto KU premises, onto the KU campus, or to events held on or off the KU campus is strictly prohibited.

Section 4 Activities that require authorization and forbidden activities

(1) [1]In the KU's rooms and buildings and on the KU's grounds, the following activities require authorization from the responsible KU administrative unit:

1. Putting up notices and posters
2. Distributing printed material of any kind
3. Carrying out collections, elections, or non-academic surveys
4. Recording images or audio for commercial purposes; this is only permitted during courses or events for private purposes with the permission of the person running the course or event
5. Setting up information or sales stands, advertising, or pursuing any other commercial activity involving selling goods or collecting orders for goods
6. Using the KU's rooms, buildings, or grounds for events that are not affiliated with the University. More detailed rules may be set out in the regulations on room allocation

[2]In urgent cases where it is not possible for the administrative unit responsible to make a decision due to a lack of time, the person who has the right to issue bans for a particular area may provide authorization for that area.

(2) [1]Notices and posters may only be put up on the notice boards intended for this purpose. [2]In particular, they must not be put on walls, doors, or glass surfaces.

(3) [1]Advertising of any kind for political parties, campaign groups, or comparable associations or for their opinions and concerns is prohibited. [2]KU student initiatives and Church initiatives related to the KU are exempt from this ban.

(4) Use of roller skates, inline skates, kickboards, skateboards, or similar is prohibited inside the buildings.

(5) Bringing animals onto campus premises is generally prohibited; exceptions are governed by a policy issued by the University Management.

Section 5 Motor vehicles and bicycles

(1) [1]Motor vehicles may only be parked in the areas intended for this purpose that are marked as such. [2]The German Road Traffic Regulations (*Straßenverkehrsordnung*) apply on the entire University grounds.

(2) [1]Taking bicycles into the buildings is prohibited. [2]Bicycles must be parked in the areas intended for this purpose. [3]Leaving bicycles outside of the areas intended for this purpose, in the buildings, or in front of entrances is not permitted.

(3) Bicycles that have been parked in prohibited areas will be removed with a fine charged and may be disposed of.

Section 6 Lost and found items

The procedure regarding lost and found items is governed by KU's Lost Property Regulations.

Section 7 Sanctions for violation of the house rules, other provisions

[1]A house ban may be issued as a consequence of breaching the house rules. [2]Sanctions for violation of the house rules are issued according to the general regulations. [3]The KU may issue separate regulations for individual buildings. [4]If these regulations contradict the house rules, the house rules shall apply.

Section 8 Entry into force

These house rules enter into force on the date of their publication