



**Schüler*innen-Wohnheim
JUCHGASSE**
1030 Wien, Juchgasse 27
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Registration form for the boarding house

Entry date: _____

School name:

School address:

School type (f.ex.: AHS, HTL, etc.)

Student data:

Surname First name

Social insurance no/Date of birth..... Place of birth.....

Nationality..... Religion

Address of residency (including zip code)

.....

Mobile phone no.....

Do you receive an increased family allowance for the student? No Yes

Do you receive a nursing allowance for the student? No Yes, step: ____

Description of services:

Accommodation: a double room in a group home

Board: Breakfast
Lunch (2 daily dishes with soup, main course and dessert and a fitness course to choose from)
Dinner (warm or cold)

Cleaning: Common rooms and bathrooms will be cleaned daily, small towels will be provided

Parents (both parents legal guardians)

Surname Title, First name.....
Surname Title, First name.....
(both parents)
Street
Zip code, cityTelephone.....
(landline, mobile phone)

Legal guardian

Surname Title, First name.....
Street
Zip code, cityTelephone.....
(landline, mobile phone)

EMERGENCY contact:

Surname Title, First name
Address of residency (including zip code)
Telephone: (landline and mobile phone).....

Agreed cost contributions:

- Euro 372,00 incl. full board and supervision
- Euro 689,00 incl. full board and supervision (if parents are entitled to increased family allowance or nursing allowance)

The cost contributions are due each month by the 10th day of the following month, independently from holidays or closing times (exception: July and August) and need to be paid by standing order of payment by recipient.

For this purpose, please complete the form [food and/or supervision contribution](#) for standing order

Without this completed form, the registration for the boarding institute is invalid!

Duration of the boarding contract:

The student will initially be accepted based on a two months trial period. At the end of this period, the leadership team and the academic staff will decide on the continuous stay at the boarding institute.

For the duration of the school attendance as a regular student. After that, an extension needs to be requested in writing each year (an extension can be requested twice).

In the event of early termination the period of cancellation is two months.

Restrictions due to medical indication → see attachment page 4

Accommodation and supervision of physically challenged persons:

The boarding facility is equipped for the inclusive supervision of physically challenged and not physically challenged persons.

In addition to the social education workers, there is also a graduate nursing team and a maintenance caretaker available. Doctors are present regularly. The therapy facilities of Schulzentrums HTL HAK Ungargasse may be used free of charge when needed.

Termination of the boarding contract:

- Successful completion of the attended school type
- Premature termination of the school attendance
- Cost contributions more than two months overdue despite written reminders
- Serious breach of the house rules

House rules:

The stay at the boarding institute requires the compliance with the house rules. A breach of the house rules results in the following measures:

- Verbal reprimand by the boarding institute staff
- In the event of a repeated incident, a written reprimand will be issued
- The next step is a report to the boarding institute leadership and to the legal guardian
- Any additional breach can lead to the expulsion from the boarding institute.

The termination of contract will be discussed with the social education workers, the boarding institute team, the leadership team and the director.

Confirmation of the registration:

Vienna, on.....

.....

Signature of legal guardian
resp. of the student of full legal age

For the boarding institute:

Vienna, on.....

.....

Signature boarding institute leadership

Attachment:

- If the physical or mental state of the boarding institute resident deteriorates and if medical and nursing requirements arise that cannot be covered by the nursing team, it is necessary to forward the resident to home care, a nursing facility or a hospital.
- A return to the boarding institute is only possible with the consent of the boarding institute doctor, the leadership team and the director.
- Medical supervision and exams will be done regularly by the boarding institute doctor.
- In case of neuro-orthopaedic or internal diseases, an annual check-up by a medical expert is required. Diagnostic statements of these check-ups need to be provided upon entering the boarding institute and must not be older than 3 months.
- As our boarding institute does not have a nighttime nursing team, students who require supervision at night cannot be accepted at the boarding institute.
- As part of the first aid measures, an ambulance will be called immediately in the event of acute sicknesses.
- For any medical requirements, it is necessary that the e-card always remains with the student.
- All diagnostic statements must be brought to the attention of the doctors at the beginning, resp. during the stay.

Vienna, on

Legal guardian

Due to the determined nursing care requirements, a stay in the boarding facility is

possible until further notice

not possible.

This decision was made in cooperation with doctors, nursing staff, social education workers, boarding institute leadership team and school leadership.

Vienna, on

Boarding institute doctor