

Handbooks

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## UHSP Residential Life Handbook 2023-2024

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# **UHSP RESIDENTIAL LIFE HANDBOOK 2023-2024**

## **RESIDENTIAL LIFE MISSION STATEMENT**

The Residential Life Program at the University of Health Sciences and Pharmacy in St. Louis strives to provide support for students as they undertake a rigorous undergraduate and professional education. In support of the mission, the Office of Residential Life is committed to providing a safe living-learning environment that promotes student engagement, personal growth and academic success.

All students including those who are not residents are responsible for knowing and following the guidelines in this document. The behavior of non student guests must also comply with the policies and expectations set forth in this document. Any behavior of a guest that fails to comply with these standards may also result in consequences for their student host.

### **UHSP Mission, Vision, Values**

University of Health Sciences and Pharmacy in St. Louis is guided by its mission, vision and values. They are the principles by which we define ourselves and our community

#### Mission

To educate and advance communities of discovery to foster a healthier society.

#### Vision

University of Health Sciences and Pharmacy in St. Louis will be transformational leader in health education and research.

#### Values

- Discovery
- Diversity
- Inclusion
- Integrity
- Respect
- Service

### **Residential Curriculum**

The curriculum of Residential Programs focuses on three core values that will help each student grow throughout their stay at UHSP. The UHSP values are: diversity, growth, inclusion, integrity, positivity, professionalism, and respect. The Residential Programs are designed to help each student grow in diversity and inclusion through Social Justice, and practice integrity, positivity, respect, and professionalism, through Positive Relationships. Finally, each student will grow in the program through balance, learning skills that will help them become professionals.

#### Balance

- Students will understand the importance of creating a balanced life.

- Students will acquire time management skills.
- Students will develop academic success skills.
- Students will practice stress reduction techniques.
- Students will explore their spirituality.
- Students will engage in healthy behavior.

#### Positive Relationships

- Students will gain an understanding of themselves through value exploration and self-reflection.
- Students will learn assertiveness skills.
- Students will have an understanding that each type of relationship has a different set of expectations and boundaries.
- Students will learn how to effectively communicate within different relationships and settings.

#### Social Justice

- Students will understand and recognize privilege within self and society.
- Students will have an increased understanding of their beliefs and biases.
- Students will explore their experiences through the lenses of power, privilege, and oppression.
- Students will advocate for those who are oppressed.
- Students will recognize the dignity of every human being.

## RESIDENTIAL LIFE STAFF

### The Residence Halls

Our campus has two distinct Residence Halls. **The North Residence Hall** is located on floors 5, 6, and 7 of the Recreation and Student Center (also known as "RAS") and typically houses students in their first-year and sophomore years. The North Residence Hall has 220 beds. Rooms are set up for double occupancy with 4 residence sharing a bathroom. The floors of the North Residence Hall are co-ed, however the occupants of adjoining shared restrooms are generally the same gender.

**The South Residence Hall** is located on the southwest corner of the campus, between the parking garage and Jones Hall. It generally houses students in their junior years and above. This building has 7 floors and contains several suite-style options. In the South Residence Hall, students can choose among upgraded or traditional singles and 4-bedroom suites.

### Resident Assistants

#### North Residence Hall:

The North Residence Hall has two Resident Assistants (RAs) living on each floor. The RAs are chosen because of their experience, attitude, organizational skills, and willingness to assist with all aspects of residence life. They have been trained to provide a variety of services to residents. The RAs assist residents with concerns and questions about housing and college life, they will mediate roommate conflicts, and they will refer residents to appropriate campus offices when a resident needs help with a specific service. RAs plan, encourage, and facilitate

students' growth and involvement in educational and recreational activities. In addition, RAs are responsible for enforcing the guidelines contained herein, as well as the UHSP Student Code of Conduct.

#### South Residence Hall:

The South Residence Hall will have at least four Community Liaisons (CL) living in the building. The CLs are there to serve as a resource for older students and maintain a safe and healthy environment to study and live. They are chosen because of their experience, attitude, organizational skills, and willingness to assist with all aspects of residence life. They have been trained to provide a variety of services to residents. The CLs assist with concerns and questions in reference to housing and residence life, mediate roommate conflicts, refer to campus offices when needed, and help transition students into the professional program. CLs plan, encourage, and facilitate students' professional growth and involvement through educational and recreational activities throughout the academic school year. Along with RAs, CLs are responsible for enforcing the guidelines contained herein, as well as the UHSP Student Code of Conduct.

#### **Coordinator of Residential Life**

The Assistant Director of Residential Life and Community Engagement, is a full-time, live-in professional who is responsible for training and supervising the RA/CL staff as well as the overall administration of both the North and South Residence Halls. The Assistant Director maintains regular office hours in the 4th floor of the North Residence Hall.

#### **Other Staff**

Additional staff members are also involved in running all aspects of the residence hall – Director of Student Engagement and Leadership, Graduate Assistants (GAs), housekeeping, maintenance, dining, security, etc. While they are frequently behind the scenes making sure everything is running smoothly, students may see them at various times during their stay.

#### **Staff on Duty**

RAs/CLs are on duty each day in the Residence Hall. On weekdays, they are on duty from 8:00 PM to 8:00 AM, and on weekends, two RAs/CLs are on-duty in the building beginning at 8:00 PM on Friday and ending at 8:00 AM on Monday. The RA/CL on duty can be reached at the following number: 314-456-9826. Additionally, the Assistant Director of Residential Life and Student Engagement and Lead RAs comprise an administrative on-call rotation to provide back up and assistance to RAs/CLs.

#### **Public Safety**

The office for Public Safety is located on the bottom level of the parking garage. Public Safety Officers are on duty 24 hours a day, 365 days a year. Public Safety can be contacted at 314-446-SAFE (314-446-7233).

### **RESIDENTS' RIGHTS & RESPONSIBILITIES**

*You have the right to...*

- Live in a clean and secure environment;
- A reasonable quiet space in which you can sleep and study;
- Privacy, equal time, and equal space in your room;
- Choose your means of recreation and relaxation without external pressure;
- Educational and developmental opportunities in your living community;
- Be free of intimidation, harassment, or physical harm;
- Expect enforcement of the Residence Hall Handbook and housing contract;
- The assistance of resident life and University staff members when you need help;
- Equitable treatment when behavior is in question;
- Express your concerns about behaviors that violate your rights as a resident with other residents;
- Know the rules of the residence halls.

*You have the Responsibility to...*

- Keep your room, suite, floor, and common areas reasonably clean;
- Keep your room, the building, and your fellow residents safe by engaging in behaviors such as locking your door, not allowing non-residents to enter the private areas of the building unless they are accompanied by another resident or are your guest, informing staff or Public Safety about suspicious behavior or persons, not propping doors open, etc.;
- Observe courtesy and quiet hours;
- Let your roommate know your expectations and preferences regarding sleep, study and guests;
- Contribute to a positive environment by participating in the educational and developmental opportunities in your living community;
- Respect the rights of others;
- Report violations of policies and regulations to appropriate staff;
- Notify an appropriate staff member about problems and cooperate in finding solutions;
- Comply with reasonable requests made by staff or University officials;
- Take responsibility for your decisions and behavior;
- Communicate with other residents and try to resolve issues that arise that violate your rights;
- Know and abide by the policies listed in this Handbook and the UHSP Student Code

## **RESIDENCE HALL SERVICES AND AMENITIES**

### **Guests Policy:**

Guests may only visit the “private” areas of the building between 8:00AM—Midnight on weekdays and 8:00AM—1:00AM on weekends. Guests who wish to stay after hours will need to fill out the outside overnight guest form. Any part of the building that requires a card access is classified as a “private” area. All guests, including UHSP students and residents of the opposite residence hall, must be escorted by their resident host when in all areas of the residence hall.

## **Overnight Guests Policy:**

Residents are allowed to have one overnight guest per suite. An overnight guest requires the completion of an "Outside Overnight Guest Form" by 4pm the night that the guest arrives on campus. All of your roommates and/or suitemates must agree to have an overnight guest in the room or suite.

Overnight guests may stay a maximum of three consecutive nights. It must be turned in to the respective RA/CL no later than 4:00PM on the day of the guest's arrival. Overnight visits are restricted to 3 days (72 consecutive hours) per visit per week regardless of with whom they are staying. Again, any visits must be approved by roommates/suitemates.

Regardless of whether a guest is here for an hour or overnight, the resident hosting that individual is responsible for the behavior of their guest. If, at any time, the behavior of the guest is in violation of the rules of the residence hall or the Student Code, the guest may be removed from the hall and the resident may lose future guest privileges. Students will also be held responsible for the behavior of their guests, which may consist of disciplinary action, including charges for any damage done by any of their guest(s).

## **NORTH RESIDENCE HALL**

### **Furniture**

Each room in the North Residence Hall is fully furnished. Each shared bedroom contains two twin beds, twin XL mattresses, dressers, desks, and chairs. All residence hall furniture will be assigned to and must remain in specific rooms. No furniture removal requests will be facilitated or permitted. There is furniture located in the lobby area of each floor in the North Residence Hall, which is used for recreational and social use. This furniture is not permitted to leave the lobby area and enter residents' rooms. Should this occur, the resident(s) will be held liable for any damage. Do not move any of the furniture in the common areas; it has been carefully configured to meet social distancing guidelines.

### **Housekeeping**

Housekeeping is responsible for everyday cleaning of the common areas (lobby and study rooms). Housekeeping is not responsible for cleaning up excessive trash, vandalism, or abuse of the common areas. Residents may be fined for the cleanup of areas that have been abused or left excessively dirty. Residents are also required to place their trash in sealed bags in the carts in the trash rooms, located in the lobby of each floor. There is also a large trashcan located in the trash room for loose items. Do not place trash on the floor or put loose trash into the large trash cart, as it creates extra work for the housekeeping staff and can attract vermin. Finally, Housekeeping is not responsible for cleaning residents' rooms or bathrooms.

### **Kitchenettes**

In the lobby area of each floor in the North Residence Hall, there is a kitchenette for residents to use. In this area, students will have access to a sink, microwave, community refrigerator, and outlets for other cooking appliances. Residents who use this area are required to clean up after themselves. Abuse of the area, including the continued failure to maintain a clean kitchenette, may result in the entire floor being fined.

### **Laundry Facilities**

Residents have unlimited use of washers and dryers, located on the sixth floor of North Residence Hall. The washing machines are high efficiency and require the use of high efficiency detergent. The Laundry Room is open at all hours of the day. Out of courtesy to other residents, please do not leave laundry in the machines beyond the time it takes to wash or dry the items. Laundry left in machines may be removed by other residents. Please open the washer doors when not in use, as the mildew smell can potentially spread to the clothes. Furthermore, please be respectful and clean up after yourself, which can include laundry detergent spills, Tide pod spills in the drum, and lint in the dryers. Finally, if there are any issues with the laundry machines, Jetz Services should be contacted via phone or internet at 314-385-5389 or [www.jetzservice.com/report-a-problem](http://www.jetzservice.com/report-a-problem). If a resident is uncomfortable doing this, the issue should be reported to the RA/CL or Coordinator of Residential Life.

### **USPS Mail:**

The mailing address is:

Resident's Name and Mailbox #  
North Residence Hall  
1 Pharmacy Place  
St. Louis, MO 63110.

Package Address:

Your First Name and Last Name  
453 Nash Way  
Univ. of Health Sciences & Pharmacy  
St. Louis, MO 63110

Each resident will be assigned an individual mailbox on the first floor of the North Residence Hall (5th floor in RAS). Mail is received by the desk staff and distributed into students' boxes. Residents use combination codes for accessing their mailbox. If the code is lost, residents must contact the Coordinator of Residential Life for the combination.

If a resident receives a package, they will receive an email notification that a package was received and the time in which the package can be picked up. The Student Receiving Window is located on the first floor of the South Residence Hall, and the resident must show their Student ID and sign for the package.

The student receiving window is open the following times:

Monday – Friday	11am – 7pm
Saturday	11am – 3pm
Sunday	Closed

Students who wish to send out packages must have their package labeled and stamped.

### **Microwaves/Refrigerators**

In the North Residence Hall, microwaves are not allowed in students' room; however, a community microwave is furnished in the floor kitchenette at the lobby of each floor. Residents are required to clean up after themselves, this includes wiping down all shared surfaces after you have used them. Paper towels and sanitizing spray have been provided in multiple locations within the residence hall. There are refrigerators located in the lobby of each floor in North Residence Hall as well. The refrigerators are for community use and left-over food should be disposed of within a week. Residents are permitted to have refrigerators in their rooms; however, these refrigerators should be no more than four cubic feet.

### **Study Rooms**

There is a study lounge at the end of each hallway in the North Residence Hall. These study rooms are for residents and their guests only. Students wanting to study in this room have priority over students wanting to use the room for other activities. Please be respectful and keep the noise levels to a minimum. Do not move, remove, or add furniture to and from these rooms. A \$50 fine will be charged to residents found with study room furniture in their rooms. Students using the study rooms are required to clean up after themselves. Abuse of the area, including the continued failure to maintain a clean area, may result in the individuals of the floor being fined. Residents will be expected to sanitize this space after they are done using it.

### **Technology (Cable and Internet)**

Basic cable is free in all rooms, but students must supply their own cable cord. Each room contains a data port for each resident, which includes both a data phone line and an internet connection. The building is also equipped for wireless internet access.

## **SOUTH RESIDENCE HALL**

### **Furniture**

Each room in the South Residence Hall is fully furnished. Each shared bedroom contains two twin beds, twin XL mattresses, dressers, desks, and chairs. Each suite is furnished with a bed, mattress, dresser, desk, and chair, while the living room has two couches, two chairs, and two tables. Each room that is furnished with a kitchenette may have two beds and mattresses, a dresser, desk, and chair, along with a full-sized refrigerator and microwave. All residence hall furniture will be assigned to and must remain in specific rooms. No furniture removal requests



will be facilitated or permitted. There is furniture located in the study area of each floor in the South Residence Hall, which is used for educational purposes. There is also furniture located in the lobby of the first floor of the South Residence Hall. This furniture is not permitted to leave the lobby area/study rooms and enter residents' rooms. Should this occur, the resident(s) would be held liable for any damage. Additionally, no furniture should be moved or added to the study rooms or lobby. The furniture is configured so that it meets social distancing requirements.

### **Housekeeping**

Housekeeping is responsible for everyday cleaning of the common areas (hallways and study rooms). Housekeeping is not responsible for cleaning up excessive trash, vandalism, or abuse of the common areas. Residents may be fined for cleaning areas that have been abused or left excessively dirty. Residents are also required to place their trash in sealed bags in the carts in the trash rooms, located in the lobby of each floor. There is also a large trash can located in the trash room for loose items. Do not place trash on the floor or put loose trash into the large trash cart, as it creates extra work for the housekeeping staff and can attract vermin. Finally, Housekeeping is not responsible for cleaning residents' rooms or bathrooms.

### **Kitchenettes**

At the end of each hallway in the South Residence Hall, there is a kitchenette area for residents' use. In this, students have access to a sink, microwave, and outlets for other cooking appliances. Residents who use this area are required to clean up after themselves. Abuse of the area, including the continued failure to maintain a clean kitchenette area, may result in individual and/or entire floor fines.

### **Laundry Facilities**

Residents have unlimited use of washers and dryers. Washers and dryers are located on the first floor of the South Residence Hall. The washing machines are high efficiency and require the use of high efficiency detergent. The Laundry Room is open 24 hours/day. Out of courtesy to other residents, please do not leave laundry in the machines beyond the time it takes to wash or dry the items. Laundry left in machines may be removed by other residents. Also, please open the washer doors when not in use as the mildew smell can potentially spread to the clothes. Furthermore, please be respectful and clean up after yourself, which can include laundry detergent spills, Tide pod spills in the drum, and lint in the dryers. Finally, if there are any issues with the laundry machines, contact Jetz Services via phone or internet at 314-385-5389 or [www.jetzservice.com/report-a-problem](http://www.jetzservice.com/report-a-problem). If a resident is uncomfortable doing this, the issue needs to be reported to an RA/CL or the Coordinator of Residential Life.

### **USPS Mail:**

The mailing address is:

Resident's Name and Mailbox #  
South Residence Hall

1 Pharmacy Place  
St. Louis, MO 63110.

Package Address:

Your First Name and Last Name  
453 Nash Way  
Univ. of Health Sciences & Pharmacy  
St. Louis, MO 63110

Each resident will be assigned an individual mailbox on the first floor of the South Residence Hall (1st floor in South). Mail is received by the desk staff and distributed into students' boxes. Residents use combination codes for accessing their mailbox. If the code is lost, residents must contact the Coordinator of Residential Life for the combination.

If a resident receives a package, they will receive an email notification that a package was received and the time in which the package can be picked up. The Student Receiving Window is located on the first floor of the South Residence Hall, and the resident must show their Student ID and sign for the package.

The student receiving window is open the following times:

Monday – Friday	11am – 7pm
Saturday	11am – 3pm
Sunday	Closed

Students who wish to send out packages must have their package labeled and stamped.

**Microwaves/Refrigerators**

Microwaves are not allowed in South Residence Hall rooms unless they have a kitchenette where the microwave is supplied. However, a community microwave is supplied at the end of the hallway of each floor. Residents are required to clean up after themselves, which includes wiping down all shared surfaces after use. Paper towels and sanitizing spray have been provided in multiple locations within the residence hall. There is a refrigerator located on the first floor of South Residence Hall. This refrigerator is for community use, and leftover food should be disposed of within a week. Refrigerators of four cubic feet or less are permitted in rooms that do not have kitchenettes.

**Study Rooms**

There is a study lounge at the end of each hallway in the South Residence Hall. These study rooms are for residents and their guests only. Students wanting to study in this room have priority over students wanting to use the room for other activities. Please be respectful and keep the noise levels to a minimum. Do not remove the furniture from these rooms. A \$50 fine will be charged to residents found with study room furniture in their rooms. Students using the study rooms are required to clean up after themselves. Abuse of the area, including the

continued failure to maintain a clean area, may result in the fining of floor individuals or groups.

### **Technology (Cable and Internet)**

Basic cable is free in all rooms, but students must supply their own cable cord. Each room contains a data port for each resident, which includes both a data phone line and an internet connection. The buildings are also equipped for wireless internet access.

## **RESIDENCE HALL HEALTH & SAFETY ISSUES**

### Access Services (ADA/Section 504)

Services and support for students with documented disabilities are available under the guidelines of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 (Section 504). All disabilities require appropriate medical documentation and all accommodations must be approved through the academic support office. Anyone seeking accommodations under ADA or Section 504 must meet each semester with the Assistant Director, Academic Support, to discuss their accommodations. Staff, faculty, and students will all work together to make sure reasonable and appropriate services are provided. Each request for accommodation within the Residence Halls is considered on a case-by-case basis. Students who request accommodations or services must submit current documentation from health care providers. To begin the registration process, contact Tiffany Atnip, Assistant Director, Academic Support, Student Success Center, RAS457, 314.446.8355 or [kay.davis@uhsp.edu](mailto:kay.davis@uhsp.edu).

If a student wishes to request accommodations that are ADA Compliant, the following definitions apply:

1. A disability is a physical or mental impairment that substantially limits one or more of the major life activities of an individual. An individual must have a record of such an impairment and must be regarded as having such an impairment.
2. Health Care Provider is defined as a certified licensed professional (example: doctor, psychiatrist, licensed psychologist, etc.) that is qualified to diagnose and treat the identified disability (s). This is required for a disability to be recognized by the University.

### **Emotional Support Animal**

Residents with a disability must be approved to have an Emotional Support Animal in the Residence Halls prior to bringing the animal to campus. A new request for housing accommodations must be completed for each new academic year.

For more information on this process please contact Tiffany Atnip, Assistant Director of Academic Support.

The student will be expected to provide documentation from a physician regarding the disability and the disability-need for an Emotional Support Animal. Additionally, it must state how the animal will impact the student's ability to participate in University Housing. Students should use the Medical or Health

Disabilities Criteria for Documentation when requesting a letter from their physician

1. **Responsibilities of the Owner of a Service or Emotional Support Animal**
  - a. The emotional support animal shall have a harness, leash or other tether, unless the handler's disability precludes use of such tether, in which case the animal must otherwise be under the control of the handler (i.e. voice controls or other effective means). Members of the University community and visitors are prohibited from interfering in any way with an emotional support animal or the duties it performs.
  - b. The owner is responsible for assuring that the animal does not unduly interfere with the routine activities of the residence or cause difficulties for other residents. The owner must always be in control of the animal.
  - c. The owner is financially responsible for the actions of the animal, including bodily injury or property damage. The owner's responsibility covers but is not limited to replacement of furniture, carpet, window, wall covering, and the like. The owner is expected to cover these costs at the time of repair.
  - d. The owner is responsible for any expenses incurred in cleaning (above and beyond a standard cleaning) or for repairs to University premises that are assessed after the student and animal vacate the residence. The University shall have the right to bill the student owner's student account for unmet obligations.
  - e. The owner is responsible for ensuring the cleanup of the animal's waste, and, when appropriate, must toilet the animal in areas designated by the University consistent with the reasonable capacity of the owner. Indoor animal waste, such as cat litter, must be placed in a sturdy plastic bag and securely tied up before being disposed of in outside trash dumpsters. Litter boxes should be placed on mats so that waste is not tracked onto carpeted surfaces.
  - f. The owner is responsible for the overall health and well-being of the animal, including compliance with all Missouri State and local laws concerning animals (e.g., registration, vaccinations, and tags) as well as annual documentation of the health of the animal from a licensed veterinarian.
  - g. Service or assistance animals may not be left unattended in or on any University property, other than Emotional Support Animals left in an individual's University housing for a reasonable period of time. Animals must be taken with the owner if leaving campus for a prolonged period of time.
  - h. The owner agrees to abide by all other residential policies. An exception to the no-animals policy does not constitute an exception to any other policy.
2. **The University reserves the right to deny access to campus, or remove from campus, any Service Animal or Emotional Support Animal if -**
  - a. The animal is out of control and its owner does not take action that is effective to control it;
  - b. The animal is not housebroken (i.e. cannot control waste elimination);

- c. The animal poses a direct threat to the health or safety of others that cannot be eliminated or reduced to an acceptable level by a reasonable modification to other policies or procedures; or
- d. The owner fails to comply with his/her responsibilities under this policy.

**3. The Office of Residential Life retains the right to relocate the owner and approved animal as necessary.**

- a. Any violation of the above rules or incident of other violations may result in immediate removal of the animal from the University and, if appropriate, referral to the Office of Human Resources or Student Conduct for disciplinary action. If a Service Animal or Emotional Support Animal is banned from campus, the individual with a disability will have the right to engage in a deliberative process to determine if effective participation can occur with other appropriate accommodations.
- b. Owners of animals that are impounded are responsible for the payment of any impound and/or any fees required to secure the release of their animals.

### **Bullying & Harassment**

Bullying and harassment are not tolerated in the Residence Halls or any part of campus. Bullying is any form of repetitious, unwanted, and aggressive behavior that results in a real or perceived imbalance of power. Bullying may include, but is not limited to, making threats, spreading rumors, attacking someone physically or verbally, or purposefully excluding an individual from a group. Harassment is a form of illegal discrimination that includes conduct that is threatening, intimidating, or coercive in nature because of a person's race, color, religion, national origin, age, sex, gender, gender identity, disability, genetic information, veteran's status or sexual orientation. Every student on UHSP's campus has the right to be free of bullying and harassment, and violators of these policies will be subject to sanctions outlined in the Student Code, and reports may be made to the Coordinator of Residential Life, the Deputy Section 504 & Title IX Coordinator for Students, or to a Resident Assistant. The residential curriculum is focused on building positive relationships and is taken seriously.

### **Public Safety**

Public and residence hall safety is an utmost concern of the UHSP community, as residents and guests should feel safe at all times. Therefore, any Residence Hall students or guests are encouraged to report all crimes and public safety related incidents to UHSP Public Safety in a timely manner at 314-446-SAFE (7233). Emergency services can be contacted by dialing 911.

To find more information as to how the University strives to maintain a safe environment for all and meets requirements under the Clery Act, please visit [uhsp.edu/safety](http://uhsp.edu/safety) or by contact Scott Patterson, Director, Public Safety, 314.446.8382.

### **Earthquake**

In an earthquake occurs and you are located inside, get under a strong piece of furniture such as your room desk. If you are outside, remain in an open area until the shock passes. Do not try to enter or leave a building during a shock.

## **Fire**

In the event of a fire, exit the building immediately using the nearest staircase. Elevators do not work when the fire alarm is sounding. Once you have exited the building, move to the center of the quad. If you have exited on the street side of the building, please make your way through the garage to the quad so everyone can be counted. Every resident is required to evacuate the building immediately whenever a fire alarm sounds, whether it is a drill or an actual fire. Residents who fail to leave the residence hall during an evacuation will be subject to disciplinary action.

## **Tornado Warnings**

In the event of a tornado warning, public safety and/or the RA/CLs will notify you of the warning. This will likely be accompanied by external civil defense sirens. If it is deemed necessary, your RA/CLs will escort you from your room to the lower hallways of the building, typically the 1st floor. Please follow the instructions of the RA staff or Public Safety. Residents may bring a pillow or books to keep them occupied during the tornado warning. The RAs and/or Public Safety will let residents know when it is safe to return to your rooms. Failure to follow these rules may result in disciplinary action.

## **EMERGENCY SERVICES**

In the event of a medical emergency, students should call Public Safety or proceed to the emergency department at Barnes-Jewish Hospital.

Barnes-Jewish Hospital Emergency Room  
400 S. Kingshighway Blvd., St. Louis, MO 63110  
Hours: 24 hours/ 7 days a week  
Website: [www.barnesjewish.org/Medical-Services/Emergency-Medicine](http://www.barnesjewish.org/Medical-Services/Emergency-Medicine)

## **HEALTH CARE CENTERS**

Affinia Healthcare  
Website: <http://affiniahealthcare.org/>  
Phone number: 314-898-1700

Betty Jean Kerr People's Health Centers  
Website: <http://www.phcenters.org/index.php>  
Phone number: 314-367-7848 (call to schedule appointment)

Care STL Health  
Website: <https://carestlhealth.org/>  
Phone number: 314-367-5820

Concentra  
Concentra's Urgent Care Centers are offering STLCOP students a discounted rate on a variety of services (PPDs, drug screens, vaccines, etc.). Students MUST

present their student ID when going to a Concentra location to get their student account billed accordingly, but do not need a requisition for our standard vaccines/titers/urine drug screens, etc.

Website: [www.concentra.com](http://www.concentra.com)

LOCATION CLOSEST TO CAMPUS - Midtown Location

6542 Manchester Ave, St. Louis, MO 63139

Phone: 314-647-0081

LOCATION WITH EVENING AND WEEKEND HOURS - Westport Location

83 Progress Parkway

Maryland Heights, MO 63043

Phone: 314-434-8174

## **MENTAL HEALTH AND SUPPORT SERVICES**

UHSP Counseling Center

Counseling services are available for any students currently enrolled as a student at University of Health Sciences and Pharmacy in St. Louis. Services are confidential, free of charge, and are completely separate from your academic record. The Counseling Center provides a supportive environment for you to address the challenges that are concerning you and to help foster your growth in body, mind, and spirit.

Location: RAS 441

Website: <http://www.uhsp.edu/academics/support/counseling.html>

Appointment form: <http://cc.uhsp.edu/WCMenu.aspx>

St. Mary's Hospital

In the event that the UHSP Counseling Center is closed or for additional emergency mental health care services, students should proceed to the emergency department at St. Mary's Hospital

Hours: 24 hours/ 7 days a week

Website: [www.ssmhealth.com/stmarys](http://www.ssmhealth.com/stmarys)

## **TRANSPORTATION**

If you need transportation to some of the listed health services, please contact UHSP Public Safety at 314.446.SAFE (7233). They will help connect you with Uber or another transportation service. Students will be responsible for any transportation fees.

## **Involuntary Medical Leave**

The Vice President for Student Affairs or designee may remove any student whose behavior renders them unable to effectively function in the residential or University community without harming themselves, others, or disrupting the University community and who refuse and/or cannot be helped by emotional and/or medical treatment.

## **Sexual Misconduct, Relationship Violence, and Stalking**

The University of Health Sciences and Pharmacy has an institution wide policy prohibiting any form of sexual misconduct, sexual harassment, relationship violence, and stalking both on and off campus. Sexual misconduct may consist of, but is not limited to, any form of sexual harassment, sexual advances, request for sexual favors, sexual assault, non-consensual sexual contact or intercourse, sexual exploitation, or other verbal or physical conduct of a sexual nature. Relationship violence is also prohibitive and includes any form of dating violence or domestic violence. Please refer to the Student Code of Conduct for terms, protocol, and sanctions for violating these policies. For further information, to obtain a copy of these policies, or to confidentially report an incident that may violate these policies please contact: Rebecca Jones, Deputy Section 504 & Title IX Coordinator for Students, RAS410, 314.446.8352, Daniel Bauer, Section 504 & Title IX Coordinator, Jones Hall, Room 1340

### **Fire Safety Equipment (Smoke Detectors, Sprinkler Heads, Fire Extinguisher, etc.)**

Smoke detectors are placed throughout the building to help create a safe environment. Residents must not tamper with the smoke detectors. Tampering or misuse may result in disciplinary action.

### **Theft & Vandalism**

Most thefts result from carelessness, specifically students leaving their rooms unlocked. The University is not responsible for items that become missing or are vandalized. The following tips will help you protect yourself from theft:

- Keep your door locked at all times. If you or your roommate loses a key, report it immediately.
- Report suspicious persons to the residence hall staff or Public Safety.
- Don't keep large amounts of cash in your room.
- Identify valuable property with an engraver or other method.
- If you find something has been stolen from your room, notify your RA and Public Safety immediately.

## **RESIDENCE HALL POLICIES & PROCEDURES**

These policies and procedures should be considered alongside of the Student Code of Conduct.

### **Alcohol**

#### North Residence Hall

Consumption and possession of alcoholic beverages is prohibited in the North Residence Hall. The Student Code outlines the sanctions for violating this policy. Empty alcohol containers, regardless of their use, are prohibited in the North Residence Hall and will be treated as an alcohol violation. It is also important to note that students found to be intoxicated, regardless of where they consumed the alcohol, will have violated this policy for consumption. Students will also be found in violation of this policy for possession if they are found to be in a room that has alcohol, regardless of whether they were drinking in that room. University sanctions are described in full detail in the Student Code.

#### South Residence Hall



There is limited alcohol consumption allowed in the South Residence Hall. The specifics of this policy can be found in the Student Code.

### **Bicycles/Skateboards/Rollerblades/Scooters**

Riding bicycles, skateboards, rollerblades and scooters in the hallways or lobbies is prohibited. Bicycles are not allowed and cannot be stored in the building; they may be stored in the bicycle racks provided in the parking garage. There is a bicycle rack specifically designed for expensive equipment on the second floor of the parking garage.

### **Break Closings**

North Residence Hall:

Residents in North Residence Hall must leave when the North Residence Hall closes, which is during winter break and spring break. Residents must exit the building by 8:00 pm on the night before the North Residence Hall closes. Winter housing begins the Wednesday before Thanksgiving. Residents who desire to stay during Winter break will need to request permission from the CRL prior to the break, along with agreeing to pay a housing fee per day. Residents desiring to stay on campus during Spring break will also need to request permission from the CRL, however, they will not be charged. The North Residence Hall will be open during three-day weekends and fall break. Residents are permitted to stay on campus; however, meal service may be suspended or served on a limited schedule. Summer housing is available at an additional charge; however, all students will be assigned to a room in the South Residence Hall. No items may be stored in North Residence Hall during the summer.

South Residence Hall:

Residents in the South Residence Hall must leave during winter and spring break. Residents must exit the building by 8:00 pm on the night before the South Residence Hall closes. Winter housing begins the Wednesday before Thanksgiving. Residents who desire to stay during Winter break will need to request permission from the CRL prior to the break, along with agreeing to pay a housing fee per day. Residents desiring to stay on campus during Spring break will also need to request permission from the CRL, however, they will not be charged. The South Residence Hall will be open for all residents for three-day holidays and Fall Break. During this time, as well as other breaks, meal service may be suspended or served on a limited schedule. Summer housing is available at an additional charge; however, students will be assigned to a room on a designated floor in South Residence Hall (most likely spring residents would need to move rooms for summer). No items may be stored in South Residence Hall during the summer other than in assigned summer housing rooms.

These policies/procedures are subject to change based on room availability.

### **Check-In Procedure**

When checking into the Residence Hall, each resident will receive a Room Condition Inventory (RCI). This must be filled out in detail and returned to the floor RA or CL within the first week of school. Please indicate on this form if there are any issues in your room. If there are issues, submit a work order at <https://support.uhsp.edu/TrakHome.asp>.

### **Checkout Procedure**

All residents will have a designated checkout date and time at the end of the spring semester in which they are expected to be completely moved out of their room. The checkout process includes cleaning your room and removing all belongings, inspecting your room, and returning your key(s) to the designated drop box. If you do not complete these steps, you may be subject to an improper checkout fee of \$50. If you lost your key(s), you will be responsible for the replacement fee. If you do not have your key(s) at the time of checkout, they are considered lost. Additionally, once all residents are moved out, maintenance will go through all rooms and assess for any new damages. Damage fines will be based on the repair and labor costs to fix the damage, as determined by staff from the Facilities Office. If the student is not returning to the halls, these charges will be deducted from the student's security deposit, and/or billed to the student account. If the student will be returning in the fall, their deposit will be retained for the following year, and the damage amount will be billed directly to their student account.

### **Cleaning/Health & Safety Inspections**

Residents are responsible for the cleanliness of their room and bathroom. In order to maintain a clean and safe environment for all, a minimum standard of cleanliness must be upheld. The RA staff will conduct Health and Safety Inspections throughout the year. There will be three inspections a semester in the North Residence Hall and two in the South Residence Hall. During these inspections, if a staff member finds that your room or bathroom is not appropriately clean, you will have 24 hours to correct the situation. If the situation is not corrected, students will be fined \$50 (each) and given an additional 24 hours to clean their space. If the situation is still not corrected, students will be fined an additional \$100 (each) and be referred to the Coordinator of Residential Life for further sanctions. A clean room includes a picked up and vacuumed floor, cleaned/put away dishes, trash taken out, no open food, no illegal contraband that is visible or in the refrigerators, etc. If a staff member finds the cleanliness of your room or bathroom unacceptable, they may also request that it be cleaned within 24 hours, even if it is not an official Health & Safety Inspection. Residents are responsible for their own cleaning supplies.

At the start of winter break there will be a Health and Safety Inspection for both the North and South Residence Halls. At this time, the refrigerators must be cleaned and defrosted, electronics must be unplugged from the wall, and all other requirements of a Health and Safety Inspection must be upheld. If one of these criteria is not met, the residents will be fined \$50 each.

### **Community Well Being**

It is important for each resident to be familiar with the policies listed within this handbook. Being a part of the residence hall community includes certain responsibilities such as being respectful of others, listening to others, compromising your own wants to create an environment conducive to everyone's needs, being willing to address those who are not abiding by the community or hall expectations, and taking responsibility for your own feelings and actions. Residents who continually violate policy or are a disruption to the residence hall community and may be removed from the residence hall. Violations may include but are not limited to persistent noise complaints, disruption to other students, and a general failure to understand and adapt to the residence hall environment.

### **Damages to Facilities**

A student or group of students who damage University property will be held responsible for their actions. In the event the guest of a resident is solely or partially responsible for damage, the resident will be held financially responsible. There are several areas for which students may be held accountable for vandalism or damages beyond normal wear and tear, including student rooms, lounges, corridors, study rooms, cafeteria dining room, laundry room, restrooms, and front desk reception area. In addition to monetary charges for the repair of damaged items, students may also be subject to disciplinary action in accordance with the Student Code.

Charges for damage to the room or its contents will be deducted from the security damage deposit. Should the amount of damage exceed the security damage deposit, the balance will be charged to the student's account with the University. If damage in a residence hall room cannot be assigned to one specific resident, the charge amount will be divided between all the residents of the room with each responsible for his/her portion.

Students may share unassigned damages to common facilities. Charges are based on the total amount for both supplies and labor. Damage charges may include:

1. Building damage charge – Damages occurring in an area common to all residents of the Residence Hall may be split equally among residents when no individual or group is found responsible for the damage. (Examples of such locations: elevators, laundry facilities, dining room, restrooms, reception desk area, living room, etc.)
2. Floor damage charge – This is a charge to all students on a particular floor for the cost of damage that occurs on the floor when no individual or group is found responsible for the damage.
3. Individual room charge – This charge, occurring in a specific room, is split between the residents of the room unless a specific resident claims responsibility in writing.

4. Common areas charge – This is a charge to an individual who is found responsible for specific damage to a common area.

Every effort will be made to determine who is responsible for specific damages so that those individuals are billed appropriately.

### **Decorations**

Room decorations provide comfort and a more personal environment. Residential Life wants to encourage students to make themselves at home, but some restrictions on room decorations are necessary for safety and the high costs of repairing and painting rooms.

- Painting your room is prohibited.
- Items posted in public areas (i.e. outside your door, windows, etc.) must be inoffensive.
- Tape should not be used on painted surfaces. "Fun Tak" (reusable adhesive putty) and Command Strips are allowed. While "Fun Tak" and Command Strips typically prevents damage to the walls, caution should be used in removing Command Strips and "Fun Tak." Improper removal may cause damage to the walls resulting in a charge to the resident(s).
- Decorations cannot hinder any exit. Decorations may not cover necessary safety or emergency equipment (sprinklers, smoke detectors, exit signs, extinguishers, etc.).
- In public hallways, sign posting is limited to wall surfaces covered with tack board material in the South Residence Hall, or to the walls with painter's tape in the North Residence Hall.
- Use of screws, nails, or any other object making intrusions into the wall is prohibited. Such hanging devices make holes in the wall that will result in charges.
- Decorations must not damage walls, furniture, or doors.
- Posting signs in hallways or other public areas must be pre-approved by the CRL.
- Construction of lofts and other elaborate bed bunking systems is prohibited.
- Shelving and other wall-mounted modifications are prohibited.
- Curtains are permitted but may only be hung with a tension rod to avoid damaging the walls.

### **Fireworks, Firearms, Weapons**

Possession of firearms, fireworks, and all types of weapons are prohibited in the residence halls and anywhere on campus. This includes but is not limited to: handgun, rifle, shotgun, air gun, pellet gun, BB gun, paint guns, water guns, and any other weapon that deploys a projectile, as well as pocketknives, knives with blades longer than 4", and all other weapons found in the University weapons policy, here:

<https://policies.uhsp.edu/policies/policy/Weapons%20on%20Campus%20Policy.html>.

### **Floor and Hall Meetings**

At the beginning of the year, building and floor meetings will be scheduled to discuss crucial information about Residential Life on campus. Additional meetings may be scheduled during the year. Because of the important information presented during these meetings, they are required. If a resident cannot make it to the meeting, they must tell their RA/CL and give the reason. Residents are responsible for the information given out during the Floor Meeting.

### **Illicit Substances**

The manufacture, sale, possession or use of any substance or paraphernalia which has been declared illegal by a municipal, state, or federal law is prohibited in the residence hall and on university grounds. Sanctions, as noted in the Student Code, will be followed when a resident is found in violation.

### **Keys**

Keys for the room and mailbox are issued on the day you check in. If the student loses the room key or it is stolen, fill out a work order on UHSP.edu immediately. Lost or stolen room keys will require a lock change to protect student safety. The charge for a lock change with one replacement key is \$50. Residents will be charged \$50.00 per key for additional replacements for room or suitemates. Total cost will depend upon your room type. Shared rooms require two keys and a lock change; suites require four keys. Mailbox keys cost is whatever the market price of the lock to replace. These fines will be waived for residents who provide a police report for the stolen keys.

All residents must keep their rooms locked at all times. UHSP is not responsible for lost and stolen property. If there is anyone suspicious in, around the residence hall, or on campus, immediately notify a RA, CL, the CRL, the RAS front desk, staff, and/or Public Safety at 314.446.SAFE (7233).

### **Lockouts**

Students who are locked out of their rooms should first try to contact their suitemate to unlock the door for them. If the suitemate is unable to assist, the resident should request other assistance. If during business hours (8am-8pm Monday-Friday), contact Public Safety. Students who are locked out of their room after business hours (8pm-8am and on weekends) should contact their RA/CL on duty. Each resident is allowed one free lockout during the academic year, but for subsequent lockouts students will be charged \$5.00 per lockout. Increased fees will be applied for excessive lockouts beyond three. If the resident has to call Public Safety or the RA/CL on duty, they must send the RA/CL or the CRL an email allowing their student account to be charged for the lockout. This email should be sent ASAP.

### **Prohibited Items**

North Residence Hall:

Items listed below are not permitted and will either be confiscated until the resident can remove them from the building or be destroyed by staff members. Sanctions or fines may also be applicable, depending upon the item in question. See specific items in this section for more information.

- Alcohol, including empty, alcoholic beverage containers (even those for decorative purposes)
- Candles, incense, halogen lamps, oil lamps, or anything with an open flame
- Cooking appliances with a heating element e.g.crock pot, toaster, coffee pot with warmer, Foreman grill, etc.
- Controlled and illicit substances
- Fireworks
- Microwaves
- Pets (other than fish, ten-gallon tank size limit or unless the animal is a service animal)
- Subwoofers

Weapons of ANY kind, e.g. guns, knives – including pocket knives, darts, pellet guns, paint guns, water guns, ammunition, etc.

South Residence Hall with no kitchenette:

- If under 21 years of age alcohol, including empty, alcoholic beverage containers (even those for decorative purposes)
- If above 21 years of age, please refer to the Alcohol in Residence Hall Policy  
(<http://policies.uhsp.edu/policies/policy/Alcohol%20in%20Residence%20Hall%20Policy%20-%20Interim.html>)
- Candles, incense, halogen lamps, oil lamps, or anything with an open flame
- Cooking appliances with a heating element e.g. crock pot, toaster, coffee pot with warmer, Foreman grill, etc.
- Controlled and illicit substances
- Fireworks
- Microwaves
- Pets (other than fish, ten-gallon tank size limit or unless the animal is a service/ESA animal)
- Subwoofers
- Weapons of ANY kind, e.g. guns, knives – including pocket knives, darts, pellet guns, paint guns, water guns, ammunition, etc.

South Residence Hall with kitchenettes:

- If under 21 years of age alcohol, including empty, alcoholic beverage containers (even those for decorative purposes)
- If above 21 years of age, please refer to the Alcohol in Residence Hall Policy  
(<http://policies.uhsp.edu/policies/policy/Alcohol%20in%20Residence%20Hall%20Policy%20-%20Interim.html>)
- Candles, incense, halogen lamps, oil lamps, or anything with an open flame
- Controlled and illicit substances
- Fireworks
- Microwaves
- Pets (other than fish, ten-gallon tank size limit or unless the animal is a service/ESA animal)

- Subwoofers
- Weapons of ANY kind, e.g. guns, knives – including pocket knives, darts, pellet guns, paint guns, water guns, ammunition, etc.

### Quiet Hours

There is a large number of people living in close proximity in the residence halls. Students' schedules differ as to class times, work commitments, study times, and sleep times. Therefore, it is necessary that residents show great consideration regarding noise and not infringe on the rights of their neighbors.

Quiet hours are in effect from 10:00 PM to 8:00 AM, Sunday through Thursday, and 12:00 AM to 8:00 AM Friday and Saturday. During quiet hours, residents are expected to avoid making noise that can be heard outside the resident's room and to avoid excessive noise in the hallways and common areas. The RAs are equipped with a decibel meter to measure the loudness of the room or floor. During quiet hours, any readings over 60dB will be considered a noise violation. Violators will first receive a verbal warning from the RA. A second violation will result in a written warning. A third violation will result in a visit with the judicial officer, a \$50 fine per student, and other possible educational sanctions.

Prior to and during final exam periods, 24-hour quiet hours will be in effect. Staff will post notices when extended quiet hours are in effect. During 24-hour quiet hours, students will not be given any warnings. To prevent further disruption to other students, staff may remove guests or residents from the area or confiscate any object responsible for the noise violation (i.e. stereos, gaming equipment, etc.).

Courtesy hours are in effect at all times in both the North and South Residence Halls. Residents must show respect for others' right to study and sleep as necessary. Please control the volume level on your stereos, TV, computers, voice, and radios. Residents are within their rights to ask another resident to reduce their noise level even when quiet hours are not in effect.

Each Residence Hall is expected to abide by courtesy hours, with South Residence Hall being the only hall to have 24/7 courtesy hours throughout the entire academic school year and summer.

While a certain level of noise is to be expected in a building housing hundreds of students, excess noise can infringe upon other residents' right to live in a comfortable and academically supportive environment. Repeated noise violations may result in the removal of stereos, TVs, gaming machines, guests or the residents.

### **Residence Requirement**

Occupancy in University-owned or operated residence halls is required for all students during the fall and spring semesters of their freshmen, sophomore and junior years. Living on campus is a significant aspect of the University of Health Sciences and Pharmacy educational experience. Recent studies show that students who start their college career by living on campus are more likely to:

- Still be in school after two years
- Personally know and spend time outside of class with faculty members
- Graduate on time
- Receive more academic and emotional support from other students
- Get involved in student organizations
- Have a higher grade point average
- Use campus resources (library, labs, faculty and staff)
- Take more credit hours
- Express greater satisfaction with their undergraduate educational experience

Because of the greater likelihood of student academic and personal success, the housing requirement is strictly enforced. The University of Health Sciences and Pharmacy is committed to student perseverance and success.

### **Repairs and Service Requests**

All repairs to residents' rooms are conducted through the facilities office. To have something in your room repaired, fill out a work order on the UHSP website under "Campus Life": <https://www.uhsp.edu/campuslife/living/maintenance-request.html>. If the problem has not been remedied in a timely manner, please inform your RA or the CRL.

### **Right of Entry Policy**

The University will make every reasonable effort to respect the privacy of students and give prior notice of entry into student rooms. However, the University reserves the right of entry without notice for such purposes as may be necessary to assure compliance with policies of the University and federal, state, and local laws. Examples may include occupancy verification, facilities maintenance, and emergency management.

### **Room Assignments**

The Coordinator of Residential Life (CRL) assigns rooms for all new residents. Continuing students are eligible to select their own rooms during Housing Selection Night in the spring semester. Mutual requests for specific roommates and suitemates are welcomed and honored to the best of our ability if requested before room assignments are completed. Other requests may be made and will be honored as much as possible and within reason.

### **Room Changes**

Learning to live with others in a diverse residential community is one of the educational opportunities offered by UHSP. When living in close proximity to others, it is inevitable that arguments and differing opinions will arise. Part of living on campus is learning the life skills involved with living with someone else. This includes compromise, communication, understanding, acceptance, and assertiveness. Because of this mission, room or roommate changes are not allowed until the spring semester and ONLY if you have gone through several attempts to resolve the issue. These attempts include certain steps such as talking to the roommate, talking to the respective RA/CL, and finally roommate mediation(s). The Residential Life staff is trained in conflict mediation. If the



student does not feel comfortable speaking with your roommate or feel their efforts have not been effective, please speak with a RA/CL about other options. First-year students are required to participate in a Roommate Workshop at the beginning of the fall semester to help start the communication process.

### **Suitemate Conflicts**

First-year students are required to participate in a required Suitemate Workshop at the beginning of the fall semester. This workshop is designed to help residents navigate potential problems that students often encounter living with a suitemate. Students will make a contract that both will abide by for the year. During this workshop, the suitemates are expected to talk about a variety of things, including their individual room mask policy. Any freshmen student who fails to attend this required workshop will NOT be permitted to live in the Residence Hall during their sophomore year. If a student and their suitemate are experiencing problems, Residential Life encourages the student to discuss the matter as soon as the problem develops. Many conflicts are simply the result of differing expectations or a misunderstanding.

Since living in a residence hall is a learning experience, it is encouraged that the student talks to their suitemate first to solve the conflict. However, many people find it difficult to sit down with a suitemate and share what is bothering them. If the student finds this to be true, they can talk to their RA/CL for advice on how to handle the situation. If the problem continues after these steps, a suitemate mediation is available. Two neutral RA/CLs will sit down with the suitemates to help come up with a solution to the conflict, typically student staff from another floor. Once a solution is found, you and your suitemate will revise your suitemate contract which entails this new solution. This is a process which every student must go through.

As stated earlier, room changes cannot occur until the second semester. At that point, a room change may be allowed given that all other options have been exhausted and a room is available.. Room changes are a rare occurrence in the residence hall.

### **Vacant Spaces and Room Restoration Requirements**

During the year you may have a vacant space in your room or suite. Unless you have been approved for a single room, your housing contract with UHSP is for a bed space. Therefore you are not entitled to decide who will occupy the vacant space. You are required to maintain the bedroom or suite so that a potential roommate will be able to move in. This means you are expected to:

1. Keep vacant furniture assembled and accessible, as well as all storage and surface areas clean and empty at all times in case a new resident is assigned to that space. This is especially important at the end of the Fall semester when new roommates will probably be moving in for the Spring. Failure to comply with this requirement may result in disciplinary action.
2. Welcome the potential resident into the vacant space without harassing, threatening or intimidating the individual. If the resident or suitemates, in anyway,

behave in the manner mentioned above or discourage the resident from moving in, there may be disciplinary consequences.

### **Security of Entrance and Common Areas**

North Residence Hall:

The North Residence Hall building is secured by a card access system, which requires a card to access to all "private" areas of the floors. (e.g. elevators and stairwells). In order to assure that the building remains secure, residents should never allow unknown individuals or non-residents into the private areas of the residence hall. All guests must be accompanied by a resident host. The exterior entrance to the residence hall is also accessible by card access only during set times in the evenings and on weekends. RAs/CLs perform rounds when they are on duty, and Public Safety Officers perform rounds in the residence hall around the clock.

South Residence Hall:

The South Residence Hall building is secured by a card access system, which requires card to access to all "private" areas, (e.g. elevators and stairwells). In order to assure that the building remains secure, residents should never allow unknown individuals or non-residents into the private areas of the residence hall. All guests must be accompanied by a resident host. The exterior entrance to the residence hall is also accessible by card access during all hours of the day. The entrance into the South Residence Hall from Chick-Fil-A and Starbucks is also limited to card access of residents that only live in the South Residence Hall. RAs/CLs perform rounds when they are on duty, and Public Safety Officers perform rounds in the residence hall around the clock.

### **Smoking**

Smoking is not permitted anywhere on campus. This includes any electronic smoking device. More information can be found in the Student Code of Conduct, including sanctions for violations.

### **Solicitation**

Solicitation is not allowed in the North and South Residence Halls. Rules and sanctions of solicitations can be found in the Student Code of Conduct.

### **Storage**

Storage is not available in the building. Students may leave their belongings in their assigned rooms during three-day weekends, Fall Break, Thanksgiving Break, Winter Break, and Spring Break. All items must be removed before Summer Break.

### **Trash and Recycling**

North Residence Hall:

Trash receptacles are located in the trash rooms, which are in the lobby area of each floor. Residents are required to place their trash in sealed bags in the carts in the trash rooms. Do not place trash on the floor or put loose trash into the trash cart, as it creates extra work for the housekeeping and can attract vermin. There is a recycling program on each floor for paper, plastic, glass, and aluminum.

South Residence Hall:

Trash receptacles are located in the trash rooms, which are located off the elevator. Residents are required to place their trash in sealed bags in the carts in the trash rooms. Do not place trash on the floor or put loose trash into the trash cart, as it creates extra work for the housekeeping and can attract vermin. There is a recycling program on each floor for paper, plastic, glass, and aluminum.

**Important Contract Dates**

FALL 2023

Monday, Aug. 21

Sunday, Aug. 20

Friday, Sept. 1 – Monday, Sept. 4

Monday, Oct. 9

Thursday, December 14

Halls Open: 2023-2024 Contracts Begin

Building Meetings (Mandatory for all residents)

Labor Day Weekend: Residence Halls will remain open, but the cafeteria will be closed

Fall Break: Residence Halls will remain open, but the cafeteria will be closed.

Last day of classes, Residence Halls Close at 8pm for Winter Break. Students who wish to stay over winter break are required to pay a daily rate.

SPRING 2024

Sunday, Jan. 14

Friday, March 15

North Residence Hall reopens at 10am.

North Residence Hall closes for Spring Break. All residents must vacate the residence hall by 8pm. Residents may leave belongings but cannot stay. The South Residence Hall does not close for Spring Break.

North Residence Hall reopens at 10am.

North and South Residence Halls close for summer. All residents must vacate the residence hall by 8pm. Residents must remove all belongings and check out.

Sunday, March 24

Thursday, May 9

Notes: Students who wish to live on campus during summer sessions 1 and 2 must apply for housing on [uhsp.edu](http://uhsp.edu) under Campus Life. All summer students will be housed in the south residence hall and will pay by course session.