

**DENISON UNIVERSITY  
STUDENT RESIDENCE AGREEMENT  
ACADEMIC YEAR 2023-2024**

<http://www.denison.edu/campus/housing>

## **General Provisions**

As a four-year residential campus, Denison University is committed to the learning process that takes place both inside and outside the classroom. Residential Communities and Housing policies are established with this in mind, and students are expected to follow these rules. The following agreement sets forth the terms and conditions for Denison's residency requirement beginning with the 2023-2024 academic year and are extended through each resident's day of graduation. Residents and their guests are expected to treat community members and residential spaces with respect. The following agreement sets forth the terms and conditions, as well as the policies and regulations, that govern Denison's residency requirement.

This agreement is a legal and binding contract, and you agree to the terms of this agreement when you submit your housing application. Students living in campus housing must sign and complete the Student Residence Agreement prior to being issued housing. By entering into this agreement, you agree to pay the required room and board rates, and any other fees established by Denison for the student residence to which you are assigned for your contract period. You also agree to and agree to comply with the terms of all University and Residential Communities and Housing rules, regulations, and policies, and state and local laws. These include, but are not limited to the Housing Policy, which is incorporated by reference into this agreement (including all COVID-19 and public-health-related requirements and guidelines); the Denison University Student Handbook; Student Code of Conduct; opening and closing notices; break housing notices; the annual published room selection procedures and policies; and other rules referenced herein. You further agree to be considerate of other residents and all staff assigned to the residence, and to respect the rights of others at all times.

Each student contracts for space in campus housing, *not for a specific room and/or room type*. Accordingly, this agreement does not grant possession of a particular room, residence, or type of student housing.

Breach of Denison residence and health and safety policies; conduct in violation of the rights of others; discrimination on the basis of sex and gender (including Title IX violations); misrepresentation of facts during the assignment process or on your housing application; removal from Denison for academic or conduct reasons; or violation of the terms of this agreement may be grounds for the immediate termination of your occupancy and/or the withdrawal of future University housing privileges, and may result in University disciplinary action.

By entering this agreement, you acknowledge and agree that the University reserves the right to make changes to this agreement and supporting policies from time to time, including the Housing Policy, including without prior notice. The Residence Agreement in the form as it exists online is the governing document and contains the then-currently applicable policies and information.

By entering into this agreement, you also specifically acknowledge and assume responsibility for abiding by all health-related guidelines issued by Denison or any government agency, including those designed to minimize the risk of transmission of COVID-19; and you are acknowledging and assuming the risks associated with learning and living communally on a residential university campus and in a shared learning and living environment, including the risk

of potential exposure to contagious viruses, including COVID-19.

## **COVID-19 & Public Health-Informed Policies**

Denison aims to deliver its mission while protecting the health of our students and minimizing the potential spread of disease within our community. As a resident within Denison housing, the 2019 Novel Coronavirus or similar public health crisis (“COVID”) will impact your housing experience as Denison continues to make public health-informed decisions. The below provisions and guidelines are incorporated into the housing agreement and are applicable to all residential students. As always, we will endeavor to update you with timely information about specific health guidance important for residential living.

1. **Health and Risk Mitigation:** We expect that all members of the Denison community—residents, staff, and visitors—act in a manner that demonstrates respect and consideration for those around them, including respect and consideration for the health and safety of all community members. All residential students are prohibited from creating a health or safety hazard within Denison housing and the University may request or require a resident to leave Denison housing if their continued presence in the housing community poses a health or safety risk for community members. Students are required to comply with health and safety laws, orders, ordinances, regulations and health and safety guidance adopted by Denison as it relates to public health matters, including COVID-19. This guidance may evolve as the COVID-19 or other public health situations evolve and may include, but is not limited to, social distancing, limitations on mass gatherings, face covering requirements, testing, vaccination, contact tracing, disinfection protocols, limitations or restrictions on guests in rooms and residence halls, and quarantine / isolation requirements. Adhering to applicable requirements is mandatory as to all residents, staff and visitors, and extends to all aspects of residential life, including bedrooms, bathrooms, community spaces (e.g., kitchens, lounges, computer rooms, courtyards and other common spaces).
2. **Quarantine / Isolation / Separation:** At any time, the University may request or require a resident to leave Denison housing when that resident’s continued presence in the housing community poses a health or safety risk for community members. Students are required to comply with requests from Denison to leave their assigned space due to COVID or any other public health concern— including, but not limited to quarantine or isolation needs – and failure to do so is a violation of the housing agreement and may subject a student to emergency removal from their assigned space. If a residential rooms or hall is not appropriate for self-quarantine or self-isolation, and a student is advised or directed to self-quarantine or self-isolate, students might not be permitted to continue residing in their residential space and will be provided alternative housing arrangements as needed; in certain circumstances, students may be directed to quarantine or isolate off campus. Relocation or removal from a student’s assigned housing to isolate or quarantine does not constitute a termination of a residential student’s housing contract.
3. **Other Health or De-Densifying Efforts:** Residential students are required to comply with any other health or de-densifying efforts needed on campus due to COVID or another public health emergency or concern, including, but not limited to, the relocation of all or some residential students to alternative housing. Relocation does not constitute a termination of a residential student’s housing contract.
4. **Dining Services:** Dining service, including where and how it will be offered to residential students, is subject to the discretion of the University and to modification to address public health concerns. Due to health and safety guidance adopted by the University, Denison may limit the occupancy of dining halls, limit the amount of time students

may spend within dining halls or make other operational adjustments needed to address health and safety concerns.

5. Cleaning: Denison will continue to update its cleaning protocols to address COVID or another public health emergency to minimize the transmission of infection. Denison will educate and inform residential students on appropriate cleaning protocols within their assigned spaces to reduce the spread of COVID-19 within residence halls. Students are required to adhere to these cleaning protocols.

6. Termination: Upon notice, Denison reserves the right to terminate housing contracts due to public health emergency or public health concern needs, including COVID.

7. Risks Associated with Communal Living: Your Housing Contract is the basic document that states the contractual obligations between you and Denison and it incorporates this and other policies that govern residential living and student life on campus. You are responsible for complying with the rules, policies and guidelines contained here, including the above COVID-19 and any other public-health guidelines, as you are for those directly printed in the housing contract. Every effort has been made to ensure the accuracy of information contained in this document. Updates and corrections are made as they become necessary and will be posted to this page. By entering into the housing contract and occupying University housing, you are agreeing to release the University, its agents, and employees from any and all damages, liability, claims, expenses, or loss (collectively, "Claims") resulting from or arising out of your use of space within University housing, including those related to the potential exposure to contagious viruses like the coronavirus, and to indemnify and hold harmless the University, its agents, and employees from any Claims resulting from or arising out of your breach of the terms and conditions of your housing contract. You understand that by residing in Denison housing, you are assuming the risks associated with communal living and, as in any shared living environment, those risks include potential exposure to contagious viruses, including COVID-19.

## Residency Requirement & Exceptions

All students enrolled at Denison are required to live in campus housing as part of the residential college experience. Exceptions are permitted for married students living with spouses, single parents, and students 25 years of age or older. Students living with their parents or guardians within a reasonable driving distance of campus (generally within 25 miles) may also be considered for commuter status, but approval of these cases is uncommon and not guaranteed. Students who meet these requirements should complete the commuter application in their MyHousing Portal. Students are required to reapply for commuter status each academic year. Applications are reviewed by the Office of Admission.

### Dates of Occupancy:

Residence hall opening and closing dates are in accordance with the academic calendar and are published widely (***a list of these hall openings and closings can be found at the end of this agreement in the Important Dates List and in Denison's academic calendar up to three years in advance***). Students are not admitted to the residence halls prior to the published dates. Room fees are inclusive of academic in-session days and are prorated to exclude break recesses.

Break recesses are not a part of the academic year contract and not part of housing and dining fees; students are expected to make departure plans accordingly. Students are asked to depart by 9AM on residence hall closing dates and will not be given access until the residence halls

reopen. Failure to depart by specified closing time and date or unauthorized entry to the residence halls during closed periods may result in disciplinary action.

Approved break housing (Thanksgiving and Spring breaks) is not guaranteed and will be available on a limited basis to accommodate. If needed, Residential Communities and Housing may consolidate students into certain residence halls during break periods. Students must meet the criteria set forth by the University for an approved stay over breaks; failure to apply for break housing, or arriving to campus without prior approval, results in revocation of this privilege.

Dining halls are not open during break periods. Students are required to vacate their rooms within 24 hours of their last final exam each semester. The semester residency period expires on the last day of exams for a semester.

Eligible students must seek special permission to extend the residency period into dates when the University is closed for Thanksgiving, spring, or summer breaks. There may be a fee applied to the student account for this service, which is not included in the room fee paid by the student.

**Housing is not provided during the Winter Break Recess except for student athletes competing on behalf of the University.** Students who do not have a housing assignment for the next semester do not qualify for break housing (e.g. a student must have a Spring housing assignment to qualify for Winter Break Housing, even if an in-season athlete).

#### **Pandemic Housing:**

If you are required to quarantine or isolate due to COVID-19 or other illness, Denison University may provide quarantine or isolation housing if/when it is available. Dedicated quarantine or isolation housing cannot be guaranteed, and the risks of COVID 19 and other illness is not limited to living spaces on a residential campus, but extend to dining halls, social activities, classrooms, etc. Thus, students can expect the following possible arrangements for quarantining or isolating during illness: (1) isolating or quarantining in dedicated housing, if/when available, (2) isolating or quarantining in place in their assigned residential room, (3) securing off-campus isolation or quarantine space at home, a hotel or etc. at the students' expense. Students who choose to secure off-campus housing to quarantine or isolate do so voluntarily and will not qualify for any housing or dining refund.

Additionally, students acknowledge and agree to (1) follow quarantine and/or isolation guidelines whether provided verbally or in writing (2) move to another residence hall if directed (3) isolate or quarantine in place if directed (4) stay in place if their roommate/suitemate are directed to isolate or quarantine in their residence hall room.

## **Fees & Requirements**

Communal dining is an integral part of the residential campus experience at Denison. All residential students will be assigned a meal plan, and meal plan eligibility is determined based on a student's class year. Students may change their plan to any plan available to their class year, or any lower class year. Denison has contracted with Bon Appetit to provide this service.

**The fee for room and dining for the 2023-2024 academic year is \$7,700/semester (\$15,400/year)**

Rates are provided and updated online: <https://denison.edu/campus/finances/tuition-costs>

# Eligibility & Accommodations

## **First-Year Students:**

First-year students are required to live in designated First-Year Residence Halls. First-Year Residence Halls are alcohol-free. First-year students are guaranteed a housing assignment within the residence halls, but not a specific space or type of room. All assignments are made according to housing procedures and space available as established by the Residential Communities and Housing Office and first year areas may vary from year to year. When making room assignments, staff members use the information provided on Housing Applications. Staff work to honor preferences, but this is not always possible due to availability of space and competing interests.

Residential Communities and Housing discourages first-year students, particularly those from the same high school, from making their own roommate matches; however, mutually requested roommate preferences received **by June 23 at 9AM ET** will be honored when possible. Rooms are assigned by gender, but floors may be co-ed. The Residential Communities and Housing Office does not collect information, assign rooms, or make room changes based on race, religion, sexual orientation, national origin, or other such factors in compliance with the affirmative action standards of Denison University.

## **Returning Students:**

Returning students may live in any housing assignment for which they are eligible. All residence halls are smoke-free and illegal drug-free. Returning full-time students are guaranteed a housing assignment within campus housing, but not a specific space or type of room. All housing assignments are made according to housing procedures and spaces available as established by the Residential Communities and Housing Office.

## **Special Housing Accommodations:**

Denison maintains a process for students to request reasonable housing accommodations for disability-related housing needs. For detailed information on seeking special housing accommodations, including important timetables, please visit <https://denison.edu/academics/support/housing-requests>.

**Returning students must submit completed requests by March 1, the spring before the next fall term when special housing may be needed. Incoming students must submit completed requests, including documentation, by June 1.**

Denison's Academic Resource Center (ARC) oversees disability support services at Denison. The Office of Residential Communities and Housing does not assess eligibility for housing accommodation requests. These requests are administered through ARC. Students who wish to be considered for reasonable accommodations must submit current documentation and follow the process described in the link above. Pursuant to disability law, to receive consideration for reasonable accommodations at Denison, an individual must have an impairment that substantially limits one or more major life activities.

Questions about the process can be directed to 740-587-6666 **US Mail:** Academic Resource Center, Denison University, 100 W College Street, Granville, OH 43023 **FAX** 740-868-1168 **EMAIL:** [arc@denison.edu](mailto:arc@denison.edu)

# Selection, Room Changes, & Withdrawals

**Housing Selection:**

Students who are planning to return to campus for the fall 2023 semester are required to register and participate in the housing selection process. Once students register for the housing selection process, they will be placed randomly in priority groups based on class year. Students not registered for housing selection prior to the advertised deadline will be housed administratively by the Residential Communities and Housing Office at the end of the housing selection process.

***Students who do not apply will be housed at the completion of the general housing selection.***

**Reassignment:**

The University reserves the right to reassign rooms or remove students from housing assignments when deemed necessary. Causes for reassignment may include: misuse of space, occupancy management, unforeseen maintenance and facility repair needs, health or safety reasons, or responsible conduct findings related to improper use of residential space. Pursuant to the Housing Policy, reassignments may also occur for health-related reasons related to COVID-19.

**Consolidation of Rooms and Vacant Spaces:**

Students with a vacant space in their assigned room/suite/apartment/satellite house may be required to consolidate space by having another student move into that vacant space or by moving to another housing assignment. Students with vacant spaces in their assigned room will leave said space and associated furnishings vacant and available to new potential roommates. Students will make efforts to meet in person with new potential roommates and will not deliberately or tacitly discourage other students from moving into vacant spaces. Students may be consolidated and open rooms can be created for use as the Residential Communities and Housing Office deems necessary to manage occupancy.

The need for some students to move during the semester is often unexpected and students should be understanding, empathetic and flexible when it is necessary to assign a student to a vacant space. Actively discouraging potential roommates is considered unacceptable and actionable behavior by the Office of Community Values and Student Conduct.

**Roommate Concerns or Conflicts:**

Residential Communities and Housing staff members are trained to advise residents who experience roommate conflicts. Students are first directed to engage the roommate conflict mediation processes set forth by the Residential Communities and Housing Office before making a room reassignment request. A two-week room change freeze is in effect at the start of each semester while roster verification is completed.

**Community Advisor Roommate Agreement:**

Community Advisors and their roommate(s) will occupy a designated staff room/suite. In most cases, if the Community Advisor leaves the position for any reason, the Community Advisor and all roommates will be required to move out of the designated staff room/suite. In rare cases, the Community Advisor will be asked to move from the designated room and the remaining students will be asked to welcome a new Community Advisor into the space.

Roommates of the Community Advisor will be responsible for paying the standard housing rate for the room.

There are times during which the room/suite may be needed for private meetings or conversations with students. During these times, staff may request that roommates vacate the room for a short period of time.

Community Advisors are expected to be role models and are thus expected not to engage in behaviors that violate university policy and/or state law. Roommates of Community Advisors carry a significant responsibility not to place the staff member in an untenable position. Community Advisors are obligated by contract to document violations of policy.

Should a roommate conflict arise, all individuals must participate in the roommate mediation process prior to any room change request being considered through Residential Communities & Housing. If conflict persists after mediation, the roommate(s) of the Community Advisor will need to relocate to another housing assignment where a vacancy(ies) exists. The Community Advisor will not be relocated.

### **Policy Violations and Conflict Resolution Process:**

Students who violate University policies, including the Housing Policy, may be subject to action under the Code of Student Conduct. Outcomes that result from a finding of responsibility through this action may result in educational requirements, loss of housing selection status, or separation from the University.

### **Room Changes:**

Prior to all room changes, roommate mediation with staff from Residential Communities and Housing is required. If a room change is recommended by Residential Communities and Housing staff, appropriate room reassignment requests must be completed and approved through the Residential Communities and Housing Office. Students not following proper procedures may be held accountable by the Office of Campus Values and Conflict Resolution. Students are permitted to complete room changes only in accordance with room selection guidelines and University policy.

All students are expected to inhabit their assigned rooms. A room freeze is in effect for all rooms during the first two weeks of each semester. If a student seeks a room change because of a roommate conflict, the student will be referred first to Residential Communities staff to attempt resolution of the conflict before a room change will be considered. After a student receives authorization to change rooms via a Residential Communities professional staff member, they must follow the request process through the Residential Communities & Housing main office in Curtis Community Center. Upon approval and issuance of new key(s), the student must complete the move into the new living space within 48 hours. Moving assistance is not provided.

The University reserves the right to reassign rooms, consolidate assignments, or remove students from residence halls as necessary. Consolidation may require students to relocate or require that occupants fill empty spaces by having other friends or peers move into those vacancies. Any student who may be singly occupying double-occupancy rooms, or students residing in triples, quads or apartments who may have space available, may be subject to administrative consolidation. Students with unassigned adjacent room spaces may not occupy those spaces and are advised to seek a roommate or be prepared for occupancy assigned to another student by the University at any time.

At any time, the University may request or require a resident to relocate or leave housing when that resident's presence poses a health or safety risk for community members. Students are required to comply with requests from University personnel to leave their assigned space due to public health, safety, or other emergency needs, and failure to do so is a violation of the residence hall policies and may subject a student to emergency removal from their assigned space. Not all University housing spaces are appropriate for self-quarantine or self-isolation, for example, and in those situations where a student is recommended to self-quarantine or

self-isolate, students may not be permitted to continue residing in their residential space and will be provided alternative housing arrangements as needed. Requirement to isolate or quarantine does not constitute breach or termination of a student's housing contract.

**Withdrawal from Enrollment, Disciplinary Dismissal, and Refunds:**

Students who withdraw from enrollment at Denison or who are dismissed from enrollment normally have no more than 48 hours from the date of their disenrollment to return their key(s), Student Identification and vacate the campus. Students will be held financially responsible for room and board charges.

Students who withdraw or are dismissed from enrollment during the term of the contract will receive a refund of room charges based upon the date the student vacates campus and in accordance with the terms and refund schedule outlined in the Student Handbook. These refunds are contingent upon the resident having properly withdrawn from Denison and properly checked out of their assigned space. Students not vacating their housing at the end of the residency period may be subject to a \$200 penalty and belongings remaining in the room following expiration of the residency period will be donated or discarded.

Because of fixed costs associated with room and board services, refunds or reimbursements will not be granted for suspension of housing or board services that result from an emergency or exigent circumstances, including public health needs and issues related to COVID-19. However, Denison in its discretion may issue partial reimbursements under such circumstances if feasible and appropriate.

**Vacating Residential Space:**

Students who withdraw or who are otherwise dismissed from housing or campus have no more than 48 hours from the date of their disenrollment to vacate the campus. Students will be held financially responsible for room and board charges. Refunds will be based upon the date the student vacates campus and in accordance with the schedule outlined in the Student Handbook.

Failure to vacate a housing assignment within the specified time frame shall be considered voluntarily abandoned and may be disposed of or donated to a charitable organization by Denison unless Denison has agreed in writing to make alternative arrangements. Neither the Offices of Residential Communities and Housing, nor their designees, are responsible for lost or damaged property from packing and storing belongings.

## **Charges & Damages**

Residential Communities and Student Housing utilize Room Condition Reports (RCRs) to document the condition of each student room at the start and conclusion of the academic year. Students are responsible for signing off on their RCR via the MyHousing Portal within 48 hours of move-in (or time period designated by Student Housing). At the end of the academic year, the RCR accounts for room condition when students depart campus.

These forms, which are completed by Residential Communities staff, allow the office to determine if there are any issues that need to be remedied. Issues may include damage to the room/property, missing furniture, or cleanliness concerns, and these issues can often result in a student being charged for damages.

At various times, students may move in and out of spaces other than at the start and close of the full academic year. In those instances, student staff will enter the vacated space and close out the RCR to account for the condition of space. Then, a new RCR will be opened for any new occupants to the space. This new RCR will account for existing damage. Existing damage will



be charged to the student who vacated the space. Damage not present when the new student entered the space will be charged to the new resident.

### **Community & Common Area Damages and Charges:**

Residential Communities and Housing, in partnership with Facilities Services, may assess charges to entire communities when damage or cleanliness exceeds normal wear and tear. These charges will be divided equally among all residents of a floor, wing or residence hall. There will not be an appeal process for these charges, but Residential Communities & Housing encourages residents to be upstanders and encourage responsible parties to step forward to accept charges for which they are responsible.

### **Occupant-Caused Damage:**

In circumstances where damage to a room is found and requires repair work to be performed by the University or its contracted designee, damage repair fees will be assessed to students to return the space to good condition.

Damage caused in common or shared spaces will be billed to the residents of the associated floor or residence hall. This includes but is not limited to acts of vandalism, damage to fire safety equipment, and damage or loss of furniture or fixtures.

Damage assessments will be added to a student's University account, and is subject to the rules and consequences set out in the Financial Responsibility Agreement.

### **Loss or Damage to Personal Property:**

The University does not provide coverage for any loss or damage to personal property. It is strongly recommended that residents carry insurance on their personal belongings; this can sometimes be accomplished through parents' or guardians' fire or homeowners' policies. Individual policies should be reviewed to determine conditions for coverage.

For those students who are not insured under parents' or guardians' fire or homeowners' policies, we strongly recommend obtaining renters insurance prior to move-in. We have partnered with GradGuard, which offers a College Renters Insurance Plan that is specifically designed for students. Bicycles should be registered with Campus Safety and marked for identification.

## **General Policies**

### **Access to the Residence Halls:**

All residence halls are locked 24 hours a day to provide security for the residents. Propping open a residence hall door is a violation of University policy and will activate an alarm. For safety and security reasons, students should never allow strangers into any campus residence hall. A room key and/or student I.D. are issued to each student upon their arrival at Denison. The student I.D. access is updated each year and acts as the card that opens the outside door of the residence halls. Students may access their own building 24 hours a day. Each student who accepts a key/ID agrees to the following: (1) To keep their room door locked at all times; (2) not to lend or trade a room key or I.D; (3) not to duplicate room key or I.D; (4) immediately report the loss of a room key or I.D; and (5) return room key upon moving out of the residence hall. Loss of a room key or student I.D. will result in a replacement-billing rate established by the University.

### **Rights of Search:**

To enforce University rules and regulations or to support the health and safety of students and the campus community, the University reserves the right to search student rooms in University owned or operated residence properties. University personnel, including but not limited to Residential Communities and Housing Staff, who have been designated for this purpose by the Vice President for Student Life shall authorize such searches. A maintenance health and safety survey of all student housing assignments may be conducted during times the University is not in session or at other designated times throughout the year.

**Smoking:**

All Denison buildings, including residence halls, are smoke free pursuant to Ohio's Smoke-free Workplace Law. E-cigarettes (including vaping) are included in this prohibition. Students who smoke must smoke outside campus buildings and at least 30 feet from building entrances and windows.

**Furnishings:**

Each student is provided a desk, task chair, twin XL bed frame and mattress, dresser, and closet/wardrobe.

Denison University maintains a strict prohibition on outside furniture policy to ensure fire safety and protect the cleanliness of rooms. Because these items limit egress, pose fire safety issues and can introduce pests and allergens to facilities, furnishings from outside the institution (e.g. personal mattresses and bed frames, dressers, sofas, futons, beanbags, soft furnishings) may not be placed in residence halls or shipped to campus.

University-provided furniture may not be removed from the room or stored. Furniture may not be moved from room to room or from lounges and other public areas. Students are responsible for all University-owned furnishings present in their room. Students will be billed for the repair or replacement of any furnishings that are missing or damaged. All furniture must remain in its assigned room; the University will not store furniture that has been removed from its space.

Common area furnishings may not be moved into student rooms. The cost of repair or replacement of common area furnishings beyond normal wear and tear may be shared by members of a residential community (e.g., hallway).

Window screens may not be removed from residence hall windows for any reason. Security screens shall remain closed unless removed to exit a space in an emergency (e.g., fire).

**Housekeeping Services:**

Housekeeping Services are not provided for student rooms, suites, apartments or satellite houses. Students living in suites or apartments are responsible for the daily cleaning of their bathrooms, kitchen and common spaces. All residence hall public areas, including bathrooms, are serviced daily Monday through Friday, with limited cleaning services provided on weekends.

In circumstances where cleaning is found to have been neglected by residents and is required to be performed by the University, housekeeping fees will be assessed to students to return the space to good condition.

**Routine Maintenance:**

Students are responsible for reporting room maintenance concerns. Students can directly report maintenance problems by on-line form, e-mail or by calling Facilities Services. Facilities Services staff are permitted to enter rooms to remediate the concern. At times, a Facilities Services staff member may enter the room when students are not present. In these instances, a

maintenance note is left behind indicating what service was performed. In the case of an emergency, Community Coordinators, Community Advisors, and Campus Safety can contact Facilities Services.

### **Visitors and Overnight Guests:**

Guests from within and outside the University community must comply with all residence hall and University policies and regulations. Students hosting guests are responsible for informing their guests of University expectations and are responsible for the behavior of their guests. Students may have a guest(s) stay overnight in their residence hall room only when they have the consent of their roommate(s). Guests may stay overnight only for two nights within a seven-day period (this also applies to students who reside in a single room). No guests are permitted during break periods. The rights of roommate(s) and floor members must be respected. No more than fifteen (15) total guests may occupy a residential space, including a maximum of fifteen total guests in an entire campus apartment.

Because of COVID-19, Denison may impose additional restrictions on visitors (including other Denison students) in residence halls and individual rooms, and students will be expected to abide by these rules when they are announced.

Students may not prop open residence hall doors because it compromises the safety of residents and property. Students should never allow individuals without University identification into residence halls and should immediately report suspicious persons to Campus Safety.

### **Noise and Quiet Hours:**

Excessive noise in the residence halls can be disruptive to the community and infringe on the rights of community members to sleep and study. As such, residents and guests are expected to comply fully and promptly with any request from community members to reduce noise levels or discontinue activities which the resident may find disruptive or disturbing.

In support of the University's academic mission, residence halls maintain quiet hours at the following times during the academic year: Sunday through Thursday, 11:00 pm to 9:00 am; Friday and Saturday, 1:00 am to 10:00 am. During these designated periods, noise of any kind that can be heard inside or outside the residence hall constitutes a violation of quiet hours. During examination periods, strict quiet hours will be maintained twenty-four hours a day, beginning at the end of the regular quiet hour period on the last day of classes and through the date and time of residence hall closing.

### **Obstruction of Common Areas and Posting of Materials:**

Posting of materials on windows, doors, and ceilings can impede, disorient, or obstruct people as they access or exit buildings. In accordance with the Code of Student Conduct, there shall be no posting of signs or other materials on lobby doors, windows and window frames, inside stairwells or on stairwell doors, or in other locations that may impair visibility or egress.

To avoid hazards in access areas, such as lobbies, doorways, hallways, stairwells, and other common areas of the residence halls, these must be kept free of obstruction. Items such as trash bags, bicycles, furniture, personal effects, or other items should not be left in places where they might block or hinder egress. Items found in these areas may be confiscated or discarded by staff if deemed hazardous to proper egress. Bicycle racks are available on campus.

### **Responsibilities for Waste Disposal and Cleaning:**

Students are responsible for gathering their landfill waste and recycling items and depositing them in the dumpsters provided outside of the residence halls for this purpose. Trash cans

within the halls are meant to receive small amounts of trash, not to transport bags from each resident. Students are expected to maintain their spaces to a standard of safety and cleanliness suitable for comfortable human habitation. The University will continue to implement and modify its cleaning protocols to address public health needs. The University will educate and inform students on appropriate cleaning protocols within their assigned spaces to reduce the spread of disease within the residence halls. Students will be responsible for upholding cleanliness standards and staff members will complete regular health and safety checks.

#### **Access to Roofs and Ledges:**

Students are strictly prohibited from access to all roofs, balconies, ledges, and fire escapes. Students may not lean, hang on, or place any part of their body out of residence hall windows. Items may not be thrown from, placed outside of or hung from roofs, balconies, ledges, fire escapes, or windows.

#### **Room Decoration and Prohibited Items:**

Room decorations must not compromise the safety of the residence halls or cause damage to facilities and must comply with all fire safety regulations; they must be flameproof, fire resistant or noncombustible. ***Room decorations must adhere to the following criteria:***

- Nails, hooks or other materials that damage walls may not be used. Posters and pictures should be affixed to walls with adhesives that do not damage the walls.
- Tapestries, posters, curtains and other items shall not be hung from or affixed to ceilings.
- Drapes, tapestries, beads, or other items that block egress from the room into the hallway are not permitted, as these pose a significant hazard in the event of a fire.
- Decorations may not interfere with safe passage or evacuation from any room or common area. Interior and exterior doors may not be covered to the edges with paper or other flammable materials (e.g., fabric).
- Electrical lights must be UL-approved (Underwriters Laboratories) and the UL sticker must be intact. Additionally, only lights of the small-bulb or rope variety may be used. Large-bulb strand lighting is prohibited due to their high fire risk. Holiday lighting or any other item shall not be attached near or around fire- or other life-safety fixtures, including (but not limited to) fire sprinkler heads and smoke detectors. Lighting may be inspected by the University at any time, and may be removed if deemed inappropriate, excessive, or improperly installed.
- Neither live nor cut trees are permitted in any campus building, including the residence halls. This includes the use of wreaths or garland that is constructed from live tree material. Any such item will be confiscated and discarded. The University defines a "tree" as any tree, limb, or branch thereof or any device, however constructed, that is intended to imitate or simulate any such tree used for decoration purposes. Students may use and decorate artificial trees in residence hall rooms, provided they are certified as fire resistant. Metallic trees may be lighted only by indirect spot lighting.

Because of the fire and life-safety risks associated with these items in a community setting, ***possession or use of the following items is strictly prohibited*** in the residence halls:

- Candles, unless electronic (non-burning), or if the candle's wick is unburned/in-tact or removed;
- Incense and potpourri burners;
- Extension cords of the non-power strip variety;
- Weapons, including all life-like and replica weapons, as well as all Airsoft type pistols/rifles, which are considered weapons for the purposes of this regulation;
- Waterbeds, hot tubs, pools, and other basins used to store water in quantities larger than ten gallons;
- Ceiling fans or other added electrical fixtures of any kind;

- Space heaters;
- Knives, except kitchen knives or ordinary pocket knives having a blade of three or fewer inches;
- Hazardous chemicals and flammable or combustible materials, including but not limited to: gasoline, charcoal fluid, lighter fluid, and propane gas tanks;
- Fireworks, including but not limited to sparklers, firecrackers, and smoke bombs, or other incendiary devices of any kind (see University's Fire and Life Safety policies);
- Animals: no animals are permitted within University facilities except for fish in an aquarium of a maximum size of ten gallons, or service or Emotional Support Animals with advance written approval from the Academic Resource Center after completing the application process the semester prior. Violations of the ESA policy can result in revocation of privileges;
- Air conditioner units: neither window-installed or free-standing units are permitted unless an advance health exemption is granted through the Hoaglin Wellness Center, and approved units must be installed by University Physical Plant staff, with the student assuming the costs of installation and removal;
- Lofts: use of lofts or platforms in the residence halls is prohibited. Upon request, the University provides appropriate equipment to students who wish to elevate their beds in select halls.
- Kitchen appliances, as designated below.

#### **Kitchens and Cooking Appliances:**

Students may not use appliances with an open heating coil, including microwave ovens, hot plates, electric skillets, electric grilling machines (e.g. George Foreman-style grills), toasters, toaster ovens, and rice or pressure cookers in residence hall rooms without a designated kitchen area.

Students who reside in areas with community kitchens may use appliances in the community kitchen and may store personal kitchen items in their rooms when not in use. All students may possess and use electric coffee makers that include an automatic shut-off feature; coffee makers without this feature are not permitted. University personnel may grant or prohibit access to community spaces, including community kitchens, at any time.

## **Special Interest Housing**

#### **Special Interest Housing Agreement (Quiet or Drug, Alcohol and**

**Tobacco-Free):** Students who live in Special Interest Housing (SIH) agree to make a positive personal commitment to maintain the SIH community norms and values as established by Denison University. Students who live in any SIH environment will be asked to sign an Agreement of Understanding at the time of room selection (returning students) or check-in (first-year students). Failure to abide by the SIH Agreement could result in reassignment and conduct action.

#### **Quiet Housing:**

By residing in housing in a Quiet Building, you agree to the following:

- To abide by established quiet hours, which are always in effect except Sunday-Thursday 6-10pm and Friday-Saturday 6pm-1am (specified hours are still courtesy hours).
- To ensure that my guests abide by and uphold the quiet and courtesy hours established for the community.
- To confront persons violating community norms and report incidents to Residential Communities and Housing staff members.

Failure to honor this agreement may result in reassignment and action by the Office of Conflict Resolution and Campus Values.

### **Drug, Alcohol and Tobacco-Free Housing:**

By residing in housing in a Drug, Alcohol and Tobacco-Free Building, you agree to the following:

- To not bring alcohol, marijuana, or illegal drugs into the drug, alcohol and tobacco-free environment.
- To not be involved in any alcohol, tobacco or other drug-related disruption in the drug, alcohol and tobacco-free environment.
- To not enter the drug, alcohol and tobacco-free environment under the influence of alcohol or any substance.
- To not allow guests to bring alcohol, marijuana, or other drugs into the drug, alcohol and tobacco-free environment.
- To confront persons violating community norms and report incidents to Residential Communities staff members.

Failure to honor this agreement may result in reassignment and action by the Office of Conflict Resolution and Campus Values.

### **Special Program Agreement:**

At times, Denison offers limited Special Education Program (SEP) environments for students. *Students interested in Special Education Program Housing must complete the individual program application process prior to the General Housing Selection Process scheduled for the late Spring.*

Students who agree to live in Special Education Program (SEP) environments agree to make a positive personal commitment to maintain the community norms and values of the SEP as established by Denison University. Evidence of this commitment shall be through participation in programs and activities. Students desiring to live in any SEP environment will be asked to sign an agreement of understanding at the time of room selection (returning students). Failure to abide by the SEP agreement could result in reassignment and conduct action.

### **Valuing Diversity:**

Denison University **does not discriminate in its educational programs** and activities on the basis of race, color, religion, ethnic or national origin, age, disability, sex, gender, gender identity, gender expression, sexual orientation, veteran status, or any other bases prohibited by law.

## **Important Dates**

When making travel plans for the 2023-2024 academic year, please refer to the academic calendar published on the Denison University website (<https://denison.edu/academics/calendar>). Dates presented here are accurate as of 2/1/2023 are subject to change based on academic calendar changes, emergency or exigent circumstances, including public health needs and issues related to COVID-19. Students are not admitted to the residence halls prior to the published dates. Room fees are inclusive of academic in-session days and are prorated to exclude break recesses.

### **Fall Opening:**

First-Year Students - Thursday, August 24, 2023, 9:00am – **via scheduled time slot**

Returning Students - Saturday, August 26 and Sunday, August 27, 2023 – **via scheduled time slot**

**Thanksgiving Break:**

Halls Close - Saturday, November 18, 2023, 9:00am

Halls Open – Sunday, November 26, 2023, 9:00am

**Winter Break**

Halls Close - Tuesday, December 19, 2023, 9:00am

Halls Open - Sunday, Jan 14, 2024, 9:00am

*Housing is not provided during the Winter Break Recess except for student athletes competing on behalf of the University.*

**Spring Break**

Halls Close - Saturday, March 9, 2024, 9:00am

Halls Open - Sunday, March 17, 2024, 9:00am

**Spring Semester Closing:**

Non-Graduating Students - Wednesday, May 8, 2024, 9:00am\*

Graduates ONLY - Saturday, May 11, 2024, 6:00pm

***\*Students are required to depart campus 24 hours after their last final exam each semester.***