



Residence Life

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STANDARDS OF RESIDENCE

Residence Hall Conduct Handbook

A. INTRODUCTION TO NAU CONDUCT SYSTEM

The basic philosophy of University discipline is one of education. It focuses on the growth and development of residents' potentialities through the encouragement of self-discipline and responsibility by fostering respect for the rights and privileges of others.

Policies, rules, and regulations have been established for residence halls to help in maintaining an optimal living environment for residents. These are published both in the Code of Conduct and this document. Also, individual halls and areas may establish regulations or policies specific to their situation, within the constraints of the Residence Hall Contract.

You are responsible for becoming familiar with all of these published statements and for considering them as you function within the residence hall community. As a member of this community, you also have the right and personal responsibility to question others when you are aware that they are not adhering to such regulations.

Failure to adhere to these policies can endanger your safety and the safety of others in the University community. Further, violations of these policies may be infringing upon the rights of others.

The Code of Conduct fully outlines disciplinary infractions and possible sanctions resulting from these infractions. In the residence hall system, discipline can be handled by the residence hall staff, or the designee of the Dean of Students. Sanctions range from an admonition of conduct to recommended dismissal from the University.

Violators may be accountable to both civil and criminal authorities and to the University for acts of misconduct which constitute violations of this Code. Disciplinary action at the University may proceed during the pendency of other proceedings at the discretion of University officials. Sanctions may be imposed for acts of misconduct.

It is necessary that you be familiar with the information in this document and the Code of Conduct, as well as other published materials of the University, to thoroughly understand your rights and responsibilities within the residence hall community as a whole. Other published rules include:

1. [Family Housing Contractual Obligations and Policies](#)
2. [Residence Hall and Meal Plan Contractual Conditions](#)
3. [Student Code of Conduct](#)
4. [Safe Working and Learning Environment Policy](#)
5. [NAU Network Acceptable Use Policy](#)

All members of the University community are responsible for reviewing these policies. Provisions contained in online publications supersede existing printed publications.

B. STANDARDS OF RESIDENCE

1.01 Alcohol

Preamble: Northern Arizona University acknowledges the use of alcohol by residents of legal age as a personal choice. The University is committed to maintaining an environment conducive to intellectual and personal development of residents and to the safety and welfare of all members of the University community. This includes expecting and encouraging responsible drinking behaviors by those individuals who are of legal age and who consume alcoholic beverages, and respecting the rights of those individuals who otherwise choose not to use alcohol. The University will continue to sponsor and support educational programs related to alcohol awareness and prevention, as well as support alternative, alcohol-free activities for residents.

1. Residents under the legal age of 21 are not permitted to possess or consume, or be in the presence of alcohol, or possess alcohol beverage containers, in University residence halls.

2. On-campus possession of alcoholic beverages of those of legal age, 21, will be allowed only in residence hall rooms of those who are of legal age.

a) The use/possession of kegs or "party bowls" in private living quarters within the residence halls or other campus living units is prohibited (a keg is defined as a barrel or large receptacle to contain alcoholic beverages).

b) Consumption of alcoholic beverages in areas other than the above is prohibited.

3. Personal consumption of alcoholic beverages by residents of legal drinking age or their invited guests (also of legal drinking age), in private living quarters in the residence halls or other campus living units, shall not unduly interfere with the rights of others, nor cause the normal operation of the residence halls or campus living unit to be disrupted.

4. The sale of alcoholic beverages on campus is prohibited.

5. It is illegal for those of legal drinking age to provide alcohol to any person under 21 years of age.

6. The use or possession of alcoholic beverages or alcohol beverage containers in Substance-Free buildings is prohibited. This includes decorative displays of empty containers. The following halls are Substance Free: Allen, Aspen Crossing, Cowden Learning Community, McConnell, Mountain View, Reilly, Sechrist, Tinsley, and Wilson.

7. In Substance-Free buildings, residents are not permitted to knowingly be in the presence of alcohol or drugs anywhere in the residence hall. The following halls are Substance Free: Allen, Aspen Crossing, Cowden Learning Community, McConnell, Mountain View, Reilly, Sechrist, Tinsley, and Wilson.

1.02 Appliances

The University only allows cooking in rooms equipped with kitchens for health, safety and sanitation reasons. Other halls were not designed to handle the electrical loads, venting and sewage problems associated with cooking.

1. The only permitted cooking appliances in residence halls, with the exception of apartment-style units, are blenders (not food processors), microwaves (up to 700 watts), electric popcorn poppers, coffee makers, rice cookers and water warmers. These are to be used only for their intended purposes.

2. Abuse of allowed appliances with respect to sanitation, odor, or safety, may result in loss of the privilege.

3. The use of other types of cooking appliances (electric woks, George Forman grills [sic], etc...) are not permitted in resident rooms. These appliances may only be used and cleaned in community or apartment kitchens.

4. The use of private grills is not permitted in or around the residence halls. Grills are provided in designated areas for resident use and at no time can a grill be left unattended. Residents are responsible for disposing of all ash, trash, and food debris into approved containers.

5. Washers, dryers, dishwashers or other major appliances are not permitted in any room or apartment, unless appliances are provided by the University.

6. Halogen lamps are not permitted in residence halls.

7. Any machine or device (i.e. personal routers or similar devices) that disrupts the normal operation of the NAU campus network, and any machine with inadequate security that leaves the NAU network vulnerable are prohibited.

1.03 Drugs and Tobacco

1. The possession, presence, use, sale, manufacture/cultivation or provision of any type of illegal drug (barbiturates, opiates, marijuana, medical marijuana, amphetamines, hallucinogens, etc.), possession of paraphernalia, or aiding in the use of such are not permitted in residence halls and are violations of the statutes of the State of Arizona.

2. Although Arizona state law permits the use of medical marijuana, i.e., use by persons possessing lawfully issued medical marijuana cards, federal laws and Arizona State legislation prohibit marijuana use, possession and/or cultivation at educational institutions and on the premises of other recipients of federal funds. The use, possession or cultivation of marijuana for medical purposes is therefore not allowed in any Northern Arizona University housing property or any other Northern Arizona University property; nor is it allowed at any University-sponsored event or activity; supported by the State of Arizona Law.

3. The misuse of controlled substances by residents is prohibited. Controlled substances must be issued in the name of the resident and stored in resident's assigned room.

4. All NAU residence halls are smoke-free buildings; this includes the use of hookah, e-hookah, and e-cigarette devices. The use of all tobacco products, including chewing tobacco, is prohibited in all Substance-Free Halls.

5. Smoking and the use of hookah, e-hookah, and e-cigarette devices are not permitted within 25 feet of any residence hall.

1.04 Fire Alarms, Drills, and Emergency Equipment

In the event of fire, sound the nearest fire alarm and contact the hall staff or police.

1. A resident may not set off a fire alarm or use any fire-safety equipment, except with reasonable belief of the need for such alarm or equipment.
2. A resident may not tamper with, disable, or obstruct any fire-safety equipment, including (but not limited to), smoke detectors, fire extinguishers and cases, fire sprinklers and associated plumbing, or fire hose connections.
3. Intentional misuse of any University fire alarm or fire fighting or safety equipment is prohibited. Persons who knowingly sound false alarms are subject to severe disciplinary action potentially resulting in separation from the institution. Criminal action may also be sought.
4. Intentionally delaying, obstructing, or resisting any University officer, including residence hall staff or fire person in the performance or attempted performance of their duty is prohibited. Criminal action may also be sought for such actions.
5. A resident must promptly vacate any residence hall when a fire alarm is sounded. Criminal action may also be sought for failure to vacate.
6. Purposely setting fire to University or private property is prohibited. Persons who commit arson are subject to severe disciplinary and criminal action.

1.05 Firearms and Weapons

1. Possession, use, or sale of any incendiary, explosive, or destructive device or any firearm on the University campus and within the residence halls is not permitted. At no time will live ammunition of any type be permitted in or on University premises.
2. Any and all types of pistols (including revolvers, automatics, derringers, etc.) and any and all types of air or gas-operated guns (including paint ball guns, air soft guns and any object reasonably perceived to be a gun) are prohibited on campus and within the residence halls at all times.
3. The firing of any type of firearm, bow and arrow, slingshot, or any other weapon on campus is prohibited.
4. Switchblade knives, bayonets, swords, hunting knives, knives with blades over five inches in length and any object reasonably perceived to be a weapon are prohibited on campus and within the residence halls at any time.
5. Possession of a weapon used for instructional programs is not permitted within the residence halls. This regulation does not apply to law enforcement officials acting in performance of their duties or to regular equipment used in the University's maintenance or instructional programs.
6. A resident may not explode or possess fireworks on campus or in any campus buildings including residence halls.
7. Failure to report to campus security/NAUPD and residence hall personnel the presence of an unlawful weapon, explosive or incendiary device, when the presence of such weapon or device is known or reasonably suspected, is a violation of the rules and regulations of the University.
8. Reporting the false presence of an unlawful weapon, explosive or incendiary device with the intent to mislead or deceive is prohibited.
9. Self-protection devices permitted on-campus are defined by the Student Code of Conduct.

1.06 Furniture

1. Furniture may not be transferred from one room to another or exchanged between rooms. Room furniture may not be removed or stored elsewhere in the building or off-campus.
2. Furniture placed in public or semi-public areas of the residence halls is for the comfort and use of all residents. Such furniture must remain in the area designated for it and must not be moved into residents' rooms. Discovery of such furniture in residents' rooms can be considered theft and will result in a recovery fee of \$25, and may result in disciplinary action.
3. Residents may arrange furniture that is not permanently affixed, in any reasonable manner, as long as damage does not occur. For safety and damage reasons, all supporting members of the bed-frame must remain in direct contact with the floor.
4. Lofts of any kind, unless provided by the University, are prohibited within the residence halls.

1.07 Guest Policy

1. All guests, at any time, are permitted only with the consent of the roommate(s). Guests are any person (including students) who are not currently assigned to the room or building in which they are present.
2. The host or hostess is responsible for seeing that his or her guest(s) follow all University and residence hall regulations and procedures. Each resident is personally responsible for the conduct of their guest while in the residence halls.

3. The University reserves the right to request guests to leave at any time.

4. Overnight guests are permitted for a maximum stay of 3 nights.

a) **Cohabitation is prohibited.** Cohabitation exists when a person who is not assigned to a particular residence hall room or apartment uses that room or apartment as if he or she were living there.

i. Examples of this may include, but are not limited to, accessing the room or apartment while the assigned occupants are not present, utilizing a key to enter a room or apartment to which one is not assigned, keeping clothing and other personal belongings in the residence hall or apartment, sleeping overnight in the room/apartment on a regular basis, and using the bathroom and shower facilities as if they lived in that room/apartment. When a guest's continual presence hinders a roommate's ability to study, sleep, and/or occupy their room, this will be considered a violation of this policy as well.

b) The invitation of overnight guests should conform to expectations outlined in any Roommate Agreement currently in place.

5. Lending of any assigned keys or NAU ID Card to guests is prohibited. Misuse or loss of University keys or card by guests is the responsibility of the host/hostess and could result in disciplinary action.

6. All guests are required to possess photo ID and present such ID upon requests of residence hall staff or other appropriate University officials acting in performance of their duties.

7. Guest registration may be required at the Residence Hall front desk.

1.08 Keys

1. Unauthorized possession or use of a key or access card to any door in a residence hall is strictly prohibited.

2. It is a violation of Arizona State Statutes and University regulations to duplicate, or cause to be duplicated, a key or access card to any door in a residence hall.

3. Residents are responsible for all assigned keys and access cards, and are responsible for any charges necessary to replace lost or damaged keys or cards. Residents can be charged a lockout fee and/or face conduct action for repeated lockouts requiring staff assistance.

1.09 Animals

1. Pets are not permitted in residence halls, either on a temporary or permanent basis. An exception can be made for fish in reasonable numbers and in appropriate containers (20 gallons maximum), service animals as defined by law, and assistance animals if determined by the university to be a reasonable accommodation for an individual with a disability. Animals being utilized for academic research are not allowed in residence halls.

1.10 Sales and Solicitation

1. No soliciting is permitted on campus or within the residence halls by an off-campus salesperson. A resident may invite a salesperson to visit him/her. Any person wishing this privilege of being invited to deal with groups or individuals must receive permission from Housing and Residence Life. It may be necessary, on occasion, to do a credit review and a charge will be made for this action.

2. Unless special written permission has been requested and obtained from Housing and Residence Life for both on and off campus groups, canvassing or solicitation of funds, sales, membership, subscription, or distribution of literature in residence halls is prohibited. Residence Hall Associations will determine time, place, and manner of approved solicitations within their respective residence hall.

3. In the case of fund-raising events by approved residence hall organizations, permission may be obtained through Housing and Residence Life.

4. Announcements and publicity items for any residence hall public area must be submitted to the Residence Hall Director or their designee for approval prior to posting. Distribution to more than one residence hall must be approved by Housing and Residence Life.

5. No group or individual may act as a vendor, sales agent, or in any way establish a business enterprise in University residence halls which interferes with the normal use of the facility or is not congruent with the educational purpose of the University.

6. No door-to-door sales and/or solicitation (such solicitation includes campaigning) is permitted without formal approval as indicated in 1.10(1) and (2).

2. Personal Responsibility

2.01 A resident may not engage in gambling on campus.

2.02 Excessive noise or behavior that disturbs others or endangers the personal safety of others within the jurisdiction of the residence halls is not permitted. Using, playing, or operating any sound-amplifying equipment that violates a standard of quiet conducive to study or sleep may constitute adequate reason for requiring removal of such instruments or other disciplinary

action. Minimum University "quiet hours" are established from 10 p.m. - 8 a.m., Sunday through Thursday and 12 a.m. - 8 a.m. Friday and Saturday, unless otherwise designated by the hall community. All other hours are designated as "courtesy hours" and residents are expected to demonstrate consideration for their neighbors at all times. Quiet hours will be modified to support University activities, such as Reading Week and finals week.

2.03 Waterbeds and other water furnishings are prohibited in residence halls for maintenance and housekeeping reasons. Excessive weight and potential water damage may cause harm to the structure of the building.

2.04 Damaging or tampering with any vending machine, washer and dryer, or other University-provided appliances is prohibited.

2.05 Throwing of snowballs into or at any residence hall building is prohibited.

2.06 Residents are financially responsible for all damages or loss in designated rooms. Residents may decorate their residence hall rooms with posters and other similar decorations as long as they do not cause damage to the room (nails, hooks, screws, etc. are not permitted). No decorations may be affixed, in any way, to the ceiling. Placing signs in windows and on the exterior of room doors in University residence halls is considered a resident's privilege. As with any privilege, certain responsibilities are inherent. Consequently, each resident who chooses to express their creativity, via their window or door assumes the responsibility for balancing their personal tastes with the image of the total community. Controversial or antagonistic materials may draw personal confrontations from others within the community who may be offended by the content.

The following recommendation is offered to residents who choose to place signs or decorations on their windows/doors. Signs, posters and/or decorations should be appropriate for public viewing and in keeping with good taste.

2.07 Screens on residence hall windows are not to be opened or removed. Residents will be charged for repair and/or replacement of removed screens.

2.08 Campus telephones are for local calls only. Long distance calls may be placed only as collect or credit card calls through available long distance services. The placing of long distance telephone calls from any University telephone and charging of calls to that or other University telephones without proper authority is prohibited. A resident may not accept collect calls.

2.09 Tampering with any telephone, computer, or data transmission line or device is prohibited. Unauthorized interception and/or use of data transmitted over residential wireless networks, is also prohibited.

2.10 A resident must comply with directions issued by University officials, including residence hall staff members, acting in performance of their regular or delegated duties.

2.11 Certain restricted areas exist within the residence halls. Residents are not allowed in such areas, which include, but are not limited to, any place that is officially closed, restricted only to designated people, or any place where the safety and welfare of the resident is endangered.

2.12 A resident may not furnish false or misleading information to University officials, including residence hall personnel, or on University records, nor shall s/he alter or tamper with such records.

2.13 Attempted or actual theft or misappropriation of any University property or theft, misappropriation or intentional damage to, vandalism of, or destruction of the property of any resident or any person on the University campus is prohibited.

2.14 Residents must show their ID card upon request to residence hall staff members and other appropriate University officials acting in performance of their duties in enforcing University rules and regulations.

2.15 A resident can only be sanctioned once for a given violation of the published rules. However, repetition of misconduct can result in more severe disciplinary action.

2.16 All trash and debris must be placed in University dumpsters adjacent to the residence hall.

2.17 Violating the terms of any disciplinary sanction imposed for an earlier violation may result in removal from University housing, while remaining liable for the remaining academic year housing charges.

2.18 Residents may not prevent an assignment to their room, either because their belongings are not on their part of the room or because they discourage or turn away a possible roommate. Residents are permitted to occupy only 1 assignable space within their living area unless they have been authorized to occupy additional space. Violation of this policy may result in a charge for a single room being applied to their account. The charge will be assessed from the last date the room was fully-assigned.

2.19 Any behaviors or actions prohibited by state or federal law are prohibited in the residence halls.

3. Personal Safety

3.01 Behavior that endangers and/or disturbs others' or one's own personal safety within the jurisdiction of residence halls is prohibited.

3.02 Sexual offenses including (but not limited to) contact/intrusion/penetration without consent, public sexual indecency and indecent exposure are prohibited.

3.03 Any action taken by residents that has the potential to cause harm, injury or damage to another resident, their room or their possessions may be subject to disciplinary action. This includes acts perceived as "pranks" against members of the residential community.

3.04 Harassment and/or Retaliation, including threatened physical injury of any person in the University community, is not permitted within the residence hall through any medium (electronic, print, text messaging, social media outlets, etc.). Retaliation of any kind taken against an individual for reporting a violation of the Standards of Residence or Code of Conduct or for cooperating in the investigation of that allegation is strictly prohibited.

3.05 Actual, or implied intent-to-commit, harm-to-self, through any medium, is not permitted.

3.06 Dropping, throwing, or in any manner permitting objects, either liquid or solid, to be ejected into or out of windows of residence halls is prohibited. Residents of the room are responsible for objects ejected from the window.

3.07 Candles, kerosene lamps, incense, space heaters, or other similar items are not allowed in residence halls. No flammable liquids of Class I or II and no combustible liquids of Class III will be stored or kept in residence halls. These classifications of liquids include ether, alcohol, gasoline, kerosene and most cleaning solvents containing petroleum distillates. These limitations are not intended to preclude the possession of hair spray, rubbing alcohol, cigarette lighter fluid, cosmetics and medicines when they are maintained in original containers. Nevertheless, caution must be exercised in the use of any flammable vapors or liquids, especially those contained in aerosol or pressurized cans.

3.08 Objects such as frisbees, balls, water, etc., must not be thrown in the hallway, in individual resident rooms, or in public areas.

3.09 Maliciously damaging or tampering with elevators is prohibited.

3.10 The use of skateboards, roller blades, roller skates, or scooters in any residence hall building is prohibited.

3.11 The riding of bicycles within residence halls is not permitted. Damage caused by bicycles in transit or storage is the responsibility of the resident.

3.12 Entry, occupation, seizure, or detention in any manner, of a residence hall facility or portion thereof for a use which is inconsistent with the customary and normal use of such premises is prohibited.

3.13 Hazing is defined as any action taken or situation created to produce mental or physical discomfort, embarrassment, harassment, or ridicule to another person or group of people. Hazing by any group or individual within the residence hall community on the campus is strictly prohibited.

3.14 Residents are not permitted on the roof of any University building for any unauthorized purpose.

4. Building Security and Access

4.01 The placement of any object in, near or around the exterior door of a building in an effort to prevent the door from closing, or being able to close or lock the door upon closing, is prohibited.

4.02 Tampering with, disabling, obstructing, vandalizing, or interfering with the normal functioning of any portion of a security monitoring system or monitored door, including, but not limited to, door alarms, cameras, or card readers, is prohibited.

4.03 Tailgating to gain entry to any residential facility is prohibited. The term "tailgating" is used to describe the situation where one or more people follow an authorized person through an access-controlled door when the authorized person opens the door legitimately. This can be done either with or without the authorized person's knowledge and/or consent. Tailgating is prohibited for a normally-authorized person who has forgotten or lost their NAU ID card.

4.04 Residents who provide an unauthorized individual or group access to a residential facility are responsible for the actions of those individuals and can be held responsible for damages and conduct violations attributed to the unauthorized individuals. This includes unauthorized individuals who gain access as a result of tailgating or the use of a propped or compromised door attributed to the authorized resident.

4.05 Individuals authorized to enter residential facilities are limited to currently contracted residents assigned to rooms or apartments within that facility, authorized faculty or staff acting within the scope of their role and the immediate performance of their duties, and the escorted guests of authorized residents. Non-contracted students may be granted permission to access residential facilities for a specific purpose, but this permission may be revoked at any time by Housing and Residence Life.

C. DAMAGES

Residents will be individually responsible for damages they cause to residence hall property. Charges for damages will be

based on repair or replacement costs to restore the room or building to approximate original condition.

In public or semi-public areas of the halls, damages occurring are charged to groups or individuals when the responsibility is established.

Residents will also be responsible for any damages caused by their guests.

D. LIABILITY

The University and hall staff assumes no responsibility for loss, theft, or damage to personal belongings in or on residence hall property. This policy extends to resident rooms, storage areas, auto and bicycle lots, and all other residence hall areas. Residents are advised to carry homeowner's or renter's insurance coverage on their personal belongings.

A. CONDUCT PROCEDURES

1. The Housing and Residence Life staff member will make an initial determination as to whether there is a sufficient basis to believe that a violation of the Student Code of Conduct or Standards of Residence may have occurred. The Housing and Residence Life staff member may decide to interview the complainant and/or other witnesses or to request additional information from the complainant.

2. If the Housing and Residence Life staff member determines that there is a sufficient basis to believe that a violation of the Student Code of Conduct or Standards of Residence may have occurred, then the Housing and Residence Life staff member will promptly notify the student in writing of the alleged violation and will gather further information, if needed, by interviewing witnesses and reviewing documents. Members of the University community will be expected to comply with any request or directive issued by the Housing and Residence Life staff member in connection with a disciplinary proceeding, unless compliance would result in significant personal hardship or substantial interference with normal University functions.

3. A resident who is charged in a Student Code of Conduct or Standards of Residence referral will be provided an opportunity to meet with a Housing and Residence Life staff member. A resident who fails to attend the meeting with the Housing and Residence Life staff member will forfeit their right to respond on their behalf regarding the alleged violation, unless the resident can demonstrate that an extraordinary circumstance prevented their appearance. If the resident fails to attend the meeting, the Housing and Residence Life staff member may proceed as described in paragraph 6 of this subsection.

4. The resident shall be permitted to present documents and to bring witnesses to present statements to the person hearing the case. The proceedings are designed to be informal in nature, and no formal rules of evidence or procedure shall apply.

5. At the meeting the resident will be provided with the following:

- a) An explanation of the charges which have been made;
- b) A summary of the information gathered;
- c) A reasonable opportunity for the resident to reflect upon and respond on their own behalf to the charges; and
- d) An explanation of the applicable disciplinary procedures, including the resident's right to appeal if the sanction of contract termination is imposed.

6. If necessary any further information gathered will be presented to the resident and an additional opportunity to respond will be provided.

7. The Housing and Residence Life staff member will determine whether it is more likely than not that a violation of the Student Code of Conduct or Standards of Residence has occurred and, if so, the appropriate disciplinary sanction to apply. In determining the sanction, the Housing and Residence Life staff member will consider any mitigating factors, including any prior violations of the Student Code of Conduct or Standards of Residence.

8. The Housing and Residence Life staff member will inform the student of the decision, in writing, within seven (7) business days of the resident's last opportunity to respond. When feasible, this information will also be communicated in a face-to-face meeting.

9. The written decision will include a statement of the charges, the determination, and the sanction to be imposed, if any. This decision is final, unless the resident appeals a decision of contract termination.

F. APPEALS

A resident has the right to appeal a housing decision resulting in a sanction of contract termination. All appeals of Housing and Residence Life decisions are to be made online. To appeal, the student selects the "Appeals Link" in his/her official sanctions letter. The student has 48 hours (2 business days) from the notice of sanction to appeal. The online appeal must specify in detail the grounds on which the appeal is based. This is the only opportunity for appeal.

In the event any technical problems prevent the submission of an online appeal, the student is responsible for submitting a written appeal to Housing and Residence Life within in that 48 hour (2 business days) window for an appeal.

The resident shall be permitted to present documents and to bring witnesses to present statements to the person hearing the

appeal. The proceedings are designed to be informal in nature, and no formal rules of evidence or procedure shall apply.

A. RESIDENCE HALL DIRECTOR - If decision is made here, appeal to Judicial Coordinator or their designee.

B. JUDICIAL COORDINATOR/Assistant Director of Residence Life - If decision is made here, appeal to Associate Director of Residence Life or their designee.

C. ASSOCIATE DIRECTOR OF RESIDENCE LIFE - If decision is made here, appeal to Director of Residence Life or their designee.

D. DIRECTOR OF RESIDENCE LIFE - If decision is made here, appeal to Executive Director of Housing and Residence Life or their designee.

E. THE OFFICE OF STUDENT LIFE - If decision is made here, appeal to Director of Residence Life or their designee.

A decision or judgment may be appealed on the following grounds:

1. Prejudicial error committed during the hearing whereby the aggrieved was deprived of a fair conduct meeting.
2. Non-cumulative material and relevant evidence, new or newly discovered evidence, which, with reasonable diligence, could not have been produced at the conduct meeting.
3. The decision of judgment is not supported nor justified by evidence.
4. Excessive severity of the sanction.

G. DESCRIPTION OF SANCTIONS

Sanctions for violations of policy are based on the nature of the infraction, the impact on the community, and the resident's previous conduct history. The Housing and Residence Life staff member leading the conduct meeting determines sanctions. The failure to abide by, or complete, any assigned sanction may result in additional disciplinary action and/or sanctioning.

1. Letter of Warning: A letter of warning to a resident that his or her conduct is in violation of published rules. Admonition often takes the form of a letter summarizing the infraction and corrective measure and warns the resident about possible future consequences should that behavior continue. The fact that the resident is warned should be clearly stated in the body of the letter which the resident receives.

2. Referral to University Office: A referral is used when the sanction requires the resident to gain assistance from another office who may offer services that would assist the resident with preventing a reoccurrence of the behavioral violation (e.g. Drug and/or Alcohol Assessment through the Counseling Services in the Health and Learning Center).

3. My Student Body: MyStudentBody® is an online alcohol and drug education program designed to reduce risky student behavior using strategies that research has shown are most effective—motivational, attitudinal, and skill-training interventions. More than a one-time-through prevention course, MyStudentBody® is available 24/7, all semester long, for information on drugs, alcohol, sexual violence, and other health and wellness issues that can affect their academic success. Failure to complete this assignment is subject to further disciplinary actions and/or sanctions.

4. Restitution: Restitution is reimbursement for damages to, destruction of, or misappropriation of University property or property of any person while on University premises or University-related premises. If restitution is the determined sanction, the individual or individuals who impose the corrective measure must specify, in writing, the amount due, the time and /or manner by which restitution is to be made, and the individual or office to be reimbursed.

5. Educational Assignment: Educational assignments are tasks which are creatively applied with the education of the violator in mind. It is essential that the assignments imposed have some meaningful relationship to the violation. Assignment of research to be done in a certain area is one of many creative possibilities. A duty or work assignment are other examples. Again, the aim of such a task is the education by the individual of the infraction and the potential consequences of such. Whoever imposes the sanction is responsible for seeing that it is carried out. Failure to perform an education assignment is subject to further sanctions.

6. Loss of Privileges: Loss of privileges restricts the resident from designated privileges within their particular residence hall. The loss of privileges must exist for a specified period of time, as defined by the individual(s) who impose the sanction. The resident will be notified in writing of those privileges which will be forfeited and for what period of time.

7. Denial of Access: Denial of access to and/or use of all or part of a facility or facilities that again must be implemented for a specified period of time, as defined by the individual(s) who impose the sanction. The resident must be notified in writing of those areas to which s/he will be denied access and for what period of time. Violation of a Denial of Access to a residence hall is considered trespassing and individuals are subject to arrest and criminal charges.

8. Reassignment within Residence Hall: A resident may be reassigned within the residence hall if it is determined that their conduct is in violation of rules and regulations and such a measure would be productive for both the individual and others in the residence hall environment. The resident is to receive written notification of the sanction and is required to move within a prescribed period of time, as defined by the Residence Hall Director or the individual who imposes this sanction.

9. Hall Probation: Is a written notice by the Residence Hall Director to the resident that their conduct was found to be in violation of the published rules and regulations and future violations may result in more serious disciplinary action from a conduct referral to the appropriate administrative level.

10. Contract Probation: Contract probation is a written notice to the resident that their conduct was found to be in violation of the published rules and regulations and that more serious disciplinary action may result from further infractions, including an eviction from housing. Contract Probation is imposed for a specified length of time. No further conditions exist with this sanction, although the sanction of Restitution or University Probation may, for example, be imposed in conjunction with Contract Probation.

11. University Probation: Removal of the resident from good disciplinary standing. Additional restrictions or conditions may also be imposed. Appropriate University officials shall be notified of the imposition of such sanctions. Probation shall last for a stated period of time and until specific conditions, if imposed, have been met. Any violation of these rules, the conditions of probation or other University rules committed during the probationary period will subject the resident to further discipline, including suspension or expulsion.

12. Reassignment to Another Hall Within Area or System: A resident may be reassigned within the Area and within the Residence Hall system if it is determined that her/his conduct is in violation of rules and regulations and such a measure would be productive for both the individual and others in the residence hall environment. The resident is to receive written notification of the sanction and is required to move within a specified amount of time, as defined by the Judicial Coordinator, Assistant Director of Residence Life, or the Residence Hall Director.

13. Contract Termination: The Executive Director of Housing and Residence Life, Director of Residence Life, Associate Director of Residence Life, Assistant Director of Residence Life, Judicial Coordinator, or their designee may determine that an individual's behavior warrants the termination of the residence hall contract. If such a sanction is imposed, the resident must move out of the residence hall within the prescribed period of time.

14. Refusal of Entry to and Occupation of Residence Hall: After Contract Termination has been imposed, the Executive Director of Housing and Residence Life, Director of Residence Life, Associate Director of Residence Life, Assistant Director of Residence Life, Judicial Coordinator, or their designee may determine that an individual must not reenter the residence hall after their personal belongings have been removed.

15. Suspension: Refer to the Office of Student Life.

16. Expulsion: Refer to the Office of Student Life.

Northern Arizona University
Housing and Residence Life
928-523-3978
nau.edu/reslife

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