

UNIVERSITY OF PARDUBICE	
Directive No. 5/2024	
Subject:	Catering Services for Students at the University of Pardubice
Applicable to:	University of Pardubice Students
Effective from:	11 November 2024
Reference:	OPO/0030/24
Drafted and submitted by:	Jan Brothánek, Head of Halls of Residence and Catering Service
Approved:	Ing. Petr Gabriel, MBA, Bursar

Article 1

Subject of Regulation

This Directive establishes the types of catering services available to students and specifies the provisions for service delivery and funding.

Article 2

Definitions

1. For the purposes of this Directive, the following terms shall have the meanings assigned below:

- a) **Dining Halls:** The University of Pardubice's designated catering facilities, operated by the Halls of Residence and Catering Service (HRCS), to provide meals for students and staff.
- b) **Student:** Any individual enrolled in a bachelor's, master's, or doctoral programme at the University, regardless of study format.
- c) **SKaM Application:** The HRCS information system in which each student has a personal account that records the prices of meals purchased in the Dining Halls.
- d) **Contractual Catering Establishments:** Off-campus dining facilities that may be used by students studying at University sites where Dining Halls are not accessible.
- e) **Food Vending Machine:** A machine supplying subsidized, pre-packaged chilled meals.

Article 3

Types of Catering Services Available to Students

1. Students of the University are eligible for discounted catering services provided through the following options:

- a) On-campus Dining Halls;
- b) Contractual catering establishments, and;
- c) Pre-packaged chilled meals from food vending machines.

2. Students may utilize any combination of these catering services.

3. All students may access meals at any Dining Hall facility and purchase discounted main dishes. To receive the discount, students must present their student ID card, and each transaction is recorded in the student's ISKaM account, accessible through the ISKaM web portal.

4. Students attending University sites without access to on-campus Dining Halls may obtain discounted main dishes at contractual catering establishments by presenting their student ID card.

5. A full list of Dining Halls, dispensing facilities, and contractual catering establishments offering discounted meals is available on the HRCS website.

Article 4

Discounted Meal Prices

1. Discounts apply only to the purchase of main dishes across all catering options listed in Article 3.
2. The discounted student price for a meal reflects the full meal price minus a portion of the subsidy allocated by the Ministry of Education, Youth, and Sports for student catering at the University.
3. Students are permitted to purchase discounted main dishes up to twice the number of working days within a given month. There is no limit on full-price meal purchases.

Article 5

Payment Options

1. Payment through the ISKaM system is accepted in all Dining Hall locations. Details regarding ISKaM payments are available on the University's website.
2. Payments at the main Dining Hall may also be made by bank card or cash.
3. At contractual catering establishments, payment terms are subject to the individual establishment's policies.
4. Purchases from food vending machines may be completed via bank card or cash.

Article 6

Final Provisions

1. University of Pardubice Directive No. 4/2008 on Catering Services for Students, Employees, and External Patrons is hereby repealed.
2. This Directive shall enter into force and be effective as of 11 November 2024.

Issued in Pardubice on 8 November 2024

prof. Ing. Libor Čapek, Ph.D.
Rector