



Housing and Meal Plan Contract Terms & Conditions 2019-2020

The housing and meal plan contract includes both the room fee and meal plan for the nine-month academic year.

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The Residential Life *Housing and Meal Plan Contract Terms & Conditions* is a contract and a living document. The Department of Residential Life (hereinafter referred to as “Residential Life”) reserves the right to change, modify, and/or amend any of the information in this document, notifying residential students of policy or procedural changes as they occur. The latest version of this document is available at reslife.uvm.edu.

STATEMENT OF STUDENT RESPONSIBILITY

All who work, live, study, teach, do research, conduct business, or participate in the University of Vermont community are part of the University by choice. By making that choice, each of us agrees to contribute to an educationally purposeful community, which by virtue of its composition and conduct prepares us to live in a diverse and changing world.

The University of Vermont community includes people of diverse racial, ethnic, and socioeconomic backgrounds, national origins, religious beliefs and practices, political ideologies, physical, mental, psychological or learning abilities, sexual orientations, and gender identities or expressions. The University’s classes, lectures, activities, programs, workshops, and daily interactions are enriched by our understanding of and respect for one another. We strive to learn from one another in an educational community that holds mutual respect for individuals and community in high regard.

Each of us must assume responsibility for becoming educated about racism, sexism, ageism, homophobia/heterosexism, ableism, classism, ethnocentrism, and other forms of oppression so that we may respond to other community members in an understanding and appreciative manner. It is contrary to the essence of a caring, civil community for anyone to demean or discriminate against another human being on the basis of race, gender, sexual orientation, gender identity or expression, national origin, religion, disability, age, economic, or military status. Physical and psychological threats, harassment, intimidation, and violence directed against a person are not tolerated by a caring, educational community. Members of the University community are expected to be responsible for their own actions. Actions that conflict with community standards will be referred to the appropriate campus conduct system.

Students are responsible for the activities that occur in their residence hall room and the shared living space, where applicable. Therefore, students are expected to properly secure their living area(s) at all times. All assigned occupants of a room or suite may be subject to the same response under the University of Vermont’s *Code of Student Conduct* as the actual violators, which includes sanctions received if found responsible for the charges. Students are therefore responsible for ensuring that all guests know and behave consistently with this Code while on campus. Any person involved in an incident who is not deemed to be an assigned occupant of the room or suite where the incident occurred will be deemed a “guest” under this Code.

WHO WE ARE

Our residence halls—often a student’s first home away from home—is where our staff guides students to learn more about themselves and their peers.

In this setting, we help form our students into leaders on campus and beyond by developing them to engage with difference. Their meaningful and significant residential experience has the power to shift the perception and reputation of our university.

Mission and Vision Statement

Guided by our values, the UVM Department of Residential Life supports the holistic development of residential students by providing a safe and inclusive learning environment. We leverage innovative and proven practices to create communities where students are healthy, engaged, and successful.

Values

Innovation: Informed by best practices and leading assessment efforts, we bring together the best minds to create an impactful, dynamic, and meaningful residential experience.

Collaboration: Driven by a deep-rooted dedication and sense of responsibility to our students, we come together across teams and departments to support the academic and social success of our students.

Equity and Inclusion: We prioritize and commit to supporting student learning across different identities, cultures, and backgrounds. The diversity of experience and identities present on a college campus, and indeed a residence hall, provides a unique opportunity to develop the skills, attitudes, and relationships necessary to successfully engage and positively impact a diverse and changing society.

Community: Our residence halls are more than places to sleep. We develop and emphasize strong communities where all are welcomed and relationships are developed. Residentially based courses, the presence of faculty and staff, theme-based programming, and intentional community-building opportunities allow students to learn where they live.

Student Learning & Development

Students will engage as members of residentially based Learning Communities by developing the skills, relationships, and perspectives to foster a sense of belonging within a vibrant academic and socially just UVM campus community. The skills we strive to develop in all students include:

Displaying Empathy: Being emotionally in tune with others. Perceiving and addressing the emotions of others. Placing a high value on the feelings of others and responding to emotional cues.

- When effectively developed, our students demonstrate self-regulation around activities in the halls, are aware of impact on fellow residents (i.e., being mindful of noise level), and observe and self-reflect on the feelings of others.

Authenticity: Being transparent and trustworthy. Developing credibility. Aligning words with actions. Living out values. Presenting oneself and one's motives in an open manner.

- When effectively developed, our students feel comfortable being themselves in any setting. They refrain from using substances to cope with challenging experiences. They accept responsibility for their actions while recognizing that their failures and shortcomings are not the totality of who they are.

Developing Relationships: Building a network of trusting relationships. Creating meaningful connections. Encouraging opportunities for relationships to grow and develop.

- When effectively developed, our students feel as though they have a supportive network of people on campus and can connect with peers and on-campus resources as well.

Capitalizing on Difference: Benefiting from multiple perspectives. Recognizing that our unique identities, perspectives, and experiences are assets, not barriers. Appreciating and using differences as an opportunity to create broader perspective.

- When effectively developed, students can comfortably engage with peers who have differing values; understand that what is true for them is not a universal truth. Students will realize how experiences and identities shape how they view the world and interact with others, while reserving judgment and being open to different perspectives.

Managing Conflict: Identifying and resolving conflict. Working through differences to facilitate the group process. Skillfully and confidently addressing conflict to find best solutions.

- When effectively developed, our students address issues with their peers (i.e., roommates, friends, and classmates) first before involving others, accepting critical feedback without defensiveness, and using feedback to learn and grow. Students will understand that a difference of opinion does not need to cause conflict; and it is possible to work towards identifying some common ground.

Restorative Practices

For students and staff alike, we use [Restorative Practices](#) (RP) as a foundation to help build healthy, engaged, and successful communities, and to inform the way we respond when harm occurs. Most often this takes the form of circles, which are a way of structuring communal time to ensure that all present are able to have their voices included. RP emphasizes the value of building connections individually and as a community. It can be a useful tool for residence halls, towns, neighborhoods, and even families.

Measuring Our Success

Intentional and strategic assessment enables us to evaluate the physical and programmatic aspects of the residential experience. Through informal and formal assessment, we are able to

make-data driven changes to enhance the experience and propel student learning and staff development.

I. INTRODUCTION AND GENERAL POLICIES

A. Conduct

All students are required to abide by the rules of the University including those outlined in this *Housing and Meal Plan Contract Terms & Conditions* and the [Code of Student Conduct](#). Residential Life will take appropriate action, including termination of this contract, for conduct that is found to be in violation of University policy, including but not limited to the *Code of Student Conduct*, or that is otherwise detrimental to the welfare of the residence hall environment. Termination of this contract may also include suspension or permanent prohibition from living in the University's residential facilities.

B. Non-discrimination Clause

Residential Life does not discriminate against any student with respect to eligibility for housing on the basis of sex, race, creed, color, age, ability, national origin, religion, sexual orientation, gender identity or expression, status as a veteran, or other protected category.

C. Administrative Procedures

Residential Life establishes administrative procedures so that students can obtain housing when it is available. For safety reasons and to ensure proper billing, all students must check in, check out, and change rooms through these established procedures to ensure an accurate list of room assignments and vacancies can be maintained.

D. Resident Responsibility for Guest(s)

All rules and regulations set forth by the University of Vermont and Residential Life will apply to all residential students and their guests. Residents are responsible for their guests' behavior and conduct on or affecting University property.

E. Terms & Conditions Compliance

Residents, by virtue of occupancy, agree to comply with the University regulations in this *Housing and Meal Plan Contract Terms & Conditions*, the *Code of Student Conduct*, as well as applicable federal, state, and local laws. Students are responsible for reviewing, understanding, and abiding by the University's regulations, procedures, requirements, and deadlines as described in all official publications.

F. Liability Policy

1. University Liability

The University of Vermont shall not be liable to resident(s) or their guest(s) for injury to any person or damage to any personal property caused by water, rain, snow, fire, steam or sewer pipes, plumbing, stoves, refrigerators, washers, dryers, or anything else that is beyond its control. Liability for all such risks and/or damage to personal property is expressly assumed by the resident.

The University of Vermont reserves the right to subrogate against any student(s) or guest(s) of a student whose actions or inactions are the direct cause of injury to persons or damage to University property or student personal property.

2. Personal Property Insurance

The University of Vermont cannot purchase insurance for students through individual or group plans. It is strongly recommended that all residents obtain appropriate personal property insurance through a company such as [NSSI](#).

Residents are encouraged to adequately insure and keep a record of their personal belongings, including serial numbers, and to register bicycles and other valuable property with [UVM Police Services](#). For safety reasons, personal effects cannot be placed in hallways, stairwells, bathrooms, or other common areas of the residence halls. Personal property left in the residence halls after the approved period of occupancy will be removed and held for a maximum of 30 days, subject to a removal fee. The University is not responsible for theft of or damage to residents' personal property or belongings.

II. ELIGIBILITY AND OCCUPANCY GUIDELINES

A. Residency Requirement

The University of Vermont considers the on-campus living experience an integral and necessary part of the total education of its students. **For that reason, all first-time, first-year students are required to live on campus for four matriculated semesters (i.e., first year and sophomore year). Similarly, new transfer students under the age of 20 on the first day of classes are required to live on campus for their first two semesters.** Living on campus in summer academic housing does not count towards the residency requirement. Requests for exceptions to this requirement must be made in writing to Residential Life by June 30, 2019.

1. Exceptions to Residency Requirement

Exceptions will be considered for:

- Students residing at home with their parent(s) or guardian(s) within a distance that Residential Life determines to be commutable (generally 30 miles or less). A notarized form from the parent(s) or guardian(s) is required each year a student would otherwise be required to live on campus. The required *Live-at-Home Request* form is available online at reslife.uvm.edu.
- Students who can provide proof of independent financial status, in accordance with the guidelines adhered to by the University of Vermont and administered by [Student Financial Services](#).
- Students who have a disability that necessitates an exception as a reasonable accommodation determined by [Student Accessibility Services](#) (SAS).
- Students who have a spouse, civil union partner, or any children.
- Students who have completed two or more years of military service.
- Non-traditional students (23 years and older as of the first day of classes each semester).
- Students with part-time status (less than 12 credit hours per semester).

Note: Students should not make arrangements for alternate housing until they are notified by Residential Life that an exception has been granted. If an exception is not granted, the student will be held financially responsible for the 2019-2020 housing and meal plan contract, and will be billed for a traditional double room and the lowest-cost meal plan.

B. Priority Status

1. Full-time Degree Students

Matriculated students who are full-time (i.e., students who maintain a course load of 12 or more credit hours each semester) have priority for on-campus housing.

On-campus housing is guaranteed for first-time, first-year students, as well as full-time students who have not yet met their four-semester residency requirement.

On-campus housing is also guaranteed for transfer students who are under the age of 20 prior to the first day of classes each semester. Transfer students 20 years and older may request on-campus housing, but it is not guaranteed.

Degree students returning from a leave of absence or after withdrawing are guaranteed on-campus housing if they have not completed the four-semester residency requirement and wish to return to campus. With approval from the Dean of Students Office, on-campus housing will also be guaranteed for students who wish to return to campus following a conduct suspension if they have not completed the four-semester residency requirement. In either case, returning students are not required to live on campus.

2. Full-time Non-degree Students

Non-degree students who are full-time and otherwise meet eligibility requirements may be considered for on-campus housing, but it is not guaranteed.

3. Part-time Students

Degree and non-degree students who are part-time, but intend to enroll in at least nine credit hours will be considered for on-campus housing, but it is not guaranteed. However, if their enrollment drops to fewer than nine credit hours at any point during the semester, they may be required to meet with a Residential Life staff member and Residential Life reserves the right to terminate their housing contract.

C. Unregistered Students

Students who are not registered (i.e., withdraw from classes either voluntarily or as a result of suspension or dismissal after a student conduct process) are no longer eligible to reside in residential housing facilities. Students who are no longer registered for classes have 48 hours from the date of withdrawal to check out of their room and must follow standard checkout procedures through their residential complex office manager.

D. Accommodation Requests

Students with disabilities may be eligible for ADA accommodations in residential housing. To request a disability-related accommodation for the following academic year, students should

contact [Student Accessibility Services](#) (SAS). It is the responsibility of the student with a disability to request accommodations within Residential Life deadlines. Late requests limit housing options within Residential Life, often resulting in an inability to fulfill the approved accommodation.

Incoming students need to request a disability-related housing accommodation for fall semester prior to June 30 of each year. Current students need to request a disability-related housing accommodation request for fall semester by January 22 of the preceding academic year. Requests made after this deadline or during the middle of the semester for the current academic year will be met pending Residential Life's room availability.

E. Housing Options

Students are housed in double, triple, quad, or single rooms arranged in private, suite, or traditional style housing. A particular type of room, residence hall, or residential area cannot be guaranteed. **Residents are responsible for the regular care and cleaning of their own rooms, the common areas in suites, and bathrooms in suite and private style rooms.**

1. Learning Communities

For most students, the housing experience takes place in [Learning Communities](#), which are built around a common theme, faculty engagement, and easily accessible events and activities coordinated by a dedicated program staff. These communities create opportunities for academic engagement outside the classroom, intentional integration of academics, enhanced student connection within themes, and thoughtful programming.

2. Additional Housing Choices

Students with unique housing requests have [additional housing choices](#). These include academic break housing, recovery housing, gender-inclusive housing, and summer academic housing.

F. Maximum Room Occupancy

In order to maintain a safe living environment for all residential students, maximum room occupancy has been established for the following room sizes:

- single room: three persons (the occupying resident and two guests)
- double room: six persons (the two occupying residents and two guests each)
- triple room: six persons (the three occupying residents and one guest each)
- quad room: eight persons (the four occupying residents and one guest each)

G. Hosting Guest(s)

1. Definition of a Guest

A guest is defined as either:

- an individual who is not a student of the University, or
- a University of Vermont student who lives elsewhere on campus or off campus (affiliated guest).

2. Host Responsibility for Guest(s)

Hosts assume responsibility for the conduct of their guests or affiliated guests within the residential housing facilities. Residents hosting guests or affiliated guests must do so in a responsible manner so the rights and property of roommates and other residents of the University are protected from unwanted intrusions and vandalism.

3. Absence of Residential Host

A guest or affiliated guest may not occupy a room and/or bed space in the absence of the host.

4. Permission to Remain Overnight

A guest or affiliated guest may only remain overnight in a room if the guest has the permission of all assigned occupants of the room. It is the responsibility of the residential host to ask for and obtain permission from all assigned occupants for the guest or affiliated guest to remain overnight. Overnight is defined as the hours between 11:00 p.m. through 9:00 a.m. the following morning. **Overnight guests are not permitted during academic breaks.**

5. Length of Stay

To ensure the rights of all residential students, guest(s) may only stay a maximum of two consecutive nights, and only when the residential host has obtained permission from all occupants of the room. After two consecutive nights, there must be a seven-day intermission between the last overnight visit and the next visit.

H. Room Changes

1. Room Change Procedure

All routine room changes require the approval of Residential Life. Residents wishing to change rooms must submit an online room change request. Room change requests for both the fall and spring semesters generally open at the end of add/drop period and are offered on a space-available basis.

Triple rooms are used to expand housing capacity as necessary. **Students in full triple rooms are given priority for room changes during the fall semester.**

2. Unauthorized Room Changes

Unauthorized room changes and/or other moves from an assigned residential space without following proper room change procedures through Residential Life staff are prohibited. Room changes are not permitted prior to the halls opening in August or January. Residents are required to move into their assigned room and remain there until a room change has been approved. Residents who complete room changes without prior approval are subject to disciplinary action and being moved back to the originally assigned space.

3. Administrative Moves

In the interest of health, discipline, security, and the general welfare of students, Residential Life reserves the right to change or cancel room assignments on short notice or immediately, depending on the circumstances.

I. Half-filled Double Rooms

A resident of a half-filled double room is required to provide open and equal space for a new roommate, and display appropriate behavior that would be welcoming to a new resident. Anyone who fails to maintain the room in a reasonable condition for a new resident and/or creates an unreceptive situation in the room is subject to disciplinary action.

J. Room Consolidation

In an effort to maximize living space across campus, Residential Life reserves the right to consolidate students in half-filled rooms when it is deemed appropriate. Forced consolidation does not occur frequently and will only occur within the same residential building. However, when space permits, residents who remain in a half-filled double room may be offered several options for voluntary consolidation, including the option to purchase (i.e., “buy out”), on a prorated basis, the entire room at the single or large-single room rate.

K. Academic Break Housing

All residence halls remain open for the Thanksgiving, winter, and spring academic breaks. Students who wish to stay for break must register online in advance. The fees for academic break housing are listed in section III.C.1.

Residents who stay on campus outside regular occupancy periods without permission and those with permission who are found responsible for conduct violations during break periods will not be eligible to register for academic break housing in the future.

L. Room Entry

1. Room Entry for Maintenance Work

While the University of Vermont respects the privacy of students living in the residence halls, a student’s right to privacy is limited in some circumstances. In order to provide efficient service, Residential Life reserves the right to enter rooms between 9:00 a.m. and 4:30 p.m. without advance notice whenever a maintenance work order is generated. Residential Life also reserves the right to enter rooms whenever an emergency arises in order to make needed repairs or take corrective action. When entering rooms, maintenance and custodial personnel have been instructed to perform the following steps:

- Knock on the room door, stating their name and position. If there is no response, personnel are to wait a few seconds and knock again more loudly, repeating their name and title. If there is still no answer at the door, or no indication that someone is in the room, they are to use their key to open the door six or seven inches and call out again. If there is still no answer and they do not see anyone, they are to proceed into the room and complete the work needed.
- Clean up debris and extra work materials after a job is completed.

- Report any breakage or damage beyond normal wear and tear. Residents are responsible for these costs.
- Leave a note on the door and update the work order in the online Residential Life system to notify the resident(s) of the status (e.g., completed, pending, etc.).

2. Room Entry by Resident Advisors

Resident advisors (RAs), serving as peer advisors and educators, live and work with residents to assist them in addressing needs within the residence halls and the university community. RAs have a duty rotation to assist with the safety of residents and facilities. While on duty, RAs conduct community walks between 7:00 and 11:00 p.m. and staff the main desks located in each residential area from 8:00 to 11:00 p.m. Support for RAs on duty is triaged and handled by on-duty professional staff members of Residential Life, including an assistant director, associate director, or the executive director.

RAs responding to situations in their area are permitted to enter a space if the door is open and the occupant allows them to enter, or if they knock on a closed door and the occupant willingly opens it. Exceptions are suite doors to common areas in the following locations: 1) Living/Learning, which RAs are permitted to open and enter after knocking; and 2) Hunt, McCann, Ready, Richardson, and Sichel halls (*Trinity Back 5*), which residents are instructed to lock, but RAs are permitted to open and enter after knocking.

3. Room Entry for Cause

a. Justification for Room Entry

The University reserves the right to enter any residence hall room to ensure the health and safety of all residents. In accordance with the room entry procedure described below, Residential Life professional staff are authorized to use a key to enter and inspect a room or suite upon reasonable cause if they believe that a violation of any University health and safety policy, or the terms of this contract has occurred, or where the health or safety of the occupants is believed to be at imminent risk (e.g., emergency situation). RAs are not authorized to execute a room entry for cause and are required to call Residential Life professional staff for assistance. Grounds for reasonable cause to enter include, but are not limited to: the sight or odor of smoke of any kind; the sight of alcohol or illegal substances; the sight of a weapon in the room; and/or a tip or a report from a reliable source that alcohol, illegal substances, or a weapon are in a room.

b. Staff Designated to Enter Room

Residential Life professional staff will not enter a student's room or suite unless they have obtained approval for entry from the assistant director or designee. In an emergency situation, where there is reason to believe that imminent risk exists to the safety or health of the occupants of a room or to institutional property, professional staff may use a key if necessary to enter a room without first seeking approval from the assistant director. Even in circumstances of risk to health or safety, however, it is preferable to consult with the assistant director regarding the circumstances giving rise to reasonable belief that an imminent risk exists.

c. Room Entry Procedure

Before entering a student's room, Residential Life professional staff will first knock and announce who they are and that they intend to enter. If no response is received, the door will be unlocked using a key. Professional staff will, from the doorway, again announce their presence and intent to enter. The student(s) occupying the room, if present, will be told the purpose of the entry and, if the purpose of entry is to determine the presence of prohibited items or substances, will be provided an opportunity to voluntarily produce any item or substance for which the entry has been made. Any inspection will be limited to that which is reasonably necessary to either confirm the presence of an illegal or prohibited item or policy/code violation, or to determine whether an imminent risk to health or safety appears to be present. Professional staff will take whatever actions are necessary to respond to imminent risks to health or safety, including securing rooms and seeking assistance from UVM Police Services if illegal substances are present.

M. Room Check-in and Checkout Procedures

Students are required to follow the designated room check-in and checkout procedures. They are expected to check in to their assigned rooms when the residence halls open. A proper check-in is required in order for residents to maintain their CATcard access to exterior building doors. Anyone not registered for classes due to a financial hold on their account will not be permitted to check in for the applicable semester until the hold has been removed. In extenuating circumstances, early arrivals may be considered for a nightly fee of \$50, beginning Thursday, August 22, 2019. Students who do not check out of their rooms by the designated times and dates for hall closings may be assessed a \$50 late charge.

N. Non-transferable Contract

The University of Vermont housing and meal plan contract may not be transferred or assigned to any other person. Furthermore, all rooms and standard furniture are the property of Residential Life and the University of Vermont and may not be sold or sublet.

O. Housing Renewal Process

Current residents are eligible to select a room for the next academic year during the spring semester, provided they renew their housing contract by the applicable deadlines. **Students currently living on campus who are not required to live on campus the following semester and miss the contract renewal deadline should request housing online at reslife.uvm.edu.**

P. Dining Services

1. Meal Plan Requirement

The University of Vermont's residential system is complemented by a diverse and comprehensive dining program. The residential facilities are not equipped to provide individual meal preparation, so numerous dining locations are offered throughout campus. As a result, **all** residential students are required to have a meal plan for the term of their nine-month housing contract. Students with specific meal-related concerns are

able to receive individual menu-planning by working directly with a registered dietitian from UVM Dining.

2. Dining Options

Meal plans feature a combination of unlimited access (all-you-care-to-eat meals offered in traditional dining halls) and retail points that can be used at all locations on campus. With all of the meal plans, unused points will carry over from the fall to spring semester for students who remain on a dining plan. Any unused retail points are forfeited upon contract termination (e.g., mid-year meal plan drop or withdrawal) or at the end of the academic year.

Meal plan options include the following:

- Two Residential Dining Unlimited Access plans offer **unlimited** meal entries and either 350 or 100 points per semester. The meal portion of the plans are only accepted in traditional dining halls that are all-you-care-to-eat facilities, located at Harris/Millis (Athletic Campus), Redstone Unlimited (Redstone Campus), Central Campus Dining Hall (Central Campus), and Northside (North Campus) dining locations. This plan will cover 100% of the student meals.
- One Retail Dining plan is available (1425 points/per semester). In addition to points, the point plan offers 25 **resident dining** meals to be used each semester in the traditional dining halls listed above. This plan will typically cover approximately 75% of the student meals.

When a meal plan contract is canceled for any reason, at any time, students will no longer have access to residential meals and/or any unused points.

3. Meal Plan Changes

Returning and transfer students should pick the meal plan that best suits their needs; however, if they are not satisfied with their choice, they can change their plan at no charge through the end of the add/drop period (i.e., the first two weeks of the semester).

First-time, first-year students must choose between the two Residential Dining Unlimited Access plans for their first semester. They can change between these two plans during the first two weeks of the semester at no charge. If first-time, first-year students wish to participate in the Retail Dining plan for the **second semester**, they can request that change after October 31 through the first two weeks of their second semester.

4. Termination of Meal Plan

Meal plan contracts are automatically terminated when the housing contract is terminated and are subject to the same refund policies that the University follows. **Meal plan point balances are forfeited if a student initiates a mid-year housing and meal contract termination.** For more information about the [University refund policy](#), see section III.G.2.

III. FINANCIAL OBLIGATIONS

Students are housed in double, triple, quad, or single rooms arranged in private, suite, or traditional style housing. Financial aid packages are based on the cost of a traditional double room.

A. Offset Fund

A discretionary housing fund is available to offset a portion of the higher room rates associated with some rooms in Learning Communities. Students who receive need-based assistance and are members of these programs may receive support through the discretionary fund when they are assigned to a qualifying room that is more expensive than the standard traditional double and Student Financial Services determines this presents a financial hardship for them. Eligible rooms include private singles, private doubles, suite singles, and traditional singles; suite doubles are not eligible. Requests for discretionary funds must be made by the last day of the add/drop period each semester using the online *Room Offset Request* form available at reslife.uvm.edu.

B. Emergency Closing

In the event that the University of Vermont closes due to a calamity or catastrophe beyond its control that would make continued operation of student housing infeasible, such as a natural disaster, a national security threat, or widespread pandemic flu, room and meal plan fees will not be refunded.

C. Cost and Fees

1. Room Rates

2019-2020 Maximum Academic Year Room Rates				
Rate Category	Room Description	Cost per Academic Year	Amount Billed per Semester	Location
Private Single	Single occupancy room; 1 person with 1 full bath	\$10,624	\$5,312	University Heights North & South, Central Campus Residence Hall
Private Double	Single, double, or triple occupancy room including lofts and townhouses; 2-3 people sharing 1 full bath	\$9,438	\$4,719	University Heights North & South
Private Triple**	Triple occupancy room; 3 people sharing 1 full bath	\$7,824	\$3,912	University Heights North & South
Suite Single	Single occupancy room; 4-7 people sharing 1-2 full baths	\$10,194	\$5,097	University Heights North & South, Living/Learning, The Cottages
Suite Double	Double occupancy room; 4-7 people sharing 1-2 full baths	\$8,902	\$4,451	University Heights North & South, Living/Learning, The Cottages, North (Trinity) Campus Back Five*
Suite Triple**	Triple occupancy room; 4-7 people sharing 1-2 full baths	\$7,442	\$3,721	University Heights North & South, North (Trinity) Campus Back Five*
Large Single	Single occupancy room; common hallway bath; more than 200 square feet of space	\$10,194	\$5,097	Limited number in Marsh/Austin/Tupper, University Heights North
Traditional Single	Single occupancy room; common hallway bath	\$9,800	\$4,900	Limited number in most halls

Traditional Double	Double occupancy room; common hallway bath	\$8,502	\$4,251	All halls except University Heights North & South, Living/Learning, The Cottages, North (Trinity) Campus Back Five*
Traditional Triple**	Double occupancy room for 3 people; common hallway bath	\$6,732	\$3,366	All halls except University Heights North & South, Living/Learning, Central Campus Residence Hall, North (Trinity) Campus Back Five*
Quad**	Quad occupancy room for 4 people; common hallway bath	\$5,700	\$2,850	Redstone Hall, Christie, Tupper, Harris/Millis

*The North (Trinity) Campus Back Five are Hunt, McCann, Ready, Richardson, and Sichel halls.

**Triple and quad rooms are used to expand housing capacity when necessary. As space permits, they are converted back to double rooms. When this occurs, the double rate will be charged to the remaining two students on a prorated daily basis.

2019-2020 Academic Break Room Rates		
Period	Dates	Cost
Thanksgiving	November 23-30	\$156*
Winter Break	December 14-January 11	\$156* per week; \$519 for four weeks
Spring Break	March 7-14	\$156*
All Breaks	One-Day-Early (Saturday) Return	\$50

*Except for one-day-early (Saturday) return, students will be charged a flat rate regardless of the length of stay. Refunds are not available once the break period has started.

**Seniors who graduate in May are not charged for the week between hall closing and Commencement, also known as "Senior Week."

2. Inter-Residence Association Fee

The Inter-Residence Association (IRA) is the residential student organization consisting of elected executive leadership and student representatives from residential complexes. A yearly, non-refundable IRA fee of \$30 is charged to each student to fund events, leadership development opportunities, and other campus-based initiatives as determined by residence hall councils.

3. Meal Plan Rates

2019-2020 Maximum Meal Plan Rates		
Plan	Cost per Academic Year	Amount Billed per Semester
Residential Dining Unlimited Access (two options)		
Residential Dining Unlimited Access plus 350 points and 6 guest meals per semester	\$4,932	\$2,466
Residential Dining Unlimited Access plus 100 points and 3 guest meals per semester	\$4,414	\$2,207
Retail Dining and Points*		
1425 points plus 25 meals per semester	\$4,414	\$2,207

*Not available to first-time, first-year students until their second semester on campus.

D. Payment Schedule

The housing and meal plan contract includes both the room fee and meal plan for the nine-month academic year. Each student is responsible for the nine-month housing fee and meal plan, one half to be prepaid each semester. Semester bills are payable to Student Financial Services in August and January.

1. Bill Adjustments

Bills payable in August are processed in early July. For **returning students**, the room charge reflects the cost of the room selected during spring semester room selection. **New students** are initially billed at the traditional double rate. After room assignments are completed, charges are adjusted up or down to match the actual cost of the room in which the student is placed. This adjustment appears in the September billing cycle.

Room charges may also be adjusted during the year due to a room change. When a student moves from a less expensive room to a more expensive one, or vice versa, the room charge is prorated based on the date of the room change. Also, as space permits, rooms used to expand housing capacity (i.e., triples and quads) are converted to doubles and the remaining occupants are charged as such on a prorated basis.

E. Periods of Occupancy

The residence halls are available for occupancy as follows:

1. Fall Semester 2019

Halls Open: First-Year Students, Transfers - Friday, August 23, 8:00 a.m.
Returning Students - Sunday, August 25, 8:00 a.m.

Halls Close: Saturday, November 23, 12:00 noon

Halls Open: Sunday, December 1, 8:00 a.m.

Halls Close: Saturday, December 14, 12:00 noon

2. Spring Semester 2020

Halls Open: First-Year Students, Transfers - Friday, January 10, 8:00 a.m.
Returning Students - Sunday, January 12, 8:00 a.m.

Halls Close: Saturday, March 7, 12:00 noon

Halls Open: Sunday, March 15, 8:00 a.m.

Halls Close: Saturday, May 9, 12:00 noon

During the academic year, students are to promptly vacate the premises: (1) **within 24 hours** after their last scheduled exam, or upon expiration of the contract period specified, whichever comes first; or **within 48 hours** if (2) not enrolled in classes; (3) following termination of this contract by the University; or (4) following mutual consent between the student and the University.

Halls close at 12:00 noon for all academic break periods. Unless registered for academic break housing, students are not permitted to access the residence halls during academic breaks, and therefore should take everything they will need with them (e.g., passports).

Students who do not vacate their rooms during the pre-stated periods are subject to additional charges and will be held accountable by residence hall staff. “Senior Week” room accommodations are provided at no additional charge for seniors residing in the residence halls who graduate in May and participate in official Commencement programs.

3. Academic Break Housing

To stay in the residence halls during any academic break, residents must sign up online at reslife.uvm.edu. Academic break periods are:

Thanksgiving (Saturday, November 23-Saturday, November 30, 2019)

Winter Break (Saturday, December 14, 2019-Saturday, January 11, 2020)

Spring Break (Saturday, March 7-Saturday, March 14, 2020)

F. Cancellation of Contract by Residential Life

The University may terminate or suspend this contract, or any portion thereof, for the following reasons:

- Academic suspension or dismissal;
- Student conduct suspension or dismissal;
- Part-time status and enrolled in fewer than nine credit hours;
- To avoid: (1) undue disruption to other students, staff or the programs of the University; (2) violation of the rights of other students; or, (3) a real or reasonably perceived threat of harm to others;
- In the event of calamity or catastrophe that would make continued operation of student housing infeasible, such as an influenza pandemic;
- Failure to comply with the *Housing and Meal Plan Contract Terms & Conditions*.

The University may also temporarily or permanently suspend a student from University housing for violations of the terms of this contract and/or after a student has been found responsible for violation of University policy, including but not limited to the [Code of Student Conduct](#).

G. Student Contract Cancellation Options

The 2019-2020 housing and meal plan may only be canceled in the following situations:

1. Cancellation of Contract Prior to Move-in

Newly admitted students who cancel, and continuing students who are inactive or take a leave of absence, may break their housing contract at no charge.

Students who have completed or do not have a four-semester residency requirement (e.g., juniors, seniors, older transfer students) may break their housing contract until the end of the spring semester with no penalty, and until June 30 for a \$250 cancellation fee. Between July 1 and the first day of classes of the fall semester the cancellation fee is \$500. Students who have completed or do not have a four-semester residency requirement and have a new contract that begins during the spring semester may cancel until the first day of spring classes for \$500.

2. Cancellation of Contract After Move-in

Students who withdraw during the semester and check out within 48 hours will receive a refund of housing and meal plan payments in accordance with the [Refund and Bill Adjustment Policy](#). Through the 14th day after the add/drop deadline, room and meal plan charges are refunded based on a daily pro-rated calculation, using the official withdrawal date. Beyond the 14th day after the add/drop deadline, there is no refund.

3. Cancellation of Contract Mid-year

Students living in the residence halls during the fall semester who return to UVM for the spring semester may cancel their housing and meal plan contract between semesters for a \$750 cancellation fee under the following circumstances:

- They have fulfilled their four-semester residency requirement prior to this contract period (i.e., were not required to live on campus for the 2019-2020 academic year);
- They have no residency requirement (i.e., older transfer students); or
- Their parent(s)/guardian(s) provide a notarized form stating that they will be living with them at home within a reasonable commuting distance.

The following students are permitted to cancel their housing and meal plan contracts mid-year at no charge:

- Residents who in fall 2019: (1) fulfill their residency requirement, (2) complete a degree program, or (3) have a documented marriage.
- Residents who in spring 2020: (1) study abroad, or (2) do an academic internship or student-teach outside the Burlington area, as documented by their academic unit.

4. Contract Release

Students with exceptional circumstances as outlined in section II.A.1 may be considered for a contract release, and are required to contact the associate director for administrative services to initiate the process. The deadline for contract release consideration is the last day to withdraw from classes each semester. If a student is granted an exception to the residency requirement, it is effective the **following** semester. **Requesting consideration for a contract release does not imply automatic termination of the contract.** Students who choose to move from the halls without approval do not receive any refund and are held responsible for full payment of their room and meal plan charges for the entire academic year. These students will be billed for a traditional double room and the lowest cost meal plan each semester.

5. Fraternity and Sorority Life Housing Release

First-year students who intend to reside in a UVM-recognized fraternity or sorority chapter house during their sophomore year must submit their names to their chapter in accordance with the guidelines and processes established by [Fraternity & Sorority Life](#).

H. Academic or Student Conduct Suspension or Dismissal

1. Academic Suspension or Dismissal

Students academically suspended or dismissed between semesters must make arrangements to check out by 2:00 p.m. on Friday, January 10, 2020. Otherwise, if the room is reassigned, personal belongings may be packed and relocated to a storage area for a maximum of 30 days and a packing/storage fee may be charged to the student's account.

Students who are no longer registered, or have been academically suspended or dismissed from classes, have 48 hours from the date of withdrawal to check out of their room, and should follow standard checkout procedures through their residential complex office manager.

2. Student Conduct Suspension or Dismissal

No housing and meal plan refund is available when a housing contract is canceled as a result of a sanction through the Center for Student Conduct, nor will there be any reduction in the amount due to the University for the semester if the bill has not been fully paid at the time of suspension or dismissal.

IV. HEALTH AND SAFETY POLICIES

A resident's activities should not interfere with the rights of a roommate or other residents to privacy, sleep, or study. For the well-being of everyone, residents assume responsibility for adhering to health and safety policies.

A. Tobacco-free Campus

UVM's [*Tobacco-Free*](#) policy prohibits the use of tobacco products and other smoke-producing substances on University property. This includes all areas inside and outside of residence halls, including student rooms. Smoking any substance or creating smoke through the use of incense, candles, or other scented or unscented smoke- and vapor-producing items, including electronic cigarettes, vaping devices, and hookahs, is strictly prohibited in all residence halls.

B. Illegal Substances

1. Use of Illegal Substances

Being under the influence of illegal or controlled substances as demonstrated by actions and/or other evidence is strictly prohibited, and subject to follow-up by Residential Life professional staff or the Center for Student Conduct. Students may also be referred to UVM Police Services.

2. Possession of Illegal and Prohibited Substances

As defined by federal, state, and local statutes, possessing, using, distributing, and/or selling any form of cannabis, illegal drugs, or controlled substances is strictly prohibited, and will be referred to the Center for Student Conduct for adjudication. Possessing, using, distributing, or selling drug paraphernalia (including, but not limited to, pipes, bongs,

vaping devices, etc.) is strictly prohibited, and is also subject to follow-up by either Residential Life professional staff or the Center for Student Conduct. Students may also be referred to UVM Police Services for possession or use of illegal substances.

3. Sanctions for Use and/or Possession of Alcohol, Cannabis, or Other Illegal Substances

The use and/or possession of alcohol, cannabis, illegal substances, or controlled substances contradicts providing a safe learning environment and will result in discipline up to and including suspension or dismissal from the residence halls and/or the University.

C. Alcohol-free Residence Halls

The University is committed to creating a quality learning environment in an atmosphere that is safe, scholarly, and respectful. This goal is best accomplished by providing residence halls that are free from alcohol. Possessing or consuming alcohol is prohibited in the residence halls, even if the student is 21 years of age or older. If under the age of 21, the possession or consumption of alcohol is a crime in the State of Vermont. Additionally, selling or furnishing alcohol to a minor is a crime in the State of Vermont. The University will enforce this no-alcohol policy through appropriate judicial procedures administered through Residential Life and/or through the Center for Student Conduct. Additionally, students may be referred to UVM Police Services. All students are responsible for reading and being familiar with the University of Vermont's [Code of Student Conduct](#) and the [Alcohol, Cannabis and Other Drug Use - Students](#) policy.

D. Health and Safety Inspections

In order to ensure a clean, healthy, and safe living environment for both current and future residents, health and safety inspections are conducted once a month. All residential students are issued a 24-hour notice before an inspection so that they can coordinate cleaning and health and safety efforts within their bedrooms and/or suite areas. Notice is communicated to residents by Residential Life professional staff.

Following appropriate notice, RAs and Residential Life professional staff are authorized to enter student rooms even if resident(s) are not present. Staff members will only inspect in pairs. As part of health and safety inspections Residential Life staff may confiscate prohibited items, including illegal substances, and secure them until they are turned over to UVM Police Services. Any policy violations will be documented and referred through the student conduct process. Each resident of a room or suite where empty alcohol containers or smoking/smoke is found will be billed \$150 (first infraction) as indicated in the [Center for Student Conduct Sanction Guidelines](#). UVM does not warrant all room conditions to be safe as a result of such inspections.

E. Quiet/Noise Policy

1. Residents' Rights Related to Noise

Noise that unreasonably disrupts roommate(s), resident(s), and neighboring community members at any time, or that violates quiet hour or courtesy hour policies, or the community's standards is prohibited. This includes, but is not limited to, amplified sound (e.g., loud music or television, facing stereo speakers out windows, use of megaphones,

electronic instruments and/or equipment, microphones, etc.). Residents are always expected to respond to requests to reduce noise. All parties present in a room or suite documented for noise will be presumed to be contributing to the community disruption and are subject to follow-up by their hall staff.

2. Quiet Hours

Residents have a responsibility to know and respect the quiet hours, which are Sunday through Thursday from 11:00 p.m. to 8:00 a.m. and Friday and Saturday from midnight to 8:00 a.m. During final exam periods at the end of each semester, quiet hours are 24 hours a day. When quiet hours are in effect, noise should not be heard outside a room or suite.

3. Courtesy Hours

During courtesy hours, which are any time quiet is requested, noise should not be heard from more than five feet outside a room or building.

F. Pets

For reasons of health and sanitation, students are not allowed to have pets in the residence halls. Exceptions are made for service animals as well as emotional support animals when recommended by Student Accessibility Services (SAS) as an ADA or public accommodation. Fish in a proper aquarium facility (10-gallon maximum, one per room) are also allowed. To be cared for properly, fish must be removed from the residence halls during extended academic break periods.

G. Emergency Evacuation and Tampering with Life Safety Devices

During the year, residence hall students will be informed about emergency evacuation of residence halls, and alarm systems will be tested periodically to ensure proper functioning.

1. Emergency Evacuation

Residents are required to evacuate the building immediately when a fire alarm sounds. Failure to do so is a federal offense and will result in educational sanctions and the following fines:

- First offense \$25
- Second offense \$75
- Third offense \$500

All fines will be applied to the student's account and failure to pay may result in a financial hold.

2. Tampering with Life Safety Devices

Abuse or tampering with any life safety equipment, or misuse of fire extinguishing equipment, is strictly prohibited and will not be tolerated. Life safety equipment includes smoke detectors, fire and carbon monoxide alarm systems, exit signs, emergency lights, hall phones, fire and exit doors, and identification signs used by emergency responders. Offenders are subject to sanctions and **fines up to \$500**. For additional information, refer to the UVM [*Fire Safety*](#) policy.

H. Fire Hazards and Other Prohibited Items

1. Because student rooms are not designed for cooking and it heightens fire risk, students may not use cooking appliances or grills in their rooms, suites, common spaces, or in the vicinity of the residence halls. This includes toasters, drip coffee pots, rice cookers, hot plates, panini presses, electric grills, food dehydrators, or any similar devices. Exceptions are 700-watt or lower microwaves and 4.0 cubic foot refrigerators 34" tall or smaller that carry a UL Mark.
2. Due to extreme risk of fire and the danger of electrical overload, the use of certain types of electrical equipment is prohibited including: multi-plug adapters, halogen light bulbs (such as those found in most torchière style lamps), spider lamps, sun lamps, immersion heaters, and other high-wattage equipment, and space heaters.
3. No decorative covering or other flammable items, including but not limited to, tapestries should cover any doorway or be suspended from lofts, bunks, ceilings, exposed piping, or heating units.
4. Possession/use of candles, oil lamps, incense, storage of charcoal, flammable liquids such as lighter fluid, gasoline, kerosene, "Coleman" fuels, or other items that create fire danger as a result of open flame or smoldering is prohibited.
5. Extension cords are not permitted; however, power strips with over-current protection that carry a UL Mark are allowed.
6. Mercury thermometers, neon signs, and other items that may contain hazardous materials are prohibited.
7. Concrete blocks, bricks, and/or other unapproved bed risers are prohibited.
8. Waterbeds are not permitted in the residence halls.
9. Students may not use fog machines or other special-effects machines in the residence halls.
10. Dance/exercise poles are prohibited in student rooms.
11. Students may not remove screens from any residence hall windows. Hanging items outside of windows is prohibited, including antennas and satellite dishes.
12. Students may not install personal air conditioners. Air conditioners recommended by Student Accessibility Services (SAS) and installed by Residential Life may be permitted.
13. Students may not install personal locks on any residence hall door.
14. No posters may be affixed to the outside of doors, with the exception of whiteboards and message boards.
15. Unauthorized use of or tampering with elevators is prohibited.
16. Propping open or otherwise interfering with the closure of any entrance, exterior, or security door is prohibited.
17. Removal or possession of University property is prohibited, including but not limited to: furniture and appliances; fixtures; other property from residence hall rooms, suites, or common areas; and road, construction, or cleaning signs.
18. Hoverboards or similar battery-powered personal transporters are prohibited due to the high risk of battery explosion or fire.

Any policy violation that results in a response by the Burlington Fire Department is subject to sanctions and an automatic fine of \$500.

I. Firearms and Weapons

The possession of firearms, fireworks, explosives, or weapons of any kind, and replicas or facsimiles thereof, is prohibited on campus and in residence halls as they pose a substantial

danger to the safety of all residents. The only exception to this policy is that certified law enforcement officers may wear a firearm while on campus.

J. Laundry Facilities

Laundry facilities (i.e., washers and dryers) are located in each residential complex. The cost is included in the room fee. The laundry facilities are for resident use only; students who provide non-residents with access to them will be subject to disciplinary action.

V. SECURITY MEASURES

A. Access to Residence Hall Buildings

With the exception of administrative offices, dining facilities, classrooms, and common-use areas (e.g., Living/Learning), the University of Vermont's residence halls are locked 24/7 for the safety, security, and privacy of residents. Residence hall buildings are not public spaces; only students who reside in a particular residence hall have access to that private living space. Non-residents of a particular building can enter that building only as a guest and must be hosted and accompanied by a host while visiting the building.

1. Room and Building Keys

Residents are issued a room key when they check in to their residence hall. Duplicating room keys compromises security and is not permitted. Exterior doors are unlocked using a student CATcard except in the Cottages, which require an exterior key. Students should keep their doors locked, carry their key(s) with them at all times (separate from their CATcard), and refrain from lending their key(s) to anyone.

2. Tampering with Security Systems

Propping, tampering and/or damaging security systems such as security screens, doors, door hardware, hall phones, surveillance cameras, or card-access systems compromises the safety and security of residential students and the residence halls, and is strictly prohibited. Students who are found in violation of this are subject to **fines of up to \$500 per offense**.

3. Trespassing and/or Illegal Entry

Trespassing upon, forcibly entering, or otherwise proceeding into unauthorized areas of University owned or leased buildings or facilities, their roofs, or the residential space of another student without permission is strictly prohibited and subject to sanctions.

4. Posting

Residential Life's main office, located in Robinson Hall on Redstone campus, will serve as the clearinghouse for the distribution of all posted materials, not to exceed 11x17 inches in size. Students who wish to post flyers must bring them to this location for distribution. Residential Life staff will be responsible for posting and monitoring approved materials on bulletin boards in the residence halls. Posting on walls, windows, trees, light posts, benches, signs, or any other areas outside the residence halls is not permissible and will result in flyers being removed and possible sanctions. Individuals and/or sponsoring groups must provide contact information in the event that follow-up is

necessary. Materials that violate University policy or state and federal laws will not be approved for posting and are subject to immediate removal.

5. Solicitation

Except for the Inter-Residence Association (IRA) and Residence Hall Councils (RHC), residents or UVM student organizations seeking to staff a table, distribute literature, or engage in other forms of **non-commercial solicitation** must register at Residential Life's main office located in Robinson Hall between the hours of 8:00 a.m. and 4:30 p.m., Monday-Friday. UVM student organizations are defined by the University's [Group and Organization Recognition](#) policy.

Non-commercial solicitation by residents or UVM student organizations can only take place in the lobbies/common areas of residential complexes (i.e., the spaces that connect residence hall buildings together, where the main desk is located). Residents and/or UVM student organizations wishing to solicit in residential complexes must register at least 24 hours in advance so that affected Residential Life staff can be notified prior to set-up and the solicitation event.

The University does not permit door-to-door canvassing activities in the residence halls and private work or living areas within the residence halls, regardless of the individuals' University affiliation status or type of solicitation.

Except for residents and UVM student organizations, any other individual or group requests for non-commercial solicitation and all requests for **commercial solicitation** must follow the process and conform to the University's [Solicitation](#) policy, the [Facilities and Grounds Use](#) policy, and any other applicable policies. such as the [Political Activities: Tax Exempt Organization Restrictions](#) policy.

B. Lockouts

1. Issuing a Temporary Room Key

Residents who do not have their key and are locked out of their room can go to the complex main desk to sign out a temporary key. If the complex desk is closed, residents should call the RA on duty between 7 p.m. and 8 a.m. At all other times they should call UVM Police Services, who will contact the Residential Life staff member on duty for them. Temporary keys can only be borrowed for up to 24 hours. Residents who do not return a borrowed key within 24 hours may be billed \$55 for a lock change. To deter excessive use and/or irresponsible behavior, residents will be assessed a \$25 fee billed to their student account after every fourth room lockout.

2. Lost Key Charges

Residents who lose their key(s) should contact their complex main desk immediately for assistance. Lost room keys will result in an automatic lock change and a charge of \$55 to their student account. Replacement of an exterior door key for the Cottages is \$55. There is also a replacement fee for other types of lost keys (e.g., bike room, elevator, etc.).

C. University Surveillance Systems

The University has installed closed-circuit television cameras in outside areas, entryways, and public indoor areas of the residence halls for the purpose of increasing safety and reducing incidents of crime.

VI. CARE OF FURNITURE AND EQUIPMENT

A. Responsibility for University Property

1. Responsibility for Room

Residents are responsible for the condition of their room. If a room is vacated by one or both residents and the room is left in a condition that makes it unfit for reassignment, both residents will be charged a fee for the cleanup and preparation of the room unless the responsible person(s) can be identified. Damage to or theft of furnishings will be charged to the assigned resident(s).

2. Care of Room During Inclement Weather

During inclement weather, particularly in freezing conditions, it is expected that residents will keep their room windows latched closed and thermostat set at 65 degrees or higher (3 for units with settings 0-5). Students should take care not to block or cover any heating units as it may compromise their effectiveness and potentially cause other facilities-related issues. **Fans are not allowed in windows during the winter months. Should damage occur as a result of a window being left open, causing a broken radiator or plumbing pipe, residents will be held responsible for the cost of repairs, including damage to their room and all other affected rooms and property. It is strongly recommended that each resident obtain appropriate insurance for personal property.**

3. Improper Storage

For safety reasons, personal effects cannot be placed in common-use bathrooms, corridors and stairwells, lounges, or other common areas of the residence halls. Personal property left abandoned in student rooms after the approved period of occupancy will be removed and held for a maximum of 30 days, subject to a removal fee.

4. Assigning New Residents

Residents who do not have a roommate at the end of the fall semester should anticipate getting a new roommate in the spring semester. Current residents must leave their room in a condition that is acceptable and welcoming for a new student to occupy (e.g., clear second bed, closet, dresser and desk, allowing for equal space in the room). Failure to prepare the room as noted above will require custodial staff members to perform this task and the current resident will be charged accordingly.

5. Responsibility for Common Areas

- Residents are expected to take every precaution to assure that common area residence hall property is not abused. Lounge furniture is considered common area property for use by all students and may not be removed from common areas. Residents found to have lounge furniture in their room may be held accountable through the student conduct process.
- To protect both the rights of residents to sleep and study, as well as the condition of facilities, residents are to refrain from sporting activities, including but not limited to skateboarding, rollerblading, and ball- or Frisbee-throwing in hallways, lounges, and common areas of the residence halls.

6. Unassigned Damage

Residents of a room, suite, floor, hall, landing, column, or complex are held jointly responsible for losses or damages beyond normal wear and tear where individual responsibility cannot be determined. **Excessive unassigned damage charges may be billed at the end of each semester and cannot be appealed.**

7. Assigned Damage

Residents are encouraged to complete an online room inspection form after moving in or changing rooms to document the condition of the space. Student rooms are inspected by Residential Life staff at the end of each academic year and occupants of the room are held jointly responsible for losses or damages beyond normal wear and tear or where extra cleaning is required. Residents are notified via UVM email by mid-June of any charges resulting from room inspections that have been applied to their student account and they have until June 30 to appeal them.

B. Internet and Phone Service

1. Internet Access

All residence hall rooms have wireless and wired Ethernet access to the Internet. There is no connection fee for either service. Properly configured computers and printers may be attached to the campus network without explicit permission. To safeguard network security and performance, no other device or network service, such as routers, hubs, sniffers and wireless access points, may be placed on the network without approval, as stated in the University's [Computer, Communication, and Network Technology Acceptable Use](#) policy.

2. Phone Service

Telephones are located in the hallways of floors with student rooms. These telephones are for emergency use as well as personal calls. Local calls are free and residents may use a prepaid phone card for making non-local calls. Phone jacks in student rooms are not activated except when the University's Student Accessibility Services office determines a landline is necessary as an ADA accommodation.

3. Communication with Residents

Residential Life's official method of communication with residents is University email. Residents are expected to check their University email account regularly. Residential Life requests cell phone numbers on the housing and meal plan contract and frequently uses them as an alternate way to contact residents. Cell phone numbers are uploaded to the University's student information system (i.e., Banner) where they are also available to other University departments. Residential Life is not responsible for delivering messages to residents except in the case of extreme emergency.

VII. MAINTENANCE AND CUSTODIAL SERVICE

Hall staff and students work together to keep the residence halls clean and well-maintained. The custodial staff cleans the common areas in each residential hall. **Residents are responsible for the care and cleaning of their own rooms, the common areas in suites, and bathrooms in suite and private style rooms.**

A. Custodial Hours

Custodial staff normally work from 7:00 a.m. to 3:30 p.m. They begin working in hallways at 7:00 a.m., but efforts are used to keep noise to a minimum until 9:00 a.m. Students are expected to be respectful of custodial staff and the work they perform.

B. Maintenance and Repairs

All necessary non-emergency repairs should be reported immediately using the online work order form available on the Residential Life website at reslife.uvm.edu. Hall staff can help residents with this process.

C. Furniture Removal and Construction

Due to limited storage space and inventory considerations, Residential Life can only accommodate the storage of some items (i.e., headboards, footboards, and center frames) from student rooms in certain buildings. Furniture removal requests should be made using the online work order form available on the Residential Life website at reslife.uvm.edu. Residents will be charged a moving or replacement fee for unauthorized removal of bedroom or common-area furniture, and will be held accountable by Residential Life.

D. Triple Room Furniture Removal

When triple rooms are converted to double rooms, the extra furniture will be removed upon request. The only exception is permanently designated triple rooms that are intended to accommodate three students; no furniture will be removed from these rooms.

E. Bed Safety Rails

The University of Vermont bunks and lofts beds to maximize space in some student rooms. Even if they are not lofted by Residential Life, beds can be lofted by students who choose this configuration. Both bunked and lofted beds pose a greater risk of injury to students climbing up and down to access them or falling out of them while they are sleeping. Safety rails for bunked and lofted beds are not provided automatically, but are available to all students at any point in

time upon request. There is no charge to borrow a safety rail, but there is a \$110 replacement charge for any safety rails missing at the end of the year.

F. Structural Changes

No structural changes can be made in a room including, but not limited to: nailing loft supports directly to the walls; removing existing built-in equipment; and removing closet doors, bookshelves, fixtures, and wardrobes. Painting any surfaces such as the ceiling, walls, floor, or furniture is also not permitted. Residents will be held accountable by Residential Life and billed for any damage caused by these types of structural changes.

G. Bicycle Storage

Indoor bicycle storage is limited. Bicycles stored outdoors should be locked to the bike racks provided outside each residence hall. Locking bicycles to any stationary fixtures other than the designated bike racks is prohibited and the bikes will be subject to removal (e.g., trees, handrails, etc.).

IMPORTANT DATES

Summer 2019

June 30	Exception requests for residency requirement due Accommodation requests for new students due Contract cancellation deadline (\$250*)
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Fall Semester 2019

August 23	Halls open for new students
August 25	Halls open for returning students Contract cancellation deadline (\$500*)
September 9	Room change requests begin Housing offset application deadline
October 28	Spring contract release application deadline
November 23	Halls close for Thanksgiving break
November 23-30	Academic break housing for Thanksgiving*
December 1	Halls reopen to all students
December 13	Accommodation requests for returning students due
December 14	Halls close for winter break
December 14-January 11	Academic break housing for winter break*

Spring Semester 2020

January 10	Halls reopen for new students
January 12	Halls reopen to all students
January 27	Room change requests begin Housing offset application deadline
March 7	Halls close for spring break
March 7-14	Academic break housing for spring break*
March 15	Halls reopen to all students
March 27	Fall contract release application deadline
May 9	Halls close for summer

* Additional Fee/Charge

How to Contact Us

[UVM Residential Life](mailto:reslife@uvm.edu): (802) 656-3434; reslife@uvm.edu

[UVM Dining](mailto:MPO@uvm.edu): (802) 656-2945; MPO@uvm.edu