

House rules for the facilities and properties of Ingolstadt University of Applied Sciences

On the basis of Art. 31 Para. 12 of the Bavarian Higher Education Innovation Act (BayHIG) and § 28 Para. 3 of the General Rules of Procedure for the Authorities of the Free State of Bavaria (AGO), the President of the Technische Hochschule Ingolstadt (hereinafter referred to as THI) issues the following house rules to ensure orderly university operations:

1. These house rules apply to members of THI and to all other persons who are present on the premises, in buildings or facilities of THI, including rented rooms or other rooms provided to THI, both at the Ingolstadt site and at the Neuburg site.
2. The President is responsible for domiciliary rights. This includes both the actual domiciliary rights, i.e. the decision as to who may be on the premises, and the digital domiciliary rights, i.e. in particular the decision as to who may participate in virtual events/lectures.
3. The President is represented by the Chancellor. If necessary, further representatives can be appointed to exercise domiciliary rights. If the President or Chancellor are unavailable, particularly in the evenings and at weekends, the locking service will exercise domiciliary rights. In addition, employees can also exercise domiciliary rights on their own authority in justified cases. The President and Chancellor must be informed immediately afterwards.
4. The grounds and premises of the THI must be treated with care and any hazardous actions must be avoided. Any damage must be reported to the organizational unit TuG immediately.
5. Escape and rescue routes must be kept completely clear at all times. Blocking the door locking mechanisms is generally prohibited.
6. Bicycles and cars may only be parked in the designated areas. THI reserves the right to have vehicles towed away at the owner's expense if they are parked in such a way as to delay or prevent proper rescue in an emergency.
7. The maximum speed limit on the entire THI site is 20 km/h.
8. The THI site may be used for research and teaching purposes. This must not disrupt operations at THI. The person carrying out the experiment must ensure appropriate security.
9. The use of cannabis is generally prohibited in all properties and outdoor areas.

10. All waste must be disposed of independently and immediately in the prescribed containers. Cigarette remains must be disposed of in the ashtrays provided. Consistent waste separation must be ensured.
11. The use of own electrical appliances not procured by THI is only permitted if they are in perfect technical condition.
12. Pets are not permitted on the premises of THI, with the exception of pets that as indispensable aids (e.g. guide dogs for the blind). Further exceptions may be granted by the supervisor for a limited period of time if there are valid reasons. Anyone with a pet in these properties and premises must ensure that the animal does not pose any danger. Animals must be kept on a lead. The owner must provide proof of pet liability insurance on request. The animal must not disturb work or teaching activities. The decision to allow pets into THI's catering facilities lies with the respective tenants.
13. Registration for events (with the exception of regular courses) must be submitted online at <https://www.thi.de/hochschule/veranstaltungen/hochschulraeume-mie-ten/> to the Event Management Office (StVM) four weeks before the start of the planned event. Further details can be found in the event guidelines ([Legal documents and guidelines - MyTHI](#)).
14. Posters may only be put up at THI within the framework of the poster guidelines ([documents and guidelines - MyTHI](#)).
15. It is not permitted to have private parcels or other private mail sent to the THI address.
16. The carrying of weapons and dangerous objects within the meaning of Section 1 of the Weapons Act (WaffG), even if they are officially authorized or may be carried without a permit in accordance with the WaffG, as well as flammable and explosive substances, is prohibited. Police and other security authorities within the meaning of Section 1 of the Weapons Act are exempt from this ban.
§ Section 55 (1) WaffG, security services commissioned by the THI as part of their official activities and the handling of chemicals as part of research and teaching. The President may grant further exemptions upon request. Checks to ensure compliance with the weapons ban can be carried out by the house rights officers and the security service commissioned by THI.
17. Lost property must be handed in to the library at the Ingolstadt site and to the site management at the Neuburg site; it will be returned to the person who can credibly prove ownership of the item. After a reasonable period of time, the items can be forwarded to the lost and found office.
18. THI reserves the right to take legal action in the event of violations of the house rules. In particular, the university is entitled to issue house bans in order to enforce the house rules.

Ingolstadt, February 18, 2025

signed.
Prof. Dr. Walter Schober
President

signed.
Christian Müller
Chancellor