

## Policy and Procedure

<b>Department:</b> Residential Life and Housing and Auxiliary Services	<b>Section:</b> Living at Creighton
<b>Title:</b> Open Flame/Candles	<b>Effective Date:</b>
<b>Authored by:</b>	<b>Approval Date:</b>
<b>Approved by:</b>	<b>Revision Date:</b>
<b>Type:</b> Residential Student Policy	

**Purpose:** Inform students of the policy regarding candles and having an open flame in the residence halls.

**Scope:** This policy is directed addressed in the Housing Agreement and applies to all students living in the residence halls.

**Policy:** Anything with an open flame, smoke, or items that are intentionally burned for fragrance (including candles and incense), are prohibited in the residence halls and apartments. Having an open flame extends to the use of but is not limited to cigarettes, lighters, pipes, torches, etc.

**Procedure:** Items that have an open flame, smoke or are intentionally burned will be confiscated by Residential Life staff or the Department of Public Safety.

**Accountability/Follow-up:** Students found in possession of any of the prohibited items listed above will be removed/confiscated from the residence hall, and may also be subject to further disciplinary outcomes. The student's name and NetID will be documented, and the incident may require futher action through the Office of Community Standards and Wellbeing.