

House Rules

Updated in January 2026

This is the general house order for **Building 13, the Student House at RUC**. These are the rules that organizations and students must follow when using the Student House's areas.

First and foremost, the users of the building are obligated to abide by the statutes and house rules. The student house does not tolerate any discrimination on the basis of political or religious beliefs, sexual orientation, gender identity, cultural or ethnic origins.

The House

- All furniture in the Student House's common areas, as well as rooms that can be booked (excluding RUCbar), belong to the organization **Stuenterhuset RUC**.
- Furniture belonging to the Student House RUC may not leave the house unless otherwise agreed upon with the parties responsible. Removal of such items is considered **theft** (particularly intended for kitchen inventory).
- If vandalism occurs to the building or furniture, the individuals responsible will be held **liable** for damages.
- Empty deposit bottles/cans must not be left openly around the house. They must be placed in closed bags and removed as soon as possible.
- Activities that may cause unpleasant odors for others in the building should, as far as possible, take place elsewhere.
- Please stay clothed and don't take off your top.
- Members of The Student house board regularly check in on offices, hallways, group rooms, kitchen, library, and other rooms to make sure that rules are followed and to do maintenance.
- Posters and ads may only be placed on the designated bulletin boards inside the house. Posters must be relevant to the students and contain a clear date or deadline.
- Posters can be put up in the toilets with prior agreement with Stuenterhuset RUC.

Use of Student House Facilities

- All students can book **group rooms**.
- Other rooms in the Student House may only be booked by organizations related to the house, and the events must be **organization-related** – academic or social.
- Rooms must be **left in the same condition** as upon arrival.
- A **written agreement** with the Student House board is required to host larger events.
- Booking is done through the SH website:
<https://studenterhusetruc.dk/booking-timeline/>

Booking of larger rooms

Larger rooms (The Kitchen, The Living Room, and The Conference Room) can only be booked by prior approval through Studenterhuset RUC's contact email:

Kontakt@sh-ruc.dk

The following applies

Organisations that can book the larger rooms

- Studenterhuset RUC maintains a pre-approved list of organisations that are allowed to book large rooms freely through the booking system.
- This list is based on the organisations having a connection the house and having shown trustworthiness.
- RUC organisations and party committees may be permitted to use rooms for meetings, planning activities, and similar organisational purposes.
- In general house parties (husfester) for the basis houses and institutes will not be allowed and should be held in their respective buildings.
- Social events without alcohol or academic events by the subject councils (fagråd), party committees (festudvalgene) may be permitted by dispensation.

Dispensations

- Studenterhuset RUC may grant individual dispensations from any of these rules.
- Requests for dispensation must be submitted by email and include:
 - A clear description of the event or activity
 - Purpose and relevance to Studenterhuset RUC
 - Expected number of participants
 - Time, duration, and room requested
- Studenterhuset RUC is not obligated to grant dispensations and assesses requests on a case-by-case basis.

The Kitchen

- The kitchen can be booked for all events and larger cooking sessions (4+ people) upon agreement. Bookings must be made **5 days in advance**. Note that it may already be booked by others.
- **Open events** always have priority over closed events. In case of scheduling conflicts, contact: kontakt@sh-ruc.dk, who reserves the right to mediate and adjust bookings in favor of open events.
- For booking the kitchen for larger events, refer also to the contract regarding use and cleanup.
- Use of the kitchen and its facilities is intended for **cooking and meals served on the same day**. Activities like brewing (and all related processes), dairy production (cheese, yogurt, etc.), honey production, etc. are **not allowed**. These should be carried out in **FoodLab (Building 37)**.
- Always keep windows open during heavy cooking to reduce odors, smoke, and steam.
- The kitchen must be **left clean and tidy** after use.
- Shared fridges/freezers in the kitchen can be used by all organizations and house users.
 - **Label your food** with your name and date before placing it in the fridge.
 - All unlabeled food is considered **communal property** and can be used or taken by anyone.
 - The Student House reserves the right to **throw out old or unlabeled food**.
- When leaving areas of the house, **close all windows**.
- The fridges should not be filled prior to your booking without prior written agreement with Studenterhuset RUC.

Office Use

- Organizations can be assigned an office. There is an **annual office round**. If an office becomes available during the year, the Student House reserves the right to allocate it to **an active organization** without one.
- The office door may be used for advertising and branding **related to the assigned organization only**:
 - Only **tack putty, chalk, and painter's tape** may be used on the doors.
 - The door is expected to be returned **to its original condition** upon moving out.
 - Exemptions can be given by emailing Studenterhuset RUC for a written agreement.
- **Overnight stays** in the house are **not allowed without prior agreement**.
- No **white goods (appliances)** may be connected without written approval.
 - This includes refrigerators, freezers, coffee machines, electric kettles, kitchen machines, microwaves, large sound systems, etc.
- **Electronic equipment may not be permanently installed** without permission.
- Keep offices tidy so cleaning personnel can do their job
- In addition to these rules, the **office contract** also applies.

The Basement

- The basement is reserved for organizations that have been **assigned space**.
- It is the organization's responsibility to **keep items within their marked areas**.
- Items placed outside designated areas and not removed as agreed will be **removed without liability**.
- **No subletting** (e.g., trade unions or other interest groups may not store their items in organization-assigned spaces).
- **No storage of lead-acid batteries** or other **hazardous materials** is allowed in the basement.
- All **safety regulations** must be followed regarding the storage of **CO2 cylinders**.
- In addition to these rules, the **basement contract** also applies.

Outdoor Areas and Facades

- Windows, other glass facades and facades in general must be kept **free of posters and advertisements**. Posters and ads may only be placed on the designated bulletin boards inside the house.
- The **emergency door** facing the lake on the 1st floor may only be used **in case of fire**.
- **Smoking is not allowed** on the emergency stairs.

Violation of Danish Law

Violating Danish law will lead to **police reports, expulsion, and reporting to Roskilde University.**

In case of any doubt about the house order, contact Student House.

The Student House board reserves the right to **change these rules** if deemed necessary.

Contact for questions in general or exemption requests:  kontakt@sh-ruc.dk