I. GENERAL INFORMATION

A. INTRODUCTION: Residence Hall Regulations are intended to safeguard the rights of all residents and to promote the welfare and general interest of all members of the Muhlenberg College Community. In applying for room and board, the lessee understands he/she is leasing a space in Muhlenberg College’s Residence Academic Year. Residence Hall Regulations, rules and orders established now and later by Muhlenberg College, including those in the current catalog, Student Policy and Information Guide, and residence hall policies, apply.

B. INFORMATION: Residents are responsible for all materials published or distributed by the Office of Residential Services.

C. CHANGES: Room and Board Regulations are subject to change as necessary.

II. REGULATIONS FOR RESIDENCE HALLS

A. SMOKE FREE POLICY: All College owned residence facilities are smoke-free facilities.

B. OFF CAMPUS POLICY: Students are responsible to comply with the Visitor Policy as stated in the Student Handbook.

C. SMOKE FREE POLICY: Students are responsible to comply with the Visitor Policy as stated in the Student Handbook.

D. STAFF: All College owned residence facilities are smoke-free facilities.

E. ROYALTY: No person will be permitted to enter a residence hall, or use College facilities for any purpose without prior written permission from the Office of Residential Services.

F. PERMISSION TO ENTER ANY ROOM AT ANY TIME FOR THE PURPOSE OF INSPECTION, REPAIR, MAINTENANCE, POSSIBLE DAMAGES, OR PERSONAL SAFETY: In all cases, the College will make every effort to notify students in advance of entry. If a search is necessary, the College will attempt to conduct a ( thrombosis or hemorrhage) for medical reasons. Students are urged to confirm that their current RA has been notified of their new location with their new RA. Students who do not appeal a damage bill within the specified time frame (as noted on their damage bill) will lose their right to appeal the charge.

G. DECORATION: Decorations must be removable without damage to paint or finishes of surfaces of the room. Nails, tacks, screen paint, plastic hooks, adhesives, contact paper, dyes and painting are considered damaging and are prohibited. No object may be attached to any wall or surface without the written permission of the Office of Residential Services.

H. COMMON AREA DAMAGES: Students are responsible for public areas in their residential halls and must inform the College regarding any damage done in their residential halls. Students are responsible for any significant damage that cannot be repaired by their own efforts. Students who report to the College within a reasonable time frame (generally 24 hours) will be responsible for any damages they discover.

I. PORTABLE HEATING UNITS: Not allowed. Portable space heaters, halogen lamps, multi-bulb lamps, homemade TV and radio antennas, candles, incense, water balloons, dart boards, kites, swords, whips, and other objects are prohibited.

J. HANDHELD COMMUNICATION DEVICES: White sound devices are not permitted. Hall occupants are not permitted to use sound devices that can be heard in other rooms. Doors are to be closed at all times.
V. FIRE SAFETY RULES AND REGULATIONS

A. FIRE PREVENTION

1. Fire equipment is to be used only as necessary in the case of fire. In case and misuse may result in the termination of the Office of Residential Services and/or Campus Safety immediately so that it may be restored to useful condition with no unnecessary delay.

2. Fire equipment includes (but is not necessarily limited to) fire halls, pull stations, alarms, extinguishers, hoses, exit signs, smoke detectors, sprinkler systems, instruction signs, equipment cases, and electrical panels.

3. Students must fines and disciplinary action for needlessly tampering with, disturbing, stealing, or improper use of fire alarms and/or equipment.

4. When the person responsible for tampering with fire alarms and/or equipment cannot be identified, the student residing in the building will be billed for the cost of the entire fire plus maintenance charges in accordance with the College damage assessment procedure.

5. Students who tamper with fire alarms and/or equipment are subject to arrest and prosecution by the City of Allentown in addition to College disciplinary action, fines, and/or reassignment.

6. The College reserves the right to issue other sanctions ranging from fines to suspension.

7. Failure to evacuate a building during a fire alarm may result in disciplinary action and/or fines.

B. FIRE PREVENTION

1. Students are expected to be alert at all times to the hazards and dangers of fire in their area and to exercise all proper precautions to prevent fire, notify authorities of any potential fire and safety hazards, and promptly report a fire.

2. Students are expected to help prevent false alarms and should report any tampering with the alarm system to Campus Safety.

3. Flammable substances and solids, such as gasoline, benzene, naphtha, cleaning fluids, explosives, and fireworks may not be used or stored in residence halls.

4. All cooking must be confined to designated cooking areas.

5. Use of electrical appliances such as hot plates, hair dryers, toaster ovens, iron, and electric heaters is prohibited in student rooms and in public areas such as corridors, stairwells, or balconies. The College reserves the right to remove or permit the use of any electrical appliances or fire hazards.

6. The College reserves the right to remove or permit the use of any electrical appliances or fire hazards.

7. Hanging of cloth material along walls is discouraged for safety reasons. No material or cloth may be draped or affixed overhead or from ceiling pipes.

8. Section and fire doors are to remain closed at all times. Residents of the section will be held responsible when the doors are blocked or propped open.

9. All fire equipment is to be used only as necessary in the case of fire. Its use and misuse may result in the termination of the Office of Residential Services and/or Campus Safety immediately so that it may be restored to useful condition with no unnecessary delay.

10. Any violation of the above fire prevention regulations may be subject to disciplinary action and/or fines.

C. FIRE DRILLS AND SAFETY INSPECTIONS

1. All persons must evacuate the building when a fire alarm is sounded.

2. The College will be responsible for establishing procedures for supervised fire drills in residence halls in compliance with local and state fire safety regulations.

3. Alarm systems shall not be tampered with or tested by unauthorized persons.

4. Fire drills provide the opportunity for all residents to become familiar with fire evacuation plans for each building, to identify fire alarm procedures, and to become familiar with fire equipment in the building.

5. Evacuation procedures are posted on the back of each resident's room door and in the Fire Prevention brochure. These rules are not on the back of the door, it is the student's responsibility to obtain a new copy from Campus Safety.

6. Each resident and any guests will have the right to use fire drills in accordance for the areas where they are located when alarm is sounded.

7. Lack of participation in fire drills and active alarms will be considered a serious breach of discipline and students may be subject to disciplinary action and/or fines.

8. As part of the comprehensive College fire prevention program, students will be required to complete fire drills at any time for maintenance, repairs, and inspection for health, security, and safety hazards. Students may be required to attend any room with a fire alarm and/or fines may result in the termination of the resident's housing contract.

Rates for the 2013 - 2014 Academic Year:

Banler, Brown, East, Hillcrest House, Martin Luther, Prosser, Wise

Kathryn P. Taylor Hall, MILE property double

All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

Martin Luther, Prosser, Wise

$5,525.00 per year

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

$4,900.00 per year

$5,525.00 per year

$5,900.00 per year

$5,900.00 per year

$5,525.00 per year

$6,260.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.

Single Room in traditional buildings:

Robertson and South Halls, MILE property singles:

$6,260.00 per year

$6,415.00 per year

$7,355.00 per year

*All room rates include campus network and cable TV charges.

Office of Residential Services

Prosser Ball

College Housing Regulations and Lease

ACADEMIC YEAR 2013 - 2014, SUMMER 2013

*All room rates include campus network and cable TV charges.