

VII. Student Housing



On-Campus Housing Information

A Housing Agreement/Application must be completed by all students entering UNCP who request to reside on campus. The application can be obtained from the Office of Housing and Residence Life located on the second floor in the University Center Annex, Suite 207 or from the Web site at www.uncp.edu/housing. This application and a \$150 deposit must be on file before a room assignment can be considered. The deposit protects the room reservation until the student graduates, terminates his/her Housing Agreement, or has his/her Housing Agreement terminated and is refundable provided the procedures detailed in the Housing Agreement/Application are followed. All students moving into student housing must have paid their room and board fees before keys can be issued to rooms.

Living on campus at UNCP is an integral part of the educational experience. Meeting new people who will become lifelong friends, establishing regular contact with faculty and administrative personnel, and having access to numerous programs scheduled throughout the year, make living on campus a rewarding experience.

A student residing in campus housing must be enrolled for 9 semester hours or more for undergraduate students and 6 semester hours for graduate students. Exceptions to this policy may be requested to the Director of Housing and Residence Life or his/her designated representative.

On campus student housing at the University of North Carolina Pembroke is designed to enhance a student's total education experience by utilizing housing as a unique learning environment. An integral and rewarding experience of Housing and Residence Life is meeting new people who will become lifelong friends, having regular contact with faculty and administration, and having convenient access to numerous programs and facilities throughout the year. The department offers a variety of programs which enhance a student's intellectual, personal, and social development.

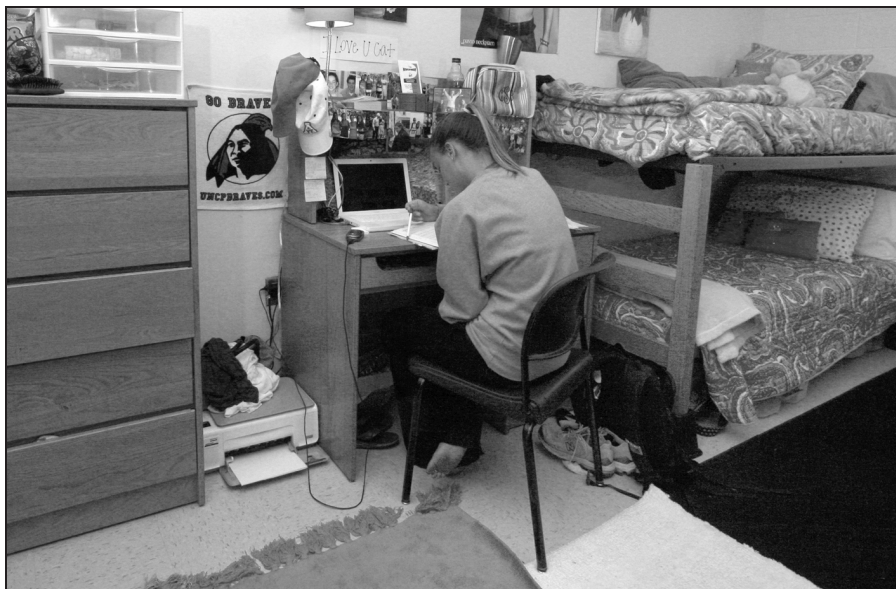
Freshman Residency Requirement

First year freshman students at UNCP are required to reside on campus for their initial academic year. Attendance during MayMester, Summer Sessions, programs at UNCP or programs at other institutions do not apply toward the fulfillment of this requirement. For purposes of this requirement, a first-year freshman residential student is defined as: any incoming student who will not be 21 years of age prior to August 1st of the initial enrollment year and who is registered for a course load of 9 credit hours or more. A first year freshman who transfers to UNCP during the spring semester with fewer than 12 hours of credit and falling within the age and course load requirements listed above will be considered first year freshmen and subject to this policy. AP College credit or Dual Enrollment credits do not apply toward the fulfillment of this requirement.

This requirement may be waived if the student is: (1) living either with a parent or guardian; (2) married; (3) a parent or guardian with legal custody of children; (4) 21 years of age prior to August 1st; (5) a veteran; or (6) a student with a special need (documentation will be reviewed on a case-by-case basis). A student must complete a "First Year Freshman Authorization to Commute Form" and submit to the Housing Coordinator in the Office of Housing and Residence Life. A student requesting a waiver should submit the form by the deadline of July 31 for students beginning the fall semester and December 15 for students beginning in the spring semester. A copy of the waiver form may be obtained at www.uncp/housing/forms.

The Housing Coordinator will render a decision based on the information provided. The student may appeal to the Director of Housing and Residence Life after notification of the Housing Coordinator's decision. If a student chooses to appeal the Director's decision, the student may appeal to the Vice Chancellor for Student Affairs. The decision of the Vice Chancellor for Student Affairs is final and conclusive. The only issue to be considered in any appeal at any level is whether or not the individual's appeal request fits the criteria listed above.

First year freshman students who meet the residency requirement but do not submit a



Housing Agreement or are not approved to be exempt from the requirement will automatically be assigned on-campus housing. The student will be required to pay room and meal charges for the academic year to satisfy the first year freshman residency requirement.

The University has residence halls and an apartment complex, all centrally located to dining facilities, the Chavis University Center, athletic facilities, and computer labs. Classes are only a short walk away. Each room contains beds, desks, chairs, chest of drawers, closet space, and blinds. Residents furnish their own linens, floor coverings, study lamps and those other items that will personalize the room. Washers and dryers are located in each housing facility for a minimal cost.

Each facility has Resident Advisors (RAs) who are available to assist with situations students may encounter while living in student housing. Resident Administrators are responsible for the supervision of RAs, social/educational programming, and after-hours operation of the facility. The support staff also includes housekeepers, maintenance personnel, and office personnel. The Director of Housing and Residence Life is responsible for departmental administration and budgeting, as well as overseeing the entire operation of facilities and staff.

Room Assignments

The Office of Housing and Residence Life is responsible for room assignments, for approving or denying room and roommate changes, and consolidating vacancies. Assignments will normally be made on the basis of two students per room; however, single rooms can be obtained for an additional fee if space is available. Rooms in the residential facilities are to be occupied only by the students assigned to them. A student's right to occupy a room may not be assigned or transferred by the student.

Room assignments may be changed only upon the written authorization from the Office of Housing and Residence Life. There are two opportunities during the academic year (Fall Semester/Spring Semester) when students may change rooms and/or roommates. This is accomplished by submitting a "Room Change Request Form" to the main office. A copy of this form is available from the main office. There is a one-week grace period at the beginning of each semester before a room change will be made. This is to allow adequate time for roommates to make a good faith effort to resolve differences and for the university to assess its housing needs. Students desiring to change rooms and/or roommates after the room change period has

ended must meet with their respective Resident Administrator and participate in a mediation process. Any student who changes rooms without prior approval by the Office of Housing and Residence Life will be assessed a \$25 fee.

It is the policy of the University to assign roommates without regard to race, color, national origin, religion, age, or handicap. Students of the opposite sex will not be assigned to, nor may they reside in, the same room. The University will make every effort to honor specific roommate or hall requests, although such requests are never guaranteed.

Consolidation

The University reserves the right to consolidate residents to ensure full capacity when vacancies occur and may move students to another room or facility when such consolidation becomes necessary. All room changes must be completed within three (3) days after notification to consolidate. Requests to honor specific roommate or hall assignments are NOT GUARANTEED.

Alcohol-Free Environment

The University's alcohol policy permits students of legal age to possess or consume alcohol only within the confines of their residence hall room. There are many reasons an individual may choose to reside in an alcohol-free environment. These reasons range from personal lifestyle preferences, cultural or religious beliefs, and/or desires related to recovery from personal or family abuse problems. One roommate's reason for choosing an alcohol-free environment may be very similar or very different from the others'. Assignments in alcohol-free environments are available on a first-come, first-served basis at the following locations: North Hall (men), second and third floors; Belk Hall (women) second and third floors; Oak Hall, first floor and the Teaching Fellows area on the second floor; Pine Hall, first floor; Cypress Hall, an area on the first floor; and Village Apartments, Building 500. Residents are required to sign a pledge to refrain from possession and use of alcohol on the alcohol-free floor.

Termination of Campus Housing by the University

Campus housing is a privilege and not a right. The University will terminate a student's Housing Agreement when behavior is disruptive or when actions are abusive to the facilities. Violations which compromise the safety and security of residents will result in exclusion from the student housing and termination of the Housing Agreement. Termination of the Housing Agreement is not disciplinary in nature but is a function of providing safe and comfortable accommodations to all residents. However, termination of the Housing Agreement does not preclude discipline by the University for violation of University rules, nor does it preclude civil or criminal proceedings in the courts where such is appropriate.

Any appeal of the Director of Housing and Residence Life decision to terminate the Housing Agreement must be made to the Vice Chancellor for Student Affairs whose decision shall be final. The Vice Chancellor will make a decision based upon the merits of each individual case.

Room Condition

Upon vacating a room, a student shall leave the assigned room, its furnishings and equipment in a condition equal to the same as they were upon commencement of the student's occupancy, ordinary wear and tear excepted. In addition to the check by student staff, housing staff will check the room for cleaning/damages, which will be assessed to the responsible individuals. Personal property left in a room following the termination of occupancy will be deemed to have been abandoned. Students may be charged for the removal of such property.

No alterations or repairs may be made to the assigned room, its furnishings or equipment without the expressed written consent of the Office of Housing and Residence Life. University furniture must remain in the room and may not be placed in storage.

The University will assess damage charges for unauthorized use of, and alterations to rooms, furnishings, equipment, and buildings, and for special cleaning necessitated by improper care of rooms. Charges are also made for damages/excessive cleaning to public areas with all

residents of a corridor or suite held accountable for equal portions of the total charges when responsibility remains undetermined. Cleaning/damage charges will be assessed to the student.

University's Right to Entry

The University reserves the right (a) to enter any room/apartment for the purpose of inspection, maintenance, or repairs; (b) to enter any room/apartment without notice to, or permission of, the resident thereof for the purpose of (1) inspecting for illegal drugs or narcotics and (2) inspecting for firearms, explosives, weapons, or any substances, materials or goods that may constitute a danger to persons in the residence halls or where their possession is a breach of the Housing Agreement, of the standards and regulations of the University, or the laws of North Carolina; (c) to enter any room/apartment when there is reason to believe that the occupants are in serious physical or psychological danger or distress. Such entry and inspection, however, should be made only when the University has reasonable cause to believe that such items or circumstances exist.

Health and Safety Regulations

Health and safety regulations have been established for the protection of students, staff, and property. Failure to comply with these regulations will be cause for disciplinary action, including exclusion from on-campus student housing.

- A. Open flames, candles, incense, propane stoves, gas and electric grills, charcoal grills, propane and gas canisters, and charcoal and lighter fuel are not permitted in residence hall and apartment rooms, hallways, breezeways, porches, or roof areas.
- B. Electric frying pans, open coiled appliances, gas and electric grills, charcoal grills, oil lamps, electric or kerosene heaters, deep fat cookers, and cooking with or extracting of hot grease are prohibited in the residence hall rooms. In the apartments, use of cooking appliances is permitted in the kitchen area, but must be attended to and monitored when in use.

Permitted items include: hot pots, hot plates, coffee makers, tea makers, and/or air popcorn poppers. Items such as irons, hair dryers, curling irons, hair straighteners, and electric curlers should not be left unattended when in use. Microwaves in student rooms and in common areas must be attended to and monitored when in use.

- C. All residents must evacuate the residence hall/apartment when a fire alarm is sounded. Evacuate by using the stairs and the nearest outside exit door.
- D. Bathrooms, hallways, and breezeways must be kept clear of personal belongings and other objects that create a safety hazard.
- E. Jamming doors or purposely hindering the exit of residents from their room or building is prohibited.
- F. Room screens may not be removed, opened, or tampered with at any time with the exception of situations of imminent danger or when authorized personnel are installing air conditioners. At no time should a window be left opened and unlocked when the room is vacant.
- G. Vending machines should not be shaken, tilted, abused, or moved.
- H. Water beds are not permitted in residence hall/apartment rooms.
- I. Excluding Village Apartments, ceiling fans, freezers, and oversized refrigerators are prohibited.
- J. Throwing objects from windows, breezeways, and porches is prohibited.
- K. Decorations are prohibited on ceilings and egress doors.
- L. Halogen lamps are not permitted in the residence halls/apartments.
- M. Any internal combustion engine, any acids, automobile batteries, and gasoline are not permitted in the residence halls/apartments.
- N. Firearms or other weapons and fireworks are not permitted in the residence halls/apartments.

- O. Microwaves are not permitted in North and Belk Hall rooms until such time that electrical upgrades are made in those residential facilities. Note: Microwaves are located on each floor of North and Belk Halls for those residents.

Pets

The student housing setting is not conducive to the presence of animals; therefore, the university prohibits pets (including guest and visitor pets) with the exception of freshwater fish and approved service animals. Aquariums under ten gallons are permitted and are limited to one per room. During extended holiday hours, power may be shut off which could affect heating and lighting in student rooms. Violations of this policy will result in the resident being cited on an Incident Documentation Form. The student will be subject for the expenses incurred for the room in violation and the adjoining rooms in the event that the exterminators are contacted. The Animal Control Board will be contacted to remove the animal if a student continues to violate this policy.

University Liability

The University does not assume any obligation or liability for loss or damage to items of personal property which may occur in its buildings or on its grounds, prior to, during or subsequent to the terms of the Housing Agreement. This includes, but is not limited to, damage, loss, water damage, fire, theft, flooding, etc. No interruption of utility services, heating, and cooling shall be deemed as an eviction or disturbance of students' use of facilities or render the University liable for damages unless the University willfully refuses to supply said services without cause or excuse.

University Regulations

All students housed in the residential facilities are required to abide by the Code of Conduct published in the **STUDENT HANDBOOK**. Violations which compromise the safety and security of resident students will be cause for immediate contract termination and other appropriate action. Such violations include, but are not limited to, the following:

- a. Allowing individuals into the building who are not residents of the facility by opening secured outside entrance doors to allow unauthorized access;
- b. Access into a building by use of a key, building access card, or security code by individuals who are not residents of the facility;
- c. Delivering, surrendering, or otherwise relinquishing possession of the room key, building key, building access card or security code to the entrance door;
- d. Possessing or using weapons such as, but not limited to, firearms, fireworks, explosives, knives, bows and arrows, or martial arts equipment;
- e. Endangering, injuring, or assaulting a staff member related to the staff member's job function;
- f. Tampering, alarming, discharging, disconnecting, or dismantling the fire safety equipment, including, but not limited to, fire extinguishers, pull stations, fire hoses and smoke/heat detectors;
- g. Starting fires in the residential facilities.

Upon the student's violation of the standards of conduct, the University at its option may terminate the Housing Agreement by giving notice to the student of such termination. If the Agreement is so terminated, the student remains liable for room and board fees.

General Guidelines

The Office of Housing and Residence Life has established a documentation procedure to address violations of the general guidelines for on-campus student housing.

- An initial offense of a general guideline for student housing will result in a courtesy warning by the Resident Advisor. The warning reminds the student of the policy for his/her particular violation. The Resident Advisor documents the date, resident's name, room number and the nature of the violation on an "Incident Documentation Form".
 - For an additional violation, the Resident Advisor documents the date, resident's name, room number and the nature of the violation. The Resident Advisor and the students will initial the documentation form and a copy of the first written warning will be submitted to the student.
 - A subsequent violation will result in an administrative conference with the University Resident Administrator of that facility. A letter summarizing the outcome of the meeting will be delivered directly to the resident.
 - Another offense will result in the student being referred to the Director of Housing and Residence Life.
1. Quiet hours are in effect from 10 pm to 9 am, Sunday through Friday, and from 1 am to noon, Saturday and Sunday. Round-the-clock quiet hours will be observed during exam week. Courtesy hours are any hours of the day that are not quiet hours. Students are urged to use common sense when it comes to courtesy hours. Violations of courtesy hours or quiet hours could place a student in the position of being dismissed from the residence halls or the on-campus apartments.
 2. On-campus student housing is operated by the University to provide convenient, comfortable, and congenial quarters for students. Courtesy, respect for others, and a sense of personal responsibility on the part of residents are needed to attain this purpose.
 3. Such courtesies as knocking before entering a room and respecting "Do Not Disturb" signs should be observed.
 4. The use of student housing facilities is restricted to residents and their guests. It is the obligation of each resident to report immediately any unauthorized visitors.
 5. Loitering around on-campus student housing facilities after visitation hours have expired is prohibited.
 6. No one is to approach residence hall/apartment windows at any time from the outside.
 7. Residents may not move from one room to another without permission from the Office of Housing and Residence Life.
 8. University furniture may not be taken from any location to which it is assigned and placed in another location. Penalty: Twenty-five dollars (\$25).
 9. All state laws pertinent to the possession and consumption of alcoholic beverages are enforced.
 10. Window screens should not be removed, even from hall windows.
 11. Outdoor games, such as baseball and football, should be played in designated areas and not within 100 feet of any building.
 12. Laundry equipment may be used for and by residents only.

13. Bed linen, towels, and washcloths will be provided by the residents.
14. Special permission must be obtained from the Office of Housing and Residence Life to paint residence hall rooms.
15. Residents having overnight guests should have the advance permission of roommates and are required to inform the Resident Administrator. Guests staying longer than forty eight hours must pay the daily rate.
16. Whenever a student misplaces, loses, or has his/her room key stolen, a \$30 fee will be charged to change the lock and issue new keys.
17. An administrative fee of \$50 will be assessed for any act of vandalism. This fee will be in addition to any cost for repairs or replacement and any disciplinary action.

Visitation Policy

The visitation program for on-campus student housing creates a structure for residents to bring guests into their rooms. Students residing on-campus are expected to view their academic responsibilities as their primary goal; therefore, studying takes preference over socializing in student residences on weekday nights. On the weekend when fewer classes are scheduled, a greater amount of leisure time and social or non-academic activities are usually more prominent. The guidelines for visitation are grounded in the academic schedule and are designed to balance a student's responsibilities with individual and group needs.

General Policies and Procedures

All residents are responsible to escort their guest at all times while the guest remains in the building and to inform their guest of all university policies and regulations. Hosts are responsible for their guests' behavior, for any damages incurred and for the adherence to all university policies and procedures. Guests in residence halls with a receptionist area must register with the staff when entering and exiting the building. False identification will be submitted to Campus Police for appropriate action. Three guests per resident will be allowed unless permission is granted by a Resident Administrator. Students and their guest are responsible for using the appropriate restroom for their gender. Public facilities are located in the main lobby of each building.

Loss of Privileges

Like most opportunities at the university, visitation is not a right, but rather a privilege that may be suspended at any time for violations of policies. Visitation privileges may be suspended administratively by the Office of Housing and Residence Life or by a judicial officer as a result of disciplinary action. Modifications to the visitation policy may be imposed if a student's rights are being compromised.

Days and Hours

The hours of visitation for Belk Hall, North Hall, Oak Hall, Pine Hall, and Wellons Hall on Sunday through Thursday shall not exceed 11am through midnight and 11am on Friday and Saturday through 2am on Saturday and Sunday. Twenty-four hour visitation is permitted in the lobby and first floor lounge area. Hallways, stairways, and upstairs lounges are not considered twenty-four hour visitation areas. Visitation for the University Village Apartments and Cypress Residence Hall is open visitation. Open visitation implies that restrictions are determined by roommates and suitemates according to each other's rights and needs. Respect for the wishes and well being of one's roommate(s) is more important than someone's desire to have guests. Extended in-hall visitation privileges allow residents of the building access to visit other residents within their residence hall.

UNCP's Residential Computer Network - ResNet

What is ResNet?

ResNet is the residential system for Internet access for residential students who bring their personal computers to campus. To access the network, the student's personal computer must meet UNCP's student computer system requirements (www.uncp.edu/doi/resnet/system.html).

Who Can Connect?

Network connections are available in on-campus, University housing including residence halls, Village Apartments and University Courtyard Apartments. Any student living in residential housing is eligible to access ResNet as part of their housing fees. Student computers register for ResNet when they are connected to the network in the campus housing unit.

What Can Be Connected?

- Mobile and desktop computers which meet the "System Requirements" below
- Game consoles can be connected if they are registered with DoIT using the form at www.uncp.edu/doi/resnet/game/.

Who Cannot be Connected?

- Any network devices that provide routing, wireless access, and/or DHCP services
- Network services that negatively impact the performance, security, and/or reliability of ResNet
- Private residential network systems connecting any of these type devices may result in loss of network privileges.

What are the Costs?

There is no extra cost for ResNet services; however, students must have or purchase a Cat 6 connection cable. Cables are available for purchase at the UNCP Bookstore.

System Requirements

Students must have a computer that meets the following system requirements:

- Windows XP, Vista or 7
- All critical Windows updates installed
- Windows Updates configured to install automatically
- Cisco NAC agent installed and running (available for download at www.uncp.edu/doi/resnet/register.html)
- Acceptable antivirus software installed and definitions up-to-date
- Macintosh OS and Linux OS may also connect to ResNet.

Connection Information

All computers connected to the UNCP network must be certified to have an up-to-date operating system and current anti-virus protection. UNCP employs the Cisco NAC agent to ensure this compliance. For directions on registering for a ResNet account, installing the Cisco NAC agent and accessing the network, see www.uncp.edu/doi/resnet/register.html.

Student Support

ResNet assistance will be limited to connectivity issues only. UNCP does not offer technical support for students' personal computers. A student will need to demonstrate that the system is working properly and sign a release relieving UNCP of any liability before receiving assistance from DoIT staff. Any problems or issues with software or hardware will be the responsibility of the student to repair before assistance will be given.

Students needing support for technical issues with ResNet should contact the DoIT Helpdesk in Room 110 of the D.F. Lowry Building or via telephone at 910-521-6260 or email at helpdesk@uncp.edu. Assistance is also available in the computer lab on the second floor of the Mary Livermore Library. If leaving voicemail, please clearly state your name and contact information.

Copyright Violations

The Digital Millennium Copyright Act (DMCA) was signed into law on October 12, 1998. This provision requires that Internet Service Providers exercise due diligence in ensuring that known copyright infringements and violations are addressed in a formal manner. DoIT receives copyright infringement notices whenever they are detected by the Motion Picture Association of America and/or the Recording Industry Association of America. These notices are sent to the Office of Housing and Residence Life for processing. The person registered with the offending network address is notified by Housing and Residence Life and must take action to eliminate the copyright issues. A second notice results in temporary loss of network access privileges pending disciplinary action determined by Housing and Residence Life. A third offense can result in permanent loss of network access privileges. Students need to be knowledgeable about Peer-to-Peer File sharing and file downloading, and are encouraged to learn more legal options for downloading and sharing copyrighted materials by visiting www.uncp.edu/doit/policies/p2p/.

Terms and Conditions

Users of UNCP's technology services must abide by institutional policies (see www.uncp.edu/doit/policies/policy0103.html), intended to preserve the utility and flexibility of the system, to protect the privacy and work of students, faculty, and staff, and to preserve the right to access the international networks to which UNCP's systems are connected. Failure to comply with the guidelines may result in, at minimum, termination of services. DoIT requires that students keep their systems up-to-date with the latest patches and updates. Anti-virus software should be running on all systems and should always be up-to-date. If it is determined that a system is propagating virus or malware of any type, network access will be denied.