AZERBAIJAN TECHNICAL UNIVERSITY

Accommodation Policy

Document type	Policy
Scope (applies to)	All staff and students
Issued	2023
Last revision date	2026
Review Cycle	Every 2 years
Version	v4.0
Approval Authority	University Council
Document owner	Sustainability Office
Status	Approved and Published

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1. CONTEXT AND PURPOSE

Student accommodation is an important element of the student support environment and contributes to student wellbeing, access to education, and continuity of academic engagement. For Azerbaijan Technical University (hereinafter “AzTU”), accommodation is considered part of the institutional ecosystem that supports equitable learning conditions and the overall quality of the student experience.

AzTU may provide, facilitate, or oversee student accommodation through university-managed arrangements or through cooperation with third-party providers. Regardless of the delivery model, AzTU recognises its responsibility to ensure that accommodation associated with AzTU is governed in a manner that supports:

- student safety and wellbeing;
- accessibility and inclusion;
- transparency and fairness; and
- institutional accountability appropriate to a public higher-education institution.

The purpose of this Accommodation Policy (hereinafter the “Policy”) is to establish a clear institutional framework for the governance of student accommodation at AzTU. The Policy defines principles, standards, and oversight arrangements applicable to accommodation associated with AzTU. This Policy does not describe specific residences, capacities, locations, or services. Operational rules, residence-level procedures, and contractual arrangements are addressed through separate instruments where applicable.

This Policy applies irrespective of whether accommodation is delivered directly by AzTU or through third-party arrangements under AzTU’s influence and provides a consistent reference for institutional decision-making and oversight.

2. KEY TERMS AND DEFINITIONS

For the purposes of this Policy, the following key terms are used with the meanings set out below. These definitions clarify the scope, governance focus, and standards applicable to student accommodation associated with AzTU:

- **Student Accommodation:** Housing provided, facilitated, or overseen by AzTU for enrolled students for the purpose of supporting academic participation and student wellbeing;
- **University-Managed Accommodation:** Student accommodation owned, leased, or directly operated by AzTU and falling under AzTU’s operational control;
- **Third-Party Accommodation:** Student accommodation provided by external entities with which AzTU has a formal arrangement or influence related to student housing;
- **Accommodation Standards:** Institutional requirements relating to safety, accessibility, living conditions, transparency, and student welfare applicable to accommodation associated with AzTU;
- **Accessibility:** The extent to which accommodation associated with AzTU is usable by students with diverse needs, including those with disabilities, in line with inclusive education principles;
- **Affordability:** The principle that accommodation costs should be communicated transparently and considered in relation to student financial circumstances;

- **Safeguarding:** Measures intended to protect students from harm, abuse, or unsafe living conditions within accommodation associated with AzTU;
- **Operational Control:** The degree of authority held by AzTU to set standards, impose requirements, and exercise oversight over accommodation arrangements.

3. APPLICABILITY

This Policy applies to student accommodation associated with AzTU and governs the standards, oversight, and institutional responsibilities related to such accommodation. It applies irrespective of the delivery model and focuses on governance rather than day-to-day residence management.

Specifically, this Policy applies to:

- students eligible for accommodation provided, facilitated, or overseen by AzTU;
- university-managed accommodation under AzTU's operational control;
- third-party accommodation arrangements where AzTU has a formal role, influence, or oversight responsibility;
- academic and administrative units responsible for student support, accommodation oversight, and related decision-making.

This Policy does not regulate daily residence operations or replace residence-level rules and procedures. Operational requirements, contractual arrangements, and facility-specific provisions are addressed through separate instruments developed and applied in accordance with this Policy.

4. GOVERNANCE

Governance of student accommodation at AzTU is exercised through institutional structures directly responsible for student welfare and campus living conditions. This Policy assigns clear accountability for setting accommodation standards, overseeing their application, and ensuring that accommodation-related decisions support student wellbeing and institutional integrity.

Governance responsibilities under this Policy are allocated as follows:

- **Rectorate:** Provides institutional oversight of the student accommodation framework, approves this Policy and any revisions, and ensures that accommodation governance remains aligned with AzTU's strategic priorities and student support objectives.
- **Vice-Rector for Student Affairs:** Holds executive responsibility for student accommodation governance, including oversight of Policy implementation, coordination of accommodation-related decision-making, and escalation of material risks or issues affecting student living conditions.
- **Office of Student Affairs:** Serves as the primary operational lead for accommodation governance, responsible for applying the standards set out in this Policy, managing student-facing accommodation processes, and consolidating information for monitoring and review [PLACEHOLDER: official name of Student Affairs office].
- **Campus Infrastructure and Facilities Management Unit:** Supports accommodation governance by ensuring that accommodation under AzTU's operational control meets minimum standards related to safety, maintenance, and living conditions.

Accommodation governance and escalation processes operate within AzTU's existing institutional decision-making framework. This ensures focused accountability for accommodation without extending governance responsibilities beyond functions that are directly relevant to student living conditions.

5. ACCOMMODATION STANDARDS AND STUDENT LIVING FRAMEWORK

This section sets out the institutional standards that govern how student accommodation associated with AzTU is designed, overseen, and evaluated. The standards focus on student wellbeing, safety, access, and transparency, and apply irrespective of whether accommodation is provided directly by AzTU or through third-party arrangements.

5.1. Student Wellbeing and Safety

Accommodation associated with AzTU is expected to support students' physical safety, psychological wellbeing, and ability to participate effectively in academic life. Living environments should be stable, predictable, and conducive to study, recognising that accommodation conditions directly influence student performance and retention.

Students have access to established institutional mechanisms for raising accommodation-related concerns and complaints, which are addressed through defined escalation and oversight processes in line with this Policy.

Safety considerations focus on preventing material risks and ensuring that students have clear channels to raise concerns related to living conditions. AzTU treats wellbeing and safety as foundational requirements rather than supplementary features of accommodation arrangements.

5.2. Accessibility and Inclusive Living Conditions

Accommodation governance at AzTU incorporates accessibility and inclusion as core standards. Accommodation arrangements should not create barriers for students based on disability, health conditions, or other specific needs.

In practice, accessibility considerations include:

- reasonable physical access to accommodation spaces where applicable;
- non-discriminatory allocation and management practices; and
- flexibility in accommodation arrangements to support diverse student needs.

5.3. Affordability and Transparency

Affordability and transparency are essential to ensuring fair access to student accommodation. AzTU expects that accommodation associated with AzTU is governed in a manner that allows students to clearly understand the financial conditions linked to housing arrangements before commitments are made.

Transparency requirements relate to the communication of accommodation costs, eligibility criteria, and any conditions attached to residence. These elements are treated as part of institutional accountability rather than operational detail.

5.4. Minimum Living and Operational Standards

Where accommodation falls under AzTU's operational control, minimum living standards are applied to ensure acceptable living conditions and reduce risks associated with inadequate housing. These standards are intended to provide a consistent baseline rather than prescribe detailed operational rules.

Minimum standards may address issues such as maintenance, cleanliness, suitability of living spaces, and access to essential utilities.

5.5. Oversight of Third-Party Accommodation

When student accommodation is provided through third-party arrangements, AzTU applies oversight proportionate to its level of involvement and influence. The University does not manage third-party accommodation directly but seeks to ensure that such arrangements align with the principles set out in this Policy.

Oversight focuses on governance-level controls, including expectations for quality, responsiveness to student concerns, and mechanisms for addressing persistent or material risks.

6. FACILITIES MANAGEMENT

AzTU manages its residential facilities as an integral part of the student experience, with a focus on safety, fairness, and wellbeing. Accommodation services are delivered through defined institutional systems that support effective allocation, reliable facility management, and responsive student support.

6.1. Housing Allocation and Access

Allocation of residential accommodation is administered through centrally coordinated and transparent processes. Allocation decisions are guided by equity considerations and institutional priorities, including:

- first-year and international students;
- students originating from geographically remote areas; and
- students with disabilities or documented social needs.

Applications, renewals, and transfer requests are managed through a centralised digital system to ensure accessibility, consistency, and traceability. Decisions take into account compliance with residence rules, payment status, and available capacity.

6.2. Resident Support

Residential life at AzTU is supported by services aimed at promoting student wellbeing and inclusion. Support mechanisms may include access to counselling services, peer or mentoring initiatives, and activities that encourage social integration and respectful community life.

Designated staff provide confidential guidance to residents facing academic, personal, or social challenges. Feedback from residents is periodically collected to inform service improvement.

6.3. Facilities Management and Safety Controls

AzTU ensures that residential facilities meet safety, functionality, and regulatory standards through structured facilities management systems. These include:

- planned inspections and preventive maintenance programmes;
- defined response arrangements for urgent maintenance issues;
- security presence and controlled access systems; and
- compliance with fire safety, sanitation, and emergency preparedness requirements.

Maintenance requests are recorded through designated reporting channels. Periodic safety checks and reviews are coordinated by the responsible facilities function in cooperation with relevant institutional bodies.

6.4. Funding Oversight

Residential accommodation services are financed through residence fees and institutional funding approved through established governance processes. Resource planning covers maintenance needs, accessibility improvements, student support services, and safety-related measures.

Annual financial and resource plans for residential facilities are prepared by the responsible administrative functions and reviewed through appropriate institutional oversight channels to ensure efficiency, accountability, and service quality.

6.5. Feedback and Complaint Management

AzTU promotes open communication within residential facilities and provides structured channels for feedback and issue reporting. Residents may raise concerns related to accommodation services, safety, or living conditions through established institutional mechanisms.

Formal complaints, including those related to discrimination, harassment, or ethical concerns, are addressed in accordance with applicable institutional policies and procedures (see Equality, Diversity and Inclusivity Policy; see Holistic Ethical Policy). Complaints are handled in a manner that ensures timely acknowledgement, impartial review, and transparent resolution.

7. MONITORING AND PERFORMANCE INDICATORS

Monitoring under this Policy ensures that accommodation associated with AzTU is governed in line with the standards and principles set out in Section 5. Monitoring focuses on institutional oversight, identification of material risks, and continuous improvement, rather than detailed operational reporting.

Information relevant to accommodation governance is collected through existing institutional mechanisms, including student feedback channels, issue escalation processes, and periodic internal reviews. Consolidated information supports oversight by responsible governance bodies and informs decision-making related to accommodation standards and student wellbeing.

Performance indicators are used to assess whether accommodation governance remains effective, proportionate, and responsive to student needs. Indicators focus on material aspects of student living conditions and include:

- frequency and nature of accommodation-related safety or wellbeing concerns raised by students;

- patterns of accessibility-related requests, barriers, or unresolved issues;
- volume, themes, and resolution patterns of accommodation-related complaints and escalations;
- timeliness and effectiveness of responses to accommodation-related issues; and
- recurring risks or deficiencies identified through internal reviews or student feedback mechanisms.

Monitoring results are reviewed through established institutional governance channels and used to inform corrective actions, prioritisation of improvements, and updates to supporting instruments where necessary. Findings may also inform the periodic review of this Policy.

8. POLICY EVOLUTION

This Policy is reviewed periodically to ensure continued relevance, effectiveness, and alignment with AzTU's institutional objectives and student support framework.

The Policy is reviewed at least once every two years. Revisions are prepared under the responsibility of the Vice-Rector for Student Affairs, reviewed through established governance channels, and approved by the Rectorate.

Approved updates are communicated institutionally and do not introduce operational or facility-level changes unless separately approved.

AZTU

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SUSTAINABLE DEVELOPMENT GOALS

