

Lincoln Memorial University Residential Student Handbook 2018-2019 ACADEMIC YEAR

PURPOSE

Residence Life on a university campus can be one of the most meaningful ingredients in a college experience. We are happy to take this opportunity to *welcome* our students to Lincoln Memorial University's residence hall community and to help prepare you for life in a residence hall. One meaningful part of a University education is the learning that comes from living with others. A good deal of adjustment occurs in the transition from high school to University and from home life to residence hall life, and sometimes even from year to year. LMU's Residence Life Program is designed to help you make personal, social and academic adjustments in as healthy a way as possible, and to make your living experience both educational and enjoyable. You will meet individuals who will become lifelong friends, given the opportunity to expand your sense of community service and you will improve your leadership skills. **In addition to the policies outlined in the Lincoln Memorial University Student Handbook, the Residential Student Handbook serves as a community living standard that all residents are expected to uphold.**

Residential Student Handbook

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SECTION I: RESIDENCE LIFE OVERVIEW

RESIDENCE LIFE STAFF

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COMMUNITY LIVING

An important part of the total college experience is to live in a residence hall and participate more fully in college-related activities. Therefore, programs and activities are planned to promote socialization, cultural awareness, good health practices, and life-learning experiences. Living in the residence halls is a privilege and each student is responsible for helping to create an environment which promotes safe, healthy and comfortable living for all. Each floor should reflect the character of the students residing on that floor, and express a sense of community. Good taste should be shown when promoting one's floor during Theme Weeks, Homecoming and Holidays.

LMU offers a wide variety of activities outside the classroom. Some are sponsored by the University, while others are created and organized by campus organizations. Some activities include dances, contests, Founders' Day, Homecoming, athletic events, intramurals, comedians, and other types of activities and entertainment. Students are encouraged to contact a member of the Student Services if they want to request a certain activity.

PROGRAMMING

The programming efforts of the Resident Assistants seek to challenge students to grow and develop in many dimensions. These dimensions are designed to grow residents in life and social skills, while informing residents of the resources available on campus. Students who are interested in the Lincoln Activities Board are encouraged to speak with their Resident Assistant, Area Coordinator or the Director of Student Life to communicate their interests directly.

HOURS & OPERATION

RESIDENCE LIFE OFFICE SCHEDULE AND STAFF DUTY

The Residence Life Staff is available 24/7 for students living in campus housing. On campus residents dial (423)869-6500 for 24/7 access to Residence Life Staff on campus. The Residence Life office is located in Student Center 317-319 and is open from 8:00AM-6:00PM during the school year.

During breaks that the University remains open the office is open from 8:00AM-4:30PM. Residence Life Staff are on duty from 4:30PM to 4:30PM the following day. During that time each staff member is on duty from 4:30PM-12:00AM, and is “on call” from 12:00AM-4:30PM until his/her shift ends. Residence Life staff members are always available for students living in campus housing and willing to help with any problem or concern, regardless of the hour.

RESIDENCE HALL CLOSURES

The residence halls and dining services close during Thanksgiving Break, Winter Break and Spring Break. Students who wish to stay during these breaks will be charged, because this time is not included in the semester’s residence hall rate. The only students who will not be charged are athletes who are in season and required by coaches to stay on campus and students who are working for the university. Students who stay during these breaks may be subject to being moved into another residence hall during the break since a minimum number of residence halls are kept open. Students who do not turn in their keys to the Residence Life Staff during these breaks will be charged for staying the break.

SUMMER HOUSING

Students staying for the summer must have an academic or other University related reason for applying to remain in on campus housing. Students who stay during the summer will be relocated into available housing. This is necessary for cleaning and maintenance of the buildings. The charge for the summer term is based off of that year’s semester charges for the building being utilized.

SECTION II: PROCEDURES

AREA MEETINGS

Regular area meetings are held during each semester to provide students with information relevant to their area and residence life in general. Students are required to attend these meetings as information is communicated which will impact what goes on in the residence halls. Furthermore, hall meetings are an important part of getting to know other residents in your building.

CHECK IN PROCEDURES

All students are required to check into the residence hall to which they have been assigned. The RA or AC of their assigned residence hall will assist them by providing an emergency contact form, key assignment, and Room Condition Report. The emergency contact form must be completed prior to moving into the residence hall. The resident is responsible for completing and submitting their Room Condition Report within the first two weeks of school and within 48 hours of moving into a new space during the semester. If you do not have a completed RCR on

file upon check out the room will be assumed to have been in pristine condition prior to move in. At no time are students permitted to randomly switch rooms or roommates during the check-in process. Concerns about check-in should be directed to the RA or AC of the assigned building.

CHECK OUT PROCEDURES

A student is required to check out when vacating a room at the end of a term. Proper check out procedure consists of making an appointment with the RA or AC, emptying the room of personal belongings, cleaning the room, being present during the inspection of the room, signing the check-out paperwork, and turning in keys. Any deviation from this procedure will result in a fine and/or loss of deposit being assessed for damages, cleaning, keys, and/or improper check-out. Cancellation of housing by a resident during the semester forfeits the housing deposit.

Any items left in a room after check-out will become the property of LMU to use or to dispose of as deemed proper. Rooms not cleaned, left with food, trash, belongings, or damage to the room will result in charges.

CONSOLIDATION

Most residence hall rooms are double occupancy. In the event that a resident is left without a roommate for whatever reason, or if the Office of Housing and Residence Life determines that there is a need to combine two or more apartments in order to provide space for more residents, a policy called “consolidation” applies. This policy is usually enacted during the first month of each semester but can be enforced as needed by the Director of Residence Life.

Students without roommates have options appropriate to their situation. Options may, but will not necessarily, include the following:

- (1) find a roommate or move in with someone on the consolidation list;
- (2) pay an additional charge for a private room (Only in Liles and West); or
- (3) be assigned a roommate at the discretion of the Director of Residence Life.

EMERGENCY PROTOCOLS

INJURY OR ILLNESS

For illness, injury, or maintenance emergencies, the RA or AC on duty should be contacted. He/she will make an evaluation of the best action to take. Ambulance or maintenance calls should be made by Residence Life staff members only.

FIRE EVACUATION (INCLUDING DRILLS)

Fire evacuation is an important factor in campus safety. When an alarm is sounded, either through mechanical indication or by voice, evacuate the building immediately. Students should be sure to take shoes and a coat when evacuating a building (if indicated by the weather). If one is convenient, a towel should be taken by the resident and placed over the mouth and nose to help filter smoke from the air breathed.

Residents of West should go to the cafeteria parking lot.

Residents of Pope, Mitchell, and Dishner should go to the lower parking lot of their area.

Residents of The Village apartments should go to the Tex Turner parking lot.

Residents of LP should go to the lower parking lot of their area.

Residents of The University Inn, Mars, and Lee should go to the grass lawn directly across the parking lot from the buildings.

It is important for a student to make contact with his/her RA and/or AC so they know that the student is safe. The AC and/or RA may do a roll call of residents to ensure everyone is accounted for. Residents will be notified when it is safe to reenter the building.

BOMB THREATS

Bomb threat evacuation will follow the same procedures as fire evacuation. Students must vacate the building quickly, being prepared to remain outside for the amount of time necessary to ensure the building is safe.

SEVERE WEATHER

Weather warnings such as thunderstorms, tornadoes, and earth tremors should be taken seriously. Residents will be expected to vacate their rooms with a blanket and/or pillow. Interior hallways of lower floors will be the best location to avoid injury. Flashlights and battery radios would be helpful, as would study or entertainment material since warnings can last for hours.

Residents of Liles and West should go to the second floor hallway of their building.

Residents of Pope, Mitchell Dishner, Shelton, Langley, Mars, and Lee should go to closets or bathrooms of their suite.

Residents of LP should go to the basement.

Residents of The Village apartments should go to the bathrooms or closets of their suite.

Residents of The University Inn should go to the first floor hallway or staircase of The University Inn.

During weather warning the elevator should not be used in any building. Residents failing to abide by set emergency procedures will be subject to disciplinary action up to and including being removed from the residence halls.

DAMAGES

Financial liability for damages lies with the residents in the bedroom, suite, apartment, or building. Repeated damages have a direct impact on housing rates if no responsible party is found or comes forward. If damages occur in an apartment, suite or the common areas of a building and no individual takes responsibility, Residence Life will divide the charges among the occupants and bill their student accounts. This includes, but is not limited to, common entryways, hallways, lounges, kitchens and the immediate exterior/grounds (including littering). If damage occurs in a suite or an apartment, the residents of the suite/apartment will be held responsible. If damage occurs, please report to your RA or to the office of Residence Life as soon as possible. A work order will be

submitted to repair the damage and the responsible parties will be subject to appropriate charges. A damage liability form is available through your RA. If the person responsible for the damage completes and submits the form, a discount may be applied to the charge.

HEALTH & SAFETY

HEALTH AND SAFETY INSPECTIONS

The University recognizes a resident's desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and respect their privacy. However, the University, through Residence Life staff, reserves the right to enter a resident's room and/or apartment to determine compliance with health and safety regulations. Health and safety checks will take place a minimum of two times per semester and residents will receive notification of the check at least 48 hours in advance of the check.

During a Health and Safety Inspection, Residence Life staff will check individual bedrooms, common spaces including refrigerators. Health and Safety Inspections serve as prevention for fire, pests, and other damaging issues.

LIABILITY AND RISK

Lincoln Memorial University assumes no liability for loss, injury, or damage to personal property incidental to the occupancy or use of the residence halls, and each resident accepts full responsibility for the safety and security of his/her own personal property. Students are strongly encouraged to purchase renter's insurance. The resident agrees to hold the University harmless and indemnify it from any and all liability resulting from the use of University owned housing facilities by the student. Please refer to the Student Handbook regarding Lost and Found.

MAINTENANCE REQUESTS

Students who need maintenance in their rooms or are aware of repairs that need to be done on their floor are able to submit their own digital work order at this link:

<https://www.lmunet.edu/administration/maintenance-request>

Residents are also welcome to notify their Resident Assistant or their Area Coordinator. Maintenance requests will be submitted within 24 hours of the request to Physical Plant and Properties.

Requests should be completed within a reasonable amount of time after being submitted. In the event that a request is not completed, residents should contact their RA about the concern until the problem is resolved.

PERSONAL SAFETY

Students should notify the Residence Life Staff of their building if they plan to leave campus for an extended period of time. In the event that a residential student is taking evening classes and

would like an escort to or from their class, the student can contact the Office of Campus Police and Security to make these arrangements.

SECURING OUTER DOORS OF RESIDENCE HALLS

The residence halls are considered private dwellings of the campus. The exterior doors are to remain locked at all times unless prior approval is given from Residence Life Staff. This policy promotes safety, security, and privacy for residents.

TRASH DISPOSAL

All residential students are expected to deposit trash from their living spaces in the appropriate locations. In Liles and West, there are garbage chutes in the middle of each hallway. All trash should be placed in these chutes. All other residents on campus should place trash in the dumpsters located in the parking lot behind the dining hall. In the evenings when it is not being utilized by facilities the trash truck is located behind The Village residence halls and residents may place their properly bagged trash in the bed of the truck. There are also dumpsters in The University Inn parking lot for residents of Mars, Lee, and The University Inn This also applies to end-of-semester periods. If trash is left within the halls then the person responsible may be fined. If we are unable to identify the person responsible, the building or area may be fined.

HOUSING DEPOSIT

If a student chooses to live on-campus, his/her housing application must be returned to the Residence Life Office with a \$200.00 for undergraduate or \$500 for Graduate and Professional reservation and damage deposit. The deposit may be paid by cash, check, money order, or debit card through the cashier's office. The deposit is refundable at the end of the student's residency if the student checks out in good order, cancels his/her room reservation by July 1 (Fall) or December 1 (Spring) and has no charges on their account. These requests must be received in writing no later than July 1 of the semester that the student leaves housing. Refunds may take up to 60 days to process. Cancellation of housing by a resident during the year forfeits the housing deposit.

KEYS AND LOCK OUTS

ISSUED KEYS

A student receives a key which opens the front door and room upon check-in. Each student is responsible for keeping his/her room door locked as well as the outside residence hall doors. Keys are turned into the Residence Life Office when University housing is closed (Winter, and Summer Breaks). Duplicating university keys is prohibited. Possession of university keys other than those assigned is not permitted.

LOST OR STOLEN KEYS

A lost key should be reported immediately to the Residence Life Staff and a charge of \$50.00 will be assessed for the lost room keys. If keys are not turned in at designated times (holidays or breaks) the resident will be a charged for staying the entire break. The student must turn in all residence hall keys upon check-out with a Residence Life staff member. The charge for not returning keys at check-out is \$50.00.

LOCK OUT PROCEDURE

In the event that a resident becomes locked out of their residence hall space the resident should go to the Office of Residence Life. When the office is closed, residents should call the 24/7 Residence Life Line at (423)869-6500. Students are reminded that responding to a lockout call is not an emergency and the staff will respond as soon as possible. Excessive lockouts may result in disciplinary action or fines.

MEAL PLANS

MEAL PLAN REQUIREMENT

All undergraduate students living in campus residence halls are required to participate in one of the meal plans. If students would like to change their meal plan upon the start of a new semester, they may do so for a limited time in the Office of Residence Life.

MEAL PLAN OPTIONS

- Meal Plan #1: 19 meals per week
- Meal Plan #2: 15 meals per week/150 flex dollars
- Meal Plan #3: 10 meals per week/300 flex dollars

MEAL PLAN ACCOMMODATIONS

Any student who must follow a specific diet may supply the Director of Food Services with a prescription diet from the student's physician. Every effort will be made to accommodate the student's special dietary needs. The LMU cafeteria serves breakfast, lunch and dinner. A schedule of hours is posted in the cafeteria. Students with special schedules (student teaching, practicum, internship or clinicals) may discuss their class schedules with the Director of Food Services for possible accommodations.

RESIDENCY EXPECTATION

All full-time undergraduate students, attending class on the Harrogate campus, must reside on campus unless they are:

- *At least 21 years of age regardless of class ranking.*
- *Residing with a parent or legal guardian within 65 miles of campus.*
- *Married and residing with their spouse.*

All student-athletes receiving athletic aid are required to live on campus as stated in the Athletic Handbook. Residence halls are available to students who wish to live on campus. International students who are in the United States on I-20 forms must reside on campus. Each full-time undergraduate student on the main campus must register with the Office of Residence Life by completing a Housing Application or Housing Waiver Application. A petition for exception to the residency rule may be sent to the Office of Housing and Residence Life.

ROOM ASSIGNMENTS

Lincoln Memorial University believes that residence hall living is an educational experience that contributes to the development of each student. The residential experience provides many opportunities for students to meet friends, develop personal relationships, and learn to live and communicate with a diverse group of people. As part of this process, returning students take part in housing status where they have the option to submit roommate and room preferences. The Residence Life Office coordinates all assignments, taking into account priority and availability once room assignments have been made, students are not permitted to make changes without prior permission of their Area Coordinator.

ROOM CHANGES

A student who wishes to change rooms within his/her residence hall must have written permission from their Area Coordinator in advance. A room change must be completed within 24 hours after the reassignment is authorized. Students need to be aware that room changes will occur after the first two weeks of classes and will result in an administrative charge of \$50.00. A student must complete check-out procedures of the vacated room with his or her RA to ensure that the room is left in proper condition. Any damage or cleaning charges assessed must be paid.

ROOM ENTRY

The University reserves the right to enter a student's room under any of the following conditions:

☐ Health and safety inspections

- Maintenance or repairs
- Periodic pest control spraying
- To check for damages
- At the beginning of a break or holiday
- To quell disturbances
- For emergencies such as fire, injury, or illness of resident
- Periodic inspections and inventory
- Reasonable cause to suspect the violation of University policies
- Other reasons as stated in the presence of the resident

ROOMMATE AGREEMENTS

Roommate Agreements are a form that is completed by all roommates. It serves as a catalyst for discussions regarding sharing a space and documents the compromises made for all involved to better utilize and enjoy the space provided. These agreements are available through the RA for your area. This form may also be used as part of a roommate mediation.

SECTION III: AMENITIES & RESOURCES

BULLETIN BOARDS

Bulletin boards are provided in each of the residence halls in order to provide residents with information about activities occurring within the residence halls and around campus. Students are encouraged to read these boards frequently in order to be informed about campus life. Only Residence Life Staff are permitted to post on the bulletin boards located within the residence halls.

CABLE

Lincoln Memorial University provides digital cable via either Vyve Broadband or Sunset Digital. One cable jack is installed in each bedroom and each lounge/living room. Cable boxes may be picked up from the Office of Residence Life during normal business hours. Splicing/splitting of the cable line or tampering with the data ports is prohibited.

INTERNET

Internet access is available in all residence halls on campus. Students must bring their own device to access the Internet from their residence halls. The LMU Network supports both Windows based and Apple Mac based computers. The IS Helpdesk is more familiar with Microsoft Windows environments, but can offer basic help for Apple Mac computers as well. Wireless-N is available in all residence halls on the main campus, and wired ports are also available in most rooms. To access the LMU Network and the Internet from your room, your computer must have either a Wireless B, G, or N card. To access the student wireless network, connect your computer to the network named LMU_OpenAccess and enter your LMU MyLMU account credentials when prompted.

Students who wish to connect to the Internet will be required to keep their computers in compliance with IS policies, which will include installing a network access control (NAC) client on their local PC. This client is used by the University to assure that the student computer has updated virus protection, is running an authentic operating system and has all the necessary security patches for that operating system installed. This client is a non-intrusive application that

can easily be removed when the student disconnects from the University's network. Students will not be allowed to connect to the network without this application.

If you have difficulty accessing the LMU Network or the Internet from your residence hall, contacting the IS Help Desk is preferred so that they are able to work with the resident directly, but as always you are able to contact the Resident Assistant (RA) for your residence hall/floor.

LAUNDRY

Laundry facilities are available for every residential student. On-Campus apartments are equipped with washers and dryers. Laundry Rooms are available in each building for individual residents to use. All laundry is free of charge to residential students. If there are issues with a washer or dryer appliance, residents should contact the Residence Life Staff for assistance.

LOUNGE & STUDY SPACES

West, Liles, and LP Halls provide students with lounge areas. Lounge areas are available as study spaces and socialization. These lounge areas are open to students who reside in the building and are equipped with comfortable furniture and may some have recreational equipment.

VENDING MACHINES

University Inn, West, Liles, and LP Hall have vending machines located on the first floor. Soda and snack machines are available to students; however, change is required to access these machines.

SECTION IV: RESIDENTIAL POLICIES

SECTION 1. ALCOHOL

Sale and distribution of alcohol on campus is prohibited.

If of age, any individual who brings an alcoholic beverage onto a residential space must convey the substance in a sealed container that also reasonably conceals its contents.

Alcohol related games (i.e. beer pong, flip cup etc...) are not permitted in the residence halls.

Undergraduates- Under the Age of 21

Any person under the age of twenty-one (21) may not possess, consume, or be in the presence of alcohol within a residential unit.

Empty alcohol containers are not permitted in residential spaces.

Undergraduate Residents- 21 Years or Older

Undergraduate residents who are of the age of twenty-one (21) or older (validated by an identification card) are permitted to possess, consume, or be in the presence of beer or wine IF and only IF, they are within their residential space and every resident assigned to the same space is twenty-one or older. The oldest resident assigned to a room or apartment would assume the age of the youngest resident in regards to this alcohol policy.

An undergraduate student the age of 21 years or older is allowed to have six (6)- 12 ounce cans/bottles of beer or 1500 ml or two (2) bottles of wine in his/her possession while in their assigned residential space.

The following are not allowed: liquor, kegs, home brew or kits of any kind.

Graduate Residents

Graduate students who are 21 years or older are allowed to have beer, wine, and other alcoholic beverages in graduate housing, as long as there are no individuals under the age of 21 present.

SECTION 2- APPLIANCES

Cubical refrigerators are permitted, but roommates are required to share rather than to have more than one per room. Refrigerators larger than 3 cubic feet are prohibited.

Provided Appliances within residential spaces should be well maintained, including but not limited to regular cleaning, and proper use.

Appliances with heating elements other than coffee pots, slow cookers, and popcorn poppers are not allowed in the residence halls

No grills of any type are allowed on campus. There are outside grills located on the campus for student use. Any grills brought to campus will be confiscated from the student.

SECTION 3- FIRE SAFETY

Candles, open flame lamps, halogen lamps, extension cords, and incense are not permitted in rooms.

Items should not be hung from nor attached to the ceiling as this is prohibited due to fire safety regulations.

To ensure that the smoke and/or heat detectors, and other fire safety equipment serve their designed function, dismantling, covering, or otherwise altering the equipment is prohibited.

SECTION 4- COURTESY & QUIET HOURS

Residents are expected to display respect towards other community members and therefore outside of quiet hours, should maintain a reasonable volume or tone. In the event that a resident is approached about being quiet outside of quiet hours, they should be courteous to the request and maintain a lower volume immediately.

Residents are expected to observe quiet hours for twelve hour sessions (10:00PM-10:00AM) Sunday evenings through Friday mornings. Weekend quiet hours (Friday evening through Sunday morning) are condensed to 12:00AM-10:00AM.

To help promote an intense study period, there will be 24-hour quiet hours in effect beginning the Friday of the last day of classes and ending Saturday morning at the conclusion of Finals Week during the fall and spring semesters.

SECTION 5- FURNITURE

University-owned residence hall furniture must remain in the room. Students are not permitted to move furniture, including mattresses from apartment suite living rooms into a bedroom. Under no circumstances may furniture leave the building or common areas.

Outside furniture is not permitted unless approved by your Area Coordinator or the Director of Housing and Residence Life.

Carpets and rugs are permitted in residence hall rooms as long as they are not affixed to the floor.

Bed risers may not exceed 12" and must be professionally manufactured exclusively for that purpose.

SECTION 6- KEYS & DOORS

Residents are issued room and/or suite keys upon check-in. Residents are not permitted to duplicate or lend keys to others.

Exterior doors should remain secured.

SECTION 7- PETS

Non-carnivorous fish are the only pets allowed. Tanks for such fish should not exceed 10 gallons. Animals are not permitted to visit in the halls for any period of time.

SECTION 8- SPACE PERSONALIZATION

Residents who are equipped with personal bathrooms are expected to provide their own toilet tissue and shower curtains, and rods.

Residents are responsible for removing any decorations and/or anything else not provided by the University prior to checking out of the room.

Residents are not allowed to use nails, hooks or anything that will put a hole in the wall, peel the paint off or leave marks.

String lights are permitted as long as they do not get hot to the touch.

Residents are not allowed to paint the walls of their residential space.

Items should not be hung or attached to the ceiling as this is prohibited due to fire safety regulations.

Residents are not authorized to perform any type of repair to damages themselves. Maintenance Requests should be submitted in a timely manner to address issues.

Residents are required to remove anything that was not originally in the room including all adhesive strips and putty.

Residents are responsible for any damage caused by decorating and/or personalization.

SECTION 9- STORAGE

Storage is not provided for students' personal belongings. All items left in rooms after the student checks out will become the property of LMU to use or dispose of as deemed necessary.

SECTION 10- TRASH AND CLEANLINESS

Residents are responsible for the cleaning of individual rooms and supplies, equipment, and labor are the shared responsibility of the roommates.

Students should bag their trash, and ensure it is properly disposed of, please refer to the trash disposal section of this handbook.

Residents are also responsible for contributing to the cleanliness of the hallways, restrooms, and common areas. Items left in common areas will be placed in the trash cans in those areas. If trash and cleanliness become an issue then fines may be assessed as stated within the trash disposal section.

SECTION 11- VANDALISM & DAMAGE

Vandalism of any kind will not be tolerated.

See the "Procedures" section of the Residential Handbook for additional information regarding Damages.

SECTION 12- VISITATION & GUESTS

Visitors and Guests are expected to follow all University policies and procedures.

Residents accept responsibility of the actions of their visitors or guests.

Visitors:

Visitors are defined as residential LMU students. Visitation hours for all residence halls will be from 8:00AM – 2:00AM on weeknights (Sunday-Thursday).

Visitation on the weekends (Fridays and Saturdays) are not limited to specific hours as long as all roommate(s) are amenable to the visitor in the residential space.

Visitors must be escorted by their host/hostess at all times when in the residence halls. In West and Liles, visitors/guests may only use the restroom facilities on the floor specific to the visitor's gender and only with the host/hostess standing by the outer door.

Guests:

Guests are defined as anyone not currently assigned to an LMU residential space. A residential student may host an overnight guest in the residence hall providing the Residence Life Office is notified and the guest is registered, the roommate is agreeable, the guest stays no more than two sequential nights, and the guest is not a perpetual visitor.

Guest registration must coincide with the visitation hours for residential students and therefore are approved at the discretion of the Residence Life Office.

The host is responsible for obtaining a temporary parking pass from Campus Police and Security.

Guests must be escorted by their host/hostess all times regardless of the building or residential community.

Any student who stays in a residence hall without permission from the Residence Life Office, attempts to register fraudulently in order to avoid room and board costs, or assists someone else in doing so is subject to full charges for that semester's room and board and/or suspension.

SECTION 13- WINDOWS

No objects may be hung or thrown from windows.

Stereos may not be played out of windows.

Windows should not be used as an entry or exit to a residential space unless there is an emergency related threat.

Curtains may be added to the windows if tension rods are used as long as no damage is caused, if damage occurs the resident(s) will be charged. Nothing is permitted to be displayed in or attached to windows and nothing is to be placed between the blinds and the window.