



## LIVING IN STUDENT DORMITORY TRSAT

**Student dormitory Trsat** first opened in 2016. as a result of a project by the European Union and University of Rijeka. It is located in Rijeka at the address Radmile Matejčić St. 5.

Student Dormitory Trsat comprises three pavilions that are designed in a functional, organizational, architectural, technical, economic and spatial sense to provide quality living and studying conditions for its residents.



### Introduction

This document is for users of accommodation in Student dormitory Trsat who can find here a lot of useful information about life in the dormitory and use of other services of Student centre Rijeka.

The terms used in this document that are marked with gender apply equally to the male and female gender.

### Working hours and contact information

In case accommodation users have any questions, problems or want to use any of the services in Student dormitory Trsat (for example gym, student laundry and so on), the reception staff is there for them.

**The reception of Student dormitory Trsat** is located on the ground floor of restaurant Kampus and is open every day (Monday to Sunday) 24 hours a day. Telephone numbers of the reception are **00385 51 584 544** and **00385 51 584 545**.

**The management of Student dormitory Trsat** is located on the ground floor of restaurant Kampus and is open from Monday to Friday from 08:00am to 04:00pm (08-16h). On Saturdays, Sundays and holidays, the management of Student dormitory Trsat is closed. Contact: [dom@scri.hr](mailto:dom@scri.hr)



## Emergency contacts

**Emergency contacts:** if there is a direct threat to health or safety of people and property in the accommodation facilities, accommodation users are required to inform the reception / night guard. Depending on the nature of the threat, users of accommodation are required to inform the appropriate services:

POLICE .....	192
FIRE DEPARTMENT .....	193
AMBULANCE .....	194
NATIONAL PROTECTION AND RESCUE DIRECTORATE.....	112

## Malfunction and damage report

Every accommodation user is obliged to report any malfunction or damage in the building, room, inventory or installations that they come across. Damage is reported via the link:

<https://ticket.scri.hr/>

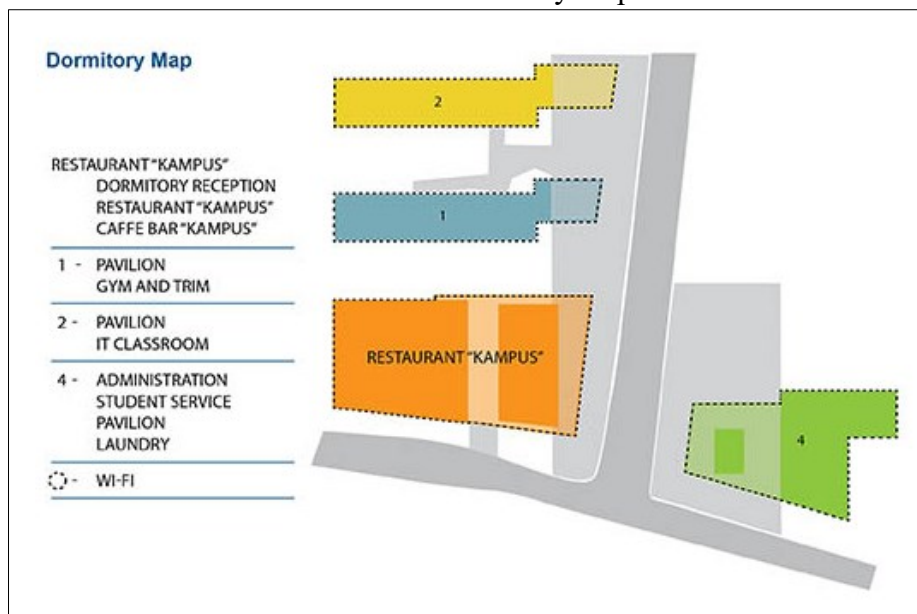
or on e-mail address:

[ts.podrska.trsat@scri.hr](mailto:ts.podrska.trsat@scri.hr)

## Dormitory map and facilities

Student dormitory Trsat consists of three pavilions: **pavilion 1** (ground floor + 6 floors), **pavilion 2** (ground floor + 6 floors) and **pavilion 4** (ground floor + 5 floors). The dormitory has **754 beds** for accommodating full time students from both the University and the Polytechnic of Rijeka, exchange students, professors, scientists and other guests of the University and Polytechnic of Rijeka.

Picture 1. Dormitory map



Other than accommodation facilities, there are many **other facilities** for students and guests in and near Student dormitory Trsat.

**Table 1.** Other facilities in and near Student dormitory Trsat

Facilities	Location	Working hours
<b>Gym and trim</b>	Ground floor of pavilion 1	Every day from 06:00am to 10:00pm (06-22h)
<b>Infirmary</b>		On Tuesdays and Fridays as follows: - Even days: from 07:00am to 02:30pm (07-14:30h) - Odd days: from 01:00pm to 08:30pm (13-20:30h)
<b>Living room</b>	6 <sup>th</sup> floor of pavilion 1	On Mondays, Tuesdays, Wednesdays, Thursdays and Sundays: from 06:00am to 11:00pm (6-23h) On Fridays and Saturdays: all day
<b>IT Classroom</b>	Ground floor of pavilion 2	Every day, all day
<b>Laundry</b>	Ground floor of pavilion 4	From Monday to Friday from 02:00pm to 10:00pm (14-22h) On Saturdays and Sundays from noon to 09:00pm (12-21h)



Facilities	Location	Working hours
<b>Restaurant Kampus</b>	1 <sup>st</sup> floor of the building of restaurant Kampus	Restaurant from Monday to Friday and on Sunday from 07:00am to 09:00pm (07-21h). On Saturdays, the restaurant is closed. - Cafe bar: from Monday to Friday from 07:30am to 06:00pm (07:30-18h) and on Saturday from 09:00am to 09:00 pm (09-21h). On Sundays, the cafe bar is closed. - Pizzeria: from Monday to Friday from noon to 05:30pm (12-17:30h) and on Saturday from 11:00 am to 09:00 pm (11-21h). On Sundays, the pizzeria is closed.
<b>Caffe bar Akvarij</b>	1 <sup>st</sup> floor of the building of restaurant Kampus	From Monday to Friday from 07:30am to 03:00 pm (07:30-15h). On Saturdays, Sundays and holidays, cafe bar Akvarij is closed.
<b>Student shop</b>		From Monday to Thursday from 08:30am to 06:00pm (08:30-18h) and on Fridays from 08:30am to 3:30pm (08:30-15:30h). On Saturdays, Sundays and holidays, Student shop is closed.

## Moving in

When moving in, students need to provide all the required documents. Each student has to sign the *Contract for providing accommodation services* and *Confirmation of receipt of room inventory and equipment*. Students will also receive their *Accommodation user identity card*. Accommodation users must provide their identity cards on request of Student Center Rijeka employees or other authorized personnel.

## House rules

It is every student's obligation to understand and respect the regulations of *House rules and disciplinary responsibility of residents in the accommodation facilities of Student Centre Rijeka* (hereinafter: the Regulations). You can find the Regulations on Student Centre Rijeka notice boards. Students will receive the Regulations on their e-mail addresses several times during academic year.



Student Center Rijeka retains the right to control how user of accommodation use their rights to accommodation at any time. If a student violates the Regulations in any way, disciplinary measures will be imposed.

## Safety

When there is immediate threat to the health and safety of people and property in the accommodation facilities, users of accommodation are required to inform the accommodation manager, manager of the facility or an authorized person at the reception. Depending of the nature of the threat, the appropriate service or the competent authorities (firefighters, emergency services, police, etc.) should be contacted.

If a student notices a fire or risk of fire, they will, in accordance with their psycho-physiological abilities, try to eliminate the danger. This must be done by taking personal and other's safety into account. If the accommodation user does not succeed in eliminating the danger, they are obliged to inform Student Center Rijeka, the National Protection and Rescue Directorate (telephone number: 112), the fire department (telephone number: 193), ambulance (telephone number: 194) or/and the police (telephone number: 192).

During their accommodation and especially in the case of exceptional circumstances, accommodation users are required to comply with all the provisions of the Regulations regarding Fire safety, the Environmental Protection Act, Evacuation plan along with other normative acts, rules and instructions of the authorized service engaged in a particular situation. All instructions and notices are located in the rooms of the users and the common areas of the accommodation facilities.

According to the Law on the Protection of the Population from Infectious Diseases, the accommodation user is obliged to report every case of disease or any suspected infectious disease, whether theirs or someone else's.

Upon arrival at the accommodation facility, the accommodation users must inform themselves about the fire escapes, placement of fire extinguishers and hydrants as well as the evacuation plan. The accommodation user is obliged to carry out general safety measures, fire protection measures, environment protection measures, measures against natural disasters, etc.

In case the accommodation user did not participate in the evacuation drill, they will be considered as trained and capable to do so (extinguish fire, evacuate). They will also be held liable in case of violating the Fire safety act. In case of inactivity during fire threat or if accommodation users refuse to evacuate, it will be considered that the decision was made on their own responsibility.

Actions purposefully committed for causing danger to people and property or any other activity that can cause danger will not be tolerated. The student dormitory is equipped with a fire alarm system. Any misuse of the fire alarm system will be sanctioned as it is considered to be a serious violation of Regulations.



Emergency exit doors are to be used only in case of emergency. It is forbidden to use emergency exit doors when there is not emergency. For daily entrance or exit you should use the main door in building. It is forbidden to leave emergency exit doors open.

Please be careful while cooking. Oil can catch fire in pans if not under control while on the cooktop.

Please do not use loads of electricity that are not property of Student Center Rijeka.

It is strictly forbidden to allow non-residents of the dormitory who did not register at the reception to enter the pavilions and rooms. It is strictly forbidden to have visitors over outside visiting hours.

If you find yourself stuck in an elevator, please keep calm and call for help.

## **Paying for accommodation**

Invoices for each month of accommodation are usually delivered to users at the beginning of the month via e-mail. Invoices can be paid:

- with debit card at the reception of Student dormitory Trsat from Monday to Friday from 08:00am to 02:00pm;
- through internet banking;
- in post office;
- in bank.

Accommodation users are obliged to pay their accommodation invoices **until the date indicated on the invoice**. We kindly ask of users to pay special attention to payment information when paying. All payment information must be correct.

Not paying accommodation fees will not be tolerated. If the accommodation user does not settle their accommodation fees within the period specified on the invoice, Student Center Rijeka will take the necessary steps for recovery of claims.

The price list of accommodation and other services is available at the reception of Student dormitory Trsat.



## Receiving inventory and equipment

Accommodation users receive equipment that contains immovable and movable property as specified in the *Confirmation of receipt of room inventory and equipment*. The accommodation user **is obliged to compensate any damage** they made on the property of the Student Centre Rijeka in accordance with the damage price list located at the reception. The accommodation user will be liable to disciplinary action if the damage is done intentionally or by negligence.

Student can come to the reception at any time and see which immovable and movable property he received.



## Maintaining the cleanliness of rooms and common areas

The accommodation users must keep their rooms tidy and clean on a daily basis. Students must pay attention to the rational use of electricity, heat and water. When leaving the room, accommodation users are obliged to take their card with them and make sure all windows are closed.

Accommodation users are obliged to take out the trash from their rooms. We suggest making a **cleaning plan** with your roommates.

Student Centre Rijeka's staff is in charge of common area cleanliness (classroom, gym, student laundry).



## Taking care of the environment

During your stay in the accommodation facilities of Student Center Rijeka, please pay attention to the following:



- If heating is on and the room temperature is too high, do not open the windows because you will waste heat. Instead, you should turn heating off;
- Do not open windows when cooling is on. Instead, you should turn the cooling off;
- When making a purchase think about protecting the environment;
- Do not buy products with unnecessary packaging;
- Buy products in returnable bottles;
- Avoid buying and using plastic products;
- Reduce the use of disposable products;
- Replace ordinary batteries with rechargeable ones;
- Use non-phosphate based detergents. Use non-toxic cleaning products instead of dangerous cleaning chemicals;

- Do it yourself: use natural fabric softener along with natural cleaners and disinfectants;
- Do not throw away toxic chemicals in the trash. Toxic and dangerous waste (medicine, waste batteries, paints, pesticide etc.) is collected separately. For more information on that type of waste, ask about it at the place you got it from, on the Internet, or call the free info number 0800 99 99 00 where you can reach the utility company “Čistoća”;
- Pay bills online in order to save paper;
- Pay attention to rational water consumption;
- Pay attention to rational use of electrical energy. Turn off electrical devices when they are not in use. Avoid *stand by* mode;
- Sort the waste.

**Table 2.** Trash cans

Name of trash can	What it looks like	What it stores and what is important
<p><b>1. Blue trash can</b></p>		<p>- <b>Stores:</b> newspapers, magazines, flyers, catalogs, notebooks, books, writing and computer paper, paper bags, letters, folders, cardboard etc.            - <b>What is important:</b> cardboard boxes should be folded in a way that they take up less space, all unwanted substances (plastic, Styrofoam etc.) should be removed from paper and cardboard, it is also necessary to pay attention that they are not dirty</p>
<p><b>2. Orange trash can</b></p>		<p>- <b>Stores:</b> bottles and jars of all colors            - <b>What is important:</b> glass must be emptied and rinsed, caps must be removed.</p>



Name of trash can	What it looks like	What it stores and what is important
<p><b>3. Yellow trash can</b></p>		<ul style="list-style-type: none"> <li>- <b>Stores plastic:</b> bags, foils, films, bubble packs marked with PE-HD, PE-LD, PP etc.; plastic bottles, bottles of medication marked with PE-HD, PE-LD, PP; cups and containers for dairy products marked with PS and PP; Styrofoam bags, foam package marked with EPS and similar; other plastic product (plastic plates, plastic cutlery and so on) marked with PE-HD, PP, PVC, PS, PET etc..</li> <li>- <b>Stores metal:</b> empty food cans, other smaller metal items.</li> <li>- <b>Stores tetra packaging:</b> packaging for milk and dairy, fruit juices, water, sauces, soups, cheeses etc.</li> <li>- <b>What is important:</b> plastic, metal and tetra packaging must be emptied and rinsed. Please remove unwanted substances (cork, plastic parts etc.) and displace air in order to take up less space.</li> </ul>
<p><b>4. Green trash can</b></p>		<ul style="list-style-type: none"> <li>- <b>Stores:</b> all other waste, household bio-waste, hygienic pads, cork, ceramic and porcelain dishes, DVDs, CDs, lighters, chewing gum, rubber gloves etc.</li> <li>- <b>What is important:</b> all waste must be properly disposed of in closed bags.</li> </ul>

### Entering the pavilion, room and common areas

You enter the pavilion and room by using your card programmed under your name and surname. To open the room and pavilion door you need to place the card on the card reader.



Note: it is strictly forbidden for people who are not users of accommodation to enter the pavilions if they did not check in at the reception beforehand.

To enter the rooms L and D (left and right) use the key you received upon check in. To enter your single room/apartment, you can use either the key or the card.

You also use your card to enter the classroom and laundry room. Each time you want to use the gym, you have to go to the reception and sign in for a key.

### **Informing accommodation users and sending notices**

Students receive important information, news, alerts, etc. via e-mail. We kindly ask accommodation users to check their inbox on a daily basis. Otherwise, you may miss important information.

We kindly ask students to come to the reception and notify us in case they changed their contact information (cell phone number, e-mail address etc.).

### **Checking out books**

It is possible to check out books at the reception of the dormitory. For more information, feel free to contact the reception staff.



## Using the Internet

In all Student Center Rijeka and University of Rijeka facilities, connection to the Internet is possible by using the CARNET network. To use the CARNET network, you need to have your own valid [AAI@Edu.hr](mailto:AAI@Edu.hr) user account. The network in question is called **eduroam**.



To connect to the Internet, you must have a valid [AAI@Edu.hr](mailto:AAI@Edu.hr) user account issued by your main institution (faculty). You can read the rules on the acceptable Internet use in the dormitory on the following link:

<https://www.srce.unizg.hr/usluge/studom/pravilnici>

In case of technical or any other issues, please make a report via the link:

<https://ticket.scri.hr/>

or on e-mail address:

[it.podrska.trsat@scri.hr](mailto:it.podrska.trsat@scri.hr)

Notice: some rooms have a CISCO access point. It is strictly forbidden to move those devices. If you turn off the CISCO access point, that part of the building will have a weaker connection.

## Dangers of strong wind / rain

Strong wind and a lot of rain are not uncommon during the winter months in Rijeka. In case of strong wind, please:

- close all windows and doors and move away from the windows;
- stay inside the room/building;
- be careful when using the main doors – strong wind can knock them out from your hands which can cause major material and other damages;
- move in a bent position, in leeward, holding onto handrails and immovable objects;
- be careful because the roof tiles, façade, blinds, branches, boards, rocks etc. may fall;
- do not hide under trees;
- do not hide under the pavilions because objects (i.e. blinds) could possibly fall from building;
- park your vehicle in the garage or in a lee.

We kindly ask students to make sure all windows in the room and loggia are closed when leaving the room, especially if they will be out for a while.









If it is raining outside and you do not close the window, it is highly likely that water will damage the inside of the room.

We would like to remind you that the accommodation user is obliged to compensate any damage he made on the property of Student Center Rijeka.

## Instructions for using induction cooktops

Each room has an induction cooktop in the kitchen. Induction cooktops only work with induction kitchenware. If the kitchenware you are using does not have an induction base, the cooktop will not turn on. The kitchenware you receive when you move in has an induction base.

**Table 3.** Instructions for using induction cooktops

<p>1. Press the  button for a few seconds - until the cooktop turns on.</p>	
<p>2. You should choose whether you want to use the upper or lower part of the cooktop by pressing . You start the upper one by pressing  on the left side and lower by pressing  on the right side.</p>	
<p>3. You regulate the heat by pressing  and .</p>	
<p>4. To turn the cooktop off, press  for a few seconds.</p>	

All accommodation users are kindly asked to pay attention to airing out the room while cooking so the fire alarm does not go off. We would also like to point out that covering the smoke detector with anything at all is strictly forbidden. Abusing the fire detection system is considered a serious threat to safety.

Please be very careful while cooking. It is very dangerous to keep oil on pans for a longer time because it can catch fire if not controlled.



## Opening and closing the windows in the loggia

We kindly ask students to make sure all windows in the room and loggia are closed when leaving the room, especially if they will be out for a while.

If it is raining outside and you do not close the window, it is highly likely that water will damage the inside of the room, but also the student's personal belongings.

The window in the loggia is large and heavy so please be very careful when opening and closing said window. Please pay special attention to safety.

**Table 4.** Opening the window in the loggia

<p>1. Grab the window handle and gently pull it towards you.</p>	
<p>2. Turn the handle counterclockwise (see photo).</p>	



3. Pull the handle towards you and open the window.



4. The window is open.










### Instructions for heating/cooling

Student Center Rijeka supplies hot water and heat from 06:00am to 10:00pm (06-22h) according to the energy product supplier. Cooling is available during the summer.

Energo, the energy product supplier, decides when the heating will turn on and off during the year (<https://energo.hr>). In case of any problems, please contact the reception staff.

Hot water is supplied from 6am to 10pm (06-22h). We would like to inform guests and students located in the edge rooms that they might wait a while for hot water to reach their room.

**Table 5.** Instructions for heating / cooling

<p><b>1.</b> To enable heating or cooling control, you need to place the card into the card slot on the wall. If the card is not placed in the slot, heating and cooling is set automatically and it is then not possible to control it. If you open the windows or door, the heating / cooling will stop.</p>	
<p><b>2.</b> Heating and cooling is modified on the device seen on the picture.</p>	
<p><b>3.</b> It is possible to choose from two modes of heating / cooling (OFF/AUTO/1) by pressing the button . When the light next to AUTO is on, the fan speed will automatically adjust depending on the set and reached temperature. When there is on mode 1 (the light will be on next to 1), the fan is constantly on speed 1. The system is off when all lights are off (on the display you can see OFF).</p>	
<p><b>4.</b> By pressing the arrows  and , you can lower / raise the temperature to the wanted degree.</p>	
<p><b>5.</b> To turn off the heating / cooling, you need to keep pressing the  button until the display reads OFF.</p>	



## Post

Accommodation users can receive registered and non-registered post.

All post must be addressed as follows:

*Studentsko naselje Trsat*  
*Name and surname of accommodation user*  
*Radmile Matejčić 5*  
*51000 Rijeka*  
*Hrvatska*

It is not necessary to write down the room number. The reception staff will receive your post and check the recipient's room number. Non-registered post will be delivered to mailboxes located on the pavilion's ground floor. The mailbox key is on a hanger in your kitchen and there is only one key for each room.



Registered post stays on the reception. Students will be informed about receiving registered post. We kindly ask students to come to the reception to pick up their registered post.

## Laundry room

The laundry room is located on the ground floor of pavilion 4. It is open from Monday to Friday from 02:00pm to 10:00pm (14-22h), and on Saturdays and Sundays from noon to 09:00 pm (12-21h). You can bring your clothes for both washing and drying on weekdays from 02:00pm to 07:00pm, after 07:00pm you can only bring it for washing due to the time of the drying process.

Before taking your clothes to the laundry room, you have to go to the reception and buy tokens for both washing and drying. You can find the price list at the reception. After buying the tokens, put your clothes in the plastic box found in your room and then take it to the laundry room along with the tokens and receipt. The maximum amount of clothes for one washing and drying comes to 6 kilograms.



You put your own clothes into the washing machine; the laundry room worker takes care of everything else. You should only tell them on what temperature you want your clothes to be washed. If there are no machines available, the laundry room worker will suggest another time





when you can bring your clothes. All students are obliged to pick up their clothes right after they're done or as soon as possible (in agreement with the laundry room worker).

Note: Student Center Rijeka provides you with laundry detergent, but you have to bring your own fabric softener.

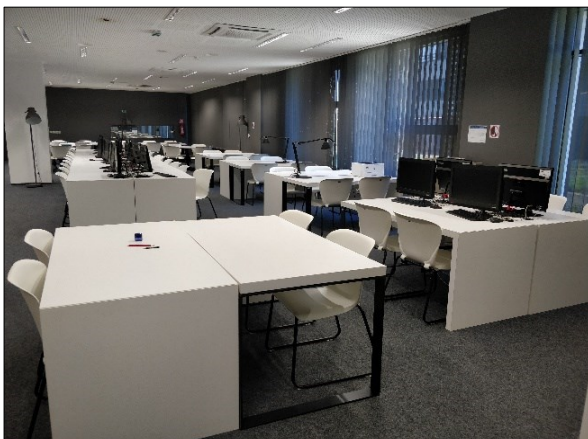
You need your card to enter the laundry room.

Each student is entitled to two free linen (two sheets + pillowcase) changes per month. During the summer, this can be done up to four times a month. All you need to do is bring your dirty linen to the laundry room and exchange it for clean linen. If you need to have your linen be washed more often, you can pay for it according to the price list found at the reception.

Each student is entitled to one free blanket / pillow / mattress cover change per semester. If you need to have your blanket / pillow / mattress cover washed more often, you can pay for it according to the price list found at the reception.

## Classroom

The IT classroom is located on the ground floor of pavilion 2. The classroom is open every day, all day. You need your card to enter the classroom. We kindly ask students to be quiet and have consideration for students who are studying. Before leaving, please make sure that you leave the room in the same condition as it was in when you got there. Please take your belongings with you before you leave.





## Gym

The gym is located on the ground floor of pavilion 1. It is open every day from 06:00am to 10:00pm (06-22h). We kindly ask students to finish using the gym before 9:50pm (21:50h).

Each time you want to use the gym, you have to go to the reception and sign in for a key. You can only use the gym after you sign the Statement for gym usage which you can sign at the reception of Student dormitory Trsat.

Before leaving the gym, please make sure that you leave the area in the same condition as it was in when you got there. Please take your belongings with you before you leave.

Each student who uses the gym must oblige to the Gym house rules.





## Infirmary

On the ground floor of pavilion 1 (entrance on the back of the building) you can find the Infirmary. The team leader, Koraljka Čop, MD, family physician. The doctor's name is Josip Eljuga, MD.

Infirmary's working hours are:

- On Tuesdays and Fridays on the address Radmile Matejčić 5, Rijeka (telephone numbers: +385 51 584 875 and +385 51 584 876)
- On Mondays, Wednesdays and Thursdays on the address Kalina 12, Rijeka (telephone number: +385 51 459 122)
- On even days: from 07:00am to 2:30pm (07-14:30h)
- On odd days: from 1:00pm to 8:00pm (13-20h)





For more information, please contact the Infirmary by telephone or in person.

## Food service

Next to Student dormitory Trsat, you can find the restaurant Kampus and cafe bar Kampus (Akvarij). In restaurant Kampus, customers have several types of menus, various dishes, pizzas and brunch to go at their disposal. Breakfast, lunch and dinner are available as follows:

- Breakfast: from 07:00am to 09:00am (7-9h)
- Lunch: from 11:00am to 5:30pm (11-17:30h)
- Dinner: from 5:30pm to 09:00pm (17:30-21h)

Caffe bar Kampus offers several types of hot and cold beverages, sandwiches and cakes for reasonable prices.

There are many other restaurants and cafe bars under Student Center Rijeka at your disposal. You can find out more about working hours of cafe bars and restaurants on the following link: <http://www.scri.uniri.hr/en/working-hours.html>

**Table 6.** Working hours of cafe bars and restaurants under Student Center Rijeka

Name	Location
<b>Buffet Medicinar</b>	Braće Branchetta 20, Rijeka (Faculty of medicine)
<b>Buffet Start</b>	Radmile Matejčić 10, Rijeka (Science and Technology park-STEPRI)
<b>Caffe bar Andrea</b>	Radmile Matejčić 3, Rijeka (Faculty of Civil Engineering)
<b>Caffe bar Infuzija</b>	Viktora Cara Emina 5, Rijeka (Faculty of Health Care Studies)
<b>Caffe bar Kampus</b>	Radmile Matejčić 5, Rijeka (Restaurant Kampus)
<b>Caffe bar Formula</b>	Radmile Matejčić 2, Rijeka (Department of Biotechnology, Department of Physic, Department of Informatics, Department of Mathematics)
<b>Caffe bar Reful</b>	Sveučilišna avenija 4, Rijeka (Faculty of Humanities and Social Studies)
<b>Caffe bar Uniri</b>	Trg braće Mažuranića 10, Rijeka (University of Rijeka-Rectorate)
<b>Restaurant Index</b>	Krešimirova St. 18, Rijeka
<b>Restaurant Kampus</b>	Radmile Matejčić 5, Rijeka (Kampus)
<b>Restaurant Mini</b>	Franje Čandeka 4, Rijeka (Student dormitory Ivan Goran Kovačić)



Name	Location
<b>Bistro Mul</b>	Primorska St. 42, Ika (Faculty of Tourism and Hospitality Management)
<b>Bistro Pomorac</b>	Studentska St. 2, Rijeka (Faculty of Maritime Studies)
<b>Bistro Pravri</b>	Hahlić 6, Rijeka (Faculty of Law)
<b>Bistro Riteh</b>	Vukovarska St. 58, Rijeka (Faculty of Engineering)

## Student shop

Next to cafe bar Akvarij, you can find the Student shop, a small grocery store. Student shop is open from Monday to Thursday from 08:30am to 06:00pm (8:30-18h), and on Friday from 08:30am to 3:30 pm (8:30-15:30h). On Saturdays, Sundays and holidays, Student shop is closed.

## Student employment

Student service, which mediates between employer and employee (the student), is an important part of Student Center Rijeka. If they want to get a job/jobs, students need to become members of the Student service. It is possible to use the services provided by Student service on several locations.

**Table 7.** Student Service's locations

Location	Working hours	Services
In the administration office of Student Center Rijeka (in pavilion 4 of Student dormitory Trsat) on the address Radmile Matejčić 5, Rijeka	From Monday to Friday from 08:00am to 04:00pm (08-16h). You can join or extend your membership from Monday to Friday from 08:00am to 03:30pm (08-15:30h).	All services provided by the Student Service
The counter in restaurant Index on the address Krešimirova St. 18, Rijeka	From Monday to Friday from 08:00am to 04:00pm (08-16h).	Issuing and submitting contracts, registering employers, issuing data for Web service access, submitting or changing IBAN bank account.



Location	Working hours	Services
In the entrance hall at the Faculty of Tourism and Hospitality Management on the address Primorska St. 42, Ika	On Wednesdays from 11:00 am to 04:00pm (11-16h).	Joining Student service, issuing and submitting contracts, issuing invoices, registering employers, issuing data for Web service access, submitting or changing IBAN bank account.
On the 4 <sup>th</sup> floor on Polytechnic of Rijeka on the address: Vukovarska St. 58, Rijeka	On Tuesdays from noon to 04:00pm	Issuing and submitting contracts, registering employers, issuing data for Web service access, submitting or changing IBAN bank account.

You can find all information about student employment on the web page of Student Center Rijeka on the following link:

<http://www.scri.uniri.hr/en/student-service.html>

## Student Center Rijeka – Contact information

Student Center Rijeka  
Radmile Matejčić 5  
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Web page: [www.scri.uniri.hr](http://www.scri.uniri.hr)

Facebook pages:

- Student Centre Rijeka: <https://www.facebook.com/sc.rijeka>
- Student service: <https://www.facebook.com/studentservis.SCRI>
- Dormitory accommodation: <https://www.facebook.com/domski.smjestaj.SCRI>
- Leisure: <https://www.facebook.com/slobodnovrijeme.SCRI>
- Private accommodation: <https://www.facebook.com/Privatnismjestaj.SCRI/>
- Photo group Baltazar: <https://www.facebook.com/groups/185281518908347/>

Instagram:

- Student Center Rijeka: <https://www.instagram.com/studentski.centar.rijeka/>
- cisto.ida: <https://www.instagram.com/cisto.ida/>
- Photo group Baltazar: [https://www.instagram.com/uniri\\_foto\\_grupa\\_baltazar/?hl=hr](https://www.instagram.com/uniri_foto_grupa_baltazar/?hl=hr)