Indiana University Residence Hall Rules and Regulations

Residence Hall Rules & Regulations 2008-09

Listed below are the rules and regulations that all contracted residents and their guests are expected to uphold when they choose to live in Indiana University residence halls. These standards are designed to create and maintain an environment of academic achievement, comfort, safety, and respect for all who live in and visit the residence halls. These standards are in addition to the university-wide standards expected of all Indiana University students as outlined in the Code of Student Rights, Responsibilities, and Conduct, hereafter referred to as the "Code." Violations of the Code and/or these Residence Hall Rules and Regulations may result in university disciplinary action.

A. Escort and Guest

1. No person may enter a hall or living unit in which they do not live without an escort who is a resident of that hall or living unit. Guests of residents must be escorted at all times within the residence halls.
2. Residents may host guests overnight in the residence halls except during break periods or at the discretion of the management of the center. No more than two guests per resident are allowed to stay overnight in a room. Hosts must receive permission from all roommates and suitemates in order to have an overnight guest, and it is the responsibility of the host to register the guests. Guest registration procedures can be obtained by contacting the center desk.
3. Guests may not stay for more than four consecutive days in the residence halls, nor more than once per semester. The residence manager of the center must grant any exception to this.
4. Residents are responsible for the behavior of their guests while guests are on residence hall grounds.
5. Any guest behavior that violates university policy can result in hosts being held accountable in the campus judicial system. Center management reserves the right not to allow particular guests to be present in the center if his or her behavior creates a disturbance to other residents or center staff.

B. Quiet and Courtesy Hours

1. Residents have the right to sleep and study in their rooms at any time without interference from those around them. During quiet hours, sound must not be audible beyond the limits of any individual room, hallway, or lounge. Residents are expected to demonstrate courtesy and consideration toward others at all times and, if asked to respect this right, are expected to comply immediately.
2. Before a hall or living unit establishes specific quiet hours, the following quiet hours are in effect for all units except academic communities: Sunday through Thursday, 10 p.m.-9 a.m.; Friday and Saturday, 2-10 a.m.
3. For academic communities, quiet hours minimally will be Sunday through Thursday, 7 p.m.-9 a.m.; Friday and Saturday, 2-10 a.m.
4. During final examination periods, 24-hour quiet hours may be in effect.

C. Visitation

1. Residents are allowed to have guests in their rooms. Under all circumstances and at all times, the privacy of a roommate takes priority over a guest.
2. Unless otherwise approved by the residence manager and designated with signage, floor restrooms are to be used only by the gender(s) designated for restrooms.

D. Activities Resulting in Disturbance, Distress, or Damage

1. Individual or group activities that result in distress or disturbance to others are prohibited. Individual or group activities that can cause damage or destruction to property are also prohibited. Types of behavior that fall into this category include but are not limited to hall sports, hallway disruptions, unsanitary conditions, pranks, use of water guns, and placing trash in public areas.
2. Using or attempting to use university property in a manner inconsistent with its designated purpose is prohibited.
3. Writing offensive and/or inappropriate language or symbols on dry erase boards, walks, or other areas frequented by the public is prohibited.
4. Gambling or the behavior resulting from gambling that results in disruption to the residence hall community is prohibited.

E. Room Responsibility

1. Residents are responsible for any activities, policy violations, or damages that occur in rooms to which they have been assigned when it can be reasonably shown that the residents knew or should have known that the inappropriate activity or damage occurred. This includes activities, policy violations, or damages caused by guests of residents.
2. Residents or guests who are present in a residence hall room and know that a violation(s) is/are occurring will be deemed complicit in the activity unless the person has immediately reported the situation to a university official and/or has left the room upon discovering the violation.
3. Painting or furniture modification, including the possession of public-area furniture in individual rooms, is prohibited. A user/relocation fee of $5 per day or $25, whichever is greater, may be assessed for the unauthorized moving of furniture.
4. Personal furniture and other belongings are prohibited from being stored in public areas.
5. Modification of permanent wiring within a hall or living unit is prohibited.
6. Window screens must be secured at all times. Residents may be charged a replacement fee.
7. Window surfaces must be kept 25 percent clear of all opaque materials, such as aluminum foil, posters, or signs.
8. Room doors must be kept free of flammable materials, particularly loose paper. Doors should not be wrapped or covered with flammable materials.
9. Displays and/or decorations of paper, dried vegetation, corrugated cardboard, or light plastics that cannot be flameproofed are prohibited.
10. Electrical outlets must be appropriately used, and electronic equipment (computers, stereos, televisions, hair dryers, etc.) must not overload circuits, be left unattended, or be improperly wired to create a safety hazard.
11. Residents must not operate a commercial business from their rooms or from any part of the residence halls.
12. Decorations must not overload electrical circuits and, if appropriate, must be fireproofed in accordance with environmental health and safety standards.
13. Residents must have proper administrative approval to move from their assigned residence hall room to another residence hall room.
14. Roommate, suitemate, apartment co-resident, and community agreements shall not be violated.
15. Occupying residence hall space outside the contract period is prohibited. This includes failure to vacate the residence halls when they are closed.
16. Residents who are living alone in a double room and have not been approved to have the room as a “double as a single” will be expected to clear one-half of the room within 24 hours of being notified that another resident is moving into the room.
17. Lofting or bunking of beds must be done in compliance with Residential Programs and Services policy, which can be obtained at each center desk.

F. Keys and Key Cards

1. All residence hall room keys and key cards are the property of Indiana University and may not be loaned or duplicated by residents.
2. Lost keys or key cards must be reported immediately to residence hall staff. Found keys or key cards must be given immediately to residence hall staff at the center desk.
3. Residents must return room keys or temporary key cards upon checking out of the residence hall. Failure to do so could result in a monetary charge.
4. Residents are expected to be responsible for their keys or key cards at all times. While residence hall staff will unlock a resident’s room door when the resident loses or forgets his or her key or key card, residents who abuse this service are in violation of residence hall rules.

G. Prohibited and Restricted Items

For health, safety, and insurance liability reasons, residents are prohibited from having the following items in their rooms:

1. Flammable liquids and other similar materials, except for sealed containers not exceeding eight-ounce capacity.
2. Open-coil appliances and heaters, including but not limited to, immersion coils, pottery water-warmers, toaster ovens, hot plates, stoves, indoor grills, exposed burners (including popcorn poppers without self-contained heating units), and large power tools.
3. Fire/open flame materials or high-heat producing devices, including, but not limited to, burning candles, burning incense, incense burners, halogen lights and lamps, camping stoves, fireworks, charcoal and propane grills, and sunlamps.
4. Antennas or wires extending outside room windows.
5. Waterbeds.
6. Firearms or other weapons, per the Code.
7. Alcoholic beverages, per the Code.
8. Illegal drugs, per the Code.
9. Mopeds, motorcycles, and other similar vehicles. Bicycles may not be kept in hallways, stairwells, or public areas inside the residence halls.
10. Animals, including birds, laboratory specimens, and guests’ pets are not permitted. Fish that are kept in water tanks are permitted. Service animals must be approved through the Office of Disability Services for Students and you must notify the residence manager.
11. All containers of alcohol are prohibited, even if the containers are empty. This includes liquor bottle or beer can displays that are meant to be decorative. The exception to this rule is in rooms where students are allowed to possess alcohol.

H. Rights and Freedoms

1. Actions that infringe generally upon the rights and freedoms of other students are prohibited, regardless of the intention behind the actions. Such actions include, but are not limited to, harassment, intimidation, discrimination, coercion, and threat.
2. Sexual harassment, racial harassment, and harassment based on sexual orientation, as listed in the Code, are prohibited.

I. Smoking

1. All areas of all residence halls are smoke-free (nonsmoking) areas.
2. Smoking is prohibited on Indiana University owned or leased property except in officially designated areas.

J. Selling and Soliciting

Door-to-door sales or solicitation in the residence halls is not permitted. Resident and student organizations registered with the university may obtain permission to sell merchandise or services in the public areas of the residence halls. Such activities must conform to other residence hall policies, standards established by the IU Department of Environmental Health and Safety, and university contracts with private vendors or suppliers.

K. Fire Equipment and Safety

1. Tampering with any firefighting equipment, including, but not limited to, fire alarms, fire extinguishers, fire hoses, exit lights, smoke detectors, and sprinkler systems, is prohibited.
2. Propping fire doors or outside doors of residence halls is prohibited.
3. Unauthorized entry to areas of residence halls, including, but not limited to, roofs, window ledges, balconies, offices, and dining halls, is prohibited.
4. Failing to vacate the residence hall when directed to do so by residence hall staff, emergency staff, or the sounding of a fire/smoke alarm is prohibited.
5. Improper use of kitchen/cooking facilities is prohibited.
6. Throwing items or shining lasers from residence hall windows is prohibited.
7. Blocking hallways and doors with personal items is prohibited.
8. Bonfires or campfires are prohibited on residence hall property unless specifically authorized. You may inquire about this process by contacting the residence manager.

L. Dining Hall

1. Misuse of a university ID card being used for dining hall privileges is prohibited. ID cards are not to be used by anyone other than the ID card owner.
2. Reusable tableware (china, glass, silverware, and trays) are not to be removed from the dining area without permission of a dining supervisor.
3. Nothing is to be thrown anywhere in the dining area.
4. Patrons are to remove their trays, table service, and/or trash to the designated areas.

M. Student Government Property

1. Individual students or subdivisions of residence hall student government are expected to return borrowed student government property at the prescribed time. Student government property is to be returned in an undamaged condition.
2. Writing a check to RHA or other student government organization that is not honored by the bank/financial institution holding the account is not permitted. Collection fees may be assessed when this occurs.

N. Unit Disciplinary Action

General regulations governing the behavior of residence hall living units are set forth in the Code and the disciplinary procedures for student organizations. A residence hall living unit is subject to unit disciplinary action whenever violations due to actions or activities occur either within or near the residence halls or on any university property not under the jurisdiction of the Interfraternity Council or the Panhellenic Council. Jurisdiction for these violations rests with the RHA Judicial Board. Violations not within these boundaries will be referred to the Office of the Dean of Students. Specific provisions regarding disciplinary action that can be taken against residence hall units are as follows:

1. Damage to public areas and furnishings within a residence hall is considered to be the responsibility of the residents of that building, unit, or floor. If individuals responsible for damage cannot be identified, the residents of the building, unit, or floor will become collectively responsible for the cost of repair and/or replacement.
2. In situations where the damages are extreme or repetitive and/or the unit is severely disruptive, the building, floor, or unit may be disbanded and the residents reassigned to other residence halls.

O. Alcohol Use—Ashton-Stempel, Eigenmann, and Willkie

Because many residents of Ashton-Stempel, Eigenmann, and Willkie are 21 years of age or older,
The university recognizes the need to give special consideration to possession and consumption of alcoholic beverages. All residents of Eigenmann and Willkie are expected to be aware of, to understand, and to follow Indiana alcoholic beverage laws, federal statutes about alcoholic beverages, the Code, State Board of Accounts regulations concerning student government organization accounts, and the policies of Eigenmann and Willkie.

The following rules apply to those who possess or consume alcoholic beverages in Ashton-Stempel, Eigenmann, and Willkie.

1. Persons under the age of 21 are not permitted to possess or consume alcoholic beverages.
2. In Willkie, responsible possession and consumption of alcoholic beverages are permitted for those persons who are 21 years of age or older, except in those manners and areas in which they are prohibited by these rules.
3. In Eigenmann and Ashton-Stempel, responsible possession and consumption of alcoholic beverages are permitted for those persons who are 21 years of age or older if they are living on a floor that is designated for students at least 21 years of age. However, no resident, guest, or visitor who is not at least 21 years of age may be present in one of these rooms when alcohol is being consumed by any of-age person in the room.
4. Beer contained in any form of "keg" is prohibited in rooms or apartments.
5. Possession of open containers of alcoholic beverages and consumption of alcoholic beverages are not permitted in the centers' public areas, which include but are not limited to hallways, elevators, lobbies, stairwells, and laundry rooms.
6. An Indiana State Temporary Beer and Wine Permit must be obtained and an Event Registration and Responsibility form must be completed if an individual or group intends to possess or consume alcoholic beverages in a cafeteria, snack bar, or formal lounge.
7. Persons younger than 21 years of age may not attend registered events in the center where alcoholic beverages are being served.
8. To protect the health and safety of residents and their guests, alcoholic beverages may not be served at sponsored events held on a hall's sundeck.
9. It is a host's responsibility to ensure that state and federal laws as well as residence hall and university policies are enforced at events sponsored by individuals.
10. A group sponsoring an event must obtain an Indiana State Temporary Beer and Wine Permit to serve alcoholic beverages at the event.
11. The names and room numbers of the persons responsible for group-sponsored events and the name, address, phone number, permit expiration date, and license number of an event's bartender must be submitted with the Event Registration and Responsibility form to the hall's residence manager.
12. A group-sponsored event that requires an Indiana State Temporary Beer and Wine Permit must meet the following requirements:
   a. a licensed bartender must be on duty;
   b. entry to the event must be adequately controlled to prevent admittance to minors and uninvited guests;
   c. nonalcoholic beverages must be as available as alcoholic beverages throughout the event;
   d. food with significant protein and fat content must be available throughout the event;
   e. the volume of alcoholic beverages available at the event must be appropriately limited by the number of invited guests and the length of the event; and
   f. Student Organizational Account funds cannot be used to purchase alcoholic beverages.
13. Hosts of events at which alcoholic beverages are to be possessed and consumed must consult the hall's residence manager or assistant manager when planning the events. The hall's staff is responsible for the maintenance of a reasonable degree of safety and an environment conducive to the academic pursuits of the hall's residents.