

## Policy and Procedure

<b>Department:</b> Housing and Auxiliary Services	<b>Section:</b> DSL-HAS-H-004
<b>Title:</b> Residence Hall Room Alterations	<b>Effective Date:</b>
<b>Authored by:</b> Lucas D. Novotny	<b>Approval Date:</b>
<b>Approved by:</b>	<b>Revision Date:</b>
<b>Type:</b> Departmental Policy	

**Purpose:** The purpose of this policy is to inform students about the guidelines with respect to any damages, alterations, etc. to their residence hall room space.

**Scope:** For students living in the residence halls.

### Policy:

**Students' rooms are equipped with:** The student's room is equipped with a bed, desk, drawer space for storage, a wardrobe or closet and a desk chair for each resident. All rooms are equipped with smoke detectors and University Wi-Fi equipment. Davis, Heider, Kenefick and Opus are apartment style halls and are furnished differently. Students are responsible for maintaining the space and its contents. Specifically:

- Students may add personal touches to rooms, but may not alter, damage, or remove any of the items in the room.
- Students should not block the heating or cooling vents, impede quick exit from the room in case of emergency, damage pipes or pipe coverings or pour foreign substances (including drain cleaners) into any drain.
- Use caution in affixing materials to the doors, walls, ceiling, and floor of the room, because such materials can cause damage to these surfaces. Utilizing blue painter's tape or sticky-strips when affixing items to the wall in the room.
- Students may not paint rooms.
- Students will be charged for all damages to these items above, including furnishings, other equipment, tape marks, holes, chipped or peeling paint and stains, scuffs or marks.

**Accountability/Follow-up:** Failure to follow any of the policies outlined in this document may result in behavioral misconduct meetings, and/or charges related to the damages and alterations made. Additionally, a student may be referred to the Office of Community Standards and Wellbeing if damage is deemed intentional.