

UNIVERSITY RULES AND REGULATIONS

Every student at the University of Missouri, regardless of housing location (residence hall, fraternity or sorority, off-campus apartment, etc.) is expected to abide by all University rules and regulations.

Any reported violation of the Student Conduct Code (Standard of Conduct, 200.020 from Collected Rules and Regulations) investigated by staff in the Office of Student Conduct of the Department of Student Life will be treated in the strictest confidence. Any student who is found “responsible” by Student Life for violating any part of the Standard of Conduct will be charged a processing fee to offset the costs associated with the conduct process. Students who are found “not responsible” will not be charged a processing fee. At the conclusion of the conduct process, students who are found to be “responsible” for violating the Standard of Conduct will have the option of paying by personal check or by student charge.

For updates and a detailed summary of the academic and other rules and regulations of the University of Missouri that deal with student behavior, please refer to the M-Book. The M-Book is online at mizzoulife.missouri.edu/resources/m-book.

ACADEMIC INTEGRITY

Academic honesty is essential to the intellectual life of the University. Academic dishonesty, such as cheating and plagiarism, is a cause for conduct action.

STUDENT CONDUCT CODE

(Collected Rules and Regulations of the University, 200.010 Standard of Conduct, Amended Board, Minutes, December 7, 2012)

A student enrolling in the University assumes an obligation to behave in a manner compatible with the University's function as an educational institution and voluntarily enters into a community of high achieving scholars. Consequently, students assume new privileges along with new responsibilities in accordance with the University's mission and expectations.

These expectations have been established in order to protect a specialized environment conducive to learning, which fosters integrity, academic success, personal and professional growth and responsible citizenship.

A. Jurisdiction of the University of Missouri generally shall be limited to conduct that occurs on the University of Missouri premises or at University-sponsored or University-supervised functions. However, nothing restrains the administration of the University of Missouri from taking appropriate action, including, but not limited to, the imposition of sanctions under Section 200.020(C) against students for conduct on or off University premises in order to protect the physical safety of students, faculty, staff and visitors.

B. Conduct for which students are subject to sanctions falls into the following categories:

1. **Academic dishonesty**, such as cheating, plagiarism or sabotage. The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards. In all cases of academic dishonesty, the instructor shall make an academic judgment about the student's grade on that work and in that course. The instructor

shall report the alleged academic dishonesty to the Primary Administrative Officer.

- a. The term **cheating** includes, but is not limited to:
 - i. Use of any unauthorized assistance in taking quizzes, tests or examinations;
 - ii. Dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;
 - iii. Acquisition or possession without permission of tests or other academic material belonging to a member of the University faculty or staff; or
 - iv. Knowingly providing unauthorized assistance to another student on quizzes, tests or examinations.
 - b. The term **plagiarism** includes, but is not limited to:
 - i. Use by paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with footnotes, citations or bibliographical reference;
 - ii. Unacknowledged use of material prepared by another person or agency engaged in the selling of term papers or other academic materials; or
 - iii. Unacknowledged use of original work/material that has been produced through collaboration with others without a release in writing from collaborators.
 - c. The term **sabotage** includes, but is not limited to, the unauthorized interference with, modification of, or destruction of the work or intellectual property of another member of the University community.
2. **Forgery, alteration or misuse** of University documents, records or identification or knowingly furnishing false information to the University.
 3. **Obstruction or disruption** of teaching, research, administration, conduct proceedings or other University activities, including its public service functions on or off campus.
 4. **Physical abuse** or other conduct that threatens or endangers the health or safety of any person.
 5. **Nonconsensual sexual behavior** including, but not limited to, rape; sexual assault; nonconsensual sexual touching of the genitals, breast or anus of another person or the touching of another with one's own genitals whether directly or through clothing; or exposing one's genitals to another under circumstances in which he or she should reasonably know that his or her conduct is likely to cause affront or alarm; or sexual harassment.
 6. **Stalking** another by following or engaging in a course of conduct with no legitimate purpose that puts another person reasonably in fear for his or her safety or would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed.
 7. **Harassment** by engaging in a course of conduct directed at a specific person that serves no legitimate purpose that would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed.
 8. **Invasion of privacy** by photographing or recording (using electronic or other means) another person in a state of full or partial nudity in a place where one would have a reasonable expectation of privacy without that person's consent and distributing or transmitting that image without that person's consent.
 9. **Participating in attempted or actual theft** of, damage to or possession without permission of property of the University or of a member of the University community or campus visitor.

10. Unauthorized possession, duplication or use of keys to any University facilities or unauthorized entry to or use of University facilities.

11. Violation of University policies, rules or regulations including, but not limited to, those governing residence in University-provided housing or the use of University facilities or the time, place and manner of public expression.

12. Manufacture, use, possession, sale or distribution of alcoholic beverages or any controlled substance without proper prescription or required license or as expressly permitted by law or University regulations, including operating a vehicle on University property, or on the streets or roadways adjacent to and abutting a campus, under the influence of alcohol or a controlled substance as prohibited by law of the state of Missouri.

13. Disruptive or disorderly conduct or lewd, indecent or obscene conduct or expression.

14. Failure to comply with directions of University officials acting in the performance of their duties.

15. The illegal or unauthorized possession or use of firearms, explosives, other weapons or hazardous chemicals.

16. Misuse in accordance with University policy of computing resources including, but not limited to:

- a. Actual or attempted theft or abuse.
- b. Unauthorized entry into a file to use, read or change contents or for any other purpose.
- c. Unauthorized transfer of a file.
- d. Unauthorized use of another individual's identification and password.
- e. Use of computing facilities to interfere with the work of another student, faculty member or University official.
- f. Use of computing facilities to interfere with normal operation of the University computing system.
- g. Knowingly causing a computer virus to become installed in a computer system or file.

ANTI-HAZING POLICY

The committee on Student Organizations, Government and Activities (SOGA) has established guidelines on hazing activities within student organizations. Hazing is defined as including, but not necessarily limited to, any action or situation created, whether on or off University premises, which might reasonably be expected to result in mental or physical discomfort, embarrassment, harassment or ridicule.

University of Missouri officials take incidents of hazing with the greatest of seriousness and deal severely with any organization found responsible for hazing. Please refer to the M-Book's "Student Organization Discipline" section for more information.

RAPE AND SEXUAL ASSAULT PROCEDURES

- A.** An MU student who is the victim of a rape or sexual assault could do any or all of the following immediately after the assault:
1. Call MUPD at 9-1-1 or (573) 882-7201.
 2. Seek medical attention in an emergency room that performs evidentiary rape examinations; that is: SANE Clinic in University Hospital (573-882-8091).
 3. Seek support and assistance. Any form of sexual violence can have traumatic effects, and it is helpful to talk with a trained and supportive professional about how you are feeling. Friends certainly provide support, but professional help is also important. Go to the MU Counseling Center

(573-882-6601); RSVP (Relationship and Sexual Violence Prevention) Center (573-882-6638); True North, (573-875-1370); or therapists in private practice (ask any of the above for referrals).

4. Continue with medical aftercare: MU Student Health Center (573-882-7481); Planned Parenthood (573-443-0427); or your personal physician.

If some time has passed since you were raped or assaulted, it is still important to seek assistance. The RSVP Center staff, Counseling Center staff or other professionals on campus, including Residential Life staff, can assist you in accessing the resources you need. Remember, what happened to you is not your fault, regardless of the circumstances. You are the victim. You have nothing to feel guilty about.

- B. If you choose to contact MUPD and/or if you choose to file a report on the incident, the following are important to know:

1. As soon as you call the police, an officer will contact you at the scene of the assault, the hospital or wherever you wish.
2. If you request, a female officer will be made available if at all possible to handle the initial contact with you and assist you in completing the report.
3. To preserve evidence, you should consider not bathing, changing clothes or cleaning up in any manner prior to receiving medical assistance.
4. You can tell the police how you would like the situation handled, but please be aware they may have to do something differently, depending on the evidence available or other information they have.
 - a. You may press charges against the suspect. Please keep in mind the Prosecuting Attorney will decide whether to further pursue the case.
 - b. You may ask the University to initiate conduct action against the suspect.
 - c. You may tell the police not to contact the suspect, but you provide them with the details concerning the assault, so they have the information on the suspect for future reference. Please keep in mind, though, the police may still need to contact the suspect (i.e., cases concerning the safety of the campus community).

It is not required that you press charges against the suspect, but the police hope you will proceed with charges against the suspect. If you press charges, your assailant may be arrested for what he/she has done to you. However, this is entirely your choice.

- C. You may choose to proceed through University Student Conduct in addition to or in lieu of pressing criminal charges against the suspect. The University procedure provides that in cases of alleged sexual assault:
 1. The accused is subject to University sanctions, which may include probation, suspension from the University for a specified time or permanent expulsion from the University.
 2. The accuser and accused are entitled to the same opportunities to have others present during a campus conduct proceeding.
 3. The accuser and accused shall be informed of the outcome of any campus disciplinary proceeding that alleges a sexual assault.
- D. Requests for assistance in changing your academic or living situation may be directed to the Vice Chancellor for Student Affairs or the Coordinator of the RSVP Center.

ALCOHOLIC BEVERAGES

(From the *Collected Rules and Regulations of the University*, 110.050, Revised, August 1990)

The use or possession of any alcoholic beverages is prohibited on all University property, except in the President's and Chancellor's residences.

The sale, use or possession of alcoholic beverages may, by appropriate University approval, be allowed in University Alumni centers, faculty clubs or other designated facilities and for single events and recurring similar events in

designated conference, meeting or dining facilities provided by the University food services, subject to all legal requirements.

It is the responsibility of each recognized student organization to see that those in attendance at their social functions and meetings conduct themselves in accordance with MU regulations, local ordinances, state and federal laws and the organization's national affiliation regulations.

Each recognized student organization shall be held responsible, as an organization, for any violation of MU regulations, local ordinances, state and federal laws and the organization's national affiliation regulations committed on any premises under its control.

The University of Missouri observes and supports all state and federal laws and local ordinances regulating the sale and possession of alcoholic beverages. ■

RESIDENCE HALL RULES AND REGULATIONS

RESIDENCE HALL CONTACT INFORMATION

HOUSING OPERATIONS

For information about contracts, fees, housing assignments and ADA accommodations

0780 Defoe-Graham Hall • (573) 882-7275

MAINTENANCE SERVICES

For information about hall facilities, maintenance and amenities

Maintenance Center • (573) 882-7211

CONFERENCES, BUILDING SERVICES AND DOOR ACCESS

For information about exterior and interior door access

C102A Pershing Commons • (573) 882-4440

RESIDENTIAL ACADEMIC PROGRAMS (RAP)

For information about Learning Communities (LCs), Freshman Interest Groups (FIGs), hall staff, conduct and programs

C122 Pershing Commons • (573) 882-4815

Many questions and requests can also be addressed at reslife@missouri.edu or reslife.missouri.edu.

Residents of Main Campus and Extended Campus (Tiger Digs and TRUE Scholars House) are responsible for following policies in this section.

COMMUNITY STANDARDS

Throughout the school year, each community will meet to develop community standards, which are to be followed by all members of the community. Questions such as, "What does 'quiet' mean in our community?," "How will we help each other succeed academically?," "Do we want to sponsor any RecSports teams?" and "How will we address someone who doesn't live up to these standards?" may come up in community standards discussions. The policies and procedures detailed in this handbook, as well as local, state and federal laws and University, departmental and apartment property management rules, provide an outline of acceptable behavior. Each community will define what it means to live in the community.

Student staff and/or community government leaders will facilitate the process. The standards must be determined by a democratic method approved by Residential Life. Community standards must be within the parameters stipulated by local, state and federal law and University and departmental policies. For example, a community couldn't develop a standard allowing residents to burn candles at floor meetings, as this violates departmental policy.

All University students must abide by the standards of appropriate behavior as set forth in the Standard of Conduct for students in the Collected Rules and Regulations of the University (M-Book). In addition, students living in Residential Life-owned or -operated facilities must follow behavioral standards needed to maintain a suitable community living environment for all residents.

Residents are expected to identify and resolve issues that affect them, their room/suitemate(s) and/or the community. Residents are also expected to bring these concerns to the attention of the hall staff.

Students' contractual agreements to live in the residence halls (including Extended Campus) serve as their implied approvals of housing Rules and Regulations. Students are also subject to conduct action as set forth in the M-Book.

Rationale: Community members are the most knowledgeable about their own needs, concerns and contributions, as well as those of their peers. The process of community members identifying mutual expectations builds a more effective community and helps residents develop communal living skills.

STUDENT RESPONSIBILITY/IMPLIED CONSENT

Any student who fails to comply with the following established rules governing residence in University-owned or -operated property or who violates other student conduct standards is subject to conduct action. Any student in a room or common space where a policy violation occurs is responsible for the behavior or objects in that space if they remain in the space and it can be shown they were aware or should have been aware of the violation, regardless of their participation. For more information, see "Student Conduct Process" on p. 34.

Rationale: Students are responsible for their own behavior and that of their guests. If a student observes a policy violation, it is the responsibility of that student to notify hall staff immediately and to remove themselves from the situation to avoid facing potential conduct action.

ALCOHOL

Students and their guests are not permitted to consume, manufacture, use, possess, sell or distribute alcohol in or on the premises of University-owned or -operated residential or dining locations (including common areas, such as the pool), regardless of their age. Public intoxication, disorderly conduct or vandalism due to alcohol use is not permitted on University-owned or -operated property. Possession of alcohol paraphernalia (items used for the storage or consumption of alcoholic substances), including decorated or decorative alcohol containers of any



kind, is prohibited in the residence halls. Examples include, but are not limited to, wine bottles and bongos. Shot glasses, champagne flutes and flasks may be used solely for decorative purposes; however, they will be confiscated along with any other items, regardless of these items' original purposes, if used for the storage or consumption of alcohol. Residents who violate any of the above policies will be subject to conduct action.

Residence hall staff will confiscate and dispose of any alcohol and alcohol paraphernalia found in the possession of residents or their guests.

If you are present in a room where one of these policies is being violated, you will be subject to conduct action, regardless of your participation.

Residents found responsible for violating the alcohol policy and sanctioned to attend alcohol education experiences will be responsible for the associated costs.

Rationale: The University supports and complies with the laws of the State of Missouri, which prohibit underage possession or consumption of alcohol. Its possession and consumption is never permitted by anyone under the age of 21. Alcohol abuse has been clearly shown to have a detrimental effect on student academic success and is inconsistent with the University's academic mission.

For information on parental notification of policy violations, see p. 35.

ADVERTISING, SOLICITATION, RESEARCH AND NEWS MEDIA

Sale or solicitation (including the distribution of samples) of anything is prohibited in University-owned or -operated buildings and on University grounds without prior authorization from the Business Services Office or the Associate Director for Residential Academic Programs (RAP). Hall staff will contact MUPD when someone is found soliciting in the residence halls.

Solicitation, advertising and research are permitted only within University and departmental guidelines. Copies of the solicitation, advertising and research policy are available from the Residence Hall Coordinator or by contacting RAP at (573) 882-4815. News media may approach people in the outdoor public areas around buildings, but Residential Life staff will not allow the media in the hall without prior permission. Contact your floor student staff member or hall desk if you are aware of any policy violation. Contact the News Bureau at (573) 882-6211 with any questions or concerns about news- or media-related issues.

Members of recognized student organizations and University departments may contact RAP for approval to have flyers posted on floor bulletin boards. For more information, contact RAP at (573) 882-4815.

Rationale: Residential and dining facilities are for the private use of residents. Regulating the means by which groups contact residents allows us to present opportunities to residents while not interfering with their sense of privacy in their homes. Residential Life recognizes the contributions student organizations make and wants to give residents the opportunity to get involved both on and off campus. There is a designated public board where commercial flyers may be posted in each hall or complex.

APPLIANCES AND AMENITIES

Residents' use or possession of appliances is restricted by the type, size and number permitted. Due to the high electrical demand of many appliances, Residential Life recommends residents limit the number of appliances used simultaneously. Residential Life requires residents to use resettable power strips rated at 15 amps. Roommates should discuss who will bring what to avoid duplication of appliances, such as microwaves and refrigerators. All residents must abide by the following restrictions on electrical appliances.

- **No space heaters** of any kind are permitted.

- Halogen lamps are allowed, provided they have bulbs of 300 watts or less and a protective wire or glass basket to cover the bulb.
- One compact refrigerator 4.5 cubic feet or smaller is allowed in each bedroom.
- One microwave under 1000 watts is allowed in each bedroom.
- Cooking appliances allowed in student rooms include toasters (not toaster ovens or George Foreman-type grills), coffee makers, water boilers/heaters, hot pots, rice steamers and air popcorn poppers.
- Only items listed above are approved for cooking in the residence hall rooms. Hall staff will confiscate unapproved items and hold them until arrangements can be made for residents to permanently remove them from the hall (this must be within 30 days from the date of notification of violation during the school year and within 60 days after check-out).

• **Overloaded outlets and spider plugs (electrical adapters that increase the number of appliances that can be plugged into a single outlet) are prohibited.**

- Residents who do not limit their use of electrical equipment and appliances and overload building circuits may face conduct action.
- All appliances must be UL-approved.
- Keep in mind the number of electrical appliances affect the electrical usage in each room. Because you can use the hall kitchen, Residential Life encourages residents to only bring what they need and to only cook in the kitchen.

Tiger Digs — Extended Campus apartments include a flat-screen TV in the living room; stove, sink with garbage disposal, dishwasher, microwave and refrigerator with ice maker in the kitchen; and in-unit washers and dryers. Although residents are allowed to have a mini-refrigerator (4.0 cubic feet or smaller) and a microwave (600 watts or smaller) in their bedrooms, these are not necessary or encouraged because the apartment kitchen is fully equipped with major appliances.

Residents may have toasters, toaster ovens, coffee makers, water heaters/boilers, crock pots, rice steamers, air popcorn poppers, hot plates and George Foreman-type grills. All appliances must be UL-approved.

Deep-fryers are not allowed. BBQ grills are available for residents' use on site. Residents are not allowed to have BBQ grills in their apartments or on their balconies/porches. Please note lighter fluid is considered an explosive and is not allowed in the apartment or on the balcony/porch. Residents may have charcoal and lighter fluid-infused charcoal but must store them properly. Please see the directions on the charcoal packaging for proper storage information.

The apartment complex offers additional amenities, such as a pool, fitness center and basketball and volleyball courts.

Rationale: It is necessary to limit the type and size of some appliances because the use of excessive power can cause blown fuses, create electrical disruptions and present potential fire hazards. Additionally, items with exposed flames, embers or heating elements pose a threat of fire. Because residence hall rooms are not designed for food preparation or clean-up, residence halls have kitchens and kitchen equipment, including microwaves and possibly utensils, available for limited food preparation. For more information, contact the hall desk.

ASSAULT

Physical and sexual assault (including any physical or sexual act that is unsolicited or unwelcome) against anyone will not be tolerated. Severe conduct action will result, and removal from the halls is probable.

For more information, see "Physical Assault" and "Rape and Sexual Assault" on p. 34.

Rationale: Residents, their guests and staff have a right to expect the

residence halls to be safe and secure. Any act of assault threatens that right and will not be tolerated.

BEDS, BUNK BEDS AND LOFTS

Residential Life provides all residents in the residence halls with a single, bunkable bed, except Gillett, Hudson and Mark Twain, which have loft beds that cannot be bunked. Do not place two sets of springs on one set of bed ends. If needed, bunking pins are available at the hall desk. Residents may bunk their beds if both roommates are interested. Bunked beds may not be placed in front of exits and windows.

Residential Life does not encourage or endorse the construction or use of resident-supplied lofts. When residents opt to install lofts, they must follow the regulations outlined in the Lofting Policy; these guidelines must be strictly adhered to. Lofts are allowed in Jones, Lathrop, Laws and Wolpers. The Lofting Policy also includes guidelines to protect all students from potential fire or other safety hazards. For more information, visit reslife.missouri.edu/tigerguide.

Tiger Digs — Each resident will have a full-size bed, which cannot be bunked or lofted, in their room.

Rationale: Residential Life encourages students to personalize their spaces and to make their rooms comfortable environments while minimizing the risk of injury or property damage. Because residence halls have limited storage space and relocation of furniture may cause it to be damaged, University-owned furnishings must remain in their designated rooms at all times.

BICYCLES, MOPEDS AND MOTORCYCLES

Under no circumstances should bicycles, mopeds or motorcycles be parked on sidewalks or in landscaped areas, attached to trees or blocking access ramps.

Bicycles must be parked at bike racks. Bicycles, mopeds or motorcycles parked in inappropriate areas (sidewalks, stairwells, accessible ramps, hallways, lounges, common areas, etc.) or left behind at the end of the school year will be removed and turned over to Surplus Property; the student will be charged for this removal. After 30 days, the bicycle, moped or motorcycle will be turned over to Surplus Property for disposal. Bike racks are provided near each residence hall and across campus. You may store your bicycle in your residence hall room with permission from your room-/suite-mate and if it does not obstruct access to fire exits. Do not ride bicycles in the residence hall.

Mopeds, motorcycles or any device with a gasoline engine are not allowed in the residence halls at any time. Mopeds 49cc and under may be parked at bike racks. Motorcycles and mopeds 50cc and over may be parked in locations labeled with white motorcycles or, if you have a parking permit, in a parking space in your assigned lot.

If you own or operate a bicycle or moped on the MU campus, you are required to register/license it with MUPD. The MUPD registration fulfills the City of Columbia's free registration requirement. For more information, contact MUPD at (573) 882-7201 or visit mupolice.com.

Tiger Digs — Residents may only store their bikes at the bike rack outside each building. No gasoline containers may be stored on the property (inside the apartment, on the balcony/porch, etc.).

Rationale: Bikes stored inappropriately can crowd living space and, if left unlocked, are at an increased risk of theft. Bicycles, mopeds or motorcycles secured in inappropriate areas can impede safe movement in and around the residence halls, especially in emergency situations. Mopeds or devices with gasoline engines are a fire hazard.

Registration of your bicycle or moped increases the chance of it being returned in the event of its theft or misplacement. Also, MUPD will more likely be able to notify

the owner of a registered bicycle or vehicle that is illegally stored or parked without its ensuing confiscation.

CANDLES AND INCENSE

Candles (with or without wicks), incense, oil lamps, oil/wax diffusers that sit on lightbulbs or other items with the capability of an open flame or burning ember are not permitted in any residence hall and are subject to confiscation and forfeiture. Possession or use of one of these items will result in severe conduct action. Possession or use of any of these items usually results in termination of the Residential Life contract and removal and prohibition from all Residential Life-owned or -operated buildings.

Residents are allowed to use UL-approved electric or battery-operated candle products. Examples include, but are not limited to, Scentsty and Scentbug products and battery-operated pillar candles. Incense oils must be enclosed.

If you need assistance determining whether a certain product is allowed, please contact your Residence Hall Coordinator before bringing the item to the hall.

Rationale: Open flames and burning embers are significant fire hazards, which impact the safety of all residents. Incense and scented candles can negatively impact residents who are sensitive to strong odors, smoke and other inhalants. Reed diffusers in open bottles are not allowed because they ruin furniture and leave a permanent scent.

COMPLIANCE

Students are required to comply with the directions of University officials (including student staff, property management staff and property security staff) acting in performance of their duties, including adherence to emergency procedures (fire, tornado, emergency securing, etc.). Failure to comply with the requests of University officials, including student staff, will result in conduct action.

Rationale: The maintenance of a safe and enjoyable community requires that certain procedures, particularly in the case of an emergency, be followed. University officials, including student staff, are trained in the proper procedures for guiding community members in a variety of situations. Interfering with these procedures and the individuals directing them poses a safety hazard.

DAMAGES

Students found responsible for malicious or careless damage to the property of the University will be sanctioned and pay restitution through the conduct process. If common areas in the residence halls are vandalized or University property is removed, staff members will work with the community responsible for the common area to address the incident and help them identify who is responsible. **If the person(s) responsible is/are not identified, the residents of that community will be held collectively responsible for the damage** (examples include theft of or vandalism to artwork, furnishings, windows, fixtures, kiosks, carpets, furniture, walls, etc.). Students should report damages or missing furniture to the hall desk, the Residence Hall Coordinator or a floor student staff member immediately. Residential Life will determine the appropriate charges for repair or replacement. Residents will be held responsible for any damages that occur in their rooms. Residents are also responsible for the actions of their guest(s). See “Guests, Visitation and Escort Policy” on p. 31.

The University does not purchase property insurance covering loss of or damage to a student's personal property, and the University assumes no responsibility for the payment of such a loss. Each student is encouraged to obtain

personal property or renter's insurance.

Tiger Digs — Residents will be held responsible for any damage to their room or apartment, including, but not limited to, blinds, screens, windows, flooring, TVs, bedroom/entry doors and door locks. Damage to common areas (kitchen, living room, bathroom, laundry room, balcony/porch, etc.) will be assessed by the staff, who will try to locate the responsible individual(s). If those responsible for the damage cannot be identified, the community/apartment residents will be held responsible for common area damage.

Rationale: In order to provide residents with a safe, secure and comfortable home, physical repairs and improvements must be made. Certain repairs are necessary due to normal wear-and-tear. However, intentional or accidental damage due to misuse or neglect is not tolerated.

DART BOARDS

Residents may only use dart boards with darts that adhere to the board via Velcro, magnets or some other adhesive that will not incur damage to property or injury to someone. Darts with pointed and sharp ends are not permitted.

Tiger Digs — Residents are not allowed to have dart boards or any type of dart.

Rationale: Adhesive dart boards do not generally cause disruption to others and are, therefore, considered a reasonable activity in the residence halls, provided no one is injured and property is not damaged as a result of their use.

DECORATING

Common areas may be decorated only during holidays/special events and only after receiving prior approval from the Residence Hall Coordinator and Building Services Supervisor. Decorations must follow the guidelines listed below, and they must be removed after two weeks.

Residents are encouraged to personalize their rooms/suites to make them feel like home and are required to comply with published decorating guidelines. Please cooperate with your room-/suite-mates' interests, and use good judgment to ensure your safety and that of others in the community. Any damage that occurs from adhering items or decorating will be charged to the resident's student account.

The possession of traffic and street signs is illegal. Such signs will be confiscated, MUPD will be notified, and the resident will be subject to conduct action. Store-bought street signs are allowed.

The following guidelines must be followed at all times:

Adhesives

- Halls with cinderblock or plaster walls include: Jones, Lathrop, Laws and Wolpers. Residents in these halls may ONLY use 3M Command Adhesive brand products (available at the Mizzou Store and local retailers) when hanging items on walls and doors. 3M Blue Painter's Grade tape may be used (for no longer than two weeks) to hang items on doors.
- Halls with drywall include: Center, College Avenue, Discovery, Dogwood, Excellence, Galena, Hawthorn, North, Respect, Responsibility, South, Tiger Digs and TRUE Scholars House. Residents in these halls may ONLY use thumb tacks, push pins or straight pins to hang items on walls. Do not use nails, staples, transparent tape or other fasteners. Residents in these halls may ONLY use Blue Painter's Grade tape (for no longer than two weeks) or 3M Command Adhesives to hang items on doors.
- Some halls have rooms with multiple types of wall construction. The type of wall construction dictates the type of adhesive one can use to hang items. Halls with a mix of cinderblock, plaster or drywall include Defoe-Graham,

Gillett, Hatch, Hudson, Mark Twain, McDavid and Schurz.

- Residential Life staff may advise residents when they are in danger of causing damage through improper use of adhesives, though it is the resident's responsibility to properly hang and remove adhesives and items. Building Services staff will remove 3M Command Adhesives after residents check out at the end of each semester. Residents must properly remove 3M Command Adhesives if they move items or check out of the room before the end of the semester.
- Improper removal may result in damage charges.
- Gel clings may only be affixed to windows to avoid staining any other finishes.
- Residents of halls with cinderblock or plaster walls, (Jones, Lathrop, Laws and Wolpers) may use adhesives or products such as vinyl lettering only on the walls of their rooms. Residents of all other halls may not use these products anywhere in the hall.

Arrangement

- Arrangement or construction of furnishings, including bunked beds, may not obstruct exits or windows. Resident-supplied lofts must follow the specifications outlined in the Lofting Policy. A waiver must be on file with the Residence Hall Coordinator. For more information, see “Beds, Bunk Beds and Lofts” on p. 28 or see the lofting policy at reslife.missouri.edu/tiger-guide-loft.
- String lights may not be placed around bed, door or window frames or fire protection systems. Any fray in the wiring could cause an electrocution hazard.

Balconies

- Dropping or throwing anything from the balcony or using it for anything other than its intended purpose is prohibited and may result in removal from Residential Life-owned or -operated buildings.
- The Building Services Supervisor (BSS) must be notified at least one week in advance if a community wants to display any item from the balcony. The BSS will work with the community and make arrangements for a staff member to hang the item.
- Tiger Digs* — Residents are not allowed to post or attach anything to their balcony/porch.

Ceilings

- Residents may hang “fire-proof” or “flame-proof” crepe paper and streamers from the metal ceiling grid or concrete areas with 3M Blue Painter's Grade tape. Items and tape must be removed within two weeks.
- Do not attach or hang plastic sheeting, paper or other combustible materials.
- Items hanging from the ceiling must not block, cover or be attached to any part of the fire alarm, smoke detector or sprinkler systems; conduits or pipes affiliated with the fire alarm or sprinkler systems; extinguisher cabinets; emergency lights or exits; corridor lighting; or light covers.
- Tiger Digs and TRUE Scholars House* — Residents may not hang anything from the ceiling.

Doors

- Covering doors or “gift-wrapping” is prohibited because it is a fire hazard.
- Do not place string lights or lighted signs on the door exterior or around metal door frames. Any fray in the wiring could cause an electrocution hazard.
- Do not attach whiteboards on doors or outside rooms in Center, College Avenue, Defoe-Graham, Discovery, Dogwood, Excellence, Galena, Gillett, Hatch, Hawthorn, Hudson, Mark Twain, McDavid, North, Respect, Responsibility, Schurz and South.
- Do not add gel clings to doors, as they may stain the finish.

- Blue tape may be used to adhere items to doors for no more than two weeks.
- *Tiger Diggs* — Residents are not allowed to post or attach anything to their exterior door.

Floors

- Taping or adhering items to the floor is prohibited.

Holiday/Religious/Seasonal Decorations

- Christmas — Residents may decorate with artificial or live trees. All trees (except artificial trees documented as flame retardant) must be treated with an approved fire retardant solution by Campus Facilities staff.
Tiger Diggs — Residents are only permitted to use artificial trees that are documented as flame retardant or have been treated with an approved fire-retardant solution by Campus Facilities staff.
- Hanukkah and Kwanzaa — Many residents observe these holidays by using electric or battery-operated candles. Because candles are a fire hazard, they are not permitted in the halls.
- Other holidays and religious ceremonies — Residents are encouraged to observe holidays that are meaningful to them, provided their practices or ceremonies do not violate established policies or create a safety concern for other residents or property.
- There are often opportunities to observe or celebrate holidays in the community. Please contact a staff member about available alternatives.

Windows

- Do not place string lights around window frames. Any fray in the wiring could cause an electrocution hazard.
- The interior of residents' rooms may contain signs or posters (including electric signs) visible from the outside, as long as they are not commercial in nature and do not violate other published University policies.
- Signs that represent a house or section of the hall must be approved by all members of the house or section of the hall.
- Window painting is only allowed in certain halls due to the type of window. Window painting is only allowed in Wolpers and all floors except the ground floors of Jones, Lathrop and Laws.

For more information, visit reslife.missouri.edu/tiger-guide.

Rationale: Your safety and security are priorities, as is comfort in your home. These guidelines ensure your protection and that of other residents, staff and University property.

DISORDERLY OR DISRUPTIVE CONDUCT

Residents should not engage in disruptive or disorderly conduct or lewd, indecent or obscene conduct or expression. This includes activities that are excessively noisy or otherwise disruptive to other residents.

Rationale: The residence hall serves as a place where a variety of functions occur for students. These guidelines and expectations are established to protect the rights of all while allowing a reasonable level of social and personal activity.

DOOR ACCESS

Residents of halls with traditional locks will be issued a room key when they check into their rooms. It is University property and must be returned when you check out. Do not allow anyone else to use your room key. Do not duplicate or modify your key. If you lose your key, notify floor student staff or the hall desk immediately, so we can re-establish security of your room quickly. Lost keys will result in a lock change and a charge ranging from \$60-140, depending on room style, billed to your student account.

Unauthorized possession, duplication or use of keys to any University facility or unauthorized entry or use of University-owned or -operated facilities is prohibited.

If you live in a hall with electronic locks, your TigerCard is also your room/suite key. Do not allow anyone else to use your TigerCard, and do not share your Tiger PIN or other private information.

You will use your TigerCard to enter your residence hall when the exterior doors are locked (typically 11 p.m. to 9 a.m.) Do not allow anyone else to use your TigerCard. See "ID Cards (Student ID, TigerCard)" on p. 31 for more information.

Students are permitted to check out a temporary key or keycard to access their room/suite when their TigerCard or key is lost or misplaced. To minimize student abuse of temporary card kiosks and hard key check-outs, students are permitted to check out a temporary key or key card once a day without charge up to three times per semester. Following the third check-out, there will be a \$10 charge assessed to the student's account for each subsequent check-out.

Staff may also assist students in accessing (keying into) their room/suite when their TigerCard or key is lost or misplaced and when it is not possible to check out a temporary key or keycard. To minimize student abuse, staff members are only permitted to key a student into their room/suite three times an academic year (these are included in a resident's three check-outs each semester). Following the third key-in, there will be a \$10 charge assessed to the student's account for each subsequent key-in.

Tiger Diggs — Lost keys will result in a lock change and up to \$98 charged to your student account. Residents can visit the Clubhouse during business hours to obtain a key replacement. After hours, residents should call the student staff on duty for assistance.

There may be a charge if staff unlock the door for you. Tampering with locks, including those on bedroom doors of unoccupied rooms, is not permitted and may result in significant charges and/or conduct action. Rates are subject to change. Residents may not add additional locks to doors.

TRUE Scholars House — Residents should contact the Senior CA or the Excellence front desk for assistance. The SCA will share the exterior door PIN code with residents. Residents must not share the exterior door PIN code with anyone.

Rationale: To ensure the safety of residents and Residential Life-owned or -operated buildings, the department does not allow students to make copies of room keys or other official University keys. This policy allows Residential Life to maintain a strict level of accountability for the keys to residential living spaces, as well as an appropriate level of security for hall residents and staff.

DOOR PROPPING

Propping of room and suite doors, though not encouraged, is only allowed in Jones, Lathrop, Laws and Wolpers. Doors in the remaining halls may NOT be propped open, even for a short period of time. Fire and Life Safety codes require doors to remain closed and latched when not in use.

Rationale: As residence halls are built or renovated, they are required to meet Fire and Life Safety codes. The codes are updated regularly to reflect lessons learned from previous fires resulting in the loss of life and/or building contents on college and university campuses. Closed and latched doors prevent or slow the spread of smoke and fire, allowing occupants more time to evacuate to a safe location.

DRUGS, PARAPHERNALIA AND CONTROLLED SUBSTANCES

The consumption, manufacture, use, possession, sale or distribution of any controlled substance in or on the premises of any Residential Life-owned or -operated facility or dining location is prohibited without proper prescription, required license or as expressly permitted by law or University regulations. Any possession of drug paraphernalia is not permitted. A staff member's confirmation of the aroma of marijuana will be considered evidence in conduct cases involving the alleged violation of this policy.

Rationale: This policy is in compliance with state and federal laws and is intended to preserve the safety and well-being of all residents. Use of illegal drugs has been clearly shown to have a detrimental effect on students' academic success and is inconsistent with the academic mission of the University. For information on parental notification of policy violations, see p. 35.

ELECTRONIC EQUIPMENT

See "Appliances and Amenities" on p. 28.

ELEVATORS

Appropriate behavior in elevators is expected. Follow posted capacities. Damage or service calls due to overloading or tampering will be considered common area damage. If you get stuck in an elevator, do not try to pry the doors open or jump in the elevator, as it is dangerous and you may be required to pay for necessary repairs. Use the emergency phone only for help in an emergency situation. See "Damages" on p. 29.

Rationale: Tampering with elevators can cause serious safety risks for residents, staff and guests. Overloading or otherwise tampering with the elevator inconveniences everyone if it is taken out of service. The emergency phone is the safest and quickest way to call for help.

ENTERING ROOMS

Although the University will make reasonable efforts to respect the privacy of a student's room/suite/apartment, Residential Life (including property management staff at Tiger Diggs) reserves the right to enter a student's room/suite/apartment, with prior notice if possible, for purposes of inspection, verification of occupancy, improvements or repair. The University reserves the right of entry without notice in situations posing a threat to life or property, violation of policy and for such purposes as are reasonably necessary to preserve campus order and discipline. Illegal items in plain view may be confiscated at any time, and conduct action may follow.

Rationale: Making residents feel at home is a top priority for Residential Life. Entering rooms as needed ensures the hall or apartment is a safe, comfortable place for residents.

EXPLOSIVES AND FIREWORKS

The use, possession, display or ignition of fireworks or any type of explosive device (including, but not limited to, firecrackers, lighter fluids, sparklers, bottle rockets, M-80s, Roman candles and smoke bombs) is prohibited on University-owned or -operated property. Possession or use of any of these items usually results in termination of the Residential Life contract and removal and prohibition from all Residential Life-owned or -operated buildings.

Rationale: Fireworks and explosives pose a serious threat to individuals, as well as to the entire community, and should never be used indoors or near living spaces. The City of Columbia prohibits the use of any fireworks within city limits.

FIRE EQUIPMENT/LIFE SAFETY

Tampering with or theft of fire or life safety equipment, including, but not limited to, tampering with or discharging fire extinguishers; disabling bells/horns; activating a fire alarm when no emergency exists; covering or removing the batteries from individual smoke detectors; removing the smoke detector apparatus; tampering with, removing or destroying emergency exit signs; tampering with AED equipment; or tampering with, hanging objects from or decorating sprinkler heads in rooms of halls that are thus equipped will result in severe conduct action. Possession or unauthorized use of any of these items typically results in termination of the Residential Life contract and removal and prohibition from all Residential Life-owned or -operated buildings.

Automatic external defibrillator (AEDs) are located near the front desks or main entries of each residence hall; however, Center and North share an AED, as do Gillett and Hudson. There are also AEDs in upper Pershing, lower Bingham, the Residential Life main office and the Residential Life Maintenance Center. The Wolpers AED is in the basement near the elevator.

Tiger Digs — Every apartment is equipped with a fire extinguisher in the laundry room and a smoke detector on each side of the apartment. Additional fire safety equipment will be installed during the academic year; information will be shared with residents when equipment is installed. Do not tamper with smoke detectors or other fire safety equipment. Tampering with fire equipment will result in the resident going through the conduct process and will result in severe sanctions if found responsible. If a smoke detector or other fire safety equipment needs to be serviced or replaced, call the Clubhouse at (573) 443-6611.

Rationale: Fully functioning fire equipment in Residential Life-owned or -operated buildings is essential for the safety of University community members. Tampering with fire equipment jeopardizes the lives of residents, either through direct action or by destroying residents' confidence in equipment reliability, and potentially hinders the ability of fire protection personnel to effectively perform their responsibilities in an emergency.

FURNITURE

Room furniture must remain in its designated room/suite/apartment at all times. Any missing pieces of furniture will be considered damage to the room, and the resident will be charged for replacement of these items. Upon vacating the room, residents are expected to leave room furniture in the location in which it was found when first moving in.

Community furniture must remain in the assigned community areas and should never be in residents' rooms or taken outside the residence hall for any reason. Residents found with community furniture in their rooms will be referred to the conduct process and charged for its relocation and/or replacement. See "Damages" on p. 29.

Tiger Digs — Residents may be charged for any damage incurred as a result of moving furniture. Residents may not move apartment furniture to the balcony/porch.

Rationale: Residential Life encourages students to personalize their spaces and to make their rooms comfortable environments while, at the same time, minimizing the risk of injury or property damage. Because buildings have limited storage space and relocation of furniture can cause damage, furniture in University-owned or -operated buildings must remain in its designated location.

GAMBLING

Illegal or unlicensed gambling in any form is not allowed in University-owned or -operated housing, including, but not limited to: sports betting, sports pools/brackets, Internet gambling and at-home poker games or other activities where money or anything of value is exchanged.

Rationale: Residential Life expects students to comply with all local, state and federal laws while in the residence halls. Gambling has been shown to have a detrimental effect on students' academic success and is inconsistent with the academic mission of the University.

GUESTS, VISITATION AND ESCORTS

Residents and guests are expected to comply with Residential Life's visitation guidelines and policies. The visitation policy allows residents to have guests in the room/suite/apartment at any time for studying, discussion or appropriate socializing. Community standards discussions may lead to an additional escort policy.

Jones residents must escort guests through the hall (including to and from the men's room) from 11 p.m. to 9 a.m.

Residents are responsible for their guests' actions and behavior. Visitation may be restricted for guests who violate hall policies, and their hosts may be subject to conduct action. See "Student Responsibility/Implied Consent" on p. 27.

The visitation policy does not allow for guests (including children) staying on an extended (more than two days) or frequent basis. It does not allow cohabitation.

Room-/suite-mates are expected to respect each other's reasonable requests for privacy and **must have permission from their room-/suite-mate(s) before hosting a guest overnight**. A resident's right to privacy takes precedence over the privilege of having overnight guests.

Tiger Digs — Residents must accompany guests on complex property at all times. Residents should review posted policies regarding the number of guests allowed in common areas. All residents and their guests must carry their TigerCard or photo ID at all times, or they may be treated as trespassers by Residential Life, property management/security or property security staff or by MUPD.

TRUE Scholars House — Residents must not share the exterior door PIN code with anyone.

Rationale: The residence halls provide residents with the opportunity to study and socialize at any time with other students. The privilege of having guests is based on the fulfillment of your responsibilities to your room-/suite-mate(s), as well as to your house, hall and University communities. The spirit of this policy does not allow for guests taking up residence in any manner.

HARASSMENT

Harassment by engaging in a course of conduct directed at a specific person that serves no legitimate purpose that would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed is not tolerated and will result in severe conduct action, including potential removal from the residence hall. Forms of harassment include, but are not limited to, cyber, sexual or verbal harassment, threatening messages, physical threats, intimidation or posting of harassing materials.

Rationale: The University of Missouri does not condone discrimination on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, age, disability or veteran status. Residential Life is committed to providing a comfortable, non-threatening environment for all; to tolerate harassment would be contrary to that commitment. Personal and academic enrichment must take place in an environment that respects the rights of others, even when individuals may have different views or beliefs. Actions that may not be intended to threaten or degrade may nevertheless do so to another individual. Residential Life staff also come from diverse backgrounds and have the right to perform their jobs to help residents succeed in a safe, non-threatening environment.

ID CARDS (STUDENT ID, TIGERCARD)

Your TigerCard gives you access to your residence hall when the exterior doors are locked and allows you access to dining locations in accordance with your dining plan. Your TigerCard acts as your room/suite key if you live in a hall with electronic locks.

You should always carry your TigerCard, as any University staff member may request to see your ID at any time in order to establish that you are an MU student.

Never allow another individual to use your TigerCard or share your Tiger PIN. **Do not punch a hole in your card because it will not work in card readers or kiosks**, and you will be expected to purchase a new TigerCard and pay for any damage to Residential Life-owned or -operated property. All residents must use their TigerCards to gain access to dining locations. Extended Campus residents must carry their TigerCards to use the shuttle.

If your card is not working in your hall, contact your hall desk. Report lost or stolen TigerCards promptly at the ID Office in The Mizzou Store. Replacement cards can be obtained from the ID Office for a \$15 fee.

For more information, visit doit.missouri.edu/id-cards/.

Rationale: To ensure the safety of Residential Life owned- or -operated buildings, residents are not permitted to loan their TigerCards to or share their Tiger PINs with anyone, as they act as keys to the exterior doors of the halls and to resident rooms in halls with electronic locks. This policy allows Residential Life to maintain a strict level of accountability for living spaces, as well as an appropriate level of security for residents and staff.

ILLEGAL ITEMS

Any item that is not approved, is a violation of University policy or is illegal under local, state or federal law is subject to immediate confiscation. Some items will be disposed of (e.g., alcohol). The possession of official traffic and street signs, even those purchased from another source, is illegal. Such signs will be confiscated, and MUPD will be notified. Store-bought street signs are allowed.

When feasible, items will be held until residents have the opportunity to meet with their Residence Hall Coordinator. Confiscated items will be considered forfeited by the resident. Disposal or situational return of the items is at the RHC's discretion. Items that may be returned must be removed by the resident within 30 days of notification of the violation or within 60 days after checking out. The University assumes no responsibility for such items.

Rationale: Items that are illegal are not permitted in Residential Life facilities. When a resident chooses to violate that policy, he or she does so with the implied knowledge and understanding that his or her ownership of the item or substance may be forfeited.

IMMUNIZATION

All newly enrolled freshmen and transfer students must submit proof of two measles immunizations to the Student Health Center to register for second-semester classes. Missouri legislation has additional meningococcal meningitis requirements. Residents of University housing are required to provide proof of prior immunizations, receive the immunization or submit a signed waiver to the Student Health Center.

Rationale: The University supports and complies with the laws of the State of Missouri, which requires meningococcal meningitis immunizations. The University also requires measles immunizations in order to help maintain the health and well-being of students and staff.

NOISE/QUIET HOURS

Residents are required to adhere to quiet hours established by Residential Life and through community standards discussions. Recognizing that certain activities may produce more noise than others, each house and hall will have the opportunity to determine, through the community standards process, times residents can count on quiet for activities such as relaxing, studying and sleeping. Quiet hours begin no later than 11 p.m. (earlier hours are encouraged) and end no earlier than 9 a.m. daily. Failure to adhere to courtesy or quiet hours may result in conduct action.

The residence halls have courtesy hours 24 hours a day. If another individual asks you to lower your volume at any time, you are expected to respect the rights of other residents. This policy also applies to individuals who create disruptive noise outside the hall.

At the end of each semester, from Reading Day (the day after classes end) until the residence halls close, there is an expectation of continuous quiet hours to assist residents preparing for the end of the semester. Residents who exceed the expected volume level during end-of-semester continuous quiet hours will be temporarily relocated until the conclusion of quiet hours.

If a community creates a quiet floor standard, there is an expectation that, at maximum, a low level of noise will exist at all times. This means no amplified noise should be heard in the hallway or outside a resident's room/suite at any time.

Tiger Digs — Quiet hours begin at 10 p.m. Sunday through Thursday and 11 p.m. Friday and Saturday. They end no earlier than 9 a.m. daily.

Residents must also comply with City of Columbia noise ordinance restrictions and follow 24-hour courtesy hours. Be cognizant of your neighbors' rights.

Percussive or electronically amplified instruments are prohibited.

Rationale: The residence hall serves as a place where a variety of functions occurs. These guidelines and expectations are established to protect the rights of all while allowing a reasonable level of social or personal activity.

PAINTING

Residents of Jones, Lathrop, Laws and Wolpers may paint their rooms (with prior approval) during the first three weeks of the school year. Residential Life provides a standard paint color and supplies free of charge. Residents must use the paint provided by Residential Life.

Residents of Center, College Avenue, Defoe-Graham, Discovery, Dogwood, Excellence, Galena, Gillett, Hatch, Hawthorn, Hudson, Mark Twain, McDavid, North, Respect, Responsibility, Schurz, South, Tiger Digs and TRUE Scholars House may not paint their rooms/suites or common areas.

All painting must be neat. If Residential Life staff have to repaint a room for any reason, the resident(s) of that room may be billed up to \$240 for priming and repainting.

Residents may also be charged appropriately for failure to follow painting procedures (not getting prior approval from the RHC, using non-Residential Life paint, repair/replacement of room items damaged by improper painting, etc.).

Residents of any hall on main campus may contact their Residence Hall Coordinator for information on painting a mural board to be placed in a common area in the hall.

For the full Painting Policy, visit reslife.missouri.edu/tiger-guide.

Rationale: Residents in halls that have not yet been renovated are allowed to personalize their rooms with Residential Life-provided paint. This paint is required because it properly adheres to the types of walls used in the residence halls. Residents in all halls are encouraged to work with other members of their community to design mural boards that reflect their community's environment.

PARKING

Residents of main campus need a valid parking permit to park in a non-metered campus lot or garage space. Your parking permit must be displayed at all times. Violators are subject to ticketing and towing. There is no free parking on the MU campus. For more information, contact Parking & Transportation at (573) 882-4568 or parking.missouri.edu.

Tiger Digs — Residents who bring a vehicle will be issued one parking permit at check-in. Vehicles parked illegally, including, but not limited to, in front of Dumpsters, hydrants or other no-parking zones, may be towed at the resident's expense. There is no fee for this parking permit. Parking permits must be visible on the vehicle's window.

TRUE Scholars House — Residents may obtain a parking permit for TRUE Scholars House through Parking & Transportation.

Rationale: Because there is no free parking on campus, residents who choose to bring a car to campus must have a valid parking permit from Parking & Transportation Services.

PETS

Residents interested in having a pet in the hall should visit the hall desk or office for a copy of the Pet Policy guidelines or visit reslife.missouri.edu/tiger-guide. All pets (except fish) must be approved by and registered with the Residence Hall Coordinator. Failure to register your pet with the RHC before bringing it to the hall may result in confiscation of the pet or denial of the privilege to have a pet in the hall. It is the right of any community to choose not to participate in this privilege.

If approved, residents may have pets such as mice, rats, hamsters, non-venomous snakes, turtles, lizards, etc. Pets not permitted in the halls include, but are not limited to: dogs, cats, birds, arachnids, rabbits, dwarf rabbits, sugar gliders and ferrets.

Guide/Service animals must comply with the MU Service Animal Policy and with Residential Life's Service Animal Guidelines. For copies of both, visit the Residential Life Administration office.

Animals may be confiscated if they are abused or neglected. Animals must be removed during breaks.

Tiger Digs — Fish are the only pets permitted. Fish containers may not exceed five gallons. Guide/Service animals must comply with the MU Service Animal Policy and with Residential Life's Service Animal Guidelines. For copies of both, visit the Residential Life Administration office.

Rationale: The Residence Halls Association created the opportunity for pet ownership to provide residents with a comfortable environment. Certain animals are not allowed due to factors including, but not limited to, size, allergens and safety. For more information, visit the hall desk for a copy of the RHA Pet Policy.

Service animals must be identified through the MU Service Animal Policy and Residential Life's Service Animal Guidelines to ensure safety in case of emergency, proper maintenance of landscaped areas and community awareness.

POOL

Use of the Tiger Digs pool is limited to Tiger Digs residents and their guests. All posted rules and procedures must be followed. Residents and guests swim at their own risk, as there is no lifeguard on duty, and must dry off thoroughly before entering the Clubhouse.

Rationale: Because residents and their guests swim at their own risk and because there is no lifeguard on duty, residents and their guests are expected to act responsibly in and around the pool.

PRANKS IN THE RESIDENCE HALLS

Pranks or practical jokes that change the appearance of the halls or living areas or that create a disruption for residents and/or staff are strictly prohibited. Participants in the planning or execution of pranks will be subject to conduct action, and students may be charged for any damages.

Rationale: Pranks or practical jokes could intentionally or unintentionally hurt others (emotionally, mentally or physically), damage property and/or cause additional work for the staff. Regardless of the intent, pranks and practical jokes will not be tolerated.

RESTRICTED AREAS

Some areas in and around the residence halls are restricted at all times for safety reasons. These areas include, but are not limited to, roofs, exterior walls, balcony exteriors, staff patios and custodial, construction or maintenance work spaces. Residents are not permitted to climb the balcony or the outside of building walls. Other areas, such as fire escapes or emergency doors, can only be used in an emergency.

Per city ordinance, individuals are not permitted in residence hall bathrooms designated for the opposite gender. Public restrooms are available in most halls. Unisex restrooms are available in Bingham, Center, Defoe-Graham, Excellence, Jones, Lathrop, Laws, McDavid and Rollins.

Unapproved presence in restricted areas will usually result in termination of the Residential Life contract and prohibition from all Residential Life-owned or -operated facilities.

Tiger Digs — Residents are not allowed to enter the roof area at any time. Neither are residents allowed to enter the Clubhouse, maintenance shed or pool when these areas are closed. Residents are not allowed to climb over the balcony/porch rails, sit on the balcony/porch rails, or otherwise use these areas or safety rails inappropriately. Students are not allowed to enter and/or use unoccupied bedrooms within their apartments. Unauthorized entry to these areas may result in conduct action.

Rationale: The roofs are not physically designed to serve as sun decks or social areas. Being in restricted areas presents a serious safety threat to yourself and others.

Residents have a right to privacy when they use the restroom. The policies established protect the rights of residents and the security of the community.

SMOKING

Smoking is not permitted on any University-owned or -operated property. Products including, but not limited to, cigarettes, cigars, e-cigarettes, hookahs, pipes and water pipes are prohibited.

For more information on MU's smoking policy and assistance with quitting, visit smokefree.missouri.edu.

Rationale: Residential Life is committed to providing a safe and healthy environment for all its residents and staff. The detrimental effects of secondhand smoke are well documented; residents have the right to live in a space without the health risks of secondhand smoke.

SPORTS IN THE RESIDENCE HALLS

Neither outdoor activities nor the use of outdoor equipment is permitted in Residential Life-owned or -operated buildings. Such activities include, but are not limited to, riding skateboards or bicycles, inline skating, playing hockey and throwing Frisbees™ or other objects in the residence halls. Other sports — such as golf, soccer, bowling, lacrosse, basketball, football, baseball, racquetball, wrestling, boxing and dribbling, bouncing or rolling any type of ball — are

prohibited in the residence halls. Take advantage of campus facilities, such as the Student Recreation Complex and Stankowski Field, which are designed to accommodate such activities.

Rationale: Hall games are disruptive, cause damage to the facility (especially to fire equipment) and can cause injuries.

STORAGE

There is no storage space available to residents in any University-owned or -operated facilities. Under no circumstances may residents store personal property, student room/suite/apartment furniture or other Residential Life property in any location other than its designated space. See "Furniture" on p. 31.

Rationale: Residential Life property must remain in its designated location to ensure residents are not charged for its loss and so Residential Life staff can monitor its condition. There is no extra space to store personal property on campus.

THEFT

Attempted or actual theft of, damage to or possession without permission of University property or that of any individual is strictly prohibited. Residential Life recommends registering bicycles and laptops with the University Police. It is important that students keep records of details (make, model, serial number, etc.) of personal belongings to assist in cases of theft. The University does not purchase property insurance covering any loss of or damage to a student's personal property. The University assumes no responsibility for the payment of such a loss.

Rationale: Although residents have the right to expect residence halls to be a safe and secure environment, they should still take precautions to prevent theft. Such precautions include, but are not limited to: locking the door(s) when leaving the room/suite/apartment or sleeping, not allowing others to use the room key(s) and locking bikes to bike racks. Report safety and security concerns immediately.

VIDEO/AUDIO RECORDING AND PHOTOGRAPHY

Video/audio recording and photography in the residence halls must not interfere with residents' and guests' rights to a reasonable expectation of privacy in their living space or to the routine activities of the hall. The planned or possible use or reuse of the video/audio recording and photographs for distribution or transmission must have the consent of all subjects and be consistent with the Standard of Conduct for students, University policies and applicable laws.

Recording and photography for publication, news/social media, commercial and education projects will be permitted if approved in advance and if in accordance with the Filming, Photography and Audio Recording Policy. Residence Hall Coordinators will provide a copy of the policy upon request. Recording may not pose a security or safety risk and may not conflict with previously planned events.

Tiger Digs — Prior approval to film or otherwise record anything must also be sought from property management staff.

Rationale: Current and future technology allows for easy recording and transmission of images and audio. However, residents are entitled to a sense of privacy in their homes. Guidelines and regulations for recordings in the residence halls allows for the upholding of this reasonable expectation.

WEAPONS

Use or possession of weapons of any type, including, but not limited to, firearms; paintball guns; airsoft, BB or pellet guns or similar weapons; bows and arrows; knives with blades more than four inches long; decorative weapons;

ammunition; and explosives, is not permitted in Residential Life-owned or -operated facilities at any time. Other restricted weapons include billy clubs, switchblades, brass knuckles, nunchucks and dangerous chemicals. Firearms are not permitted on campus, even in vehicles. MUPD offers a variety of information and options for personal safety and security, as well as storage for weapons, including those used for hunting.

Any object that could potentially inflict injury or cause harm that is used in a threatening, careless or aggressive manner will be considered a weapon, regardless of intent. Possession of any of these items will usually result in termination of the Residential Life contract and permanent removal and prohibition from all Residential Life-owned or -operated facilities.

Nerf™ and water guns may be stored but not used in the residence halls, provided they are designed or clearly marked (e.g., fluorescent markings) so as not to be mistaken for a firearm.

Tiger Digs — Residents are allowed to possess kitchen knives with blades in excess of four inches in length, as long as they are stored in the kitchen area and are used for the intended purpose of their design. Knives found outside of the kitchen area could be considered a weapon, and the resident could be sent through the conduct process.

Residents are not allowed to have other weapons in the apartment. This includes, but is not limited to, billy clubs, nunchucks, switchblades, dangerous chemicals and other items used in a threatening manner.

Rationale: Although personal protection is a concern and some weapons have other uses, the potential danger weapons present through misuse or accidental use is significant.

WEIGHTS IN STUDENT ROOMS

Hand weights (not to exceed 25 pounds) are allowed but should be used in a manner that does not disturb others or damage facilities. Failure to remove weights upon request may result in conduct charges. Residents interested in lifting weights are encouraged to visit the Student Recreation Complex.

Tiger Digs — Residents may have hand weights up to 25 pounds. If noise issues arise, residents may be asked to remove the weights from the apartment. Residents have access to the weight machines in the Clubhouse.

Rationale: Weights are heavy and can damage floors. Even careful use of weights can create a disruptive noise and interfere with other residents' rights to sleep and study.

WINDOWS AND WINDOW SCREENS

Windows fitted for screens must have screens in place at all times. Window safety stops must be left intact at all times. Hanging, dropping or throwing anything out of an open window or using the window for entry or exit purposes is prohibited (except in case of emergency). Do not unlatch interior or exterior window screens. Room/suite/apartment occupants will be charged for the total cost of installing, repairing or replacing damaged or destroyed screens and windows. Damages or costs resulting from items thrown from the window or other violations of this policy will be charged to the resident and will likely result in termination of the Residential Life contract and removal from all Residential Life-owned or -operated facilities.

Rationale: Windows without screens may present a serious safety hazard to residents of the room/suite/apartment and allow unwanted pests inside. Objects thrown from windows present a safety hazard to others. Unlatched exterior screens can fall or blow off and be damaged or cause personal injury.

EMERGENCIES, HEALTH AND PERSONAL SAFETY

ASSAULT, ABUSE OR ENDANGERING BEHAVIORS

Physical assault or abuse of another person is strictly prohibited. Examples of endangering behaviors include, but are not limited to, self-harm, physical altercations, throwing items from windows or balconies and wrestling or rough-housing in the halls. Engaging in this type of behavior will likely result in termination of the Residential Life contract and permanent removal and prohibition from all Residential Life-owned or -operated facilities.

If you think you may be a victim of assault or abuse, see "Rape and Sexual Assault Procedures" on p. 26 and "Physical Assault" and "Rape and Sexual Assault" on p. 34, and contact a professional staff member for assistance.

EMERGENCY PROCEDURES

A summary of emergency procedures is posted on the back of each resident's room or entry door. Contact your Residence Hall Coordinator for a replacement if yours is missing, covered or damaged. Residents are expected to comply with directives from hall and University staff and emergency personnel. Staff and officials must follow procedures and may need to make critical decisions in emergencies. If residents or guests hinder staff or emergency personnel in emergency situations or drills (either by direct, indirect or no action), conduct action will be taken.

NOTE: The City of Columbia uses Smart911 (www.Smart911.com), a service that allows citizens (including students) to register their telephones (mobile and landlines) and provide important details (medical, etc.) for a profile that will be displayed to emergency personnel when a registered device calls 9-1-1. All residents, particularly those with medical or other concerns that would be relevant in case of emergency, are encouraged to create a profile and register phones with Smart911. Also, please discuss your needs with your Residence Hall Coordinator and a representative from Residential Life's Planning and Design Office. Residents are encouraged, though not required, to complete a Well-being Check form, which would be used in emergency/crisis situations and allows staff to relay accurate information to emergency personnel. The form allows you to provide information on your specific needs, such as location and dosage of medications, contact information for Personal Care Attendants and whether assistance can be provided by non-trained individuals. For a copy of the Well-being Check form or for more information, contact the RHC.

Residents should be alert and aware of their environment and should follow T.I.G.E.R. steps: Tell police of the situation; Inform your community; Get secure, or Evacuate if possible; and, if necessary, Resist the threat with force. The MU Alert site (mualert.missouri.edu) will be updated as information becomes available.

Campus Emergency: In the event of a campus emergency, remain calm, and follow the instructions of University and emergency personnel. Use common sense, and assist others as necessary without endangering yourself. Contact the nearest MU staff member for information or assistance. Evacuate buildings immediately if requested by authorities, upon hearing an extended fire alarm or when you sense remaining inside may be dangerous.

- In emergencies, do not use the MU telephone system except to report the emergency situation. Use your cell phone for texting family and friends to let them know where you are when possible, as the University phone service may be down.
- Do not use elevators.

- Do not risk your life or the lives of others by re-entering a building to save personal or University property.
- Do not cross police barriers without permission from University or emergency personnel.
- Do not exceed your training or knowledge in attempting to provide first aid.

Earthquakes: Get underneath a sturdy desk or table, kneel and protect your eyes by pressing your arm against your face. If there is no desk or table nearby, sit on the floor against an interior wall away from windows, bookcases or tall furniture that could fall on you. When the earthquake is over, go to your hall's designated exterior assembly area.

Emergency Securing: Residential Life has three levels of emergency securing that can be used for various urgent situations, including, but not limited to, an unexpected local social event, illness or violent perpetrators nearby. As safety permits, residents will be notified of the securing level through signage in the hall and possibly through staff notification or the University mass notification system.

Residents should be alert and aware of their environment and should follow T.I.G.E.R. steps: Tell police of the situation; Inform your community; Get secure, or Evacuate if possible; and, if necessary, Resist the threat with force. The MU Alert site (mualert.missouri.edu) will be updated as information becomes available.

Residents are encouraged to register for the mass notification system at mualert.missouri.edu.

The levels of securing are:

Yellow securing – this level is used for large-scale events. The halls will be locked, and residents will need their TigerCard to access their individual halls.

Orange securing – this level is used for securing a particular space by prohibiting access. Residents will be notified of the quarantined area via signage and should follow staff directions and avoid the area.

Red securing – this level is used for situations in which a violent perpetrator or other threatening situation is on or near campus. Residents should lock themselves in a nearby securable location, such as your room or a restroom. Close and lock windows, and draw blinds/shades/curtains. Turn off all lights and appliances. Set your cell phone to vibrate. If possible, use your cell phone to access the MU Alert site (mualert.missouri.edu) for information. Emergency or University personnel will key into your room to notify you of the all-clear.

Tampering with or removing Emergency Securing signage could endanger the lives of residents and staff and will result in severe conduct action.

Fire: When a fire alarm sounds, all occupants must immediately vacate the building via the suggested evacuation routes and go to the designated location. Never use the elevators – always take the stairs. Students who fail to vacate the building when an alarm sounds endanger the safety of themselves and others and will face conduct action.

Tornado: If a tornado warning is issued by the National Weather Service for any part of Boone County, it will be announced by the media, and exterior tornado sirens (steady horns signaling the beginning of the warning) will sound. These sirens may not be heard inside the residence halls and may not sound for the duration of the warning. If they are available and if it is safe to do so, staff may attempt to notify residents of the warning. Take cover, and stay away from windows. Go to the basement, hallway, lower floors or restroom without windows, and wait for further instruction from staff. Residents may return to other areas of the hall and resume regular activity after the warning expires. Expirations will be announced by staff or by media.

While Residential Life staff makes reasonable attempts to notify and direct residents in emergencies, we cannot guarantee staff members will be in the hall or available in every emergency situation. Residents are responsible for knowing and adhering to posted guidelines for emergency procedures, regardless of staff presence. Residents should participate in practice drills. Contact your RHC if you have any questions.

For more information on campus emergencies, visit mualert.missouri.edu.

HARASSMENT

Harassment is unwelcome contact with an individual through electronic, verbal or written means that threatens, intimidates, demeans and/or creates a hostile environment. If you have been the victim of harassment or feel threatened, contact your staff member, your Residence Hall Coordinator or MUPD. See "Assault, Abuse or Endangering Behaviors" on p. 33.

HEALTH AND COUNSELING SERVICES

In the event of a personal, medical or psychological emergency, contact the hall desk or the floor student staff member on-call by calling them at the phone number listed on hall on-call boards. If immediate assistance is required, call 9-1-1 or MUPD at (573) 882-7201. The Student Health Center and the Counseling Center offer counseling and other programs during regular business hours. For more information, contact the Student Health Center at (573) 882-7481 or studenthealth.missouri.edu or the Counseling Center at (573) 882-6601 or counseling.missouri.edu.

MISSING PERSONS

If Residential Life staff have sufficient cause to believe a student is missing, staff will notify MUPD and a designated contact as described:

If the student is under the age of 18, the custodial parent and/or legal guardian listed in myZou will be contacted. If the student is 18 years or older, staff will check myZou to see if the student designated a contact in case the student is missing. If no contact is listed, the designated emergency contact will be contacted. If the student has not submitted emergency contact information, the parent or legal guardian of record in myZou will be contacted.

PHYSICAL ASSAULT

Physical assault against anyone is not tolerated. If you are the victim or witness of an assault, contact a student staff member, your Residence Hall Coordinator or MUPD (573-882-7201) immediately.

RAPE AND SEXUAL ASSAULT

Any physical contact or sexual act that is unsolicited or unwelcome may be considered sexual assault. Sexual intercourse without consent is rape. If you are the victim of sexual assault or rape, you may choose to contact a Residential Life staff member, the RSVP (Relationship and Sexual Violence Prevention) Center (573-882-6638), True North - a local shelter for victims of domestic violence and sexual assault (573-875-1370), the Student Health Center (573-882-7481) or the Counseling Center (573-882-6601) and are encouraged to contact MUPD (573-882-7201).

If you are the victim of predatory drugs, rape or sexual assault, you are strongly encouraged to go to the hospital for medical care as soon as possible. Keep in mind, an exam by trained staff at the hospital is not required in order to press charges, but it may help a case, should you choose to press charges. Either way, an exam by trained staff at the hospital is highly encouraged. If possible, do not

shower or change clothes to preserve evidence, in case you decide to pursue criminal charges against your assailant. These resources are confidential, and the staff members in these offices can give you legal and medical information, as well as emotional support.

RELATIONSHIP VIOLENCE

Relationship violence (often called domestic violence) is defined as any actual or threat of physical or emotional abuse between spouses, intimate partners (living together or separately), roommates or family members. Abusive behaviors include, but are not limited to, physical or sexual violence, pressure tactics, emotional abuse, destructive criticism, verbal attacks, minimizing or denying abusive behaviors, economic control and isolation.

For more information or to report domestic abuse, contact the RSVP (Relationship and Sexual Violence Prevention) Center (573-882-6638), True North hotline (573-875-1370 or 1-800-548-2480), MUPD (573-882-7201), Columbia Police Department's DOVE (Domestic Violence Enforcement) Unit (573-874-7423) or the Counseling Center (573-882-6601). You can also contact the National Domestic Violence Hotline at 1-800-799-SAFE (1-800-799-7233).

THEFT

If you are a victim of or witness to theft, contact MUPD (573-882-7201), the hall desk, your floor student staff and your Residence Hall Coordinator. File a report with MUPD as soon as possible. Although Residential Life does not assume responsibility for personal items, immediate and accurate reports of stolen items may allow items to be recovered. Each student is encouraged to obtain personal property or renter's insurance. Students may also be covered under their family's homeowners' insurance. Prevent theft by locking doors and windows at all times, not propping doors open and reporting suspicious behavior to staff or police. Do not leave personal items unattended in common areas. See "Door Access" on p. 30.

STUDENT CONDUCT PROCESS

As permitted in the University of Missouri Collected Rules and Regulations Chapter 200.020 (mizzoulife.missouri.edu/resources/m-book), Residence Hall Coordinators (RHCs) and other appropriate Residential Life staff will serve as designees of the Primary Administrative Officer in the Student Conduct Procedure and administer the conduct procedures as outlined.

If a student is involved in a situation in which a policy violation is suspected to have occurred, the student will meet with the RHC. At this meeting, the student will have the opportunity to provide information about their understanding of what occurred, to learn about the conduct process and to ask questions. The student will also let the RHC know whether they prefer to have their case heard by the RHC, another appropriate Residential Life staff member or staff at the Office of Student Conduct. The RHC decides who will hear the case, but the student's preference is strongly considered.

The RHC (or whoever is hearing the case) will then talk with students, staff and others involved to gather information about the incident and will decide whether or not there is sufficient evidence to find the student in violation. If the student is found to be in violation, the RHC will determine the appropriate sanction(s).

If the student does not respond to the RHC's/OSC's correspondence related to the process, does not attend scheduled meetings with the RHC/OSC and/or fails to complete a sanction, the RHC/OSC may proceed in determining which violation may have occurred and decide on the appropriate sanction without the student. A charge of non-compliance may be added, as well.

For more information, visit conduct.missouri.edu.

SANCTIONS

The following sanctions may be imposed on any student found to have violated Residential Life policies and/or the Student Conduct Code; more than one sanction may be imposed for a single violation.

Warning

A warning is a written notice to the student that the student is violating or has violated Residential Life policy and/or the Student Conduct Code and that the violation should not occur again.

Discretionary Sanctions

Discretionary sanctions include work assignments, service to the University or other relevant assignments. The RHC/OSC will design educational projects to provide residents with a better understanding of why these policies and rules are in place and to help residents understand how their actions can have positive and negative effects on other members of the community.

Loss of Privileges

The student is denied specified privileges for a designated period of time. This may include limitations of presence in facilities or portions of facilities.

Restitution

The student is required to compensate the University for loss, damage or injury to the University or University property caused by the student. This may take the form of appropriate service and/or monetary or material replacement.

Residential Life Relocation

The student is required to relocate, along with all personal belongings, to another location designated by University of Missouri staff within University-owned or -operated facilities. This may include limitations on the ability to voluntarily relocate within the Residential Life system, as well as limitations of presence in facilities or portions of facilities, including dining locations.

Residential Life Probation

The student will receive written notification that, due to a finding of responsibility for violation of Residential Life policy(ies) and/or the Student Conduct Code, additional violations during a specified period of time will result in more severe sanctions. These sanctions will most likely include suspension, dismissal or expulsion from Residential Life-owned or -operated facilities.

Residential Life Suspension

This sanction includes removal of a student from University-owned or -operated housing, termination of a student's residence hall contract and prohibition on returning for a specified period of time. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for the Purchase Option of the contract, which is 40 percent of the remaining room and board charges for the term of the contract.

Residential Life Dismissal

This sanction includes removal of a student from University-owned or -operated housing, termination of a student's residence hall contract and prohibition on returning for a specified period of time and until specified conditions have been met. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for the Purchase Option of the contract, which is 40 percent of the remaining room and board charges for the term of the contract.

Residential Life Expulsion

This sanction includes permanent removal of a student from University-owned or -operated housing and termination of a student's residence hall contract. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for the Purchase Option of the contract, which is 40 percent of the remaining room and board charges for the term of the contract.

University Probation

The student will receive written notification that, due to a finding of responsibility for violation of Residential Life policy(ies) and/or the Student Conduct Code, additional violations during a specified period of time will result in more severe sanctions. These sanctions will most likely include suspension, dismissal or expulsion from the University of Missouri (inclusive of all campuses within the system).

University Suspension

This sanction includes separation of the student from the University, inclusive of all campuses within the UM System, for a specified period of time, after which the student is eligible to return.

University Dismissal

This sanction includes separation of the student from the University, inclusive of all campuses within the UM System, and prohibition on returning until specified conditions have been met.

University Expulsion

This sanction includes permanent separation of the student from the University of Missouri, inclusive of all campuses within the UM System.

Additional Sanctions

Additional sanctions may be imposed by the hearing officer or the student conduct committee as outlined in the M-Book. For more information, contact the Office of Student Conduct at (573) 882-3780 or visit mizzoulife.missouri.edu/resources/m-book.

PARENTAL NOTIFICATION POLICY

Alcohol and drug violations are a concern on campuses across the country. Each year, students are removed from the residence halls and the University because of problems they encounter in their use and misuse of these substances. To help parents and legal guardians promote a healthy and positive educational experience for students, the University of Missouri has a parental notification policy. This policy permits the University to contact parents or legal guardians about alcohol or drug policy violations that are severe in nature or after multiple violations of the policy. An initial offense is considered severe if it endangers one's self or others, may result in the potential loss of campus housing privileges or may have an impact on student status. Parents and legal guardians will receive information on declining this opportunity, if they choose, before the Fall semester begins.

LIVING AND LEARNING AT MU

The University of Missouri offers residents the opportunity to learn both in the classroom and in the residence halls. The residence hall environment is intentionally designed to enhance the academic experience of residents. Thematic and General Learning Communities offer spaces (study group, gathering and display spaces) and experiences (in-hall writing and math tutoring opportunities) to engage residents in meaningful conversations with faculty and to share academic

experiences) with peers. The Residential Academic Programs office also acts as a resource and support for residents in leadership development, educational interactions, student conduct and crisis response.

LEARNING COMMUNITIES (LCs)

Every student living in an MU residence hall is part of a Learning Community (LC) dedicated to supporting and enhancing each student's academic experience. Thematic LCs focus on specific majors, academic interests or other common themes, such as Journalism & Communications, Engineering or Culture & Society. General LCs do not have a particular academic focus and offer resources and opportunities applicable to students of all majors. Students, faculty, academic staff and residence hall staff jointly guide and direct each LC. Nearly all LCs are open to first-year and returning residents, though some communities (Honors, Education and The Respect Upperclass Experience) have specific eligibility criteria.

FRESHMAN INTEREST GROUPS (FIGS)

A FIG is a group of 15-20 first-year students who are co-enrolled in three general education classes together in the Fall semester and who live in the same Learning Community. FIG students also take Interdisciplinary Studies 1001 (Freshman Proseminar) together. FIGs are typically major-specific or tied to a particular area of interest. FIGs are led by a Peer Advisor (PA) and a Cofacilitator. PAs are upperclass students who live in the community with FIG students, help them adjust to college life and co-teach the Proseminar. Cofacilitators are faculty or academic staff members in the field who serve as mentors to both PAs and FIG students and co-teach the ProSeminar. FIG students have the opportunity to co-enroll in courses for the Spring semester, as well.

RESIDENTIAL LIFE STUDENT STAFF

Student staff members live in each community and serve as educators and resources.

Floor student staff members live in each community to serve individually and on teams as educators and resources. They help residents make the individual community and the building as a whole a place where residents can succeed academically and personally. They also plan activities and events that intentionally enhance students' academic experience and transition to the University, explain and uphold University and Residential Life policies and procedures and help residents develop community standards. There are three different floor student staff positions, each with a defined community focus. These are the Community Advisor, Leadership Advisor and Peer Advisor.

Desk Supervisors and Desk Attendants work at the hall desk to assist residents as needed.

COMMUNITY ADVISOR (CA)

In addition to the above duties, CAs work to enhance citizenship through a more specific focus on community development and through service projects and events within the residential community and in the Columbia community.

LEADERSHIP ADVISOR (LA)

In addition to the above duties, LAs work to enhance leadership education by facilitating the Tigers LEAD (Leadership, Education and Development) program focused on creating positive social change through civic responsibility and self-exploration. LAs also execute large-scale leadership seminars/events and co-advise the hall government with the Residence Hall Coordinator.

PEER ADVISOR (PA)

In addition to the above duties, each PA teaches their Freshman Interest Group (FIG) Proseminar with a Cofacilitator (a faculty or academic staff member).

DESK SUPERVISOR (DS)

The DS is a student who lives in or near the hall and is responsible for managing the hall desk and its desk staff. The DS works with an Area Administrative Supervisor to ensure processes, such as mail, room moves and key check-outs, run smoothly.

DESK ATTENDANT (DA)

DAs work at the hall desk and act as resources for residents. They distribute mail and packages, check out keys or other equipment and can help residents find other buildings on campus.

RESIDENTIAL LIFE PROFESSIONAL STAFF

Each residence hall is supervised and maintained by a variety of professional staff members.

RESIDENCE HALL COORDINATOR (RHC)

RHCs are professional staff members who coordinate the educational, social and physical environments for a residence hall (or group of halls). They live in the hall or area in which they work. RHCs directly supervise floor student staff members for the hall and are available to assist residents with academic or personal goals. RHCs also explain and uphold University and Residential Life policies and procedures and meet with residents about the conduct process, if necessary. Meet the RHCs at reslife.missouri.edu/prostaff/staff/rhcs.

AREA ADMINISTRATIVE SUPERVISOR (AAS)

The AAS supervises the area's Desk Supervisors and handles administrative processes, such as check-in, check-out, occupancy and keys, for an area of residence halls. The AAS acts as a link between the area's hall desks and RAP and Housing Operations. Meet the AAS staff at reslife.missouri.edu/prostaff/staff/aass.

AREA COORDINATOR (AC)

ACs provide educational and administrative leadership for an area of residence halls in order to achieve the departmental mission. They supervise the area's Residence Hall Coordinators and Area Administrative Supervisors, as well as act as a liaison between the area and RAP and Housing Operations. ACs also coordinate many departmental processes through committee work and special projects. Meet the ACs at reslife.missouri.edu/prostaff/staff/acs.

BUILDING SERVICES SUPERVISOR (BSS)

The BSS supervises custodial and maintenance staff who work in a designated area. They coordinate building services needs, including maintenance requests.

CUSTODIAL/MAINTENANCE STAFF

Each hall has specific custodial/maintenance staff assigned to maintain cleanliness and good living conditions in the hall. These staff members can be recognized by the Residential Life shirts and/or IDs they wear.

OPPORTUNITIES FOR INVOLVEMENT AND LEADERSHIP IN RESIDENTIAL LIFE

FLOOR/HOUSE/COMMUNITY GOVERNMENT

Residents are encouraged to get involved in their community by participating in the community's governing body. Participation in this government gives students the opportunity to be the community's voice to hall/group council, plan educational and social programs and monitor community standards. There are a variety of positions available (such as president, vice president, treasurer, hall/group council representative and coordinators of social programs). For more information on hall leadership opportunities, contact a floor staff member.

HALL/GROUP COUNCILS

Hall/group councils are the voice of the residents of the hall/group, serving to address concerns and coordinating hall/group activities, including participation in such campus events as Homecoming and Alcohol Responsibility Month. There are numerous opportunities for formal leadership positions, including president, representatives to RHA, community government representative and other positions determined to be valuable to the hall/group council. Hall/group councils are open to all interested residents. For more information about involvement, contact your RHC, LA or other student staff.

COMMUNITY LEADER (CL)

Many communities have volunteer student leadership positions for those interested in supporting the community. Although all residents are invited and expected to participate in the community, CLs have more formal involvement and assist with opening, Fall Welcome and other special projects throughout the academic year. CLs may have another name in some halls.

RESIDENCE HALLS ASSOCIATION (RHA)

RHA is the campus-wide residence hall student government and serves as the residents' voice to Residential Life and the University. RHA is composed of a congress, executive branch and judicial branch. Residents can get involved as an elected representative of their hall. Meetings are open to all residents and are held every Monday when school is in session, starting in mid-September. Residents can also get involved through the Programming Board, which organizes such campus events as Mizzou Iron Chef, Paint It Pink Week and Mizzou's Best Dance Crew. For more information or to get involved, contact RHA at umcresliferha@missouri.edu or visit reslife.missouri.edu/rha.

NATIONAL RESIDENCE HALL HONORARY (NRHH)

NRHH is a national organization that recognizes the top one percent of leaders in the MU residence halls. The Pillars of NRHH are Leadership, Recognition, Scholastics and Service. Students can recognize each other at any time through an Of The Month (OTM) award (otms.nrhh.org). NRHH members are nominated and go through an application process to join, which can happen as early as their second semester living in the residence halls. For more information, contact NRHH at umcreslifennrhh@missouri.edu or visit reslife.missouri.edu/nrhh.

RECSPORTS

Residents are encouraged to participate in team or individual sports in the RecSports program offered by Mizzou Rec Services & Facilities. Teams must register in advance; the registration fee may be paid by house/hall funds with prior

community approval or by individuals. For more information, contact your hall council or call Mizzou Rec Services & Facilities at (573) 882-2066.

RESIDENCE HALL AMENITIES

ACADEMIC ASSISTANCE

Each community offers a variety of programs and opportunities to enhance academic success. Residents will have the option of releasing their class schedules through myZou at the beginning of each semester in order to form study groups with other residents in the hall who may be enrolled in similar classes. Floor staff members or Community Leaders may offer programs on time management, study skills, campus resources, etc. For more information, contact a floor staff member.

CABLE TELEVISION

Residence halls on main campus feature Mizzou Cable, which offers about 50 entertainment, news and educational channels. The cost for cable service is included in the housing contract. For a complete channel listing, visit doit.missouri.edu/video/cable-tv/channels.

MU also has a student-run movie and news channel on Channel 23. MUTV 23 shows a variety of movies, along with MUTV programming. For more information, visit mutv.missouri.edu.

Tiger Diggs — Residents should contact the Clubhouse (573-443-6611) with any cable problems.

TRUE Scholars House — Residents should contact the Senior Community Advisor with any cable problems.

COMMON AREAS, KITCHENS, LOUNGES AND CLASSROOMS

Each community has at least one lounge where residents can get out of their rooms to socialize or study without leaving the hall. Floor meetings and community events are typically held in the lounges. Community members should discuss how these spaces should be used under certain conditions or at certain times during community standards discussions.

There is also a kitchen for each hall. Residents are permitted to use the kitchen when it is unlocked or to check out the key from the hall desk. Kitchens are equipped with a stove, microwave, sink and full-size refrigerator. Cookware may be available in the kitchen or at the hall desk. Residents are responsible for cleaning the kitchen before leaving the space.

Some halls have meeting space that can be reserved through the Area Administrative Supervisor. For more information, visit reslife.missouri.edu/space-reservation.

Some halls also have classrooms where general education classes may be taught, meaning residents may have a class where they live.

Because these common spaces are for the use of all residents of the community, all furnishings must be kept in their assigned space. For more information, see "Damages" on p. 29.

COMPUTING SITES/PRINT SMART

The Division of IT operates several computing sites in general-access, classroom and residence hall buildings. For a complete list of computing sites, visit doit.missouri.edu/sites.

Print Smart is a print accounting service that keeps track of how much each student prints at computing sites. Each student receives a non-refundable print quota to be used in computing sites. This quota is a certain dollar amount and is partially funded through the Instructional Computing Fee. For more information, visit doit.missouri.edu/printing/print-anywhere.

EMAIL

Students are required to check their University email regularly. It is the official method of communication with the University. Students are informed of important dates and deadlines, class registration and specific hall information via University email.

ETHERNET

Each residence hall room on main campus has one active Ethernet port per resident, which allows residents to connect to the Internet at 10 Mbps. Internet service is included in the room rate, though residents will need to bring their own Network Interface Card (NIC) and cable to connect their computers to the Internet. Residents with suite-style living rooms may contact the Division of IT to set up extra Internet access at the resident's expense. Wireless access is available in the halls' lounges, but routers/wireless routers are not permitted. For more information, visit doit.missouri.edu/students.

Tiger Diggs — Residents will be provided wired Internet in their bedrooms and will need to bring their own Network Interface Card (NIC) and cable. Residents should contact the Clubhouse (573-443-6611) with any Internet concerns.

TRUE Scholars House — Wired Internet is available in student rooms. Wireless Internet is available in first floor common spaces.

LAUNDRY AND VENDING MACHINES

Laundry machines are available in your hall/area and are available exclusively to residents of that hall/area. Please read the instructions posted before operating the machines, as these high efficiency machines are different than traditional residential machines. For example, they require less laundry detergent. Residential Life is not responsible for lost, stolen or damaged items.

Laundry and vending machines in the hall/group accept coins and/or TigerCards. If a laundry or vending machine does not work properly, notify the hall desk immediately. If you lose money in a laundry machine, you can request a refund at reslife.missouri.edu/laundry-refund, which will be returned to you through Campus Mail (if you lost change) or through a credit to your student account (if you charged your laundry). Keep in mind this might take several days to weeks. If you lost money in a vending machine, you can request a refund at reslife.missouri.edu/vending-refund. You will be able to pick up your refund from the Cashiers office in 11 Jesse Hall. Hall desks do not have change.

Tiger Diggs — Each apartment comes furnished with a full-sized washer and dryer. There is a soda machine at the Clubhouse. Contact the Clubhouse if you lose money in the machine.

TRUE Scholars House — Residents may only use coins in the laundry room. Contact the Senior CA if you lose money in the machine.

MAIL

Only items received from the U.S. Postal Service, Campus Mail Service, Campus Dining Services, Residential Life, a recognized parcel service or materials (such as event flyers) approved by the Associate Director for RAP may be placed in residents' mailboxes. Residents may only use Campus Mail for University-related business, and they may not distribute mail to other residents through the hall's mailroom.

Correspondents should be given your full mailing address (which can be found at reslife.missouri.edu/residence-halls under your residence hall's location page), including your name, room number, space designation (A, B, C, D, S or X) and hall name, street address, city, state and ZIP code. For example:

Truman T. Tiger
800 Hitt St.
345A Wolpers Hall
Columbia, MO 65201

Mail is delivered to the halls Monday through Saturday, except on postal holidays. Mail will not be forwarded to you over school breaks, so you may wish to notify credit card companies, relatives or friends who may send you perishable packages, etc., that you will not receive mail until after the hall reopens at the end of the break.

To ensure the security of your and your roommate's mail, do not give anyone your mailbox combination. Do not set your mailbox to open without having to dial the combination. Tampering with someone else's mail is a federal offense, so only pick up your own mail.

If you receive a package, you will be notified via University email. Take a photo ID to the hall desk to claim your package.

When you check out of the hall, be sure the hall desk has your proper forwarding address.

Tiger Diggs — Each resident will be issued a key to her or his mailbox at check-in and will share a mailbox with their roommates.

If you receive a package, the delivery company will attempt to deliver the package to your apartment. If no one answers the door, the carrier will leave a note on the door and deliver the package to the Clubhouse. Residents should claim their packages immediately; it is not the responsibility of the Clubhouse to contact you.

If you receive a package from USPS, the postal carrier will place a notice in your mailbox and deliver your package to the Clubhouse.

When you check out of Tiger Diggs, be sure to have your mail forwarded through the U.S. Postal Service by completing a change of address form at a local Post Office branch or online at usps.com (search "Change of Address").

TRUE Scholars House — Residents can have mail sent to them at TRUE Scholars House, but packages should be sent to them at Discovery Hall.

PRACTICE AND STUDIO ROOMS

Some halls have practice and studio rooms available. Pianos are available in some practice rooms and common areas. These rooms are for use by hall residents; other students use music studios in academic buildings on campus. For more information, visit the hall desk.

RECYCLING AND TRASH

Recycling bins are provided in or near each hall for paper. Some halls also have bins for aluminum, glass, plastic, newspaper, magazines and cardboard.

There is also a trash room in some halls and/or a Dumpster outside or near each hall. Residents are expected to properly dispose of trash in the trash room or Dumpster. Residents must not leave trash in hallway or other common area of the hall. Failure to properly dispose of garbage and recycling may result in charges to the student.

Residents are responsible for ensuring the community recycling and trash areas are neat and used correctly.

REPAIRS AND MAINTENANCE

If you notice a facilities-related problem in your room or elsewhere in the residence hall, please report it by submitting a maintenance request at reslife.missouri.edu under the Services and Forms menu. You may also call (573) 882-7211.

Residents are required to submit maintenance requests for any bug/pest problems. Residents are not allowed to use any bug/pest removal product, such as bug spray, bug bombs, etc., as these might set off smoke detectors.

If you have problems with your landline or cable connection, call the Telecom Help Line at (573) 882-5000. If a Telecom staff member needs to come to your room, you will need to sign a permission form at the hall desk before they can enter your room to repair the problem.

Residents of each community are responsible for common areas in the hall. Each resident is responsible for promptly reporting items in need of repair; doing so may save you money and inconvenience. For more information, see "Damages" on p. 29.

If there is a computer-related request, residents may contact a ResTech, student IT professionals, who can assist with technical questions at no charge. They can even come to your room. For more information, visit doit.missouri.edu/help/restech.

Tiger Diggs — If there is an emergency outside of regular business hours, notify the student staff on duty. Residents may submit non-emergency maintenance requests to the Clubhouse by calling (573) 443-6611.

TRUE Scholars House — Residents can submit maintenance requests by contacting the Senior CA.

TELEPHONE SERVICE

In case of emergency, dial 9-1-1.

Residents (except in Mark Twain) have the option of subscribing to local phone service in their rooms for monthly and installation fees. Other available services include long-distance calling, voicemail, caller ID and call waiting. Residents must provide their own touchtone phone and optional caller ID display. For more information, visit doit.missouri.edu/phones.

Courtesy phones can be found near the hall desk, and house phones are available on each floor in the hall.

Calling local numbers: Dial 9, followed by the seven-digit local number. Local calls may be made to Columbia, Ashland, Hallsville, Harrisburg and Rocheport.

Calling an MU operator: Dial 0 from an on-campus phone number. Dial (573) 882-2121 from an off-campus phone number. Operators are available from 8 a.m. to 5 p.m. Monday through Friday.

Calling on-campus numbers: Dial the last five digits of the number you're trying to call. For example, 1-XXXX, 2-XXXX or 4-XXXX.

Tiger Diggs — Contact a phone company for service.

HOUSING CONTRACTS, ROOMS AND ROOM/SUITEMATES

MU HOUSING POLICY

All first-time college students younger than 20 years old as of Aug. 15 of the applicable academic year and who are enrolled for more than six credit hours are required to reside in University-operated housing or houses operated by fraternities or sororities recognized as University student organizations. A student is considered a first-time student regardless of when he/she graduated from high school if he/she is enrolling at the University for the first time and has not previously attended another college or university. First-time college students younger than 20 years old who wish to live somewhere other than in University-operated housing must send a completed Request for Exception to the Housing Policy form (available from Residential Life) to the Director of Residential Life in the Residential Life office, 0780 Defoe-Graham Hall, 901 Hitt St., Columbia, MO 65211-4050. The form must include the address of the proposed housing,



the student's reasons for wanting to live there and the signature of the student's parent or legal guardian. Additional information may be required before an exception may be granted. Other exceptions to the policy may be granted upon submission of an official request for exception.

Any contractual arrangements concerning residence at facilities not owned or operated by the University are entered into between students and the owners of the facilities; the University will not take part in the contractual arrangements or attempt to arbitrate any disputes that may arise.

Rationale: MU is committed to helping students succeed both academically and personally. Research has consistently shown that students who live on campus achieve greater levels of academic success, learning, personal growth and satisfaction with their college experience. On-campus living provides greater access to resources and a supportive environment during the student's transition to college life.

CONTRACT CANCELLATION, PURCHASE OPTION AND CANCELLATION PENALTY

Students who wish to move out of University-owned or -operated housing prior to the end of their residence hall contract may do so by exercising the Purchase Option within the contract. This option allows residents to buy out of the contract at the cost of 40 percent of the remaining academic year room and board charges. The Purchase Option is designed to allow residents who choose to live elsewhere to do so and still fulfill their contractual obligation.

Students can request a waiver of the Purchase Option charges. Only severe personal, family, medical or financial problems that occurred after the halls open will be considered in the waiver of Purchase Option charges. These factors must be beyond the control of the resident or his/her family. If you find the environment in the residence hall is a factor in the decision to leave the residence halls, you are responsible for informing hall staff (i.e., student staff member, Area Administrative Supervisor, Residence Hall Coordinator) before moving out, so they may either attempt to address legitimate concerns or provide alternate living options, such as moving to a different room or hall.

For more information on the housing contract or the Purchase Option, visit the main Residential Life office or reslife.missouri.edu.

CHECK-IN, -OUT

Residents must follow check-in, -out guidelines for their hall, and they must check in and out with Residential Life staff. Residents must have approval from Residential Life to check into a space. When checking out (either to move within the hall, to another hall or out of the residence hall system), residents must visit the hall desk of their current hall or other designated location to officially check out of that space.

Residents will be charged through the day they officially check out of the hall. If you move to another hall, you will begin paying the new hall's rate when you move.

At the end of each semester, students must depart the hall within 24 hours of their last final or by the time the hall closes, whichever occurs first.

You must check out of your assignment at the end of the Spring semester even if you are returning to the same space the following Fall semester. Summer School residents also must check out at the end of the Summer semester.

Residents staying for Summer School will have the option of paying daily room charges for Interim housing between the Spring/Summer and Summer/Fall semesters.

You must be present at the time of your check-out, and all your belongings must

be out of your space by this time. Failure to check out by the official check-out time or to be present at your check-out (unless you choose Express check-out) will result in a maximum \$75 late or improper check-out fee. Failure to clean your room before check-out will result in cleaning charges. Failure to return your room key(s) will result in lock changes if you live in a hall with traditional locks.

During certain times of the year, Express check-out may be an option for those who do not wish to be present at their check-out. Although there is no cost to Express check-out, residents waive their right to dispute any charges assessed on their Room Inventory and Condition Check form. Charges for missing keys, dirty rooms and improper check-out may still apply.

Tiger Digs — If a resident plans to move out of the apartment (for any reason), they must contact the Area Administrative Supervisor to make an appointment to check out. The AAS typically needs a minimum of one business day's notice, and check-outs should occur during regular business hours, though staff may make alternate arrangements in extenuating circumstances. Express check-out is rarely an option at Extended Campus.

TRUE Scholars House — If a resident plans to move out (for any reason), they must contact the Senior CA or the Excellence front desk.

Rationale: Proper check-in, -out from your student room ensures you are aware of potential charges, the condition of the room and your responsibilities for it and its furnishings. This is important for maintenance and security purposes. It also allows staff to properly forward residents' mail and to thank residents for their contributions to the community. If you fail to check out properly, you may continue to be charged for your room.

ABANDONED PROPERTY

Residents have 60 days after the end of their contract cancellation (check-out) to contact Residential Life regarding property, including bicycles, left behind after check-out. For information on claiming abandoned property, contact the Maintenance Center at (573) 882-7211.

FAILURE TO VACATE

Residents are responsible for their personal property at all times. Residents must vacate their assigned space as scheduled (room changes, as well as at the end of the contract period) and must remove all personal property and go through an official check-out through the hall desk before leaving their room or the University. If you fail to do so, Residential Life staff will make a reasonable attempt to contact you via phone or MU email to schedule a time for you to pick up the abandoned property. If these attempts are unsuccessful, Residential Life will mail a certified letter giving a two-week deadline for contacting the department to claim the property to your permanent address. The personal property will be removed and stored at the resident's expense for up to 30 days. The student will be billed until the contract has been cancelled in writing. See "Contract Cancellation, Purchase Option and Cancellation Penalty" above.

The resident's student account will be billed \$20 per hour per custodial employee or \$45 per hour per maintenance employee (with a minimum 1/2 hour charge) involved in removal of abandoned personal property and a monthly storage fee. Personal property removed by Residential Life staff will be stored for up to 30 days. After 30 days, the items will be considered property of the University and will be either disposed of or auctioned at Surplus Property. Residential Life is not responsible for damage to or loss of property that might occur during the course of removal or disposal. The resident's student account will also be billed for all costs incurred to return the space to a usable condition.

HEALTH AND SAFETY CHECKS

Residential Life staff will perform Health and Safety Checks throughout the academic year with prior notice, if possible, to verify occupancy and make safety inspections. Two staff members will enter the room/suite/apartment (staff will key in if no residents are home) and check for any health or safety violations or hazards. Residence Hall Coordinators will notify residents found to be in violation of a residence hall policy or local, state or federal law. Students are expected to comply with RHC requests to resolve noted concerns within a certain time period, often within one week. Failure to correct concerns will result in conduct charges.

Rationale: Residential Life is committed to providing a safe and secure environment.

ROOM CHANGES/ROOM- AND SUITEMATE CONFLICTS

An integral part of your college experience is learning to get along with all types of people, especially your room- or suitemate. Residents are encouraged to complete room-/suite/mate agreements designed to help room-/suite/mates discuss and come to agreement on expectations for one another, relationships, guests, use of belongings and other issues. **If you and your room-/suite/mates are having problems, contact your floor student staff member or Residence Hall Coordinator for help mediating the conflict.** Dealing with problems early will promote stronger relationships and decrease frustrations between room-/suite/mates.

Student requests to move to another room are accepted online after the first three weeks of each semester (exact dates will be posted in the halls). Residential Life staff will review the request and will email the resident an offer that meets her or his preferences, provided such a space is available. Depending on the resident's request, it may be weeks or months before staff has a space to offer. Signs indicating the first day requests will be accepted will be posted near the hall desk each semester. To submit a move request, visit reslife.missouri.edu/roommove.

Moving to another room may result in adjusted charges based on amenities and type of room or hall. Charges for the new room are based on the date of move, including any additional days for open-over-break halls. Residential Life strongly recommends comparing hall rates, which can be found on our website, before accepting/declining a room move offer (reslife.missouri.edu/rates-amenities).

Residents may not move (even within the resident's room/suite/apartment) without Residential Life approval, which will be emailed to the resident if he or she accepts an offer. Unapproved changes (switching keys and moving in) are not permitted and may result in conduct action and/or charges. Roommate switches are allowed, provided all room-/suite/mates involved agree (in writing) to the swap, and you go through the formal room change approval process, as outlined above.

If the residence hall staff decides moving a student would be beneficial to the student or in the best interest of other residents or the University, the resident may be required to move to a different room, either in the same hall or in another hall, at any time. Such direction will be given to the resident in a letter from Residential Life staff.

Although staff will try, it is not required that a resident receive prior notice that a new room-/suite/mate has been assigned to a vacant space in the room/suite/apartment. Occupants of double rooms, suites or apartments who do not have a room-/suite/mate should assume someone new will move in at any time if they

do not pay the single room rate. For more information on buying out the room to make it a single, see “Roommate and Suitemate Consolidation” below.

ROOMMATE AND SUITEMATE CONSOLIDATION

Occupants of double rooms who have a vacant space in their rooms should assume a new room-/suite-mate could move in at any time and should keep the other space(s) in the room cleared of their personal belongings if they choose not to pay the single rate (when this is an option). Failure to do so may result in conduct action.

If a resident becomes the single occupant of a double room after all moves within and between halls have been completed, the resident may have the following options:

- Elect to pay the single-room rate if space permits and if it is offered as an option. This is not always possible and is not usually an option until later in the Spring semester.
- Find a room-/suite-mate. Residential Life staff may provide suggestions on request.
- Arrange to move to a double room having only one occupant.
- Notify Residential Life staff that the resident will promptly move to any available space to which he or she is assigned.

Residential Life may opt to:

- Give the resident written notice that their double-room rate will be changed to the single-room rate on a specified date. The resident will then be charged the single-room rate for the remainder of the year.
- Assign a new resident to the vacant space in the room at any time with or without prior notice to the resident already in the room.

Rationale: Consolidation allows Residential Life to be consistent and fair to those students who are actually paying the single-room rate. ■

UNIVERSITY STUDENT APARTMENT REGULATIONS

For information about graduate/family housing, apartment communities and ADA accommodations
1133 Ashland Road • (573) 875-1133

MAINTENANCE SERVICES

For information about facilities, maintenance and amenities

Maintenance Center • (573) 882-7211

CONFERENCES, BUILDING SERVICES AND DOOR ACCESS

For information about exterior and interior door access

C102A Pershing Commons • (573) 882-4440

Many questions and requests can also be addressed at
umcreslifeapartments@missouri.edu and reslife.missouri.edu/apartments.

RESIDENTIAL LIFE STAFF

RESIDENT MANAGERS (RM)

Resident Managers, who live in each area, are the residents' main contact with Residential Life. In addition to apartment inventory duties and serving as an information source, RMs help residents with problems or questions, serve on-call shifts and provide educational, social and recreational programs to enhance the living environment.

Residents may contact the University Student Apartments office for the name and contact information of their Resident Manager. Each RM works part-time and posts their available hours in the monthly newsletter. Residents should use discretion when calling outside of the posted hours.

PROFESSIONAL ADMINISTRATIVE STAFF

A team of full-time staff members manages the apartment communities. Apartment operations staff coordinate housing assignments and billing, oversee check-in, -out and explain and uphold University and Residential Life policies/procedures.

CUSTODIAL/MAINTENANCE STAFF

Each community has specific custodial/maintenance staff assigned to maintain cleanliness and good living conditions in the community. These staff members can be recognized by the Residential Life shirts and/or IDs they wear.

AMENITIES

APARTMENT INFORMATION

Apartment information may be distributed to residents via email, the monthly apartment newsletter, bulletin board notices or the mail. Residents are expected to

read all communications carefully and share the information with everyone living in the apartment.

CABLE TELEVISION

Mizzou Cable offers about 50 entertainment, news and educational channels and is provided in University Student Apartments. For a complete channel listing, visit doit.missouri.edu/video/cable-tv/channels.

MU also has a student-run movie and news channel on Channel 23. MUTV 23 shows a variety of movies, along with MUTV programming. For more information, visit mutv.missouri.edu.

COMMON AREAS

Manor House and University Village have meeting spaces that can be reserved through the Resident Manager.

Under no circumstances should furniture be removed from any common area. See “Damages” on p. 42.

COMPUTING SITES/PRINT SMART

The Division of IT operates computing sites in general-access, classroom and residence hall buildings. For a complete list of computing sites, visit doit.missouri.edu/sites.

Print Smart is a print accounting service that keeps track of how much each student prints at computing sites. Each student receives a non-refundable print quota to be used in computing sites. This quota is a certain dollar amount and is partially funded through the Instructional Computing Fee. For more information, visit doit.missouri.edu/printing/print-smart.

EMAIL

Students are required to check their University email regularly. It is the main method of communication with faculty and staff. Students are informed of important dates and deadlines, class registration and apartment building information via email. Residents are required to share apartment information with those living in the apartment.

ETHERNET

Ethernet is available in University Student Apartments. Residents are required to bring a Network Interface Card (NIC) and cable to connect their computers to the Internet. For more information, visit doit.missouri.edu/network/wired.html.

GARDENS

A limited number of garden plots are available for use by residents of University Village and University Heights for a small fee. The gardens are typically open from mid-April through mid-October, depending on the weather. Plots must be well kept, and all garden rules/regulations must be followed. For information on the garden schedule and to sign up for a plot, contact your Resident Manager.

ICE AND SNOW REMOVAL

Residents are responsible for removing ice and snow from their porches and breezeways. During the winter, ice melt and a snow shovel will be available in the laundry room for removing snow. Leftover ice melt and shovels must be returned to the laundry room immediately after use. For information on plowing priority, contact Maintenance Services at (573) 882-7211.



LAUNDRY AND VENDING MACHINES

Laundry machines are available in or near your building and accept coins (residents of Manor House may also use their TigerCards). Please read the posted instructions before operating the machines. Laundry machines are available exclusively to residents of that apartment community. Residential Life is not responsible for lost, stolen or damaged items. Instructions for requesting a refund if money is lost in a machine can be found in the laundry room.

Vending machines are available at Manor House, Tara and University Village. Vending machines in the buildings accept coins. If you lost money in a vending machine, you can request a refund at reslife.missouri.edu/vending-refund. You will be able to pick up your refund from the Cashiers office in 11 Jesse.

If a laundry or vending machine does not work properly, notify the vendor at the phone number provided in the laundry room immediately. The apartment office does not have change.

MAIL

Only items received from the U.S. Postal Service may be placed in residents' mailboxes. Mail is delivered to the apartments Monday through Saturday, except on postal holidays.

Correspondents should be given your full mailing address, including your name, apartment name and number, street address, city, state and ZIP code. For example:

Truman T. Tiger
601 S. Providence
University Village Apt. 602B
Columbia, MO 65203

To ensure the security of your mail, do not give anyone your mailbox key. Tampering with someone else's mail is a federal offense, so only pick up your own mail.

If you receive a package, you will be notified by a package slip from the delivery company. It will have instructions on how to claim the package. The University Student Apartments office will not accept packages for residents.

When you move out of the apartment, be sure to update your forwarding address with the U.S. Postal Service.

After you have checked out of your apartment, you will not be allowed access to your old mailbox. If the mailbox key is not returned, a mailbox lock change will be requested immediately upon your check-out. The cost of the lock change, which will be charged to the departing resident, is determined by USPS.

RECYCLING AND TRASH

Residents in Tara may use the permanent recycling containers anytime. Residents of all other complexes may use the temporary containers when they are on site. Contact the Resident Manager to find out when recycling is available.

There is also a Dumpster outside or near each complex. Residents are expected to properly dispose of trash in the Dumpster. Residents must not leave trash in the hallway or other common area of the complex or on the balcony/porch.

Residents are responsible for ensuring the community recycling and trash areas are neat and used correctly.

REPAIRS AND MAINTENANCE

If you notice a problem in your apartment or elsewhere in the community, you are required to report it by submitting a maintenance request at reslife.missouri.edu.

edu under the Services and Forms menu or by calling Maintenance Services at (573) 882-7211. If there is an emergency outside of regular business hours, notify MUPD at (573) 882-7201.

Residents are responsible for common areas in the apartment community. Each resident is responsible for promptly reporting items in need of repair; doing so may save you money and inconvenience. For more information, see "Damages" on p. 42.

TELEPHONE SERVICE

In case of emergency, dial 9-1-1.

Residents must provide their own touchtone phone and optional caller ID display. For more information, visit doit.missouri.edu/phones/.

Residents of Tara are responsible for setting up their own phone service.

Residents of Manor House, University Heights and University Village:

Calling local numbers: Dial 9, followed by the seven-digit local number. Local calls may be made to Columbia, Ashland, Hallsville, Harrisburg and Rocheport.

Calling an MU operator: Dial 0 from an on-campus phone number. Dial (573) 882-2121 from an off-campus phone number. Operators are available from 8 a.m. to 5 p.m. Monday through Friday.

Calling on-campus numbers: Dial the last five digits of the number you're trying to call. For example, 1-XXXX, 2-XXXX or 4-XXXX.

HOUSING CONTRACTS AND ROOMMATES

Students eligible to live in University Student Apartments must be enrolled at MU during the term of the contract. These students may be accompanied by their spouses, domestic partner and/or lawful children, may be single graduate students or may be single undergraduate students who are at least 21 years of age at the time of occupancy. Families with more than three children cannot be accommodated.

Two-bedroom apartments rented to single students may be shared with one roommate who is also an enrolled MU graduate student or undergraduate student at least 21 years of age. The roommate must sign the contract prior to taking occupancy.

Sex offender checks will be completed on the contracted resident, roommates, spouses and domestic partners at application and renewal.

RENT

Rent is due as billed and should be paid to the Cashier's office in 15 Jesse Hall.

The University Student Apartments are self-supporting, and periodic reviews of the operating budget are necessary. If the Board of Curators approves a rate change, residents will be given a minimum of 30 days' notice. Rate changes typically occur July 1 of each year.

SUBLEASE OPTION

Students who wish to move out of University-owned or -operated housing prior to the end of their contract may do so by exercising the Sublease Option within the contract. The Sublease Option is designed to allow residents who choose to live elsewhere to do so and still fulfill their contractual obligation. For more information on the housing contract or the Sublease Option, visit the University Student Apartments office.

CHECK-IN, -OUT

Residents must follow check-in, -out guidelines.

Residents planning to check out must provide a written notice to the University

Student Apartments office at least 90 days before the contract end date. You can pick up a Notice of Intent to Vacate form from the office or at reslife.missouri.edu. **edu/vacate**. Residents should deliver their written notices to the office in person to ensure it was received and on time.

The apartment office will remind residents to renew the contract or declare intent to vacate approximately 120 days before the contract end date. Residents must notify the USA office of their intention to renew the contract or vacate the apartment at least 90 days before the contract ends. Residents who are graduating or leaving MU must vacate the apartment no later than 14 days past the date of graduation or departure from MU. Failure to notify the office means we will assume you are planning to vacate at the end of your contract, and your apartment will be reassigned to an incoming student.

When checking out (either to move within the building or community or out of the apartment communities), residents must schedule a time to officially check out of that apartment with their Resident Manager. All check-out inspection appointments should be scheduled at least 14 days in advance. Appointment times are limited and must be scheduled at a time that is convenient for both the resident and the RM.

Unless you choose to Express check-out, you must be present at the time of your check-out, and all your belongings must be out of your apartment by this time. Failure to be present at your check-out leaves you with no recourse regarding any charges for cleaning and/or damages. Failure to return your key(s) will result in a lock change(s). Failure to clean your apartment before check-out will result in cleaning charges. Failure to return all assigned parking permits at check-out will result in a \$50 fine per permit. Residential Life will report the permit(s) lost/stolen to MUPD and Parking & Transportation.

Express check-out is an option for those who do not wish to be present at their check-out. To Express check-out, residents must either leave their keys at the University Student Apartments office during regular business hours or make arrangements in advance to leave the keys in the drop box after hours. Although there is no cost to Express check-out, residents do waive their right to dispute any charges assessed on their Inventory and Condition Report. Charges for missing keys, dirty apartments and improper check-out may still apply.

Rationale: Proper check-in, -out from your apartment ensures you are aware of potential charges, the condition of the apartment and your responsibilities for it and its furnishings. This is important for maintenance and security purposes.

ABANDONED PROPERTY

Residents have 60 days after the end of their contract cancellation (check-out) to contact Residential Life regarding property, including bicycles, left behind. For information on claiming abandoned property, contact Maintenance Services at (573) 882-7211.

FAILURE TO VACATE

Residents are responsible for their personal property at all times. When residents have not vacated their assigned space as scheduled or have left the University but have not removed all personal property or gone through an official check-out with the Resident Manager, Residential Life staff will make a reasonable attempt to contact the former resident of the apartment via phone or email to schedule a time for the resident to pick up the abandoned property. If these attempts are unsuccessful, Residential Life will mail a certified letter giving a two-week deadline for contacting the department to claim the property to the student's permanent address. The personal property will be removed and stored at the resident's expense for up to 30 days. The student will be billed until the

contract has been canceled in writing. See “Check-in, -out” above.

The resident’s student account will be billed \$20 per hour per custodial employee or \$45 per hour per maintenance employee (with a 1/2 hour minimum charge) involved in removal of abandoned personal property and a monthly storage fee. Personal property removed by Residential Life staff will be stored for up to 30 days. After 30 days, the items will be considered University property and will be either disposed of or auctioned at Surplus Property. Residential Life is not responsible for damage to or loss of property that might occur during the course of removal or disposal. Residents’ student accounts will be billed for all costs incurred in removing personal property and returning the space to a usable condition.

MAINTENANCE AND SAFETY CHECKS

Residential Life staff will perform general maintenance checks throughout the year with prior notice, if possible, to verify occupancy and make safety inspections. If residents are not in their apartments during the checks, the staff member will key into the apartment. Office staff will notify residents found to be in violation of a policy or local, state or federal law. Students may go through the conduct process for some violations. For others, students are expected to comply with requests within a certain time period, often within one week.

If you notice any maintenance concern, you must submit an online maintenance request at reslife.missouri.edu under the Services and Forms menu.

Rationale: Residential Life is committed to providing a safe and secure environment.

TRANSFERS

All transfers are at the discretion of Residential Life. Transfers to another University-owned or -operated facility will be considered only if a new dependent is added to the resident’s family. Transfer requests for other reasons may be considered. Those transfers, if granted, will result in a \$150 transfer fee. Other provisions may apply. For more information, contact the office.

REGULATIONS

STUDENT RESPONSIBILITY/ IMPLIED CONSENT

Any student in an apartment or common space where a policy violation occurs is responsible for the behavior or objects in that space if they remain in the space and it can be shown they were aware or should have been aware of the violation. Regardless of whether the student is seen participating and no matter how long the student has been in the space, the student may be held responsible for what has happened. Any student who fails to comply with the following established rules governing residence in University-owned or -operated property or who violates other student conduct standards is subject to conduct action.

Rationale: Students are responsible for their own behavior and that of their guests. If a student observes a policy violation, it is the responsibility of that student to notify apartment staff immediately and to remove themselves from the situation to avoid facing potential conduct action.

ADVERTISING, SOLICITATION, RESEARCH AND NEWS MEDIA

Sale of anything or solicitation (including the distribution of samples) is prohibited in University buildings and on University grounds without prior

authorization from the Business Services Office or the Associate Director for Residential Academic Programs. Staff will contact MUPD when someone is found soliciting in the apartments. Residential and dining facilities are for private use of residents and their guests.

Solicitation, advertising and research are permitted only within University and departmental guidelines. Copies of the solicitation, advertising and research policy are available from the University Student Apartments office. News media may approach people in the outdoor public areas around buildings, but Residential Life staff will not allow them in the community without prior permission. Contact your Resident Manager if you are aware of any policy violation. Contact the News Bureau at (573) 882-6211 with any questions or concerns about news or media-related issues.

Only registered student organizations and University departments are allowed to post on bulletin boards with permission from the office. For more information, contact the apartment office at (573) 875-1133.

Rationale: Residential Life recognizes the contributions student organizations make and wants to give residents the opportunity to get involved both on and off campus. Regulating the means by which groups contact residents allows us to present opportunities to residents while not overwhelming their sense of privacy in their homes.

ALCOHOL

According to City of Columbia regulations, any person who possesses an open container of alcohol on any street, sidewalk or parking facility could be charged with a misdemeanor.

Any person under the age of 21 who purchases, asks for or in any way receives intoxicating liquor can be charged with a misdemeanor.

University Student Apartment residents who are of legal age (at least 21 years old) may have alcohol within the confines of their apartment, as long as their behavior is not affecting neighboring residents.

Rationale: The University supports and complies with the laws of the State of Missouri, which prohibit underage possession or consumption of alcohol. Its possession or consumption is never permitted by anyone under the age of 21. Alcohol abuse has been clearly shown to have a detrimental effect on student academic success and is inconsistent with the university’s academic mission.

APPLIANCES AND AMENITIES

Residents’ use or possession of appliances is restricted by the type, size and number permitted. Due to the high electrical demand of many appliances, Residential Life requires residents to use resettable power strips rated at 15 amps. Use of excessive power can cause blown fuses, create electrical disruptions and present potential fire hazards. All residents must abide by the following restrictions on electrical appliances in the apartments.

- **No space heaters** of any kind are permitted in the apartments; they will be confiscated.
- **No additional/personal air conditioners** of any kind are permitted in the apartments.
- **No washers/dryers are permitted in apartments that do not have laundry hook-ups, nor may they be stored in the apartment or storage area.**
- Halogen lamps are allowed, provided they have bulbs of 300 watts or less and a protective wire or glass basket to cover the bulb.
- One microwave under 1000 watts is allowed in each apartment.
- **Deep-fryers and BBQ grills of any type (charcoal, gas, etc.) are not allowed at any property. BBQ grills are available in common areas for**

residents of Tara, University Heights and University Village. Please note lighter fluid is considered an explosive and is not allowed in the apartment or on the balcony/porch. Residents may have charcoal and lighter-infused charcoal but must store them properly. Please see the directions on the charcoal packaging for proper storage information.

- **Overloaded outlets or spider plugs (electrical adapters that increase the number of appliances that can be plugged into a single outlet) are prohibited.**
- Residents who do not limit their use of electrical equipment and appliances and overload building circuits may face conduct action.
- All appliances must be UL-approved.
- **Any unapproved appliances will be confiscated.**

Damage caused by improper use of electrical circuits will result in charges to the resident. For more information, see “Damages” on p. 42.

Rationale: It is necessary to limit the type and size of some appliances so as not to overload the system. Additionally, items with exposed flames, embers or heating elements pose a threat of fire.

ASSAULT

Physical and sexual assault (including any physical or sexual act that is unsolicited or unwelcome) against anyone will not be tolerated. Severe conduct action will result, and removal from the apartments is probable.

For more information, see “Physical Assault” and “Rape and Sexual Assault” on p. 46.

Rationale: Residents, their guests and staff should have a right to expect the community to be safe and secure. Any act of assault threatens that right and will not be tolerated.

BICYCLES, MOPEDS AND MOTORCYCLES

If you own and/or operate a bicycle or moped on the MU campus, you are required to register/license it with MUPD. The MUPD registration fulfills the City of Columbia’s free registration requirement. For more information, contact MUPD at (573) 882-7201.

Bicycles must be parked in bike racks. Bicycles parked in inappropriate areas (sidewalks, stairwells, accessible ramps, hallways, lounges, common areas, etc.) will be removed and turned over to MUPD; the student will be charged for this removal. After 30 days, the bicycle will be turned over to Surplus Property for disposal. Bike racks are provided near each apartment community and across campus.

Mopeds or any device with a gasoline engine are not allowed inside the apartments. Mopeds 49cc or under may be parked at bike racks. Motorcycles 50cc or over may be parked in locations labeled with white motorcycles or, if you have a parking permit, in a parking space at your assigned lot. If a vehicle is parked in an unauthorized area, MUPD will be notified.

Under no circumstances can bicycles, mopeds or motorcycles be parked on railings, sidewalks or stairs or in landscaped areas, attached to trees or blocking access ramps.

Rationale: Bikes stored in apartments or other areas of the community can crowd living space and, if left unlocked, are at an increased risk of theft. Bikes secured in inappropriate areas can impede safe movement in and around the building, especially in emergency situations. Mopeds or devices with gasoline engines are a fire hazard.





CANDLES AND INCENSE

Candles (with or without wicks), incense, oil lamps, oil/wax diffusers that sit on lightbulbs or other items with the capability of an open flame or burning ember are not permitted in any apartment and are subject to confiscation and forfeiture. Possession or use of one of these items will result in severe conduct action, and the items will be confiscated.

Residents are allowed to use UL-approved electric or battery-operated candle products. Examples include, but are not limited to, Scentsy and Scentbug products and battery-operated pillar candles. Incense oils must be enclosed.

If you need assistance determining whether a certain product is allowed, please contact your Resident Manager before bringing the item to the apartment.

Rationale: Open flames and burning embers are a significant fire hazard, which impacts the safety of all residents. Incense and scented candles can negatively impact residents who are sensitive to strong odors, smoke and other inhalants. Reed diffusers in open bottles are not allowed because they ruin furniture and leave a permanent scent.

CHILDREN

Parents/guardians are expected to supervise their children at all times, both inside and outside the apartment, and to help resolve any conflict that might occur when children play together. **Children should never be locked out of the apartment or sent outside unsupervised.**

Rationale: Parents/guardians are expected to supervise their children to ensure safety.

COMPLIANCE

Residents are required to comply with the directions of University officials acting in performance of their duties, including adherence to emergency procedures (fire, tornado, emergency securing, etc.). Failure to comply with the requests of University officials, including Resident Managers, will result in conduct action.

Rationale: The maintenance of a safe and enjoyable community requires that certain procedures, particularly in the case of an emergency, be followed. University officials are trained in the proper procedures for guiding residents in a variety of situations. Interfering with these procedures and the individuals directing them poses a safety hazard.

DAMAGES

Students found responsible for malicious or careless damage to the property of the University will be sanctioned and pay restitution. If common areas in the apartments are vandalized or University property is removed, staff members will work with the community responsible for the common area to address the incident and help them identify who is responsible. If the person(s) responsible is not identified, the residents of that community will be held collectively responsible for the damage (examples include theft of or vandalism to furnishings, windows, fixtures, kiosks, carpets, furniture, walls, pools, safety equipment, etc.). Residential Life will determine the appropriate charges for repair or replacement. Residents will be held responsible for any damages that occur in their apartments. Residents are also responsible for the actions of their guest(s). See "Guests and Visitation Policy" on p. 43.

The University does not purchase property insurance covering loss of or damage to a student's personal property, and the University assumes no responsibility for the payment of such a loss. **Each student is encouraged to obtain personal property or renter's insurance.**

Rationale: In order to provide residents with a safe, secure and comfortable home, physical repairs and improvements must be made. Certain repairs are necessary due to normal wear-and-tear. However, intentional or accidental damage due to misuse or neglect is not tolerated. The cost to repair any damages incurred in apartments and common areas will be assessed to the person(s) responsible for causing them. If staff is unable to determine who caused the damage, the community will be charged for the damage. Students should report damages to the office or Resident Manager immediately.

DECORATING

Residents are encouraged to personalize their apartments to make them feel like home and are required to comply with published decorating guidelines. Use good judgment to ensure your safety and that of others in the community. Any damage that occurs from adhering items or decorating will be charged to the contracted resident's student account.

The possession of traffic and street signs is illegal. Such signs will be confiscated, MUPD will be notified, and the resident will be subject to conduct action. Store-bought street signs are allowed.

The following guidelines must be followed at all times:

Adhesives

- Residents may ONLY use 3M Command Adhesive brand products (available at The Mizzou Store and local retailers) when hanging items, including heavier items, on walls and doors. 3M Blue Painter's Grade tape may be used for no longer than two weeks.
- Residential Life staff may advise residents when they are in danger of causing damage through improper use of adhesives, though it is the resident's responsibility to properly hang adhesives and items. Building Services staff will remove 3M Command Adhesives after residents check out. Residents must properly remove 3M Command Adhesives if they choose to move items to another space in the apartment.
- Improper removal (not using the manufacturer's instructions) may result in damage charges.
- Do not attach aluminum or tin foil, plastic wrap or wax paper to any surface in the apartment. It can trap grease and heat, making it a fire hazard. It is also very difficult to remove and will result in damage charges.**
- Do not use contact paper on any surface.
- Gel clings may only be affixed to windows to avoid staining any other finishes.

Arrangement

- Arrangement or construction of furnishings, including bunked beds, may not obstruct exits or windows.
- String lights may not be placed around bed, door or window frames or fire protection systems. Any fray in the wiring could cause an electrocution or fire protection system hazard.

Ceilings

- Residents may hang "fire-proof" or "flame-proof" crepe paper and streamers from the metal ceiling grid or concrete areas with 3M Blue Painter's Grade tape. Items and tape must be removed within two weeks.
- Do not attach or hang plastic sheeting, paper or other combustible materials.
- Items hanging from the ceiling must not block, cover or be attached to any part of the fire alarm or sprinkler systems; conduits or pipes affiliated with the fire alarm or sprinkler systems; extinguisher cabinets; emergency lights or exits; corridor lighting; or light covers.**

Doors

- Covering doors or "gift-wrapping" is prohibited.
- Do not place string lights or lighted signs on the door exterior or around metal door frames. Any fray in the wiring could cause an electrocution hazard.
- Do not add gel clings to doors, as they may stain the finish.

Floors

- Taping or adhering items to the floor is prohibited.

Holiday/Religious/Seasonal Decorations

- Christmas – Residents may decorate with artificial or live trees. All trees (except artificial trees documented as flame retardant) must be treated by Campus Facilities staff with an approved fire retardant solution.
- Hanukkah and Kwanzaa – Many residents observe these holidays by using electric or battery-operated candles. Candles with a flame are not permitted in the apartments because they are a fire hazard.
- Other holidays and religious ceremonies – Residents are encouraged to observe holidays that are meaningful to them, provided their practices or ceremonies do not violate established policies or create a safety concern for other residents or property.
- There are often opportunities to observe or celebrate holidays in the community. Please contact a staff member about available alternatives.

Windows

- Do not place string lights around window frames. Any fray in the wiring could cause an electrocution hazard.
- The interior of residents' apartments may contain signs or posters (including electric signs) visible from the outside, as long as they are not commercial in nature and do not violate other published University policies.

For more information, visit reslife.missouri.edu/tiger-guide.

Rationale: Your safety and security is a priority, as is comfort in your home. These guidelines ensure your protection and that of other residents and University property.

DISORDERLY OR DISRUPTIVE CONDUCT

Residents should not engage in disruptive or disorderly conduct or lewd, indecent or obscene conduct or expression. This includes activities that are excessively noisy or otherwise disruptive to other residents.

Rationale: The apartment community serves as a place where a variety of functions occur for students. These guidelines and expectations are established to protect the rights of all while allowing a normal level of social or personal activity.

DRUGS, PARAPHERNALIA AND CONTROLLED SUBSTANCES

The consumption, manufacture, use, possession, sale or distribution of any controlled substance in or on the premises of any Residential Life or dining facility is prohibited without proper prescription, required license or as expressly permitted by law or University regulations. Possession of drug or alcohol paraphernalia is not permitted. The confirmed aroma of marijuana will be considered evidence in conduct cases involving the alleged violation of this policy.

Rationale: This policy is in compliance with state and federal laws and is intended to preserve the safety and well-being of all residents. Use of illegal drugs has been clearly shown to have a detrimental effect on students' academic

success and is inconsistent with the academic mission of the University.

ELECTRONIC EQUIPMENT

See “Appliances and Amenities” on p. 41.

ELEVATORS

Appropriate behavior on elevators is expected. Follow posted capacities. Damage or service calls due to overloading or tampering will be considered common area damage. If you get stuck in an elevator, use the emergency button for help. Do not try to pry the doors open. Damage will be handled as described in the “Damages” section on p. 42.

Rationale: Tampering with elevators can cause safety risks for residents, staff and guests. Overloading the elevator inconveniences everyone if it is taken out of service. The emergency button is the safest and quickest way to call for help.

ENTERING APARTMENTS

Although the University will make reasonable efforts to respect the privacy of a student’s apartment, Residential Life reserves the right to enter a student’s apartment, with prior notice if possible, for purposes of inspection, pest control, verification of occupancy, improvements or repair. The University reserves the right of entry without notice in situations posing a threat to life or property, violation of policy and for such purposes as are reasonably necessary to preserve campus order and discipline. Illegal items in plain view may be confiscated at any time, and conduct action may follow.

Rationale: Making residents feel at home is a top priority for Residential Life. Entering apartments as needed ensures the community is a safe, comfortable place for residents.

EXPLOSIVES AND FIREWORKS

The use, possession, display or ignition of fireworks or any type of explosive device (including, but not limited to, lighter fluid, firecrackers, sparklers, bottle rockets, M-80s, Roman candles and smoke bombs) is prohibited on University property. Possession or use of any of these items usually results in termination of the Residential Life contract and removal and prohibition from all Residential Life-owned or -operated buildings. These items will be confiscated.

Rationale: Fireworks and explosives pose a serious threat to individuals, as well as to the entire community, and should never be used indoors or near living spaces. The City of Columbia prohibits the use of any fireworks within city limits.

FIRE EQUIPMENT/LIFE SAFETY

Tampering with or theft of fire safety equipment — including, but not limited to, tampering with or discharging fire extinguishers; disabling bells/horns; activating a fire alarm when no emergency exists; tampering with, removing or destroying emergency exit signs; tampering with AED equipment; or covering or removing the batteries from individual smoke and/or carbon monoxide detectors — will result in severe conduct action. Sanctions may include, but are not limited to, immediate removal from the apartments and prohibition from entering any Residential Life-owned or -operated halls or apartments in the future.

Automated external defibrillators (AEDs) are located in the laundry rooms of each complex.

Rationale: Fire equipment in Residential Life-owned or -operated buildings is an important part of departmental safety precautions. Tampering with fire equipment will jeopardize the lives of residents, either through direct action or by destroying residents’ confidence in equipment reliability, and potentially hinders

the ability of fire protection personnel to effectively perform their responsibilities in an emergency.

FURNITURE

Community furniture must remain in community areas and should never be in residents’ apartments. Residents found with community furniture in their apartments will be disciplined and charged for their relocation and/or replacement. See “Damages” on p. 42.

Rationale: Residential Life encourages students to personalize their spaces and to make their apartments comfortable while, at the same time, minimizing the risk of injury or property damage. Because buildings have limited storage-space and relocation of furniture can cause damage, furniture in University-owned or operated buildings must remain in its designated location.

GAMBLING

Illegal or unlicensed gambling in any form is not allowed in University-owned or -operated housing, including, but not limited to: sports betting, sports pools/brackets, Internet gambling and at-home poker games or other activities where money or anything of value is exchanged.

Rationale: Residential Life expects students to comply with all local, state and federal laws while residing in the apartments. Gambling has been shown to have a detrimental effect on students’ academic success and is inconsistent with the academic mission of the University.

GUESTS AND VISITATION POLICY

Residents and guests are expected to comply with Residential Life’s visitation guidelines and policies. The visitation policy allows residents to have guests in the apartment at any time for studying, discussion or appropriate socializing.

Residents are responsible for their guests’ actions and behavior. Visitation may be restricted for guests who violate policies, and their hosts may be subject to conduct action.

The visitation policy does not allow for guests (including children) staying on an extended (more than two weeks) or frequent basis.

Rationale: The apartment community provides residents with the opportunity to study and socialize at any time with other students. The spirit of this policy does not allow for guests taking up residence in any manner.

HARASSMENT

Harassment by engaging in a course of conduct directed at a specific person that serves no legitimate purpose that would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed is not tolerated and will result in severe conduct action, including potential removal from the residence hall. Forms of harassment include, but are not limited to, cyber, sexual or verbal harassment, threatening messages, physical threats, intimidation or posting of harassing materials.

Rationale: The University of Missouri does not condone discrimination on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, age, disability or veteran status. Residential Life is committed to providing a comfortable, non-threatening environment for all; to tolerate harassment would be contrary to that commitment. Personal and academic enrichment must take place in an environment that respects the rights of others, even when individuals may have different views or beliefs. Actions that may not be intended to threaten or degrade may nevertheless do so to another individual. Residential Life staff also come from diverse backgrounds and have the right

to perform their jobs to help residents succeed in a safe, non-threatening environment.

HAZARDOUS ITEMS

No hazardous liquids or materials may be stored inside or outside an apartment. Such items will be confiscated. Examples include, but are not limited to, antifreeze, gasoline and lighter fluid.

Rationale: Hazardous items pose a serious threat to individuals, as well as to the entire community, and are not allowed.

ID CARDS (STUDENT ID, TIGERCARD)

You should always carry your TigerCard with you, as any University staff member may request to see your ID at any time in order to establish that you are an MU student. Report lost or stolen ID cards promptly to the ID Office in The Mizzou Store. Never allow another individual to use your TigerCard. Replacement cards can be obtained from the ID Office for a \$15 fee. For more information, visit doit.missouri.edu/id-cards/.

Rationale: To ensure the safety of Residential Life-owned or -operated buildings, residents are not permitted to loan their TigerCards to anyone, as they act as keys to the exterior doors of Manor House. This policy allows Residential Life to maintain a strict level of accountability for living spaces, as well as an appropriate level of security for residents and staff.

ILLEGAL ITEMS

Any item that is not approved, is a violation of University policy or is illegal under local, state or federal law is subject to immediate confiscation. Some items may be disposed of (e.g., alcohol). The possession of traffic and street signs, even those purchased from another source, is illegal. Such signs will be confiscated, and MUPD will be notified. Store-bought street signs are permitted.

When feasible, items will be held until residents have the opportunity to meet with apartment office staff. Items that are confiscated will be considered forfeited by the resident. Disposal or situational return of the items is at the apartment office staff member’s discretion. The University assumes no responsibility for such items.

Rationale: Items that are clearly illegal are not permitted in Residential Life facilities. When a resident chooses to violate that policy, he or she does so with the implied knowledge and understanding that his or her ownership of the item or substance may be forfeited.

IMMUNIZATION

All newly enrolled freshmen and transfer students must submit proof of two measles immunizations to the Student Health Center to register for second-semester classes. Missouri legislation has additional meningococcal meningitis requirements. Residents of University housing are required to provide proof of prior immunizations, receive the immunization or submit a signed waiver to the Student Health Center.

Rationale: The University supports and complies with the laws of the State of Missouri, which requires meningococcal meningitis immunizations. The University also requires measles immunizations in order to help maintain the health and well-being of students and staff.

KEYS

You will be issued a front door key and a mailbox key when you check into





your apartment. They are University property and must be returned when you check out. Do not allow anyone else to use your keys. Do not duplicate or modify your keys. **Unauthorized possession, duplication or use of keys to any University facility or unauthorized entry or use of University facilities is prohibited.**

Residents should always lock their doors and carry their keys with them, even if only leaving for a few minutes. **If staff find an unlocked door, they are required to lock the door.**

If you get locked out of your apartment, contact the Resident Manager (RM) or RM on-call; you will need to show a photo ID. If no RM is available, visit the office during regular business hours to check out a spare key. The spare key must be returned by the next business day to avoid the locks being changed and a minimum \$60 charge to your student account.

If you lose your key(s), notify the office immediately so we can re-establish security of your apartment quickly. If you suspect your apartment key was stolen, report the theft to MUPD (573-882-7201) immediately, and visit the office to request a lock change.

Additional locks may not be installed on the doors.

Lost mailbox keys will result in a lock change and a charge to your student account (USPS determines the rate of mailbox lock changes).

Rationale: To ensure the safety of Residential Life-owned or -operated buildings, the department does not allow residents to make copies of apartment or other official University keys. Residents are not permitted to give keys or copies of keys to friends or acquaintances. This policy allows Residential Life to maintain a strict level of accountability for the keys to residential living spaces, as well as an appropriate level of security for residents.

LITTERING

Littering of any type, including, but not limited to: throwing or placing (or causing to be thrown or placed) glass; wire; nails; cigarette butts; trash; any solid or liquid chemical waste or residue; any flammable or explosive liquid; or any water or waste with toxic, poisonous, caustic or corrosive properties that might present a public nuisance or hazard to humans or wildlife is prohibited.

All garbage must be disposed of in the Dumpsters provided. Do not leave garbage outside the apartment or Dumpster or in common areas.

Those found responsible for littering will be charged \$50 per occurrence. If the responsible party cannot be found, the community will split the cost for clean-up.

Rationale: When garbage is allowed to accumulate outside the Dumpster, there is a likelihood of attracting insects, rodents or other animals. Garbage must be covered and disposed of properly to avoid attracting these pests.

NOISE/QUIET HOURS

Residents are required to adhere to quiet hours established by Residential Life. Quiet hours begin no later than 10 p.m. (earlier hours are encouraged) and end no earlier than 8 a.m. daily. Musical instruments may be played for a maximum of two hours per day between 8 a.m. and 8 p.m.

The apartments have courtesy hours 24 hours a day. If another individual asks you to lower your volume at any time, you are expected to respect the rights of other residents and comply with the request. This policy also applies to individuals outside the building who create noise that is disruptive.

Rationale: The community serves as a place where a variety of functions occurs. These guidelines and expectations are established to protect the rights of all, while allowing a normal level of social or personal activity.

PAINTING

Residents may not paint their apartments.

If Residential Life staff have to repaint a room for any reason, the resident(s) may be billed up to \$240 per room for priming and repainting.

Wallpaper and/or borders are not allowed in any of the apartment communities.

PARKING

Residents and members of their households are required to register all their motor vehicles in accordance with MU's Traffic and Parking Regulations. Vehicles must display a valid license plate and appropriate stickers/permits, be in operating condition and be parked in authorized areas only. Any vehicle that does not appear to be in operating condition may be towed at the owner's expense. Any vehicle that has not been moved for 14 or more days will be towed at the owner's expense.

Residents may pick up a parking permit at the University Student Apartments office. Additional permits may be available for some communities. For more information or to request additional permits, contact the apartment office.

PETS

Fish and small caged birds are the only pets allowed.

Guide/Service dogs must comply with the MU Service Animal Policy and Residential Life's Service Animal Guidelines. For copies of both, visit the Residential Life Administration office in 0780 Defoe-Graham.

Rationale: The opportunity for pet ownership provides residents with a comfortable environment. If you are considering bringing a pet to campus, you will need to understand the guidelines and restrictions of the Pet Policy. For more information, visit the apartment office.

PRANKS

Pranks or practical jokes that change the appearance of the common or living areas or that create a disruption for residents and/or staff are strictly prohibited. Participants in the planning or execution of pranks will be subject to conduct action and may be charged for any damages.

Rationale: Pranks or practical jokes could intentionally or unintentionally hurt others emotionally, mentally or physically, damage property and/or cause additional work for the staff. Regardless of the intent, pranks and practical jokes will not be tolerated.

RESTRICTED AREAS

Some areas in and around the apartment buildings are restricted to students at all times for safety reasons. These areas include, but are not limited to, roofs, exterior walls, balcony exteriors and custodial or maintenance work spaces. Residents are not permitted to climb the balcony or the outside of building walls. Other areas, such as fire escapes or emergency doors, can only be used in an emergency.

Rationale: The roofs are not physically designed to serve as sun decks or social areas. Being on a roof or in a restricted area presents a serious safety threat to yourself and others. The policies established protect the rights of residents and the security of the community.

SMOKING

Smoking is not permitted on University-owned or -operated property. Products including, but not limited to, cigarettes, cigars, e-cigarettes, hookahs, pipes and water pipes, are prohibited.

For more information on MU's smoking policy and assistance with quitting,

visit smokefree.missouri.edu.

Rationale: Residential Life is committed to providing a safe and healthy environment for all residents and staff. The detrimental effects of secondhand smoke are well documented; residents have the right to live in a space without the health risks of secondhand smoke.

STORAGE

Some communities have designated storage areas. All stored items must fit in the resident's designated area. Residents must provide their own locks. Illegal or unsafe items (street signs, propane tanks, air conditioning units, space heaters, etc.) may not be stored in these units and may be confiscated.

Unused storage units will be locked by Residential Life. If your storage area has a Residential Life lock, contact Maintenance Services to request it be removed.

Residents may not store items on porches, breezeways or common hallways or areas, with the following exceptions:

- Residents of University Village and the top floors of University Heights may store non-combustible items, such as wrought-iron furniture and clay flower pots, within the yellow lines on their front porches.

- Tara residents may store these items on their back porches/balconies.

For more information, contact the Resident Manager.

Rationale: Residential Life property must remain in its designated location to ensure residents are not charged for its loss and so Residential Life staff can monitor its condition.

THEFT

Attempted or actual theft of, damage to or possession without permission of University property or that of any individual is strictly prohibited. The University does not purchase property insurance covering any loss of or damage to a student's personal property, and the University assumes no responsibility for the payment of such a loss. Report any suspected theft to MUPD at (573) 882-7201.

Rationale: While residents have the right to expect the community to be a safe and secure environment, they should still take precautions to prevent theft. Such precautions include, but are not limited to, locking the door(s) when leaving the apartment, not allowing others to use their keys or TigerCard and locking bikes to bike racks.

VIDEO/AUDIO RECORDING AND PHOTOGRAPHY

Video/audio recording and photography in the residence halls must not interfere with residents' and guests' rights to a reasonable expectation of privacy in their living space or to the routine activities of the hall. The planned or possible use or reuse of the video/audio recording and photographs for distribution or transmission must have the consent of all subjects and be consistent with the Standard of Conduct for students, University policies and applicable laws.

Recording and photography for publication, news/social media, commercial and education projects will be permitted if approved in advance and if in accordance with the Filming, Photography, and Audio Recording Policy. Residence Hall Coordinators will provide a copy of the policy upon request. Recording may not pose a security or safety risk and may not conflict with previously planned events.

Rationale: Current and future technology allows for easy recording and transmission of images and audio. However, residents are entitled to a sense of privacy in their homes. Guidelines and regulations for recordings in the residence halls allows for the upholding of this reasonable expectation.

WEAPONS

Use or possession of weapons of any type, including, but not limited to, guns; firearms; paintball guns; air soft, BB or pellet guns; bows and arrows; knives with blades more than four inches long; decorative weapons; ammunition; and explosives, is not permitted in Residential Life-owned or -operated facilities at any time. Firearms are not permitted on campus, even in vehicles.

Any object that could potentially inflict injury or cause harm that is used in a threatening, careless or aggressive manner will be considered a weapon, regardless of intent. Possession of any of these items will usually result in termination of the Residential Life contract and permanent removal and prohibition from all Residential Life-owned or -operated facilities.

Rationale: Although personal protection is a concern and some weapons have other uses, the potential danger weapons present through misuse or accidental use is great. MUPD offers a variety of information and options for personal safety and security, as well as storage for weapons, including those used for hunting.

WEIGHTS IN APARTMENTS

Hand weights (not to exceed 25 pounds) are allowed but should be used in a manner that does not disturb others or damage facilities. Dropping weights to the floor can damage the flooring and creates a loud noise in the apartment below.

Rationale: Weights are heavy and can damage floors. Even careful use of weights can create a disruptive noise and interfere with other residents' rights to sleep and study.

WINDOWS AND WINDOW SCREENS

Windows fitted for screens must have screens in place at all times. Window safety stops must be left intact at all times. Hanging, dropping or throwing anything out of an open window and using the window for entry or exit purposes is prohibited (except in case of an emergency). Do not unlatch interior or exterior window screens. Residents will be charged for the total cost of installing, repairing or replacing damaged or destroyed screens and windows. Damages or costs resulting from items thrown from the window or other violations of this policy will be charged to the resident and will likely result in termination of the Residential Life contract and removal from all Residential Life-owned or -operated facilities.

Rationale: Windows without screens may present a serious safety hazard to residents and allow unwanted pests inside. Objects thrown from windows present a safety hazard to others. Unlatched exterior screens can fall or blow off, be damaged or cause personal injury.

EMERGENCIES, HEALTH AND PERSONAL SAFETY

ASSAULT, ABUSE OR ENDANGERING BEHAVIORS

Physical assault or abuse of another person threatens or endangers their health or safety and is strictly prohibited. Examples of endangering behaviors include, but are not limited to, physical altercations, throwing items from windows or balconies or wrestling or rough-housing in the community. Residents who engage in this type of behavior will likely be removed and prohibited from Residential Life-owned or -operated facilities.

If you think you may be a victim of assault or abuse, see "Child Abuse and Neglect" below or "Physical Assault," "Rape and Sexual Assault" or "Relationship Violence" on p. 46, and contact a professional staff member for assistance.

CHILD ABUSE AND NEGLECT

Child abuse is any physical injury or sexual or emotional abuse intentionally inflicted on a child by someone responsible for the child's care, custody and control. Discipline, including spanking, administered in a reasonable manner is not considered abuse. Child neglect is failure by someone responsible for the child's care, custody and control to provide proper and necessary support, education as required by law, nutrition and medical, surgical or other care necessary for the child's well-being.

If you suspect child abuse or neglect, contact MUPD at (573) 882-7201 or the Department of Social Services Children's Division hotline at 1-800-392-3738. You will need to know the child's name, the name(s) of the parent(s), the alleged abuser's name and where the child can be found. Although you do not have to identify yourself when making a hotline call, please consider doing so to allow caseworkers to contact you with any other questions that may help their investigation.

EMERGENCY PROCEDURES

A summary of emergency procedures is posted on the back of each apartment entry door. Contact your Resident Manager if yours is missing or damaged. Residents are expected to comply and cooperate with directives from apartment, University and emergency personnel. Staff and officials must follow procedures and may need to make critical decisions in emergencies. If residents or guests hinder staff or emergency personnel in emergency situations (either by direct, indirect or lack of action), conduct action will be taken.

NOTE: The City of Columbia uses Smart911 (www.Smart911.com), a service that allows citizens (including students) to register their telephones (mobile and landlines) and provide important details (medical, etc.) for a profile that will be displayed to emergency personnel when a registered device calls 9-1-1. All residents, particularly those with medical or other concerns that would be relevant in case of emergency, are encouraged to create a profile and register phones with Smart911. Also, please discuss your needs with your Resident Manager and a representative from the Residential Life Planning and Design office in 0780 Defoe-Graham.

Residents should be alert and aware of their environment and should follow T.I.G.E.R. steps: Tell police of the situation; Inform your community; Get secure, or Evacuate if possible; and, if necessary, Resist the threat with force. The MU Alert site (mualert.missouri.edu) will be updated as information becomes available.

Campus Emergency: In the event of a campus emergency, remain calm. Use common sense, and assist others as necessary without endangering yourself. Contact the nearest MU staff member for information, instructions or assistance. Evacuate buildings immediately if requested by authorities, upon hearing an alarm or when you sense remaining inside may be dangerous.

- In emergencies, do not use the MU telephone system except to report the emergency situation. Use your cell phone for texting family and friends to let them know where you are when possible, as University phone service may be down.
- Do not use elevators.
- Do not risk your life or the lives of others by re-entering a building to save personal or University property.
- Do not cross police barriers without permission.
- Do not exceed your training or knowledge in attempting to provide first aid.

Carbon Monoxide: Carbon monoxide detectors can be found in the apartments at University Heights and University Village. When a carbon monoxide alarm sounds, all occupants of the apartment must immediately evacuate the apartment. After reaching a safe location, the student should contact Maintenance Services

(573-882-7211) during regular business hours or MUPD (573-882-7201) after hours. If it is safe to do so, open all windows before evacuating the apartment.

Earthquakes: Get underneath a sturdy desk or table, kneel and protect your eyes by pressing your arm against your face. If there is no desk or table nearby, sit on the floor against an interior wall away from windows, bookcases or tall furniture that could fall on you. When the earthquake is over, go to your community's designated exterior assembly area.

Fire: When a fire alarm sounds, all residents must immediately vacate the building via the prescribed evacuation routes. Never use the elevators — always take the stairs. Residents who fail to vacate the building when an alarm sounds endanger the safety of themselves and others and will face conduct action.

Red Securing: This level of securing is used for situations in which a violent perpetrator or other active threat is on or near campus. As safety permits, residents will be notified of the securing level through signage outside their apartment and possibly through staff notification or the University mass notification system. Residents are encouraged to register for the mass notification system at mualert.missouri.edu.

If a Red Level Securing is mandated, all exterior doors of buildings on main campus (Manor House) will be locked. Residents will only be able to enter with their TigerCards. Only if it is safe to do so will staff knock on doors or use a bullhorn to announce the situation. Residents of low-rise apartment complexes (Tara, University Heights and University Village) should lock all entry doors to their apartments.

Residents should stay in their apartments, lock doors and windows and close the blinds. Turn off all lights and appliances, and set cell phones to vibrate. Do not turn on water or flush toilets. Take cover near the floor, so you are invisible (not in line with the door or window), and remain silent. Do not open the door for anyone.

Once the securing is over, you may be notified by the Emergency Mass Notification System.

Tornado: If a tornado warning is issued by the National Weather Service for any part of Boone County, it will be announced by the public media, and exterior tornado sirens (steady horns signaling the beginning of the warning) will sound. These sirens may not be heard inside the apartment and may not sound for the duration of the warning. Take cover, and stay away from windows. Go to the basement, hallway, lower floors or restroom without windows. Residents may return to other areas of the community and resume regular activity after the warning expires. Expirations will be announced by public media.

For more information on campus emergencies and to register for alert notifications, visit mualert.missouri.edu.

HARASSMENT

Harassment is unwelcome contact with an individual through electronic, verbal or written means that threatens, intimidates, demeans and/or creates a hostile environment. If you have been the victim of harassment or feel threatened, contact your staff member, your Resident Manager or MUPD. See "Assault, Abuse or Endangering Behaviors" above.

HEALTH AND COUNSELING SERVICES

In the event of a personal, medical or psychological emergency, contact MUPD at (573) 882-7201. The Student Health Center and the Counseling Center offer counseling and other programs during regular business hours. The office staff and Resident Managers are not trained to provide any type of counseling services.



For more information, contact the Student Health Center at (573) 882-7481 or studenthealth.missouri.edu or the Counseling Center at (573) 882-6601 or counseling.missouri.edu.

MISSING PERSONS

If Residential Life staff have sufficient cause to believe a resident is missing, staff will notify MUPD and a designated contact as described:

If the resident is under the age of 18, the custodial parent and/or legal guardian listed in the emergency contact information provided to the University will be contacted. If the resident is 18 years or older, staff will check University records to see if the resident designated a contact in case the resident is missing. If no contact is listed, the designated emergency contact will be contacted. If the resident has not submitted emergency contact information, the parent or legal guardian listed in University records will be contacted.

PHYSICAL ASSAULT

Physical assault against anyone is not tolerated. Severe conduct action will result, and removal from the community is probable. If you are the victim of an assault, contact an office staff member, your Resident Manager or MUPD immediately.

RAPE AND SEXUAL ASSAULT

Any physical contact or sexual act that is unsolicited or unwelcome may be considered sexual assault. Sexual intercourse without consent is rape. If you are the victim of sexual assault or rape, you may choose to contact a Residential Life staff member, the RSVP (Relationship and Sexual Violence Prevention) Center (573-882-6638), True North (573-875-1370), the Student Health Center (573-882-7481) or the Counseling Center (573-882-6601) and are encouraged to contact MUPD (573-882-7201). If you are the victim of predatory drugs, rape or sexual assault, you are strongly encouraged to go to the hospital for medical care as soon as possible. Keep in mind an exam by trained staff at the hospital is not required in order to press charges, but it may help a case, should you choose to press charges. Either way, an exam by trained staff at the hospital is highly encouraged. If possible, do not shower or change clothes to preserve evidence, in case you decide to pursue criminal charges against your assailant. These resources are confidential, and the staff members in these offices can give you legal and medical information, as well as emotional support.

RELATIONSHIP VIOLENCE

Relationship violence (often called domestic violence) is defined as any actual or threat of physical or emotional abuse between spouses, intimate partners (living together or separately), roommates or family members. Abusive behaviors include, but are not limited to, physical or sexual violence, pressure tactics, emotional abuse, destructive criticism, verbal attacks, minimizing or denying abusive behaviors, economic control and isolation.

For more information or to report domestic abuse, contact the RSVP (Relationship and Sexual Violence Prevention) Center (573-882-6638), True North hotline (573-875-1370 or 1-800-548-2480), MUPD (573-882-7201), Columbia Police Department's DOVE (Domestic Violence Enforcement) Unit (573-874-7423) or the Counseling Center (573-882-6601). You can also contact the National Domestic Violence Hotline at 1-800-799-SAFE (1-800-799-7233).

THEFT

If you are a victim of or witness to theft, contact MUPD (573-882-7201), the office and your Resident Manager. **File a report with MUPD as soon as possible.** Although Residential Life does not assume responsibility for personal items, immediate and accurate reports of stolen items may allow items to be recovered. Each resident is encouraged to obtain personal property or renter's insurance. Residents may also be covered under their family's homeowners' insurance. Prevent theft by locking your door at all times and reporting suspicious behavior to staff or police. See "Keys" on p. 43.

STUDENT CONDUCT PROCESS

Minor contract violations will be handled through the University Student Apartments office. Residents typically will receive a warning letter, to be followed by an inspection to ensure the problem has been resolved.

More severe violations of the Student Conduct Code will be handled through the Office of Student Conduct. For more information on conduct processes, visit mizzoulife.missouri.edu/resources/m-book, or contact the Office of Student Conduct at (573) 882-5543 or conduct.missouri.edu.

SANCTIONS

The following sanctions may be imposed on any student found to have violated Residential Life policies and/or the Student Conduct Code; more than one sanction may be imposed for a single violation.

Warning

A warning is a written notice to the student that the student is violating or has violated Residential Life policy and/or the Student Conduct Code and that the violation should not occur again.

Discretionary Sanctions

Discretionary sanctions include work assignments, service to the University or other relevant assignments. The hearing officer will design educational projects to provide residents with a better understanding of why these policies and rules are in place and to help residents understand how their actions can have positive and negative effects on other members of the community.

Loss of Privileges

The student is denied specified privileges for a designated period of time. This may include limitations of presence in facilities or portions of facilities.

Restitution

The student is required to compensate the University for loss, damage or injury to the University or University property caused by the student. This may take the form of appropriate service and/or monetary or material replacement.

Residential Life Relocation

The student is required to relocate, along with all personal belongings, to another location designated by University of Missouri staff within University-owned or -operated facilities. This may include limitations on the ability to voluntarily relocate within the Residential Life system, as well as limitations of presence in facilities or portions of facilities.

Residential Life Probation

The student will receive written notification that, due to a finding of responsibility for violation of Residential Life policy(ies) and/or the Student Conduct Code, additional violations during a specified period of time will result

in more severe sanctions. These sanctions will most likely include suspension, dismissal or expulsion from Residential Life-owned or -operated facilities.

Residential Life Suspension

This sanction includes removal of a student from University-owned or -operated housing, termination of a student's Residential Life contract and prohibition on returning for a specified period of time. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for a \$400 sublease and repainting fee.

Residential Life Dismissal

This sanction includes removal of a student from University-owned or -operated housing, termination of a student's Residential Life contract and prohibition on returning for a specified period of time and until specified conditions have been met. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for a \$400 sublease and repainting fee.

Residential Life Expulsion

This sanction includes permanent removal of a student from University-owned or -operated housing and termination of a student's Residential Life contract. The student's removal from housing may also include limitations of presence in University-owned or -operated facilities. The student whose contract is terminated as the result of a violation of Residential Life policy and/or the Student Conduct Code will be responsible for a \$400 sublease and repainting fee.

University Probation

The student will receive written notification that, due to a finding of responsibility for violation of Residential Life policy(ies) and/or the Student Conduct Code, additional violations during a specified period of time will result in more severe sanctions. These sanctions will most likely include suspension, dismissal or expulsion from the University of Missouri (inclusive of all campuses within the system).

University Suspension

This sanction includes separation of the student from the University, inclusive of all campuses within the UM System, for a specified period of time, after which the student is eligible to return.

University Dismissal

This sanction includes separation of the student from the University, inclusive of all campuses within the UM System, and prohibition on returning until specified conditions have been met.

University Expulsion

This sanction includes permanent separation of the student from the University of Missouri, inclusive of all campuses within the UM System.

Additional Sanctions

Additional sanctions may be imposed by the Office of Student Conduct or the student conduct committee as outlined in the M-Book. For more information, contact the Office of Student Conduct at (573) 882-3780 or visit mizzoulife.missouri.edu/resources/m-book. ■

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CAMPUS RESOURCES

ACADEMIC EXPLORATION & ADVISING SERVICES

M110 Student
 Success Center
 884-9700
aeas.missouri.edu

ACADEMIC RETENTION SERVICES

110 Student Success Center
 882-9208
ars.missouri.edu

ACADEMIC SUPPORT CENTER

505 E. Stewart Rd.
 882-3608
asc.missouri.edu

ADAPTIVE COMPUTING TECHNOLOGY (ACT) CENTER

N18 Memorial Union
 884-2828
actcenter.missouri.edu

ADMISSIONS

230 Jesse Hall
 882-7786
admissions.missouri.edu

CAMPUS DINING SERVICES

Plaza 900
 882-FOOD (3663)
dining.missouri.edu

CAREER CENTER

201 Student
 Success Center
 882-6801
career.missouri.edu

CASHIER'S OFFICE

15 Jesse Hall
 882-2491
cashiers.missouri.edu

CENTER FOR LEADERSHIP DEVELOPMENT & COMMUNITY INVOLVEMENT

2500 MU Student Center
 882-8585
leadership.missouri.edu

COUNSELING CENTER

119 Parker Hall
 882-6601
counseling.missouri.edu

DISABILITY SERVICES

S5 Memorial Union
 882-4696 or 882-8054 (TTY)
disabilityservices.missouri.edu

DIVISION OF INFORMATION TECHNOLOGY

615 Locust St.
 882-5000
doit.missouri.edu

GAINES/OLDHAM BLACK CULTURE CENTER (GOBCC)

813 Virginia Ave.
 882-2664
gobcc.missouri.edu

INTERNATIONAL CENTER

N52 Memorial Union
 882-6007
international.missouri.edu

LEARNING CENTER

100 Student Success Center
 882-2493
learningcenter.missouri.edu

LESBIAN GAY BISEXUAL TRANSGENDER QUEER (LGBTQ) RESOURCE CENTER

G225 MU Student Center
 884-7750
lgbtq.missouri.edu

MISSOURI ONLINE

136 Clark Hall
 882-2491
online.missouri.edu

MISSOURI STUDENT UNIONS

2202 MU Student Unions
 882-6310
unions.missouri.edu

MISSOURI REC SERVICES AND FACILITIES

213 Rothwell Gymnasium
 882-2067
mizzourec.com

THE MISSOURI STORE

911 E. Rollins
 882-7611
mubookstore.com

MSA/GPC BOX OFFICE

1214 MU Student Center
 882-4640
boxoffice.missouri.edu

MSA/GPC CRAFT STUDIO AND GALLERY

N12 Memorial Union
 882-2889
craftstudio.org

MSA/GPC RSVP (Relationship and Sexual Violence Prevention) Center

G210 MU Student Center
 882-6638
rsvp.missouri.edu

MSA/GPC TECH

2500 MU Student Center
 884-2277
msagpctech.missouri.edu

MU POLICE DEPARTMENT (MUPD)

901 Virginia Ave. (Virginia Ave. Parking Structure, SE corner)
 Emergency: 9-1-1
 Non-emergency: 882-7201
 Lost & Found: 882-7207
mupolice.com

MU SUSTAINABILITY OFFICE

W112 Virginia Avenue Parking Structure
 884-9319
sustainability.missouri.edu
studentsustainability.missouri.edu

MULTICULTURAL CENTER

G107 MU Student Center
 882-7152
multiculturalcenter.missouri.edu

OFFICE OF THE REGISTRAR

125 Jesse Hall
 882-7881
registrar.missouri.edu

STUDENT FINANCIAL AID

11 Jesse Hall
 882-7506
financialaid.missouri.edu

WRITING LAB AND ONLINE WRITERY

Student Success Center
 882-2496
writery.missouri.edu

PARKING & TRANSPORTATION SERVICES

Turner Ave. Garage, Level 2
 (573) 882-4568
parking.missouri.edu
STUDENT HEALTH CENTER
 1101 Hospital Dr.
 (573) 882-7481
studenthealth.missouri.edu

STUDENT LEGAL SERVICES

2500 MU Student Center
 (573) 882-9700
sls.missouri.edu

STUDENT SUCCESS CENTER

909 Lowry Mall
 (573) 882-6803
success.missouri.edu

TESTING SERVICES

004 Parker Hall
 (573) 882-4801
testing.missouri.edu

UNIVERSITY CONCERT SERIES

409 Jesse Hall
 (573) 882-3781
www.concertseries.org

WELLNESS RESOURCE CENTER

G202 MU Student Center
 (573) 882-4634
wellness.missouri.edu

WOMEN'S CENTER

G108 MU Student Center
 (573) 882-6621
womenscenter.missouri.edu

CAMPUS PHONE NUMBERS

EMERGENCY NUMBERS

Fire Department 9-1-1
 Ambulance 9-1-1
 MU Police Department
 Emergency 9-1-1
 Dispatcher 882-7201
 Columbia Police Department
 Non-Emergency 442-6131
 Abuse & Rape
 Hotline 875-1370

DIRECTORY ASSISTANCE

On Campus 0
 Off Campus 882-2121
 Local Phone Numbers 1-411
 Long Distance 1-(AreaCode)-555-1212
 800/888 Numbers 1-800-555-1212

RESIDENCE HALL FRONT DESKS

Center 882-9273	Jones 882-3715
College Avenue 882-9345	Lathrop 882-3896
Defoe-Graham 882-3030	Laws 882-2886
Discovery 882-0265	Mark Twain 882-0789
Dogwood 882-2800	McDavid 882-4515
Excellence 882-0265	North 882-9273
Galena 882-2800	Respect 882-0265
Gillett 882-6714	Responsibility 882-0265
Hatch 882-2015	Schurz 882-2414
Hawthorn 882-2800	South 882-8527
Hudson 882-6714	Tiger Digs 268-4943

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