

MUHLENBERG COLLEGE OFFICE OF RESIDENTIAL SERVICES
2016- 2017 ACADEMIC YEAR (INCLUDING Summer 2016) COLLEGE HOUSING REGULATIONS AND LEASE

I. GENERAL INFORMATION

- A. **INTRODUCTION:** Residence Hall Regulations are intended to safeguard the rights of all residents and to prevent any abridgment of those rights by the careless acts of others. In applying for room and board, the leasee understands he/she is leasing a space in Muhlenberg College Housing for the full Academic Year. The leasee agrees to all 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 regulations.
- 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 changes as necessary.
- D. **REGULATIONS:** In signing the Room and Board Contract Card, the student agrees to abide by the Regulations of Muhlenberg College and particularly those listed in the College Housing Lease and Student Policy and Information Guide.

II. PERTAINING PRIMARILY TO OCCUPANCY

- A. **TERMS OF LEASE:**
- All student leases (summer session excluded) run during the academic year. The dates of your lease are from **August 26, 2016** (for first year students) or **August 27, 2016** (for upper-class students) to **December 17, 2016** and from **January 15, 2017** to **May 13, 2017** (for first year, sophomore and junior students) or to **May 21, 2017** (for seniors). The college housing lease does not apply for the period between semesters, Fall Break, Thanksgiving Break, Winter Break, Spring Break, and Easter Break. The College reserves the right to have students vacate their rooms during all break periods.
REGISTERED STUDENTS CONTRACTING FOR RESIDENCE HALL ROOMS FOR THE FIRST SEMESTER ARE AUTOMATICALLY OBLIGATED FOR THE SECOND SEMESTER CHARGE. (Students who are studying abroad or in Washington, DC are not obligated to pay this charge.)
 - Rooms must be vacated by students within the 24 hour period following his/her last scheduled examination, or by 10 A.M. on the day following the last scheduled final examination of the semester, whichever comes first. The College reserves the right to retain rooms on campus between the end of finals and until 6:00 P.M. on Commencement day. **Seniors remaining on campus through Commencement may be relocated at the discretion of the Office of Residential Services.**
- B. **OCCUPANCY:** The College reserves all rights in regard to the assignment of rooms and the termination of their occupancy. These rights include the authority to terminate the room contract of any student who violates college housing rules. No residents having been assigned to a room may transfer their assignment or permit other persons to occupy the room without submitting the necessary paperwork and obtaining permission from the Office of Residential Services. If a student is reassigned to a room other than the one originally assigned, all regulations will remain in effect. Muhlenberg College reserves the right to increase the capacity of any room by the assignment of additional students. Muhlenberg College reserves the right to consolidate students when there is a need for additional space.
- C. **RESIDENCE REQUIREMENTS AND ELIGIBILITY:**
- First- and Second- year students are required to live on-campus or commute from the home of a parent or guardian and requests to commute should be filed in accordance to the Commuter Policy found in the Student Policy and Information Guide. First-year students will be assigned based on their date of deposit with the College. Placement will be based on each student's hall, room type and roommate preferences stated on their housing application. The Office of Residential Services cannot guarantee that all preferences will be addressed.
 - Junior and Senior students can choose their assignment through the housing lottery, which occurs in the Spring semester prior to this contract. Upper-class students may also commute from the home of a parent or guardian in accordance to the Commuter Policy found in the Student Policy and Information Guide. Upper-class students should send a letter of request to commute to the Dean of Student's Office. In its room selection procedures, Muhlenberg affirms its policy of equal opportunity housing. The student with the best lottery number must select the room and may not change rooms with another student until after the third week of the semester. Any upper-class students who do not select a room during the housing lottery will be placed into a housing assignment based on availability.
 - Students wishing to live outside of college housing must submit an Application To Live Off-Campus. Muhlenberg College reserves the right to limit the number of students who live off-campus. Filing an application does not guarantee approval. Please refer to the Application to Live Off-Campus for more information. All students are required to submit their official off- campus address to the Office of Residential Services. Once a student has signed their College Housing Lease, they will not be permitted to move off-campus during the year of the signed lease unless they obtain special permission through the Office of Residential Services.
 - Students living on campus are expected to be enrolled as full-time day college students. Students who are day college degree candidates, but not full-time students will be assigned space only with permission from the Office of Residential Services. Students who drop below full time status during the academic year, must request permission to remain in College owned or leased housing in writing to the Director of Residential Services.
 - The withdrawal of a student during the term of the lease does not entitle the student to claim a refund of room rent or remove liability for payment of the full amount due for the semester.
 - Selection of a space in College Housing by a student who lives off-campus is contingent upon available space. Off-campus students are not guaranteed that there will be space available in College Housing. These regulations are valid for all lottery processes, including the MILE Property lottery. (Note: This does not include students who are abroad or in Washington, DC).
 - No refund is allowable when termination of a lease results from disciplinary action.
 - Failure to follow all established lottery and room selection policies and procedures will result in placement of the student on a waiting list with no guarantee of a room.
 - Misuse or excessive damage to assigned room or College property may result in the loss of privilege to select particular residence hall building(s); and/or eligibility in future housing lotteries (MILE and General Lottery).
- D. **BREAK OCCUPANCY:**
- The College Housing Lease does not cover scheduled break periods. Students may occupy rooms during breaks only if such an option is announced or if permission has been secured from the Office of Residential Services. The residence halls will normally close for vacation at 6:00 p.m. on the day classes end and reopen at 10:00 a.m. the day before classes resume.
 - Rooms may be utilized by the Office of Residential Services during break periods in order to house students other than those normally assigned to that particular space. **Students approved to occupy the residence halls during break periods will be charged on a per diem basis.**
- E. **SUB-LEASING:** Sub-leasing of rooms is prohibited.
- F. **WITHDRAWAL:** Students who withdraw, take a personal or medical leave of absence, are suspended, expelled, or are otherwise dismissed from the College are required to remove their belongings from their residence hall and return key(s) and student ID to the Office of Residential Services or the Campus Safety Office within seventy-two hours from the time the withdrawal, leave, suspension, expulsion, or dismissal goes into effect.
- G. **INTERIM SUSPENSION:** Students on interim suspension from College Housing pending a judicial hearing must vacate their room according to the information provided by the Dean of Students Office. The student must turn in their keys and student ID to the Office of Residential Services or the Campus Safety Office at the time the interim suspension goes into effect.
- H. **INTERIM REMOVAL FROM HOUSING:** In instances where there is a reasonable belief that a serious offense has occurred, the Dean of Students or the Dean's designee may require the immediate removal of the individual or individuals involved from College housing until a formal disciplinary hearing/adjudication occurs.
- I. **STUDENTS AT-RISK:** The College reserves the right to remove an individual from College Housing if college officials have reason to believe they are a risk to him/herself or others. The student will be allowed to return to their assignment only when cleared by the Counseling Center.

- J. **VISITORS:** Students are responsible to comply with the Visitor Policy as stated in the Student Policy and Information Guide. All visitors must be registered regardless of the length of their visit.
- K. **SMOKE FREE POLICY:** All College owned residence facilities are smoke-free. Smoking is prohibited within 20 feet of all campus facilities. Smoking is defined as the burning of, inhaling from, exhaling the smoke or vapor from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling of smoke or vapor from an electronic smoking device. Electronic smoking device is defined as an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, vaporizer, hookah or pipe.
- L. **OFF CAMPUS POLICY:** Students are responsible to comply with the Off -Campus Policy as stated in the Application to Live Off-Campus.

III. CONDITIONS OF OCCUPANCY

- A. **SECURITY:** Security is everyone's responsibility. Actions, which compromise the security of residents or living areas, may subject the individuals responsible to fines and/or disciplinary action.
- B. **STUDENT PROPERTY:** The College assumes no responsibility or liability for damage or loss, for any cause, of personal belongings or other property of students or other persons and the signing of the lease by the student hereby releases the college for any such losses from any cause whatsoever including negligence. The safekeeping of student property is the responsibility of each individual student and no reimbursement from the College can be expected for the loss of such property. Rooms should be locked at all times and valuable property secured. Property remaining in student rooms upon termination of lease becomes the immediate property of the College. Students are urged to confirm that they are covered under their Parent's homeowner's insurance policy and to make arrangements for additional insurance coverage if necessary.
- C. **LOSS OR THEFT:** Losses or thefts should be reported immediately to Campus Safety and then to a residential services staff member.
- D. **HALL SPORTS:** Recreational activities may not be played in areas that are potentially hazardous to a residence hall or its occupants. Games utilizing balls, Frisbees, water guns, or other potentially destructive objects may not be played in the residence halls or in individual rooms.
- E. **RESTRICTED ITEMS:** To prevent personal injury and/or damage to property, the possession or use of any potentially dangerous item or material is strictly forbidden in the residence halls or on campus. Such items are subject to confiscation and the bearer to disciplinary action: Any firearms, ammunition, air-guns, compressed air canisters, spring type weapons, sling shots, martial arts weaponry, explosives, fire-crackers, chemicals, portable heating units of any kind, halogen lamps, multi-bulb lamps with plastic shades, homemade TV and radio antennas, candles, incense, water balloons, dart-boards, knives, swords, whips, switchblades, and water beds are among those items prohibited (see also: Fire Prevention). Spray painting in residence halls is prohibited.
- F. **REFRIGERATORS AND MICROWAVES:** Students must comply with the Refrigerator and Microwave Policy as stated online at www.muhlenberg.edu/mgt/resserv/microfridges.html
- G. **SOLICITATION:** For the protection and privacy of residents, solicitors or others are not permitted in residence halls. Solicitation is defined as door-to-door selling and advertising or displays accompanied by persons selling or taking orders. Student groups soliciting for College related businesses or causes must obtain written permission from the Office of Residential Services. Please refer to the Sales and Solicitation Policy in the Student Handbook.
- H. **STORAGE: There is no storage available to students on campus during the academic year, during break periods or between sessions.** Bikes may not be stored in common areas. Students are permitted to store their bikes in their rooms.
- I. **RIGHT OF ENTRY:** Authorized representatives of the College shall have the right to enter any room at any time for the purpose of inspection, repair, maintenance, possible social code violations, or inspection for health, security and safety hazards. Furthermore, the College may enter student rooms for the purpose of obtaining evidence of an alleged violation of a College regulation. 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 search in the presence of the student(s) in question. If a search is being made in order to obtain evidence for a College judicial proceeding, a third party, preferably a professional staff person from Residential Services or his/her designee, shall be present except in cases of exigent circumstances. Authorized personnel are defined as people reporting to the Dean of Student's Office, Office of Residential Services, Plant Operations and/or Campus Safety.
- J. **FURNITURE:** Furniture is not to be removed from lounges or other public areas. Students found with such furniture in their rooms are subject to fines and/or disciplinary action. College furniture must remain in the room to which it was originally assigned. College furniture secured to walls may not be detached. College furniture may not be disassembled or used for any other purpose than those intended by the manufacturer.
- K. **INVENTORY:** Students will be held responsible for the condition and cleanliness of their room and its furnishings and for any loss or damage other than normal wear that may occur during their occupancy. Upon occupying a room, all students must complete an inventory form and are subject to being billed for damage not accounted for on this form. Damage and loss will be determined through comparative inspections conducted by the Office of Residential Services (prior to arrival and after departure). If a student changes rooms, it is their responsibility to contact their current RA for damage assessment. It is also their responsibility to complete a new inventory form for 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 charges.
- L. **ROOM DECORATIONS:** Decorations must be removable without damage to paint or finished surfaces of the room. Nails, tacks, scotch tape, plastic hooks, adhesive stickers, contact paper, decals and paneling are considered damaging and are prohibited. **No object may be hung from the ceilings, pipes or fire safety equipment.**
- M. **COMMON AREA DAMAGES:** Students are responsible for public areas in their residence halls. A charge for damage done in a given residence area (including furnishings, vending equipment, and so forth) will be distributed among the residents in that area when it cannot be determined which individuals are responsible for the damage or theft in accordance with the damage procedures established by the Office of Residential Services. Payment for damage to College property must be made to the Controller's Office with checks payable to Muhlenberg College. The College may refuse any and all privileges, including grade reports, official transcripts, room selection, graduation, and honorable dismissal or withdrawal unless all financial obligations including hall damage fees, library fines, and parking fines have been fully paid. Common area damage billing will assessed after damage occurs.
- N. **EXCESSIVE CLEAN-UP:** Any excessive clean-up, which goes beyond the normal custodial service, will be charged to the student responsible. If it cannot be determined who is responsible, the charge will be distributed among the residents in that particular living unit. The minimum charge will be a three-hour overtime charge for each custodial staff performing the clean-up.
- O. **REPORTING OF DAMAGE:** All students are expected to report promptly any damage, malfunction, destruction, or loss of College property to the Office of Residential Services and/or Campus Safety.
- P. **LOFTS:** Hand made lofts are not permitted in College owned or leased housing. Students may only loft their beds when additional bed end pieces are available and must request these pieces through the Office of Residential Services if the pieces are not already in their assigned room. There is no guarantee that bed ends will be available at all times.
- Q. **PAINTING OF ROOMS:** Room, room furnishings, windows, and doors (either side) may not be painted by students.
- R. **TERMINATION OF OCCUPANCY:** Each room must be emptied of all belongings at the end of the period of occupancy. Any student owned furniture (including student carpeting) or refrigerators left behind will be discarded by the College at a minimum charge of three-hour overtime for each item removed shared with each occupant of the room. No student belongings will be allowed to remain in a room over the summer. Each room must be swept clean when the student terminates his/her occupancy. Trash left in any room will be discarded by the College at a minimum charge of three-hour overtime shared with each occupant. All original college furniture must remain in the room at all times and may not be stored or removed. Failure to check out properly will result in a fine.

- S. **TRASH:** Students are responsible for removing personal trash directly to the dumpsters. Removal of recyclable materials to the appropriate containers also remains the responsibility of each student. Individuals, sections, halls, and entire buildings will be held responsible where trash is deliberately left in and around public areas of a residence hall. Failure to follow this policy is a violation of the residence hall contract and may result in disciplinary action and/or fines.
- T. **ADJACENT GROUNDS:** Residents who misuse lawns, trees, shrubs, bushes, hedges, and driveways adjacent to College Housing may be subject to replacement costs, disciplinary action, and/or fines.
- U. **RESTRICTED AREAS:** Residents are specifically prohibited from entering restricted areas such as roofs, mechanical equipment rooms, attics, buildings closed for vacation, construction sites, etc. Additionally windows should not be used as a regular means to exit or enter a room, especially at ground level. These offenses are punishable by disciplinary action and/or fines up to \$300.
- V. **CUSTODIAL SERVICE:** Custodial service is provided for all common areas only. Student interference with service may result in disciplinary action and fines. Cleaning of student rooms is the responsibility of the individual residents.
- W. **RESERVATIONS OF PUBLIC AREAS:** Use of facilities forms may be obtained in the Seegers Union to reserve any public room in any residence hall as well as other public rooms and outside spaces on campus. All forms must be completed and approved in advance of the date of the event.
- X. **NOISE:** Stereo music and other loud sounds and noises interfere with the normal functions of the campus and are disruptive to the community. Such loud music or noise infringes upon the rights of others to study, to conduct classes, or to carry on necessary duties and functions at the College. The Office of Residential Services establishes standard quiet hours. Stereo speakers or amplification devices shall not be placed in windows with sound directed outside. Further, any loud noises or music which unduly disturbs the peace of the College community when reported to Campus Safety, Residential Services staff, Dean of Students Office, or any other representative of Muhlenberg College may result in disciplinary action. If loud noises or music leaves an individual's room and a complaint is made to either Campus Safety or the Office of Residential Services, the student in that particular room may be subject to disciplinary action. Quiet hours are from 11 p.m. through 8 a.m. on Sunday through Thursday and 1 a.m. through 8 a.m. on Friday and Saturday. The 24-hour consideration hour policy is always in effect. 24-hour quiet hours are in effect from the end of the last day of regular classes through the end of the final exam period.
- Y. **PET POLICY:** Students are not permitted to have pets, except harmless fish, on the Muhlenberg campus. Students are not permitted to have pets visit College housing for any reason. Students bringing pets into the residence halls may be subject to disciplinary action as per the pet policy found in the Student Policy and Information Guide.
- Z. **AIR CONDITIONERS:** Students are not permitted to install air conditioners. Students with verified medical conditions and approval from the Health Center are permitted to have an air conditioner in their room as long as the residence hall in which he/she resides meets the necessary electrical requirements and has a large enough window for an air conditioner to be installed. All air conditioners must be 14 inches or less in height, 7500 BTUs or less and draw a maximum of 115 volts. All air conditioners must be installed by the Plant Operations staff. Students are required to follow the air conditioner policy, including all fees associated with it.
- AA. **ALCOHOL POLICY:** Students and visitors must comply with the Student Alcohol Policy as stated in the Student Policy and Information Guide.
- BB. **DRUG USE POLICY:** Students and visitors must comply with the Drug Use Policy as stated in the Student Policy and Information Guide. Controlled substances and paraphernalia, including incense are prohibited.
- CC. **COMPUTER LABS IN RESIDENCE HALLS:** All residence halls are equipped with PC labs. Each lab is designed for use by the residents of the building.
- DD. **COMMUNICATION SERVICES:** The College is sole provider of communication services, including but not limited to voice, data, basic cable tv, and internet services, for all College Housing. Residents may not independently contract for those services provided by the College.

IV. PERTAINING PRIMARILY TO SECURITY

- A. **KEYS:** The unauthorized possession, alteration, or defacement of any key and the illegal entry of any room or College Housing unit by any means, is strictly prohibited and may result in disciplinary action up to and including expulsion from the College.
- B. **UNAUTHORIZED ENTRY:** Unauthorized entry or permitting unauthorized entry into residence halls is a violation of the residence hall contract and may result in disciplinary action.
- C. **MASTER KEYS:** Head Residents, Resident Advisors and Residential Services Student Employees are the only students authorized to hold and use master keys. Unauthorized possession or use of master keys may subject students to disciplinary action.
- D. **EXTERIOR DOORS:**
- All residence halls are locked 24 hours a day.
 - Campus Safety must be called if the doors are broken and will not lock. In addition, report maintenance problems relative to building security to the Campus Safety Office.
 - All locks and simplex readers to exterior doors are to be changed and secured during break periods when College Housing is closed (i.e. Thanksgiving, Fall Break, Semester Break, Spring Recess, Easter Recess). All lock changes are at the discretion of the Office of Residential Services, Campus Safety and/or Plant Operations.
 - Propping exterior doors and/or allowing unauthorized individuals into residence halls is prohibited. A student found violating the above may be subject to disciplinary action.
- E. **LOST KEYS:**
- Lost keys must be promptly reported to the Office of Residential Services.
 - Upon notification of a lost room key, the lock will be changed and the student responsible will be charged for the cost of the lock core(s) and issuance of keys to all residents. All lock and key charges will be invoiced on student accounts. Lock change charges vary depending on location. The standard charge for a room is \$75.00-\$100.00.
 - For security of the affected residents, loss of keys to houses may result in re-keying of the entire building at the expense of the responsible student.
 - Loss of keys in Benfer suites, Village apartments or MILE Houses will result in changing all the affected cores on the unit system at the expense of the responsible student.
 - Students will normally be charged for all replacement keys and lock changes unless it is determined by the College locksmith that the breakage was due to malfunction of the lock.
 - Students are not permitted to allow another individual to use their key(s). A student who allows another individual to use their key(s) may be subject to disciplinary action.
- F. **BROKEN or BENT KEYS:**
- Broken or bent keys must be returned to the Office of Residential Services to obtain a new key at no charge.
 - Students not returning broken or bent keys will be charged for a lock change as noted above in section E *Lost Keys*.
- G. **LOCK-OUTS:** During office hours students locked out of their rooms may go to the Office of Residential Services to obtain a duplicate key (proof of identification will be required). Duplicate keys must be returned in 24 hours or a lock change will be issued and the student

will be issued the standard lock change charges. Head Residents and Resident Advisors are also available to assist students with lock-outs and may also charge for this service. The money collected for this service will go towards programming and staff development in their residence hall.

- H. **KEY COLLECTION:** Check out: All keys must be returned to the Office of Residential Services within the 24 hour period after the termination of lease or permanent withdrawal from room. Keys not returned after that period of time will result in billing for a lock change.

V. FIRE SAFETY RULES AND REGULATIONS

A. FIRE ALARMS AND EQUIPMENT:

- Fire equipment is to be used only as necessary in the case of fire. Its use and misuse must be reported to the Office of Residential Services and/or Campus Safety immediately so that it may be restored to useful condition with no unnecessary delay.
- Fire equipment includes (but is not necessarily limited to) fire bells, pull stations, alarms, extinguishers, hoses, exit signs, smoke detectors, sprinkler systems, instruction signs, equipment cases, and electrical panels.
- Students face fines and disciplinary action for needlessly tampering with, discharging, stealing, or improper use of fire alarms and/or equipment.
- When the person responsible for tampering with fire alarms and/or equipment cannot be identified, individuals residing within the section will be billed the cost of the entire fine plus maintenance charges in accordance with the College damage assessment procedures.
- 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 up to \$300, and/or reassignment.
- The College reserves the right to issue other sanctions ranging from fines up to \$300 to expulsion.
- Failure to evacuate a building during a fire alarm may result in disciplinary action and/or fines up to \$300.

B. FIRE PREVENTION:

- 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 proper authorities of any potential fire and safety hazards, and promptly report a fire.
- Students are expected to help prevent false alarms and should report any tampering with the alarm system to Campus Safety.
- Flammable substances and solids, such as gasoline, benzene, naphtha, cleaning fluids, explosives, and fireworks may not be used or stored in residence halls. Lighted candles, incense, kerosene lamps, halogen lamps and student installed electric heaters may not be used in the residence halls.
- ALL COOKING MUST BE CONFINED TO DESIGNATED COOKING AREAS.** Use of electrical appliances such as hot plates, heating coils, coffeepots, popcorn poppers, electric frying pans, toaster ovens, irons, and electric heaters are prohibited in student rooms and social lounge areas. All appliances must be UL approved with UL approved cords. Low wattage electrical equipment and attached cords must also be UL approved. The College reserves the right to determine the danger of electrical appliances and remove them.
- Storage or placement of any items (including trash, bicycles, boxes, furniture, etc.) in public areas such as corridors, stairwells, or balconies is prohibited. The College will remove items placed or stored in public areas with a charge for their release. Items may not be left outside residence buildings at any time (i.e. trash cans).
- All decorations used in corridors or public areas shall be flameproof or fire resistant materials. The College reserves the right to remove any and all decorations that do not comply.
- Hanging of cloth material along walls is discouraged for safety reasons. No material or paper may be draped or affixed overhead or from ceiling pipes.
- 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. A door will be considered propped if there is any physical obstruction (such as tape, stones, cardboard, trash cans, etc.), which prevent it from closing or locking.
- Any additional lighting (i.e. Christmas lights) must be UL approved with proper installation and approved by Plant Operations, Campus Safety and/or Residential Services. No lights may be strung from any pipes or fire/safety equipment.
- Any violation of the above fire prevention regulations may be subject to disciplinary action and/or fines.

C. FIRE DRILLS AND SAFETY INSPECTIONS:

- All persons must evacuate the building when a fire alarm is sounded.
- The Office of Campus Safety shall be responsible for establishing procedures for supervised fire drills in residence halls in compliance with local and state fire safety regulations.
- Alarm systems shall not be tampered with or tested by unauthorized persons.
- Fire drill procedures include the requirement for all resident students to become familiar with fire evacuation plans for each building, to include recognition of fire alarms, procedures for notifying authorities of fire, and evacuation from the building. Evacuation procedures are posted on the back of each resident's room door and found in the Crime Prevention brochure. If these rules are not on the back of the door, it is the students' responsibility to obtain a new copy from Campus Safety.
- Each resident and any guests will leave the residence hall according to instructions for the area where they are when the alarm is sounded.
- Lack of cooperation during fire drills and active alarms will be considered a serious breach of discipline and students may be subject to disciplinary action and/or fines.
- Authorized representatives of the College shall have the right to enter any room at any time for maintenance, repairs, and inspection for health, security, and safety hazards. After inspection, failure to amend hazards or violations may result in termination of the resident's housing contract.

Rates for the 2016 - 2017 Academic Year:

Benfer, Brown, East, Martin Luther, Prosser, Walz	\$6025.00 per year
Kathryn P. Taylor Hall, 2201 Chew, MILE property doubles, includes Village doubles	\$6825.00 per year
Single Room in traditional buildings	\$6995.00 per year
Robertson and South Halls, MILE property singles, includes Village singles	\$8020.00 per year

***All room rates include campus network and cable T.V. charges**

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