



**2008-2009  
Greek Village  
Resident Handbook Addendum**

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**This handbook addendum belongs to:**

Name: \_\_\_\_\_

House/Room: \_\_\_\_\_

Phone #: \_\_\_\_\_

# Welcome

## Our Mission

The Department of Housing and Residence Life staff pledges to foster inclusive communities that enhance the academic, personal and social development of residential students. Furthermore, we strive to provide students with a variety of living environments that are clean, safe and affordable.

On behalf of the Department of Housing and Residence Life staff, welcome to campus living at UNC Charlotte. Living on campus at UNC Charlotte is so much more than just a room in a building that happens to be in the center of all the campus action. Instead, it is a lifestyle that is full of exciting opportunities, facilities, amenities, and services. We strongly believe that living on campus at UNC Charlotte is a "Once-in-a-Lifetime Experience". To you, residents of Greek Village, we welcome you to Greek Residential living.

This Resident Handbook Addendum will help you become familiar with the resources and services provide you as a UNC Charlotte student and as an on-campus resident. If you have questions that are not answered in these pages, we encourage you to contact your RM or RC. The following guidelines and restrictions apply to all residents living in UNC Charlotte Greek Village.

**This Greek Village Resident Handbook Addendum is also an extension of your housing contract** and will help you understand your rights and responsibilities as an on-campus student. Many sections of this addendum are abbreviated for readability and refer to the full text which can be found on the housing website ([www.housing.uncc.edu](http://www.housing.uncc.edu)). It is in your best interest to read the printed and web content thoroughly. If you have further questions, consult other available publications or contact your Resident Manager or your Residence Coordinator.

## **Again, welcome home to your House!**

Although the publisher of this booklet has made every reasonable effort to attain factual accuracy herein, no responsibility is assumed for editorial, clerical or printing errors, or errors occasioned by mistakes. The publisher has attempted to present information which, at the time of preparation for printing, most accurately describes the course offerings, faculty listing, policies, procedures, regulations and requirements of The University. The University reserves the right to alter or change any statement contained herein without prior notice.

The University of North Carolina at Charlotte is committed to equality of educational opportunity and does not discriminate against applicants, students or employees based on race, color, national origin, religion, sex, age, disability, or sexual orientation.

Accommodations will be provided upon request for persons with disabilities.

## **Rights and Responsibilities**

Living with other people provides a wonderful opportunity to learn about yourself and others. As such, on-campus living is a valuable part of your college education. But all opportunities come with rights and responsibilities. To enjoy living on campus, you must respect other residents' rights and uphold your own responsibilities as a resident. In this section, we acquaint you with the rights and responsibilities that are part of living on campus at UNC Charlotte. These rights and responsibilities include guidelines and policies that help ensure that all residents can get the most out of their college experience.

### **The Community Bill of Rights**

As a resident at UNC Charlotte, you have certain individual rights and responsibilities which must be honored. The Community Bill of Rights is intended to define basic expectations of residents' rights and responsibilities. The goal is to balance residents' freedoms without interfering with the rights of other residents. Each individual has the right to engage in those physical, educational, and social pursuits that are a necessary part of his or her University life. However, these rights carry with them a reciprocal responsibility to insure those same rights for other residents. This Bill of Rights was drawn up by students for students, and is intended as an agreement among students, as approved by the Department of Housing and Residence Life.

### **Primary Rights**

Primary Rights are those deemed to be most essential and important to the success of students. These rights include:

- The right to read and study free from undue interference in one's room. One of the basic purposes of the University is the dissemination and application of knowledge. Unreasonable noise and other distractions inhibit the exercise of this right.
- The right to sleep.
- The right to one's personal belongings.
- The right to access one's room/apartment/suite during the period that the residence halls are open.
- The right to a clean environment in which to live. Optimal physical conditions are essential to sharing space with others.
- The right to redress of grievances. If the academic and residential communities are to function in the most educationally profitable manner, the right to initiate actions and referrals for impartial and fair adjudication of grievances is held paramount. In exercising this right, the student must be free from fear, intimidation, physical harm and/or emotional harm, and free from the imposition of sanctions apart from due process.

### **Secondary Rights**

Secondary rights of the resident are those which should be protected, but also should not infringe upon the reasonable exercise of the primary rights defined above. Secondary rights of the resident include:

**The right to personal privacy.** All residents should have freedom from interference with their personal activities, and should be able to maintain privacy for other than academic reasons.

**The right to host guests.** All residents should have the opportunity to maintain personal contacts and friendships with other persons to fulfill their social needs. Guests are to respect the above-stated rights of the host's roommates and of the other residents at all times.

**Your Rights and Freedom as a Student**

Just as the University has the freedom to teach, you have the freedom to learn. Your freedom to learn, whether it be in your living area or in the classroom, is dependent upon the prevailing conditions. As a student, you can protect your freedom to learn through the choice of responsible actions. You have the right to be heard when it comes to safeguarding your freedom to learn. For example, as a residence hall community member you are encouraged to assume responsibility in helping to foster and maintain an environment conducive to learning in your hall or area.

Faculty, administration, and staff share with you the responsibility of developing and enforcing fair and reasonable codes of conduct and behavior. All members of the University community have the right to use the established disciplinary channels to protect and enforce the educational purpose of the institution. As a student, if you are accused of violating any University policy or regulation, you are guaranteed procedural due process. This means that you will be informed of all charges brought against you, that you will be given a fair hearing to refute the charges, and that the University will not be arbitrary in its actions.

**Living Agreements**

The Department of Housing and Residence Life believes that it is important for students to learn to live with each other and, as a result, emphasizes open dialog and discussion among housemates.

The Living Agreement process is intended to serve as a way for housemates to establish greater understanding of expectations, values, and priorities. Department of Housing and Residence Life staff strongly encourages all housemates (especially those who share a common bathroom) to complete the Living Agreement process and may require completion in certain situations.

Please see your RM and/or visit the Living Agreement website at [www.hts.uncc.edu/chillout](http://www.hts.uncc.edu/chillout).

## Services and Amenities

### Cable Television Services

Cable service is provided in every bedroom and the chapter room. Please call x73778 and select option “2” if you need assistance with your cable service.

### Common Areas

The Department of Housing and Residence Life will treat all common areas in the house as chapter space. Outside of minor cleaning, each chapter is responsible for the furniture and upkeep of the area. The common areas include all non-residential first floor space (bathrooms, kitchen, laundry room, foyer, and lounge area), the stairwells, and hallways.

### Elevators

Elevators are provided in each house. As the primary source of transportation to the living areas and a necessity for some residents and guests, please use care and respect when using the elevators. Misuse of the elevators may result in removal from campus housing and disciplinary referral. Please call (704) 687-2749 if you need assistance with your elevator service.

### Internet Service

High-speed Internet connections for all residents are included in the housing rate. Students will need to provide a computer with a built-in Ethernet card to campus to utilize the Internet connections. Students will also need to bring an RJ-45 Ethernet (Cat-5) network cable with them to attach the computer to the network port. For more information, please visit:

[www.hts.uncc.edu](http://www.hts.uncc.edu).

Students living in Greek Village are provided Internet service via Time Warner's Road Runner service. For support with Road Runner connections, please call (704) 687-3778 and choose option 2.

All residents are subject to the University's policies and procedures on Responsible Computing and appropriate use of University provided network resources. Residents are responsible for reviewing and understanding these policies, including policy numbers 10, 66, and the supplement to number 66 on peer-to-peer sharing. These policies can be found online at:

[www.hts.uncc.edu](http://www.hts.uncc.edu).

### Kitchens

Each chapter is required to keep their kitchen area clean. Dish and food conservation schedules are the responsibility of the chapters. Any additional cleaning to the kitchens or the equipment within the kitchens will be charged to the chapter. There will be a monthly inspection by the

Greek Village Residence Coordinator to verify the level of cleanliness of the kitchen. Since the other common areas are maintained by the Housekeeping staff and the kitchens are maintained by the residents, the kitchens are the only common areas that are inspected monthly.

**Mail Items**

*Address:* Name, Room Number, Chapter House, University Address

|          |                            |                             |
|----------|----------------------------|-----------------------------|
| Example: | Name of the Student        | Ex: Norm the Niner          |
|          | Room Number and House Name | 100 Alpha Alpha Alpha House |
|          | 9201 University City Blvd  | 9201 University City Blvd   |
|          | Charlotte, NC 28223        | Charlotte, NC 28223         |

**Telephone Service**

Chapters will have five telephone lines within each house: one in the chapter office, one in the Resident Manager’s room, and one per hallway.

To make an on campus phone call, dial the last five digits of the campus phone number.

To make an off campus call, you must dial "9" and then the 10 digit telephone number (area code + 7-digit number). If the call is within UNC Charlotte's expansive 'free' extended local calling area, the call will connect. The extended local calling area includes the entire 704 area code area as well as portions of the 828, 803, and 336 area codes.

If the number is outside the extended calling area, you will receive a 'fast busy' tone indicating that the call is attempting to reach a long distance number. Long Distance service is not provided with the campus local phone service. Students may utilize any of the "10-10-XXX" services, purchase calling cards, or utilize cellular service to make long distance calls. Calling cards are for sale at a variety of campus locations including the C-Stores, Bookstore, and Cone Center's Candy Counter.

Individual voicemail is available for an additional fee. For more information, please contact the ITS-Telecommunications Office at x78800 or visit [www.uncc.edu/telecomm/students](http://www.uncc.edu/telecomm/students)



**Assisting Residents with Special Needs**

Physically impaired students need to identify a number of "buddies" in their immediate living area who can provide assistance during an emergency. Five or six "buddies" are recommended with the hope that one or two will be present during an emergency or other special circumstance. These people could assist the individual in moving to a location of greater safety. Students with

special needs may wish to contact the Disability Services Office.

### **Building Evacuation Procedures**

If you discover any situation that requires evacuation, leave the building, and call University Police at 704-687-2200 (cell phone), 72200 (emergency phone) or 911 (from the emergency phone) from a safe location.

- 1) Speak slowly and clearly so you can be understood
- 2) Give your name
- 3) Give the exact location of the emergency
- 4) Give any other relevant information (is anyone hurt, etc.)

University Police will contact the necessary emergency personnel.

If there is no public phone available, remember that the phones at the various gates and Blue light poles on campus connect directly to the University Police.

### **Bomb Threats**

As in any emergency situation, the University Police should be notified immediately at 704-687-2200 (cell phone), 72200 (emergency phone) or 911 (from the emergency phone). In this particular situation, try to get as much information from the caller as you can and be prepared to give your name and the exact information you received to the police. After contacting the police, contact your RC. Do not investigate. Wait for further instruction from University Police, Housing and Residence Life staff, or other campus officials.

### **Fire Alarms**

Fire protection equipment (alarm pull stations, fire extinguishers/hoses, etc.) is located in each residential area. If abused, this equipment will not be functional in the event of a fire, thereby endangering the lives of many people.

Because of the dangers and risks to residents and fire fighters associated with false fire alarms and intentional fires, there are criminal and civil penalties for intentionally setting any fire; for intentionally causing any false fire alarm; and for vandalizing or tampering with any fire alarm or fire protection equipment (including covering smoke/heat detectors). Probable sanctions for these violations are removal from campus housing and/or criminal prosecution. Causing a false fire alarm will result in removal from the residence halls and/or a \$500 charge and/or six months in jail.

Additionally, a \$500 reward has been established for information leading to the arrest and conviction of individuals tampering with the system and causing false fire alarms.

### **Fire Evacuation Procedures**

When a fire alarm is sounded (by smoke, another person, or otherwise), always take the fire alarm seriously and assume there is a fire. All persons are required to immediately evacuate the building. Failure to evacuate will result in a \$50 charge. Some evacuation suggestions are as follows:

- 1) If there is smoke in your room, keep low to the floor. Crawl to your window and open it a

few inches to allow in fresh air.

- 2) If your room is clear of smoke, touch your door before opening. If it is hot, do not open! Stay in your room and wait for emergency personnel to reach you. Hang a sheet from your window to identify your location. If smoke is entering the room, stuff all openings with towels, etc.
- 3) If your door is not hot, exit the room toward the nearest fire exit. If the situation allows, take a coat, wear shoes, and carry a towel for smoke. Close your windows, turn out the lights, and shut your door. Do not stop for personal belongings. Activate the fire alarm system if it is not already sounding.
- 4) Once in the corridor, close your door and head quickly, but without panic, to the outside stairwell exit. **Do not use the elevators.**
- 5) Exit down the stairway, making room for the people on lower floors as they enter the stairway.
- 6) After you have exited, move away from the building to the designated evacuation area and wait for further instructions. If University Police are not already on site, call x72200 or x911 from a safe location.
  - A) Speak slowly and clearly so you can be understood
  - B) Give your name
  - C) Give the exact location of the fire or emergency
  - D) Give any other relevant information (is anyone hurt, etc.)University Police will call the Charlotte Fire Department.

If there is no public phone available, remember that the phones at the various gates and Blue light poles on campus connect directly to the University Police.

- 7) Keep out of the way of emergency personnel. If you believe someone is trapped on your floor, report this immediately to fire fighters or University Police.
- 8) Do not re-enter the building for any reason. If you have any information regarding a fire, you are encouraged to tell the nearest University Police Officer or a Housing staff member

### Keeping Hallways Clear

To help ensure safe evacuation should it become necessary, storing of personal belongings in hallways is a safety hazard and will result in a minimum of a \$25 charge and removal of the item(s). The University is not responsible for such items that have been removed from common areas.

### Deliveries

Because the chapter houses are always locked, residents must go to the front door to retrieve the delivery. Delivery staffs are not permitted to enter any house unescorted.

**Entrance into Greek Village houses**

Our focus is reasonable security. In the University's ongoing effort to provide residential students with reasonable, but still effective, security measures, chapter houses are equipped with card access readers and the exterior doors are locked 24 hours a day.

**Residential Students**

Residential Members of each chapter will have 24-hour access to their house.

**Members of the Chapter that do not live in the Chapter House**

Members of the chapter who do not reside in the house will not have keys to their house but will not have to be escorted within the common areas (kitchen, chapter room and office area). The Escort Policy (found in the Resident Handbook) is in effect in all residential areas with the house.

**Non-Affiliated Students**

All people not affiliated with the chapter (i.e. current residential or non-residential member) will not have access to the house and must follow the University Escort Policy.

House residents are responsible for the conduct and behavior of their guests and guests must be escorted at all times. Guests should have a University ID, a driver's license, or some other government issued photo ID to present to a staff member if requested. Non-residential members are considered guest in all residential areas.

**Guests**

House residents are responsible for the conduct and behavior of their guests and guests must be escorted at all times. Guests should have a University ID, a driver's license, or some other government issued photo ID to present to a staff member if requested. Non-residential members are considered guest in all residential areas.

**Health and Safety Inspections**

Each chapter house bedroom will be inspected at least once during each semester and summer term to ensure compliance with health and safety standards. Residence will be given 48 hours notice regarding the approximate date and time the health and safety inspections will occur. Students are required to allow University officials to enter their residences for these inspections and follow-up visits. Staff conducting the inspections will lock all doors when leaving the room, suite, or apartment. Be sure to carry your keys/cards to avoid being locked out.

The common area of each house will be inspected periodically. For areas that do not pass the inspection, the chapter will be given 48 hours to make the necessary changes. If the second inspection results in a failure, each house will be assessed a charge for any labor charges to correct the deficiencies.

The Department of Housing and Residence Life reserves the right to schedule a special health and safety inspection of any residential unit and/or public area space if the condition warrants concern.

Examples of Health and Safety violations include:

- 1) General lack of cleanliness (excessive trash, dirty kitchen or bathroom areas, etc.).
- 2) Having any animals (other than fish in properly maintained aquariums) in University housing.
- 3) Placement of common area furnishings in a student's bedroom.
- 4) Possessing prohibited appliances and/or grills.
- 5) Extension cords with more than one device plugged into it without a power strip.

Each violation will result in a \$25.00 charge per room. Subsequent violations will result in additional charges and may result in a referral to student court and/or cancellation of a resident's housing contract.

Written appeals regarding health and safety inspections should be sent to the Housing Facilities Office. The first review will be completed by the Greek Village Residence Coordinator. The second review will be conducted by the Associate Director for Operations.

### **Illegal Room Entry**

The use of any device (except the proper University keys/cards) to gain entry into doors within the residence halls is prohibited. Such behavior by a resident and/or guest will result in disciplinary action and/or criminal charges.

### **Keys**

Your bedroom doors are accessed by a key. You are encouraged to both carry your key and to lock your room door at all times. You should never give your key to anyone else. The improper use of any key by a resident and/or a guest may result in disciplinary action.

### **Lost Keys/Cards**

If you have lost your key, you must inform a Housing and Residence Life staff member immediately. Once notified, an immediate lock change will be initiated for which you will be billed (see the billing section of the Resident Handbook for specific charges). If the lock change is performed after normal office hours, staff overtime charges will also be incurred. You may elect the option of delaying the lock change until the next business day by signing a statement accepting full responsibility for the safety and security of your room, suite, or apartment. Once this option is selected, the lock change cannot be stopped.

After business hours lock changes will include overtime charge (minimum of two hours labor). These costs are billed to the resident after a lock change has been completed.

### **Loan Keys/Cards**

If you are locked out of your room, a temporary key/card (called a loan key) may be issued according to the following directions:

Residents of Greek Village may obtain loan keys/cards at the Oak Hall reception desk 24 hours a day.

During Winter Break, please follow the posted signs in order to get a loan key/card.

To check out a key, you must verify your student identification number and/or present a valid

picture ID. Use the key to gain entry to your room. **You must return the loan key immediately after use. If you do not return it within three hours, you will be charged for a lock change. No loan keys will be issued to individuals not assigned to the room or house. Non-residential Greek Members will not receive loan keys to any house.**

When you return the key, you must present a valid picture ID and show your permanent key. A charge of \$2.00 will automatically be posted to your student account.

From time to time, the staff working the desk must leave the desk area to accomplish work related tasks. If the desk staff is not available when you return the loan key/card, please wait at the desk for their return.

**Maximum Occupancy Limits**

|                            |   |
|----------------------------|---|
| Greek Village Bedrooms     | 7   |
| Greek Village Common Rooms | 50  |
| Registered Events          | 75 (for 14-bed house) or 150 (for 28-bed house) |

**Resident Coordinator Front Office Desk**

There is regular staff coverage of the front office during the week. If residents have concerns, they are invited to visit the Resident Coordinator Office or call 704-687-2061. The normal office hours for the front desk are 9:00am until 5:00pm Monday through Friday. Additionally, the RM on-duty covers the front office desk from 8:00pm – 10:00pm every day. The availability of staff members may be limited during break periods and during transitional housing between semesters.

**Response to Unknown People**

Under no circumstances should you allow someone you don't know to enter your house. Such a breach of security endangers all residents and is a violation of access/entry procedures and disciplinary action will be taken.

**Return of Keys and Cards**

Failure to return keys/cards when you check out of your room will result in the full cost to change the lock and/or to replace the keys/cards

**University Police**

University Police officers patrol the campus and are available to respond to calls 24 hours a day. In an emergency situation affecting the safety of University residents or property, the police should be notified at 704-687-2200 (cell phone), 72200 (emergency phone) or 911(from the emergency phone). . If at any time you feel threatened with physical harm, contact the University Police immediately.

**Visitors**

It is important that residents in the house are courteous to one another when having visitors. Having visitors is a privilege and unresolved visitation issues among housemates may result in the loss of visitation privileges.

In cases where a bathroom is shared by two residents, guests should only use the shared bathroom with the approval of both residents who share the bathroom. Guests are not to remain for longer than three days (consecutive or nonconsecutive) within a ten day period. Guests or "occasional visitors" are not to abuse the visitation policy by residing in the house. The Department of Housing and Residence Life reserves the right to distinguish between visitation and actual residence in a room. Residential facilities cannot be used by individuals who have not signed University housing contracts. Flagrant violations of visitation guidelines could result in the cancellation of visiting privileges, cancellation of the resident's housing contract, and/or other disciplinary action.

Guests will be held accountable for their behavior and may be asked to leave the house and/or campus (and may be trespassed by University Police). Additionally, residents are responsible for the conduct and behavior of their guests. This includes the responsibility for informing guests of all pertinent residence hall policies and procedures and escorting guests within the building. Guests should have a University ID, a driver's license, or some other government issued photo ID as this will be required if contact with a staff member is necessary.

At opening of the house for Fall semester, the University allows the visitation of guests from 12:00 p.m. to 1:00 a.m. on weeknights and from 12:00 p.m. to 2:00 a.m. on weekends. In the early weeks of the Fall semester, residents of the house vote on the exact hours to be established for the house. Residents may vote on any combination of hours up to 24 hour, 7 days a week visitation. A minimum of 75% of the students living in the house must vote, and a minimum of 75% of those voting must vote for the same option for it to become effective. Until the results of a visitation vote are announced, the original visitation hours will remain in effect (12:00 p.m. to 1:00 a.m. on weeknights, and 12:00 p.m. to 2:00 a.m. on weekends).

In halls where restricted visitation exists, members of the opposite sex may not remain in the building after designated visitation hours have ended. Conversely, in halls where 24-hour visitation allows students the flexibility to visit each other's rooms, it does not permit or condone cohabitation.

Additional restrictions regarding visitors may be enforced by chapters if prescribed by national policy.



## Housing Contracts and Policies

### **Breach of Contract**

The following events constitute breach of contract as outlined in the Contract for Residential Services. It is your responsibility to know that the following are considered breach of contract:

1. Possessing firearms anywhere in the residential area.
2. Intentionally setting a fire; intentionally causing any false fire alarms; vandalizing or tampering with any fire alarm or fire protection equipment; violating requirements concerning the use of certain electrical equipment and/or appliances.
3. Abusing or misusing elevator equipment.
4. Intentionally throwing or dropping objects from windows or balconies in any residence hall, suite, or apartment.
5. Intentionally standing, sitting, or walking on window ledges or balcony railings; intentionally placing objects on the window ledges or balcony railings that might fall and injure someone below.
6. Intentionally passing any part of the body through the window; intentionally climbing in or out of any window for the purpose of entering or exiting a room.
7. Possession or use of any controlled substance identified in Schedule I and II (N.C. General Statutes 90-89 or 90-90).
8. Failing to maintain enrollment status at UNC Charlotte throughout the period of occupancy.
9. Failing to pay charges for residential services when due.
10. Failing to claim room by 5:00 p.m. on the day before the first official day of classes. A student who fails to claim his/her room as required forfeits the \$100 housing deposit and remains liable for a \$500 liquidation fee and prorated housing charges not to exceed the total cost of semester housing fees (see paragraph U in the Contract for details).
11. Failing to complete the prescribed check-in procedure (i.e., picking up key/card, signing key/card envelope).
12. Possessing, storing, and/or using ammunition, gasoline, kerosene, similar combustible materials, and/or any explosives anywhere in the residential area.
13. Repeatedly disturbing normal housing activities; repeatedly damaging housing facilities; and/or repeatedly interfering with other students' quiet enjoyment of residential facilities.
14. Keeping any animals (other than fish in properly maintained aquarium or service animals) in University residential facilities.
15. Permitting regular use by others of space assigned to student, by assignment or otherwise, or permitting residency by persons not authorized by the University.

16. Using space for any purpose which interferes with the rights of students to normal residence hall, suite, or apartment activities such as study and sleep.

17. Failing to comply with policies regarding use of alcohol, Schedule III drugs (N.C. Statutes 90-91 and 90-94), room keys/cards, lofts, noise, guests, and health and safety inspections. These policies can be found in this Handbook, on the University's website, and in various other publications.

An occurrence of any breach listed in numbers 1 through 5 above WILL result in cancellation of your Housing Contract by and your exclusion from campus residences. An occurrence of any breach listed in numbers 6 through 17 above MAY result in cancellation of your Housing Contract by and your exclusion from campus residences.

No refund of housing charges will be made to the student if the student is dismissed for disciplinary action or breach of contract.

Except as provided in paragraph H of the Contract for Residential Services, the University will notify the student of breach and the student will then have 48 hours after notice to appear before the Associate Vice Chancellor and Director of Housing and Residence Life (or his/her designee) to present any evidence the student deems appropriate. The Associate Vice Chancellor (or his/her designee) will make a determination whether the Contract is terminated by the breach and announce that decision to the student. The student desiring to appeal the determination must file written notice of appeal within 48 hours with the Vice Chancellor for Student Affairs.

In addition to the remedies for breach of Contract provided here, any breach which also constitutes a violation of University disciplinary policies and/or of state or federal criminal laws may also be referred for University disciplinary action and/or criminal prosecution.

### **Room Entry and Search**

The University reserves a reasonable right of entry into your room(s) to assure proper maintenance and repair, to provide for the health and safety of all residents, and/or to investigate when reasonable cause exists to believe a violation of Housing and Residence Life policies or other University, State, or Federal regulations is occurring within your room. The complete policy on room entry and search can be obtained from the Department of Housing and Residence Life Office in Scott Hall or on the University's web site.



### **Alcoholic Beverages**

In compliance with state law, no person under 21 years of age may possess or consume alcoholic

beverages in the chapter houses or outside adjoining property. No persons or their guests may possess open containers or consume alcoholic beverages outside the residential areas or in public spaces within the chapter house. Persons 21 years of age may consume alcoholic beverages in their own bedroom or in another bedroom with an assigned occupant who is present and also 21 years of age. University officials have the right to request an ID with birth date displayed when questioning the legal drinking status of an individual. It is a violation of North Carolina statute for an individual of legal age to purchase alcoholic beverages for person(s) under 21 years of age. Common source containers are prohibited within the chapter houses and outside adjoining property (kegs, etc.). The rules of an individual organization may be more restrictive or prohibit the possession and/or consumption of alcoholic beverages entirely in the chapter house. If the national policy is stricter than the University Policy, the chapter must abide by the National policy.

This policy works in conjunction with the University’s Alcohol Policy, the Drug and Alcohol Abuse Policy, and North Carolina State Law. Copies of the policies can be found on the University’s website at [www.uncc.edu](http://www.uncc.edu).

### **Alterations and Upgrades**

No alterations, additions, fixtures or modifications to the house or the wiring, plumbing, heating, ventilation systems or cabling will be made without the prior written consent of the University/Department of Housing and Residence Life. Such modification shall become the property of the University unless a prior agreement to the contrary has been reached.

### **Approved Appliances**

#### ***In Private Rooms***

Electric can opener  
Hair dryer (up to 1750 watts)  
Coffee maker/coffee pot  
Electric shaver  
Small microwave oven  
Enclosed or low heat hot pot  
Toaster oven  
Slow cooker/crock pot  
CD player/stereo/radio  
TV and VCR/DVD player  
Refrigerator (220 watts; 4.2 cubic feet)  
Personal computer and printer  
Game Consoles (X-Box, Nintendo, etc.)

### **Prohibited Appliances**

Open coil devices such as hot plates and broilers  
Space heaters (electric or kerosene)  
Outdoor “open flame” grills  
Halogen Lamps/bulbs  
Fog Machines

### **Bicycle Storage**

Bicycle storage for the Greek Village may be placed near the side or rear doors. Bicycles are prohibited inside the houses. Bicycles cannot be storage/chained near any A/C unit outside of the house.

### **Candles, Incense, and Oil Burning Lamps**

The use of candles, oil lamps, or any device producing an open flame is prohibited. Storage or use of a prohibited device may result in a charge of \$25 per person per day and/or disciplinary action (for individuals and/or the chapter). We understand that important chapter rituals may traditionally include the use of candles. While we appreciate the inconveniences of this policy, it is our collective responsibility to comply with insurance regulations and policies designed to ensure safe environments.

### **Ceiling Fans**

Residents are not allowed to have ceiling fans inside their individual rooms.

### **Climate Control/Thermostats**

There are no individual thermostats in each room. The thermostats for the house are located on the each floor of the chapter house. The house is divided into specific zones controlled by specific thermostats.

### **Cooking**

Cooking is permitted only within the kitchen of each house. Cooking in a resident bedroom is prohibited, except for the use of one small microwave under one cubic foot per resident. The rules of an individual organization may be more restrictive. Personal refrigerators under 4.2 cubic feet are allowed in individual bedrooms.

### **Decorations**

The use of room decorations are encouraged, but some safety and damage guidelines apply.

- Any electrical device used in the decorating of your room must be UL approved.
- The use of devices such as strip lights can only be used inside your unit. They cannot be installed on balconies, exterior doors and windows, or in hallways.
- Any decoration used cannot block the use of windows, doors, or cause tripping hazards on the floors.
- All devices are to be unplugged or turned off before leaving your unit.
- All decorative materials must be intrinsically flameproof or fire retardant or so rendered by treatment with solutions.
- Use of nails, screws, and/or self adhesive hooks on varnished or painted surfaces can cause damage for which you will be billed.
- It is strongly recommended that you do not use double sided sticky tape or glue when hanging decorations where sheetrock walls are located. Removal of the tape often causes “paint tears” on the sheetrock. Use regular tape, white poster putty, or tacks to hang these decorations and prevent future charges for room damage.
- The use of highly flammable materials, such as hay, straw, Spanish moss, cloth ceiling coverings, etc. is prohibited.

**Emergency Repairs**

For emergency repair needs during regular office hours (most weekdays from 8 am until 5 pm), please call (704) 687-7502 or x77502 (from house/emergency phone). If an emergency problem should arise after office hours (such as a water leak), contact the Oak Hall Desk at (704) 687-2749 or x72749 (from house/emergency phone) or University Police immediately. University officials and/or contractors will enter your unit to respond to emergency situations.

**Furniture**

All bedrooms are furnished with desks, chairs, single full bed, built-in closets, dressers, wastebasket, recycling bin, and window blinds. **Please do not remove room furniture from the bedroom.**

Bedroom furniture should never be left in common areas. A charge of \$25 per person per day as well as labor charges will result when Housing Facilities staff must remove individual room furniture from common areas. Further, if the furniture issued when you accepted occupancy of the bedroom is not present when you check out, you will be held responsible for full replacement costs.

**Halogen Lamps/Bulbs**

Halogen lamps and bulbs generate tremendously high temperatures and are therefore prohibited. Storage or use of a prohibited device may result in a charge of \$25 per person per day.

**Keys**

Each member residing in the Chapter House will have a key card that accesses the front and back door to the house, a bedroom key that only accesses the individual bedroom, and a mailbox key that accesses the mailbox that coincides with the specific bedroom. The members will receive their keys when they check into their rooms.

**Pest Control**

The chapter house is sprayed on a regular basis to control pests. Residents can assist in this effort by keeping their rooms clean and putting food away in sealed containers promptly. If you find that you have a problem with pests, please contact the Housing Facilities Office at (704) 687-7502 or x77502 (from house/emergency phone). to determine when the next service call is scheduled. Service calls are scheduled on a weekly basis.

**Room Painting**

Residents are not allowed to paint their bedrooms.

**Routine Repair Requests**

Any facility-related problems in the room, hallway, suite, or bathroom should be reported immediately to the Housing Facilities Office via the web at [www.housing.uncc.edu](http://www.housing.uncc.edu). Requesting service authorizes University Officials and/or contractors to enter your unit. Refusing them admittance will result in loss of your priority in the repair schedule and may cause delay in your repair. Housing Facilities staff locks all doors when leaving after a repair is completed. Be sure to carry your keys/cards to avoid being locked out.

**Trash**

No trash or trash receptacles (unless provided by UNCC) are to be outside of individual units or on the lawns. Trash and recycling are to be disposed of properly in the common dumpster located near the entrance of the Village across from the Mailboxes.

**Vacant Rooms**

Use of vacant bedrooms inside your house is prohibited and will result in a charge of \$25 per day per person. The storing of belongings or allowing guests to temporarily use this space is not allowed because this space may be assigned to a new resident at any time. Forced entry into these spaces will be charged as damage to all the chapter unless a specific individual is identified to accept responsibility for the charges. Similarly, storing of belongings or allowing guests to temporarily use the unassigned space within the house is prohibited and may result in a charge of \$25 per day.

**Wallpaper**

No wallpaper is allowed in residential rooms.

**Window Coverings**

Interior window coverings that can be viewed from the exterior of the house must be white or natural solid colors. No prints or bright colors are permitted to show through to the window side of the window covering. The exterior appearance of window decorations must be in keeping with the original appearance of the house.



**Alcoholic Beverages**

In compliance with state law, no person under 21 years of age may possess or consume alcoholic beverages in the chapter houses or outside adjoining property. No persons or their guests may possess open containers or consume alcoholic beverages outside the residential areas or in public spaces within the chapter house. Persons 21 years of age may consume alcoholic beverages in their own bedroom or in another bedroom with an assigned occupant who is present and also 21 years of age. University officials have the right to request an ID with birth date displayed when questioning the legal drinking status of an individual. It is a violation of North Carolina statute for an individual of legal age to purchase alcoholic beverages for person(s) under 21 years of age. Common source containers are prohibited within the chapter houses and outside adjoining property (kegs, etc.). The rules of an individual organization may be more restrictive or prohibit the possession and/or consumption of alcoholic beverages entirely in the chapter house. If the national policy is stricter than the University Policy, the chapter must abide by the National policy.

This policy works in conjunction with the University’s Alcohol Policy, the Drug and Alcohol Abuse Policy, and North Carolina State Law. Copies of the policies can be found on the University’s website at [www.uncc.edu](http://www.uncc.edu).

For permission to host events that involve alcohol either in or outside of the chapter house, please see the Greek Village Residence Coordinator about the process.

### **Alterations and Upgrades**

No alterations, additions, fixtures or modifications to the house or the wiring, plumbing, heating, ventilation systems or cabling will be made without the prior written consent of the University/Department of Housing and Residence Life. Such modification shall become the property of the University unless a prior agreement to the contrary has been reached.

### **Approved Appliances**

#### ***Approved Appliances in Apartment/House Kitchens***

Deep fat fryer  
Hot oil popcorn popper  
Electric wok or griddle  
Regular toaster  
Indoor grills (George Foreman-type)  
Any high heat appliance or other appliance capable of heating grease to a burning point

### **Prohibited Appliances**

Open coil devices such as hot plates and broilers  
Space heaters (electric or kerosene)  
Outdoor “open flame” grills  
Halogen Lamps/bulbs  
Fog Machines

### **Bicycle Storage**

Bicycle storage for the Greek Village may be placed near the side or rear doors. Bicycles are prohibited inside the houses. Bicycles cannot be storage/chained near any A/C unit outside of the house.

### **Candles, Incense, and Oil Burning Lamps**

The use of candles, oil lamps, or any device producing an open flame is prohibited. Storage or use of a prohibited device may result in a charge of \$25 per person per day and/or disciplinary action (for individuals and/or the chapter). We understand that important chapter rituals may traditionally include the use of candles. While we appreciate the inconveniences of this policy, it is our collective responsibility to comply with insurance regulations and policies designed to ensure safe environments.

### **Car washing**

Car washing is prohibited on site at all times.

### **Ceiling Fans**

Ceiling fans are permitted in chapter common areas only with the prior consent of the Associate Director for Facilities in the Department of Housing and Residence Life.

### **Climate Control/Thermostats**

The thermostats for the house are located on the each floor of the chapter house. The house is divided into specific zones controlled by specific thermostats.

### **Cooking**

Cooking is permitted only within the kitchen of each house. Cooking in a resident bedroom is prohibited, except for the use of one small microwave under one cubic foot per resident. The rules of an individual organization may be more restrictive. Personal refrigerators under 4.2 cubic feet are allowed in individual bedrooms.

### **Decks/Patios/Pavers Areas**

The installation of a deck, patio, or brick paver area may be permitted on the lawn area of a chapter house. Installation and construction of any deck/patio/paver areas will be at the organization's expense and must be in keeping with the community design, regulatory standards (state, county, and local) and first be approved by the Associate Director for Operations in the Department of Housing and Residence Life.

### **Decorations**

The use of room decorations are encouraged, but some safety and damage guidelines apply.

- Any electrical device used in the decorating of your room must be UL approved.
- The use of devices such as strip lights can only be used inside your unit. They can not be installed on balconies, exterior doors and windows, or in hallways.
- Any decoration used can not block the use of windows, doors, or cause tripping hazards on the floors.
- All devices are to be unplugged or turned off before leaving your unit.
- All decorative materials must be intrinsically flameproof or fire retardant or so rendered by treatment with solutions.
- Use of nails, screws, and/or self adhesive hooks on varnished or painted surfaces can cause damage for which you will be billed.
- It is strongly recommended that you do not use double sided sticky tape or glue when hanging decorations where sheetrock walls are located. Removal of the tape often causes "paint tears" on the sheetrock. Use regular tape, white poster putty, or tacks to hang these decorations and prevent future charges for room damage.
- The use of highly flammable materials, such as hay, straw, Spanish moss, cloth ceiling coverings, etc. is prohibited.

### **Emergency Repairs**

For emergency repair needs during regular office hours (most weekdays from 8 am until 5 pm), please call (704) 687-7502 or x77502 (from house/emergency phone). If an emergency problem should arise after office hours (such as a water leak), contact the Oak Hall Desk at (704) 687-2749 or x72749 (from house/emergency phone) or University Police immediately. University officials and/or contractors will enter your unit to respond to emergency situations.

**Exterior Appearance**

The exterior appearance of the building must be kept neat and presentable at all times. Exterior clotheslines and items hanging from railings or on patios, even temporarily, are prohibited. Furniture intended to be used inside is prohibited outside buildings, including on the lawns, porches, or the covered walkway areas. The only exceptions would be approved residential lawn furniture and temporary tents and folding chairs associated with approved. All lawn furniture must be safe, clean, and usable condition or be removed from the premises.

**Fireworks and Other Combustible Materials**

Ammunition, fireworks, gasoline, lighter fluid, motorcycles, mopeds and any other combustible, explosive, and/or flammable materials are prohibited in the residential areas. Possession of a these items is a violation which may result in disciplinary action, a charge of \$25 per person per day, and/or confiscation of the prohibited item.

**Flags, Icons, Symbols and Signage**

Installation and construction of any flags, icons, symbols and signage will be at the organization's expense and must be in keeping with the community design, regulatory standards (state, county, and local) and first be approved by the Associate Director for Operations in the Department of Housing and Residence Life.

**Grills and outdoor cooking equipment**

Grilling is permitted only at the grills provided in designated areas.

**Halogen Lamps/Bulbs**

Halogen lamps and bulbs generate tremendously high temperatures and are therefore prohibited. Storage or use of a prohibited device may result in a charge of \$25 per person per day.

**Keys**

Each chapter leadership (President or designee) will receive a key to the storage rooms within the chapter house and chapter mailbox located at the mailbox kiosk. The Department of Housing and Residence Life will not provide members access to the storage rooms or chapter mailbox. If a key is misplaced, please notify the Greek Village Residence Coordinator immediately.

**Occupancy**

During the Fall and Spring semesters, the chapter must maintain a sufficient number of Members who have contacted with the University to occupy, at a minimum, all but one bed of the Facility in the Village. During the designated Summer periods, the Organization must maintain a sufficient number of Members who have contracted with the University to occupy, at a minimum, fifty percent (50%) of the available space in the Facility in the Village. Exceptional circumstances and the request for non-Members to reside in the house are at the authorization of the Director of Housing.

If a house has a vacancy, it is the obligation of the chapter to fill its empty space or pay per day per room the vacancy exists. Chapters can only move Members that reside in other residential housing into the house during the room change period at the beginning and end of the semester.

**Parlor Usage Fee**

A non-refundable parlor usage fee of \$60.00 per semester for the first year will be paid by all Members of the Organization to pay for the use of the facility parlor and other amenities in the Village. The Parlor Usage Fee may be increased on an annual basis after the first year in accordance with operational costs of the Village, as determined by the University. The fee will not exceed the annual percentage increase in University Housing rates. All assessments and billing will be based on the final membership rosters for the Organization as maintained and interpreted by the Assistant Dean of Students for Greek Life.

**Pest Control**

The chapter house is sprayed on a regular basis to control pests. Residents can assist in this effort by keeping their rooms clean and putting food away in sealed containers promptly. If you find that you have a problem with pests, please contact the Housing Facilities Office at (704) 687-7502 or x77502 (from house/emergency phone). to determine when the next service call is scheduled. Service calls are scheduled on a weekly basis.

**Painting**

Painting is allowed in the Chapter room/commons only with the prior consent of the Associate Director for Facilities in the Department of Housing and Residence Life.

**Routine Repair Requests**

Any facility-related problems in the room, hallway, suite, or bathroom should be reported immediately to the Housing Facilities Office via the web at [www.housing.uncc.edu](http://www.housing.uncc.edu). Requesting service authorizes university officials and/or contractors to enter your unit. Refusing them admittance will result in loss of your priority in the repair schedule and may cause delay in your repair. Housing Facilities staff will lock all doors when leaving after a repair is completed. Be sure to carry your keys/cards to avoid being locked out.

**Social Events (parties, large gatherings, etc.)**

Impromptu parties are prohibited at all times. All events that will take place inside/outside of the chapter house must be registered with the Greek Village Residence Coordinator at least three weeks in advance. Please see the Policy to Register Events at Greek Village.

**Space Reservation**

All functions on the premises of Greek Village must be approved by the Residence Coordinator for Greek Village in advance (one week for events where alcohol will not be present and two weeks for events where alcohol is present). This includes events that occur outside of the chapter houses on any grass area and on the street.

**Storage (within the house)**

The chapters will have three storage locations within the house to utilize as space for chapter items: the pantry, the storage space in the main commons, and the storage space on the second floor. The storages spaces are for chapter items only and are not to be used to store personal items.

**Trash**

No trash or trash receptacles (unless provided by UNC Charlotte) are to be outside of individual units or on the lawns. Trash and recycling are to be disposed of properly by the chapter or individual member in the common dumpster.

**Vacant Rooms**

Use of vacant bedrooms inside your house is prohibited and will result in a charge of \$25 per day per person. The storing of belongings or allowing guests to temporarily use this space is not allowed because this space may be assigned to a new resident at any time. Forced entry into these spaces will be charged as damage to all the chapter unless a specific individual is identified to accept responsibility for the charges. Similarly, storing of belongings or allowing guests to temporarily use the unassigned space within the house is prohibited and may result in a charge of \$25 per day.

**Wallpaper**

Wallpaper is allowed in the Chapter room/commons only with the prior consent of the Associate Director for Facilities in the Department of Housing and Residence Life.

**Window Coverings**

Interior window coverings that can be viewed from the exterior of the house must be white or natural solid colors. No prints or bright colors are permitted to show through to the window side of the window covering. The exterior appearance of window decorations must be in keeping with the original appearance of the house.



**Damage Billing Procedures**

Members shall be responsible for damage done in or to their bedroom, normal wear and tear excepted. The Organization and its Members shall be jointly and severally liable for any damage done in or to the remainder of the House or any common area of the House, except normal wear and tear, arising from the use of the House by the Organization or its Members.

**Hall Sports and Indoor Recreation Policy**

For reasons of safety and to avoid damage to facilities, playing ball/Frisbee, rollerblading, skate boarding, bicycle riding or other recreational play are prohibited inside the residence halls/houses.

**Illegal Property Policy**

The possession of illegal property (such as traffic signs) may be a violation of state law. Therefore, the display of such items in residence hall rooms is strictly prohibited.

**Noise and Quiet Hours (House)**

One of the basic purposes of the University is the dissemination and application of knowledge; one of the primary rights of students in the residential areas is the right to study free from undue interference in their rooms.

To insure that students have the opportunity to exercise their primary rights to sleep and study in their rooms, any type of disruption which interferes with one's right to sleep or study in one's room is not allowed. This includes noise which occurs outside or inside the your house, whether it be an informal or organized event/activity. Noise policies are enforced as a means of protecting the rights of students so that the University can promote its basic purpose of educating its many students. Violators of this policy will be subject to disciplinary action. Specifically, the following guidelines have been established:

**Sound/Video Policy**

As a residential student, if the volume of a person's equipment is such that it is disruptive to his/her neighbors, the resident will be asked to adjust the volume level. Should it be necessary to approach the person a second time about the volume level, the owner may be asked to remove the equipment from his/her room. If the owner refuses, he/she will be subject to disciplinary action and the University may elect to store the equipment until the matter can be resolved. Should the equipment be used again, the owner will be subject to removal from campus housing for the remainder of academic year.

**Quiet Hours and Courtesy Hours**

Quiet hours are from 7:00 p.m. to 8:00 a.m., Sunday through Thursday nights; and 1:00 a.m. to 8:00 a.m. on Friday and Saturday nights. Chapters may lengthen Quiet Hours (i.e. 6:00pm to 10:00am), but can not shorten quiet hours out of respect of all Residents' right to sleep and study in their room.

During quiet hours, the noise is to be at a level that is conducive to study and sleep. Special quiet hours occur in the residential areas during the final exam period each semester, and are designed to provide all residents with a quiet environment for studying. Details regarding these special quiet hours will be posted prior to each exam period.

Quiet hours are applicable to behaviors inside the buildings and outside the residential areas. Inappropriate noise is that which could be considered disruptive to one's right to study and/or sleep in one's room.

Courtesy hours are in effect 24 hours a day, 7 days a week and provide an environment conducive to study and/or sleep in one's room. Residents should talk to their neighbor(s) when they believe it is too noisy and, in turn, respect their neighbors' requests to hold the noise level down.

A resident whose primary rights to sleep and study in his/her room is being violated, should:

- Speak to the person(s) causing the interference.
- If this action doesn't produce satisfactory results, contact a staff member and inform him/her of the disturbance.
- Contact the RM on duty or the Security Guard if there is still difficulty in resolving the

situation.

### *Outdoor Amplified Music*

Outdoor amplified music policies have been established in accordance with county ordinances and must be adhered to and respected. Outside amplified music is only permitted from 5:00-11:00 p.m. on Friday and Saturday nights. This policy applies to both organized and informal events/activities.

Special requests concerning modifications to the above guidelines for specific functions must be approved by the Associate Vice Chancellor/Director of Housing and Residence Life at least one week prior to the requested activity.

### *Noise Policy (Community)*

If one house is conducting too much noise, the Resident Manager of the affected house(s) will speak with the resident manager of the noisy house. If the resident manager of the noisy house is not present, then the Resident Managers of the affected houses will notify the Resident Manager at the desk to address the situation (during desk hours). If there Resident Manager is not present at the desk, the resident manager will address the situation at the house. If no Resident Manager is present, residents should contact the police.

### *Parking*

There is to be no parking in the driveways or on the streets that obstructs traffic flow. The only exception is to drop off deliveries in approved loading zones. Parking on the grass and sidewalks is prohibited at all times.

### *Pets*

All pets are prohibited in the individual units, with the exception of fish in aquariums 10 gallons or smaller. Because of public health regulations, pets (even those brought in by visitors) are not allowed in the houses. This prohibition includes, but is not limited to, cats, dogs, snakes, turtles, birds, hamsters, mice, and other rodents. The only exception to the pet policy is for fish in properly maintained and cleaned aquariums. The rules of an individual organization may be more restrictive. Please see the section “University Policies” under Pet Policy for more information. Having illegal pets may result in a charge of \$25 per person per day and/or disciplinary action will be assessed for any violations of the pet policy.

### *Posting/Chalking*

The posting of flyers is permitted only in designated approved areas (such as bulletin boards, mailboxes, Greek Village office, etc) The chalking of sidewalks is permitted only in exposed sidewalk areas as per current UNCC regulations.

### *Sexual Harassment Policy*

A student may obtain assistance for pursuing either informal or formal resolution of a sexual harassment complaint on a confidential basis by contacting one of the following: the Dean of Students, the University Affirmative Action Officer, or a University mediator.

A student who believes that he/she has been the victim of sexual harassment by another student should proceed in accordance with the UNC Charlotte Code of Student Responsibility.

Information on proceeding under that Code is available in the Office of the Dean of Students.

**Smoking**

**Smoking within all University buildings is prohibited at all times.** The rules of an individual organization may be more restrictive or prohibit the use of tobacco products entirely on the property. Should individual organizations choose to permit smoking outside the units, designated outdoor smoking areas adjacent to each building will be determined by those individual organizations and in cooperation with the organization occupying the connecting unit.

**Solicitation Policy**

No individual, group, or group affiliate is permitted to make door-to-door solicitation in the residence halls (including apartments and suites). This includes activities like selling, fund-raising, placing flyers under residents' doors or on doorknobs, Greek Rush activities, and/or campaigning.

**Vandalism Policy**

Students are expected to have individual and collective concern for the protection and preservation of the residential area and grounds. Therefore, students are responsible for demonstrating proper care in the use of facilities in addition to not condoning the destructive behavior of others, including guests. Purposeful and malicious damage to or defacing of University or personal property will result in disciplinary action and restitution of repair costs.

**Weapons Policy**

Possession and/or use of weapons of any kind is prohibited on campus including guns, air/pellet guns, knives (with blades 5 inches in length or longer) and bows and arrows. Residents found in possession of any weapon are subject to immediate disciplinary action including removal from campus housing.

**Window Policy**

The Contract for Residential Services defines each of the following as a breach of the contract that WILL result in cancellation of the contract and exclusion from campus residence:

- “Intentionally standing, sitting or walking on window ledges or balcony railings; intentionally placing objects on the window ledges or balcony railings that might fall and injure someone below.”
- “Intentionally throwing or dropping objects from windows or balconies in any residence hall, suite, or apartment.”

The following constitutes a breach of contract that MAY result in cancellation of the contract and exclusion from campus residence:

- "Intentionally passing any part of the body through window." (Please note this statement applies to any individual who has any part of his or her body beyond the plane of the windowsill. The windowsill is defined as the bottom of the frame within which the window glass fits.)
- “Intentionally climbing in or out of a window to gain access to, or exit from, any residence hall, room, suite or apartment.”

