



**HOUSING &  
RESIDENCE LIFE**  
DIVISION OF STUDENT AFFAIRS

---

**RESIDENT  
HANDBOOK**

# WELCOME

Welcome to University of North Carolina at Pembroke, and Congratulations on becoming a part of our vibrant residential community! We are thrilled to have you as a resident, and we can't wait to embark on this exciting journey together.

In Housing and Residence Life, we believe your on-campus living experience is not just about finding a place to stay—it's about discovering a home away from home, where you can thrive academically, socially, and personally. Our mission is to create inclusive, safe, and supportive living environments that empower you to succeed and grow.

As you settle into your new residence, we encourage you to take advantage of the myriad opportunities available to you. From engaging in multicultural programming to participating in community-building activities, there's something for everyone to get involved in. Our residential communities are vibrant hubs of learning, where you'll have the chance to connect with peers from diverse backgrounds, develop essential life skills, and make lifelong memories.

Our vision is to cultivate residential communities that inspire lifelong learning, foster intercultural understanding, and promote holistic student development. Guided by our core values of inclusivity, safety, community, learning, empowerment, and integrity, we are committed to providing you with an enriching and fulfilling living experience.

As you embark on this exciting chapter of your college journey, know that you are not alone. Our dedicated team of Resident Assistants, professional staff, and campus partners are here to support you every step of the way. Whether you have questions, concerns, or simply want to connect, don't hesitate to reach out—we're here to help you thrive.

Once again, welcome home! We are honored to have you as a member of our residential community, and we look forward to creating unforgettable experiences together.

Brave Strong, Brave Proud

**Durell K. Hurst, Ph.D.**  
DIRECTOR | HOUSING AND RESIDENCE LIFE



# TABLE OF CONTENTS

---

SECTION 1 - ABOUT HOUSING & RESIDENCE LIFE

SECTION 2 - FRESHMAN & SOPHOMORE RESIDENCY REQUIREMENT

SECTION 3 - HOUSING ASSIGNMENTS & CHANGES

SECTION 4 - HEALTH & SAFETY

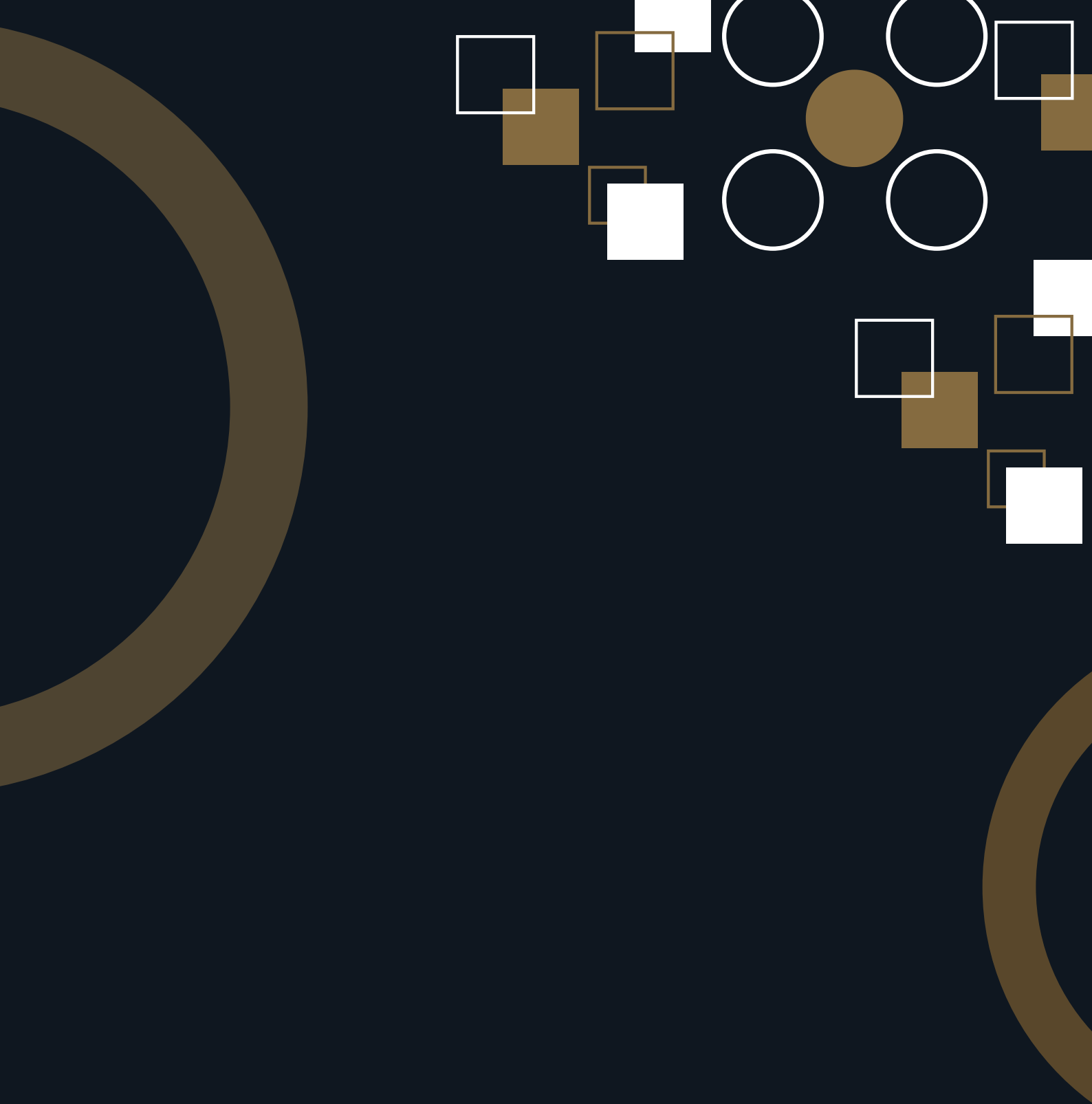
SECTION 5 - FIRE SAFETY

SECTION 6 - INCLEMENT WEATHER

SECTION 7 - SAFETY & SECURITY

SECTION 8 - HOUSING POLICIES A-Z

SECTION 9 - IMPORTANT CONTACTS



# SECTION 1

---

ABOUT HOUSING &  
RESIDENCE LIFE



# MISSION

We provide a vibrant and inclusive living environment on campus that fosters academic, educational, and social growth and development. Through maintaining cleanliness, ensuring safety, and promoting interaction, we strive to create a supportive community where students thrive.

# VISION

Our vision is to cultivate the UNCP Brave Experience by fostering a dynamic and inclusive residential community where students feel empowered to explore their academic, personal, and social potential. Through a commitment to cleanliness, safety, and meaningful engagement, we aim to inspire lifelong connections and transformative learning experiences that prepare students to become confident leaders and engaged citizens in a diverse and ever-evolving world.

# CORE VALUES

Housing & Residence Life's core values are belonging, Learning, Well-Being, and Community and are defined below:

- **Belonging:** We create a vibrant and inclusive living environment that fosters a sense of belonging and connection among residents, staff, and the broader campus.
- **Learning:** We provide opportunities for academic, personal, and social development and empower students to explore their potential and pursue their goals/
- **Well-being:** We promote a culture of respect, responsibility, and accountability to ensure health and safety.
- **Community:** We promote meaningful engagement and interaction among residents through intentional programming, activities, and opportunities for dialogue, collaboration, and relationship-building.

# HRL PROFESSIONAL STAFF



**April Galbreath**  
Adminstrative Support



**Dr. Durell Hurst**  
Director  
Housing & Residence Life



**Luciana Hunt**  
Associate Director  
Residence Life



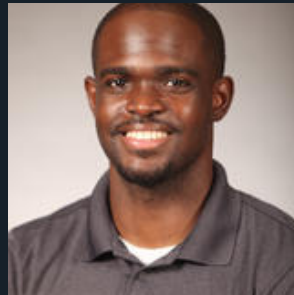
**Katonya Alford**  
Housing Coordinator



**Ed Wittenberg**  
Associate Director  
Housing



**Shauna Wentworth**  
Residence Life Coordinator



**Alexander Storr**  
Residence Life Coordinator

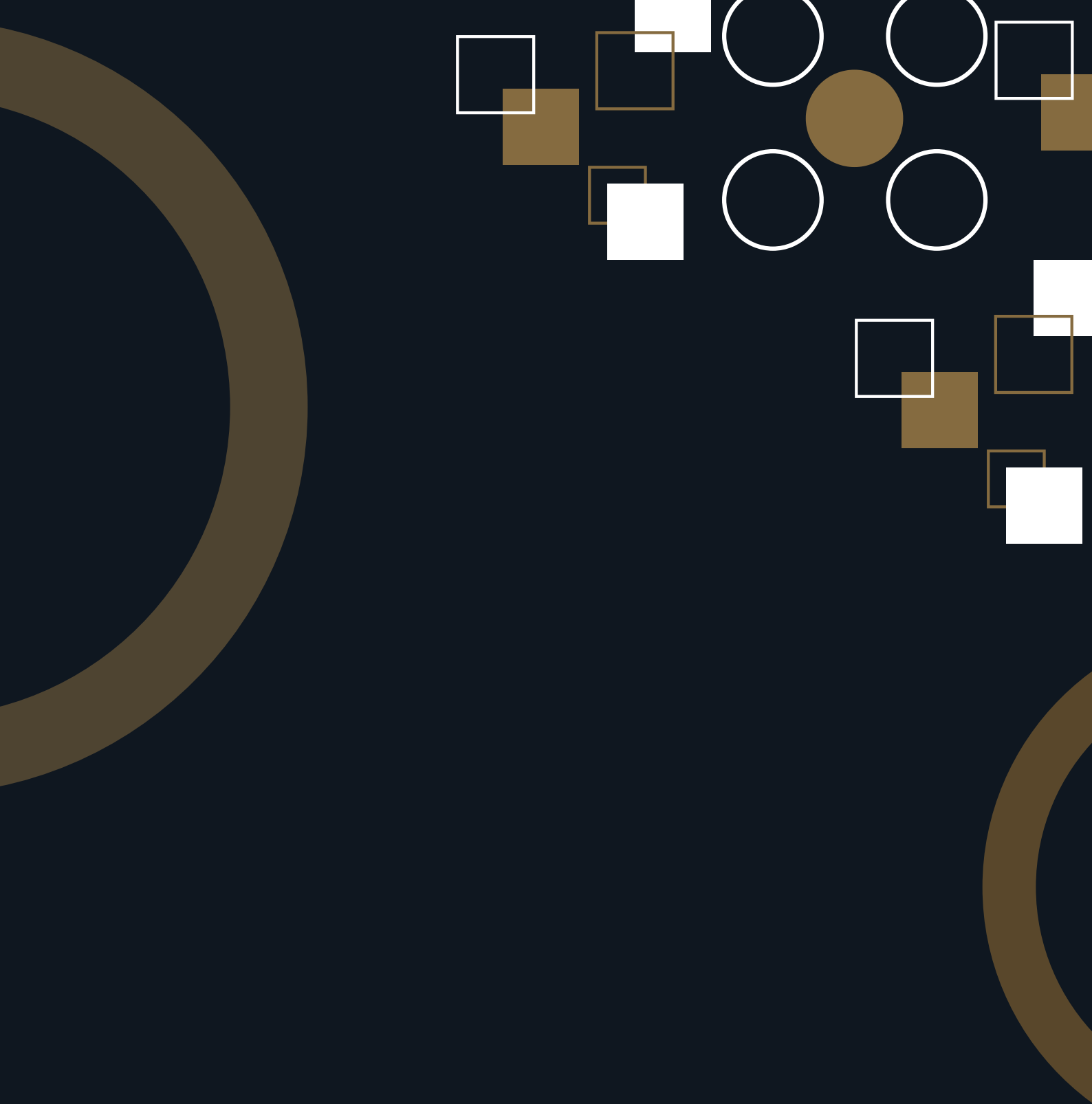


**Geshon Pratt**  
Residence Life Coordinator

# HOUSING & RESIDENCE LIFE CONTACTS

Hall/Office	Contact
Cypress & North	910-785-3603
Pine	910-733-4711
Oak	910-785-3600
Courtyard Apartments	910-785-3609
Central Office	910-775-4253





## SECTION 2

---

# FRESHMAN & SOPHOMORE RESIDENCY REQUIREMENTS



# RESIDENCY REQUIREMENT

Per UNCP regulation 11.25.02, Freshmen & Sophomore students at UNCP are required to reside on campus during their first two academic years as members of the University.

## WHO FALLS UNDER THIS CATEGORY?

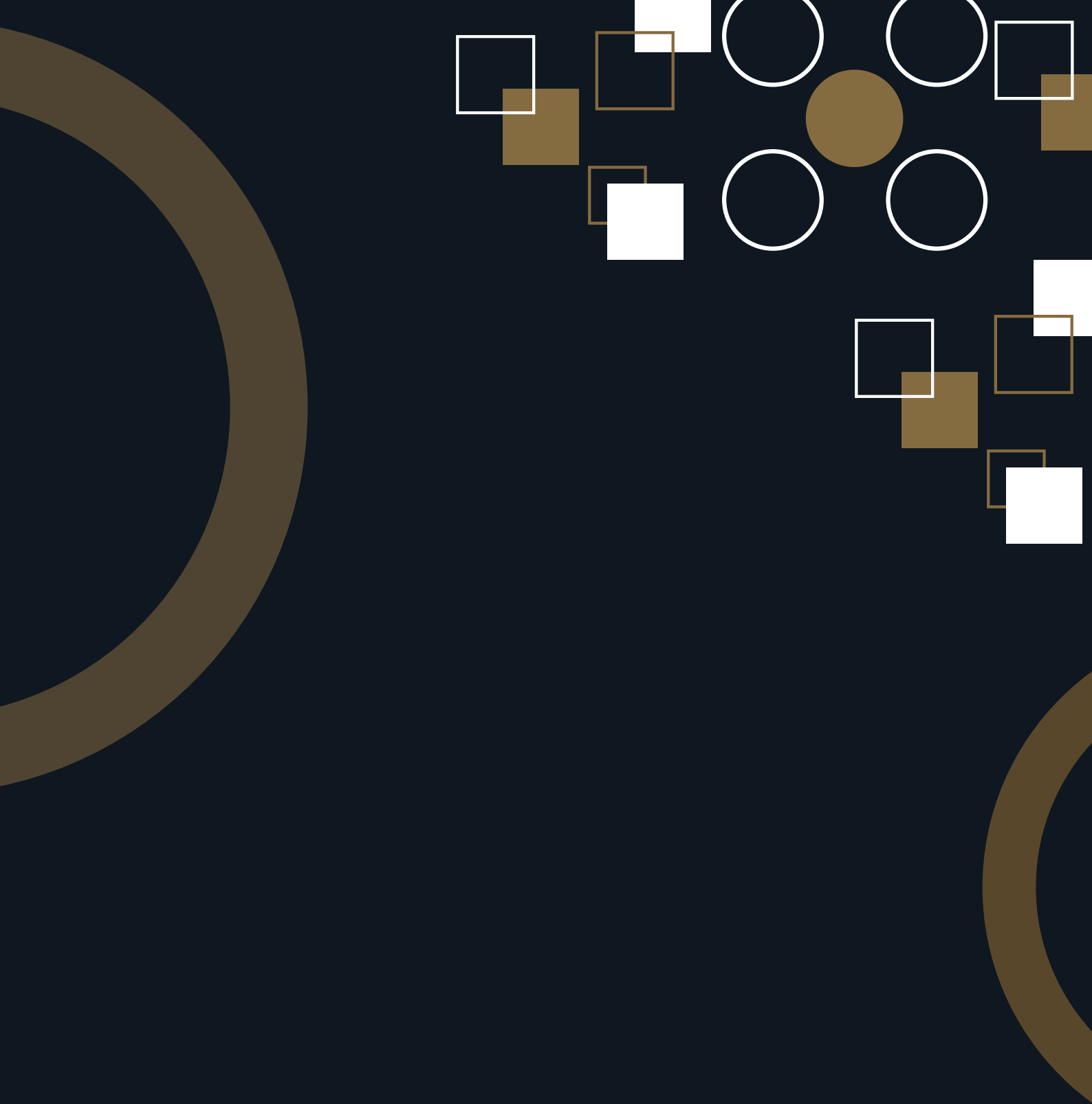
For purpose of this requirement, a freshman or sophomore residential student is defined as: any student (incoming or transfer) who will not be 21 years of age prior to August 1st of the initial enrollment year and who is registered for a course load of 6 credit hours or more.

## HOUSING EXEMPTION & PROCESS

Students subject to this requirement may request a housing waiver if they meet certain criteria (documentation will be reviewed on a case-by-case basis). The steps a student should follow are:

1. Complete a "Freshmen & Sophomore Residency Requirement Waiver Application."
2. Submit to the Housing Coordinator in the office of Housing & Residence Life prior to the deadline of June 30th for students starting in the fall semester and November 30th for students beginning in the spring.
3. A committee will render a decision based on the information provided on a recurring basis.
4. If you are unhappy with your decision, you may appeal to the Director of Housing & Residence Life as a final and conclusive decision.

**NOTE:** Freshmen & Sophomores who meet the residency requirements, but do not submit a Housing Agreement or are not approved for exemption will automatically be assigned on-campus housing and will be required to pay for the room and meal plan for the academic year to satisfy the residency requirement.



# SECTION 3



# ROOM ASSIGNMENTS & CHANGES

# ROOM ASSIGNMENTS

UNCP considers student application information for living accommodations, but specific hall and roommate requests are based on space availability. Bed assignments are based on housing application date and available space. Room preferences are not guaranteed, and students can request room changes online during designated periods. Students may request a room change online during the designated period.

# ROOM CHANGES

Room changes are offered in the first few weeks of each semester. This process allows students to move to another space on campus, based on availability, with no questions asked. This is a helpful process for students who may not like their room assignment and would feel comfortable in a new space. The room change period takes place once every semester. Announcements regarding the process are sent out via email each semester. Students are encouraged to monitor their UNC Pembroke email account for more information regarding the room change period each semester.

# SPECIAL ACCOMMODATIONS

We are committed to providing reasonable accommodations to students with special needs. Students with a documented short/long-term medical condition may request special housing arrangements. If you have individual needs or circumstances that warrant special consideration, your request will be sent to and reviewed by The Accessibility Resources Center for approval/disapproval.

# ROOM CONSOLIDATION


Housing & Residence Life reserves the right to consolidate vacancies in assigned rooms. If a vacancy occurs in an assigned room, the remaining resident (s) may be moved into another room or hall and paired with a roommate or the student can pay additional charges based upon lowered occupancy of the room (if available). Consolidation will take place in the fall, spring, and summer semesters.

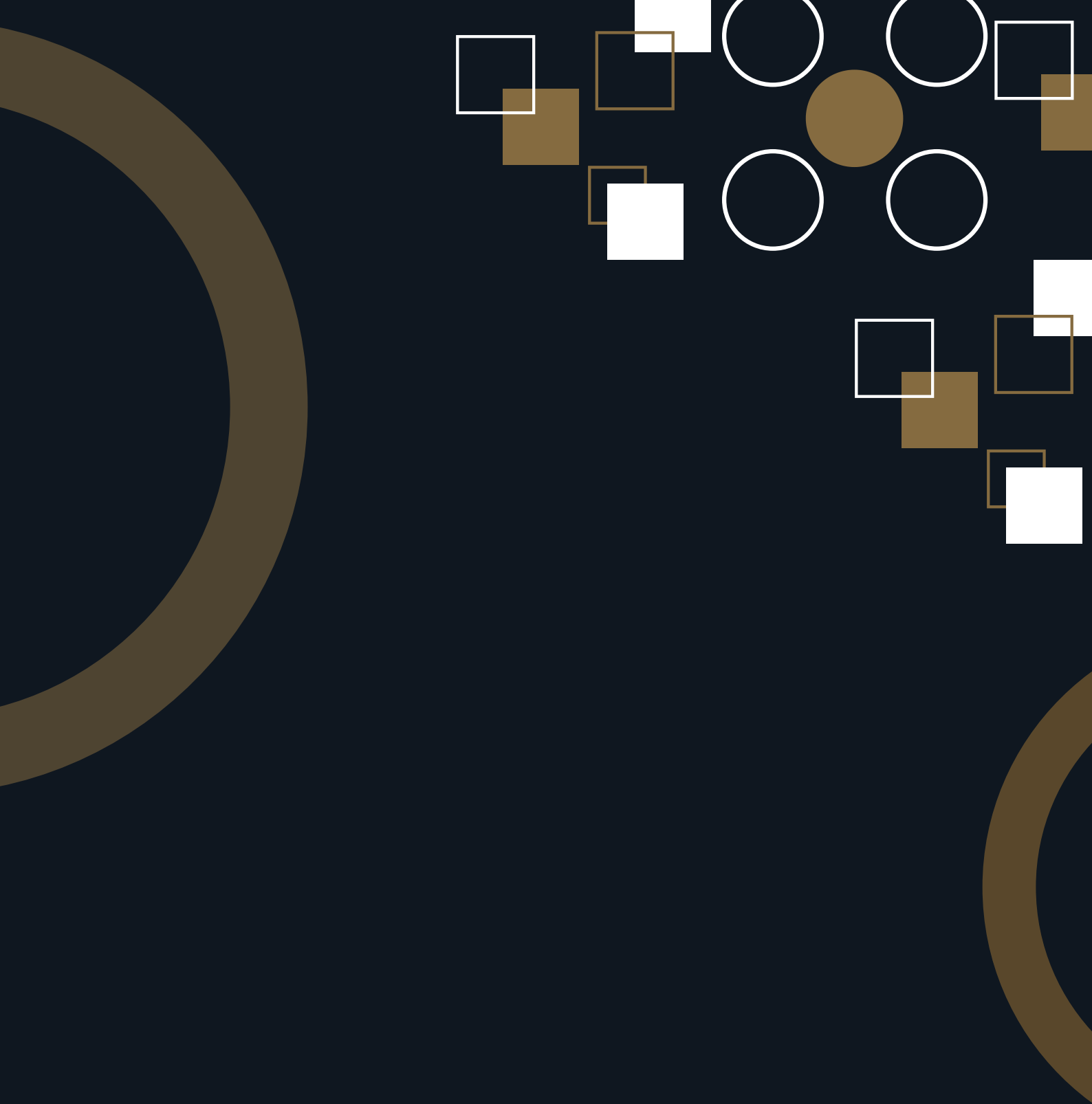


# TERMINATION OF HOUSING CONTRACT

Campus housing is a privilege and not a right. The University will terminate a student's Housing Agreement when their 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 residence facilities and termination of the Housing Agreement. Termination of the Housing Agreement is not disciplinary in nature but is an administrative function consistent with providing safe and comfortable accommodations to all residents. However, termination of the Housing Agreement does not preclude disciplinary action by the University for violations of university rules, nor does it preclude civil or criminal proceedings in the courts where such action is appropriate.

Any appeal of the decision to terminate the Housing Agreement must be made to the Vice Chancellor for Student Affairs, whose decision shall be final. The Vice Chancellor's decision will be based upon the merits of each individual case.





# SECTION 4

---

# HEALTH & SAFETY



# HEALTH & SAFETY INSPECTIONS

Monthly health, safety and maintenance inspections are completed each month between the 1st and the 15th. Rooms are inspected by the Residence Life staff who visually inspect for cleanliness, prohibited items, and potential safety hazards. Staff won't uncover personal items without resident permission, except in cases of apparent violations or safety concerns. Rooms not meeting standards are re-inspected within 48 hours, and non-compliant students may be documented.

## PEST CONTROL

Housing and Residence Life implements a proactive pest control program targeting ants, roaches, and other bugs in and around residence halls.

Students must grant exterminators access to the room and ensure there is clear access for spraying the floor and wall space, ensuring personal rugs or carpets are lifted away from walls. Effective spraying requires dust-free floor areas. This treatment happens monthly and/or whenever needed. Residents cannot deny entry for this routine service.



# ROOM CONDITION

Students must leave their room, furnishings, and equipment in the same condition as they were upon their occupancy, with no ordinary wear and tear. Housing staff will also check the room for cleaning and damages, which will be assessed to responsible individuals. Personal property left in a room after termination will be considered abandoned, and students may be charged for removal.

No alterations or repairs can be made without written consent from the Office of Housing and Residence Life. University furniture must remain in the room and not be stored.

Damage charges are assessed for unauthorized use, alterations, and special cleaning.

Public areas also face charges, with residents of corridors or suites held accountable for equal portions of the total charges. Cleaning and damage charges will be assessed to the student.



# MAINTENANCE & HOUSEKEEPING

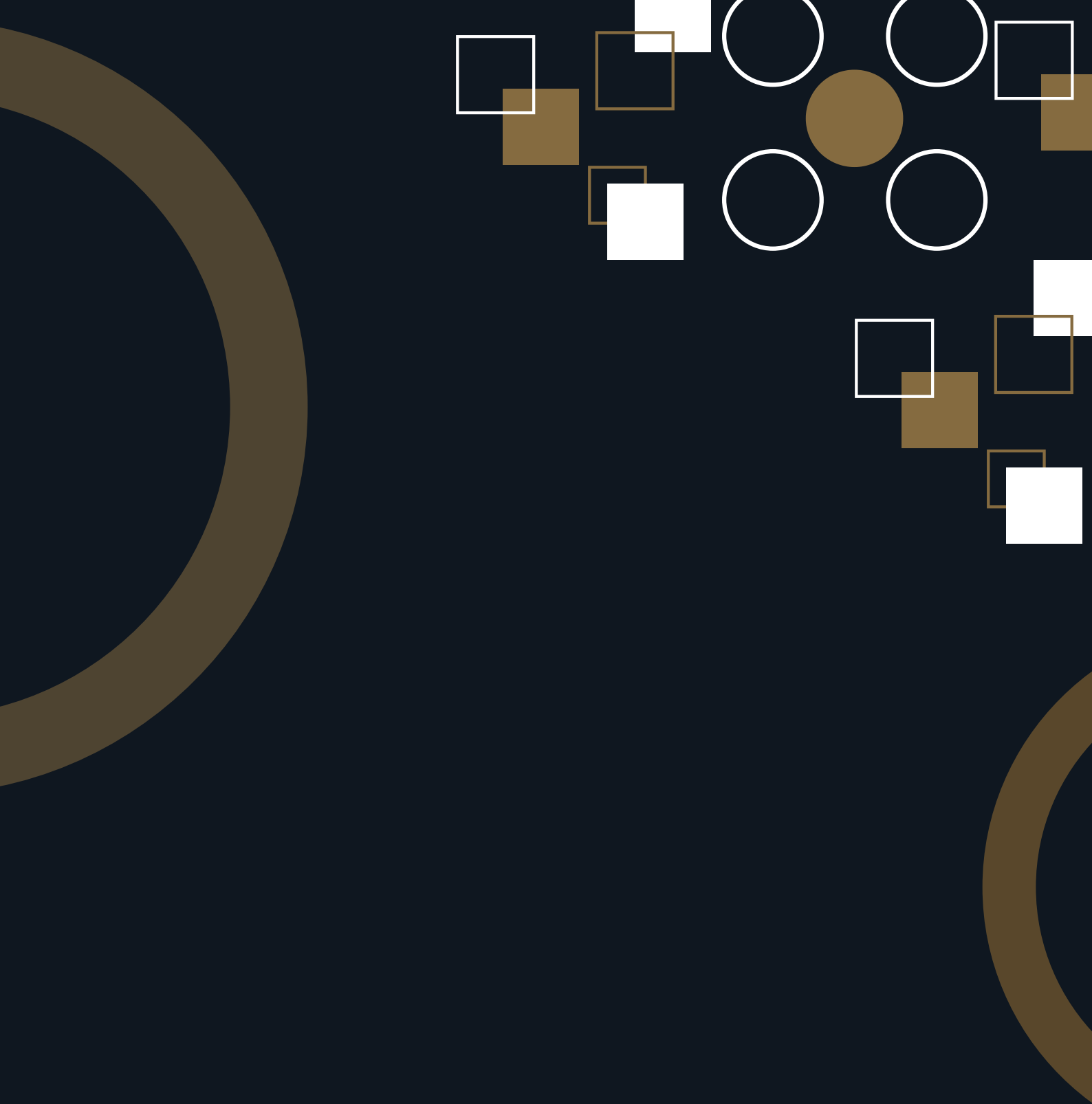
All non-emergency maintenance requests (ex. burned out lights, dripping faucets.) should be submitted to the housing website at [uncp.edu/housing](http://uncp.edu/housing) (through the **Submit a Work Request** link at the bottom of the page) or reported to a Housing and Residence Life staff member. If you are unable to contact a staff member, contact the Housing & Residence Life Office between the hours of 8:00am - 5:00pm Monday through Friday at 910.775.4253.

Emergency maintenance requests should be reported IMMEDIATELY to Housing and Residence Life Staff. Emergencies can include but are not limited to: leaks, running water, broken door locks, power outages, no hot water, no A/C, or no heat.

Please remember that Housing staff are authorized to enter all residence hall rooms and apartment units to make repairs no earlier than 9:00am. This authorization also applies to non-requested repairs and preventative maintenance.

Residents are responsible for the proper care of their rooms. Residents will be charged for any damage to their room beyond reasonable use and wear. *Do not* attempt to adjust, alter, or tamper with any mechanical or electrical equipment, or any existing electrical/television cable wiring.





# SECTION 5

---

# FIRE SAFETY



# BUILDING EVACUATION PLAN

The University of North Carolina at Pembroke building evacuation plan facilitates actions during building workplace emergencies. The following information provides a standardized process for evacuating a building. Students, faculty, and staff are required to review this information initially and encouraged annually. Students, faculty, and staff are also encouraged to locate fire alarm pull stations, fire extinguishers and the nearest exit route.

Here are the steps you should follow:

1. If you smell smoke or other unusual odors suggesting a possible fire or conditions favorable for fire, immediately call 911 and Campus Police at 910.521.6235.
2. Upon discovering a fire, immediately pull building fire alarm pull station to sound the alarm.
3. Upon activation of building fire alarm, building occupants should evacuate using the nearest safe exit route. **DO NOT USE ELEVATOR.**
4. Mobility impaired individuals on upper floors should proceed to the nearest "fire-safe" stairwell for assistance by emergency response personnel. Contact Campus Police 910.521.6235 and provide the location for rescue assistance.
5. Building occupants should evacuate to the designated assembly location at least 150 feet from the building and report your location to your supervisor.
6. Each building evacuee shall not re-enter the building until authorized personnel indicates it is safe to re-enter.



# RESIDENCE HALLS EVACUATION PLAN

## Cypress Hall

- Residents evacuate the floor using alternating stairwell exits to avoid congestion in the stairwell
- Residents on the 2nd and 4th floors exit using the north side stairwell
- Residents on the 1st, 3rd and 5th floors exit using the west side stairwell
- Primary: The grassy area south of Cypress Hall.

Secondary: The grassy area located going out of the west emergency exit door.

## North Hall

- Residents evacuate the floor using alternating stairwell exits to avoid congestion in the stairwell
- Residents on the 6th, 4th and 2nd floors exit using the south side stairwell
- Residents on the 5th and 3rd floors exit using the north side stairwell
- Residents evacuate the building using the emergency doors located off the east and west stairwell
- Primary: The sidewalk area directly in front of the main entrance to the Education Center.

Secondary: The sidewalk directly in front of the Pine Hall Cul-de-sac.

## Oak Hall

- Residents evacuate the floor using alternating stairwell exits to avoid congestion in the stairwell
- Residents on the 2nd floor exit using the east side stairwell
- Residents on the 3rd and 4th floors exit using the south side stairwell and exit
- Primary: The grassy area south of Oak Residence Hall, behind the Education Center.

Secondary: The outside basketball court south of Oak Residence Hall.



## Pine Hall

- Residents evacuate the floor using alternating stairwell exits to avoid congestion in the stairwell
- Residents on the 2nd floors exit using the east side stairwell
- Residents on the 3rd and 4th floors exit using the west side stairwell and exit
- Primary: The sidewalk south of Pine Hall in front of the entrance to the Joseph Administration.

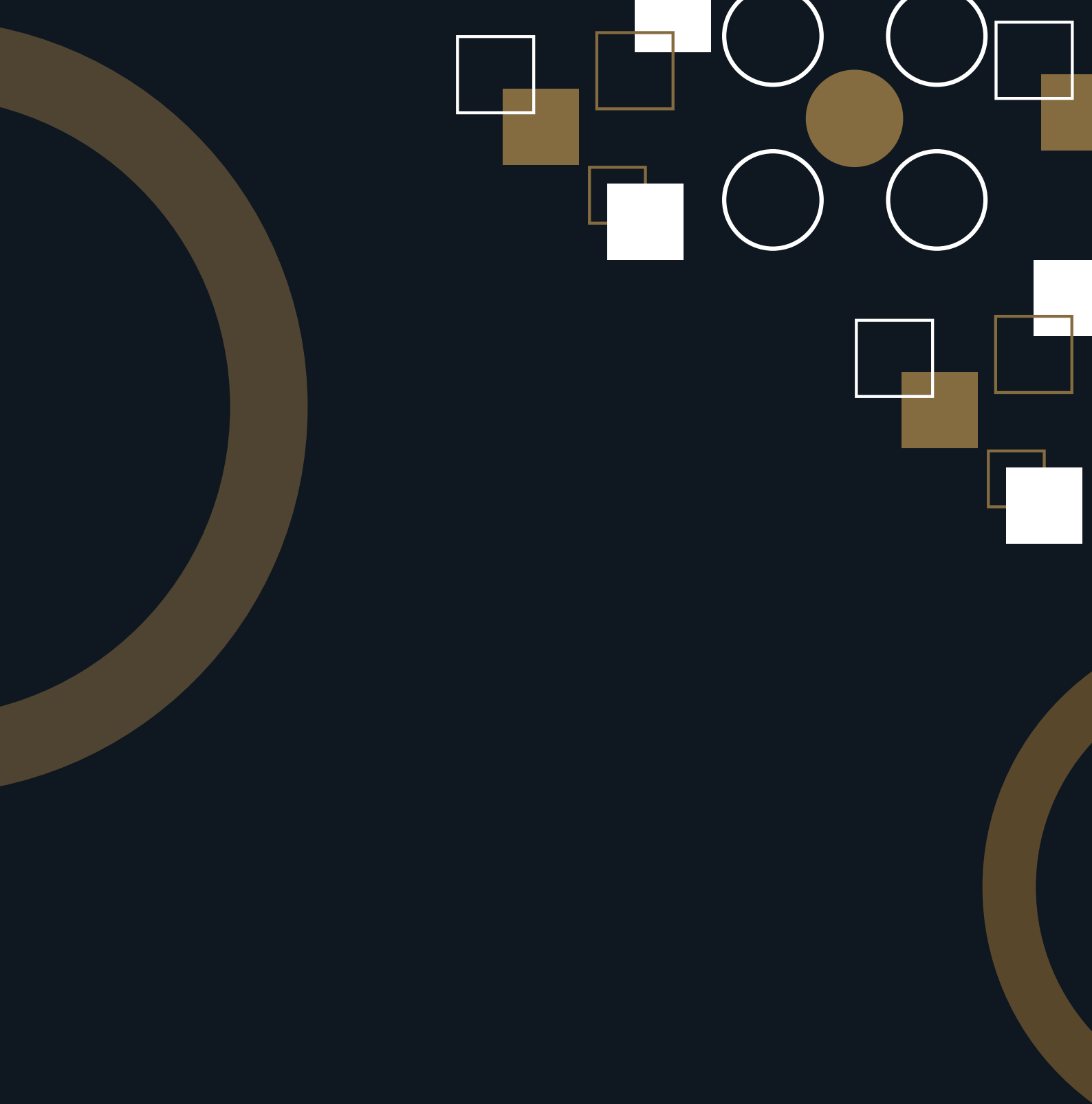
Secondary: The sidewalk directly in front of the Pine Hall Cul-de-sac.

## Courtyard Apartments

- Residents evacuate the building using the stairwells located at the end of the building
- Building 1000
- Primary: The grassy area southwest of the building near the entrance off of University Road.
- Secondary: The basketball court located northwest of the building.
- Building 2000
- Primary: The grassy area near the shelter located northeast of the building.
- Secondary: The basketball court located southeast of the building.
- Building 3000
- Primary: The grassy area north of the building, located between 3000 and 4000 buildings.
- Secondary: The grassy area south of the building, near the entrance off of University Road.
- Building 4000
- Primary: The grassy area north of the building, located between 4000 and 5000 buildings.

## Courtyard Apartments (cont.)

- Building 5000
- Primary/Secondary: The grassy area southeast of the building, located between 4000 and 5000 buildings.
- Building 6000
- Primary/Secondary: The parking lot located north northwest of the building.
- Building 7000
- Primary/Secondary: The grassy area northeast of the building, near the maintenance shed.
- Building 8000
- Primary: The grassy area northeast of the building.
- Secondary: The grassy area northwest of the building.
- Building 9000
- Primary: The grassy area southwest of the building.
- Secondary: The grassy area northwest of the building, near the west entrance of the 8000 building.
- Building 10000
- Primary: The grassy area northeast of the building, near the east entrance of the 7000 building.
- Secondary: The grassy area northwest of the building, near the west entrance of the 7000 building.



# SECTION 6

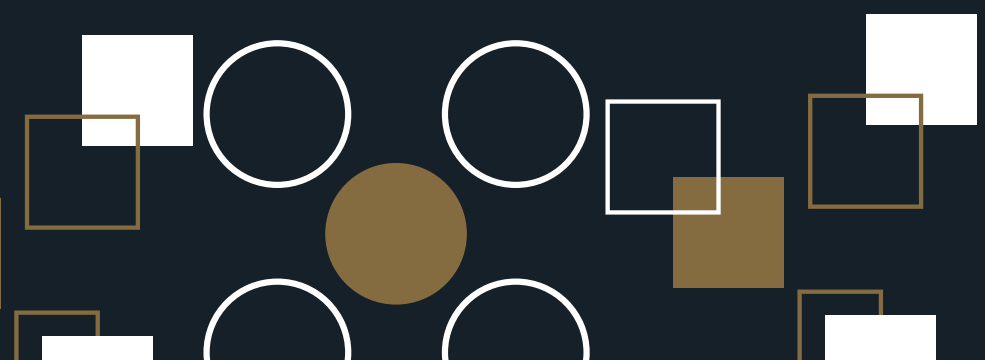


# INCLEMENT WEATHER



# INCLEMENT WEATHER

During periods of inclement weather, there may be certain periods of time that it is necessary for the University to be closed or class schedules altered. On the day(s) when the University is closed or schedule revised, that decision will be made, if practicable, by 5:30am. Such a decision will be communicated to local radio and television by that time. For the latest information, please utilize the Emergency Notification Hotline at 910-521-6888 or visit the website at [www.uncpalert.com](http://www.uncpalert.com).





# HURRICANE

If weather is severe enough to warrant the evacuation of residents from the rooms, the following locations have been established:

Building	Location
Cypress Hall	Congregate along ground level corridor of the Sampson Building
North	Congregate at ground level of Locklear Hall
Oak	Move from rooms to ground level hallways, staying clear of glass hallway windows
Pine	Move from rooms to ground floor hallways, staying clear of glass hallway windows
Courtyard	Congregate along ground level corridor of the Health Science Building



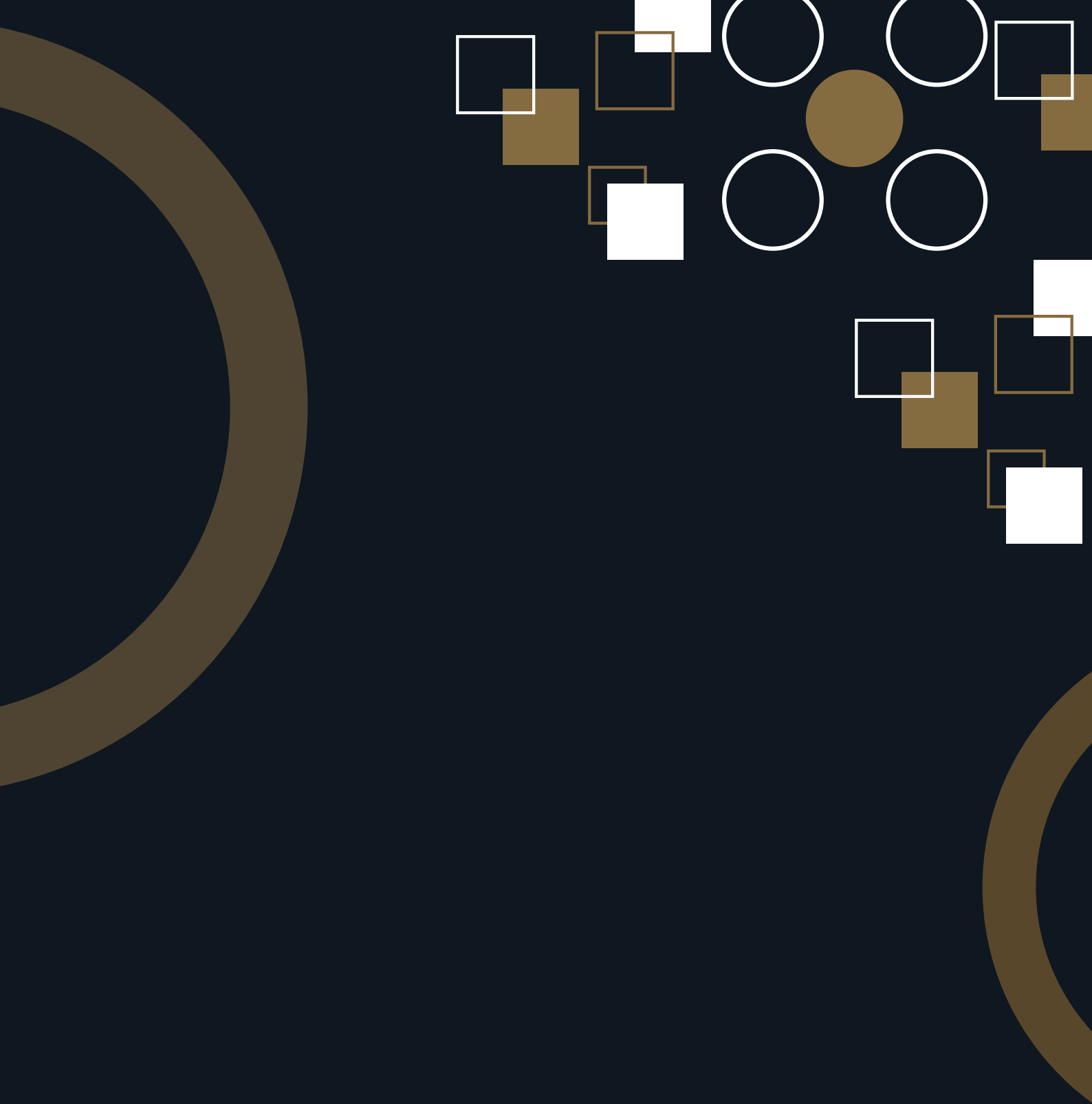


# TORNADO

Students should close windows and doors and follow the procedures for the following locations:

Building	Location
Cypress Hall	Move from rooms to ground level and second floor hallway and stairwells staying clear of glass hallway windows and doors
North	Congregate along second and third floor hallways, bathrooms and stairwell
Oak & Pine	Move from rooms to ground level and second floor hallways and stairwells staying clear of glass hallways windows and doors
Courtyard	Move to a ground level unit and congregate in the living room area staying clear of glass windows. Do not congregate in the stairwells.

Persons are instructed to crouch, facing interior walls, with their hands behind their heads and their heads between their knees. They are to remain in this position until the all-clear signal is heard. The Campus Police are to notify persons when danger is over.



# SECTION 7

---

# SAFETY & SECURITY

# IDENTIFICATION & KEYS

For the security of the residence halls and campus community, students are required to be always in possession of their University ID.

- Students must also comply with any University official, including student staff, when asked to produce their ID's.
- Using another person's identity or furnishing materially false information to any University staff, including manufacturing, use, or possession of false identification.
- Failure to respond to University staff promptly, respectfully, and appropriately, including verbal and written responses..

**Students are not permitted to lend, loan, and/or share their ID or residence hall keys with anyone, including guests.**

## Illegal Entry & Trespassing

Unauthorized entry into any residence hall, including restricted access areas of residence halls. These areas include, but are not limited to, rooms belonging to other students, staff rooms, mechanical rooms, telecommunication rooms, roofs, closed buildings, housekeeping closets, and storage areas.

- Following a student into a residence hall that is not your own ("tailgating").
- Propping open exterior doors.
- Entry or attempted entry during times when residence halls are closed.

# IDENTIFICATION & KEYS

For the security of the residence halls and campus community, students are required to be always in possession of their University ID.

- Students must also comply with any University official, including student staff, when asked to produce their ID's.
- Using another person's identity or furnishing materially false information to any University staff, including manufacturing, use, or possession of false identification.
- Failure to respond to University staff promptly, respectfully, and appropriately, including verbal and written responses..

**Students are not permitted to lend, loan, and/or share their ID or residence hall keys with anyone, including guests.**

# LOCKOUT & LOST KEY

Each resident will be issued only one room/ apartment key. If the resident loses the key, promptly notify the Housing office, Resident Life Coordinator or resident advisor. For security reasons, lost keys require replacement of the lock and key. The cost for a lost key (\$65) must be paid prior to the completion of the work request for a replacement.

The following policies and procedures have been established to address students that become locked out of their room:

***You will be allowed (2) complimentary key-ins per semester.***

**If you are locked out from...**

- **8 a.m.-5 p.m.:** Attempt to contact a Resident Advisor (RA) on call number in your community. If you have attempted to contact a Resident Advisor and were unsuccessful, please contact your Resident Life Coordinator or HRL main office 910-7754253.
- **5 p.m.-12 a.m.,** weekends, or special circumstances: Lockouts will be handled by the Resident Advisors on call.



# LOITERING OUTSIDE THE HALLS

Loitering on the steps in front of a building or in areas that make it difficult for residents and visitors to gain access to the building will not be permitted. If noise from outside gatherings can be heard from inside and causes a disturbance in residence halls or apartment buildings, UNCP Campus Police will be contacted to disperse the loiterers, and disciplinary action may take place.

# FIREARMS & OTHER WEAPONS

No student shall possess or use firearms, explosive devices, or weapons of any kind on University property (residence halls) or at an event sponsored or supervised by the University or any recognized University organization. Such weapons may include, but are not limited to, guns, BB guns, air pistols, rifles, knives, martial arts devices, and bows.

North Carolina law, General Statute 14-269.2, prohibits any person, including a concealed handgun permit holder, from carrying a firearm, openly or concealed, on educational property or at a curricular or extracurricular activity sponsored by the university.

A person may legally possess a firearm on campus if the following exists:

- Must be a valid concealed carry permit holder;
- Must have permit with you at all times;
- The weapon in question is a handgun only;
- Must be in your vehicle with the doors locked and placed in a secure container



## GUESTS/OVERNIGHT GUESTS

All residents are responsible to always escort their guest(s) while the guest remains in the building and to inform their guest(s) of all university policies and regulations. are responsible for their guest's behavior, for any damages incurred, and for the adherence to all university policies and procedures.

Visitation for all residential facilities is open. Open visitation implies that restrictions are determined by roommates and suitemates according to each other's rights and needs.

Respect for the wishes and wellbeing of one's roommate(s) is more important than someone's desire to have guests. 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.

Overnight guests are only permitted if the roommate/suitemate agree to have guests and are limited to the same gender and must be approved by the Residence Life Coordinator of the facility.

Each resident of the room is allowed up to three guests at any given time.

## VANDALISM/THEFT

An administrative fee of \$75 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.

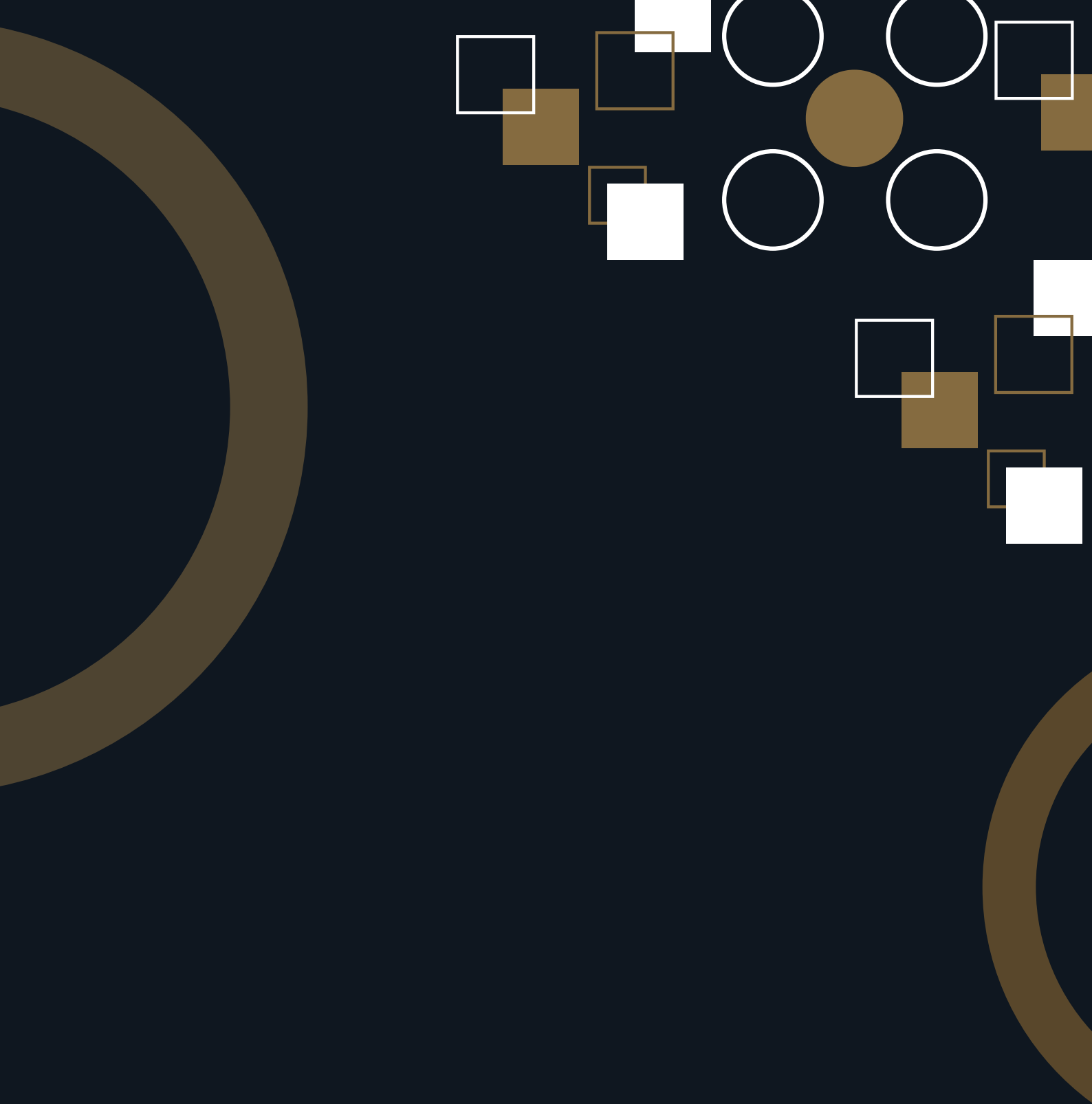
Residents who are found responsible for damage will be liable for any damage and/or loss to a residential facility or its furnishings and may face disciplinary action through the Residential Life judicial process.



# SAFETY & SECURITY TIPS

1. **Secure Your Room:** Always lock your door when leaving, even if it's just for a short period. Ensure windows and doors are closed and locked when you're not present.
2. **Be Mindful of Strangers:** Don't prop open exterior doors or allow strangers into the building without verifying their identity. If someone you don't know asks to enter, direct them to contact building security or staff for assistance.
3. **Stay Vigilant:** Report any suspicious activity or individuals to campus police (910-521-6235 or 911) or residence hall staff immediately. Trust your instincts and avoid isolated or poorly lit areas, especially at night. As always, if you **see** something, **say** something.
4. **Keep Valuables Secure:** Keep laptops, tablets, and other valuable items out of sight when not in use. Consider using a laptop lock or securing items in a locked safe.
5. **Get to Know Your Neighbors:** Establishing a friendly relationship with your neighbors can foster a sense of community and provide additional support in case of emergencies. Look out for one another and communicate about any concerns or issues that arise.

**By following these safety tips and staying aware of your surroundings, you can help create a safer living environment for yourself and your fellow residents.**



# SECTION 8

---

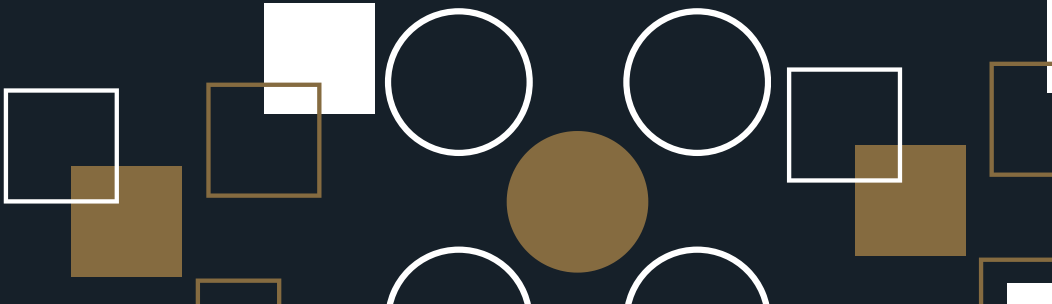
# HOUSING POLICIES A-Z





# ALCOHOL

All individuals on campus or University property must comply with all applicable laws, regulations, and HRL and University policies regarding the possession, sale, distribution, and consumption of alcohol. Students, regardless of age, may not possess or consume alcoholic beverages within Oak Hall or Pine Hall.

- Alcohol is not permitted in bed spaces, suites, or apartments of residents who are ALL under 21.
  - Those 21 or older may possess or consume alcohol in their room, suite or apartment or in another space, suite, or apartment with an assigned resident who is also 21.
  - Alcohol is permitted in suites or apartments when one or more residents assigned to the unit are 21, as long as those under 21 are not the owners of the alcohol and are not consuming it.
    - Bedrooms in an apartment or suite of a mixed-age unit take on the age of the resident assigned to that space. For example, if the student in Bed A is 22 and the student in Bedspace B is 20, then alcohol is only permitted in Bedspace A.
- 



## ANIMAL & PETS

The on-campus housing setting is not conducive to the presence of animals, therefore, the university prohibits animals, with the exception of freshwater fish, service animals, and approved emotional support 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 regulation will result in the resident being documented and can lead to termination of Housing Contract.

If a student is found with an unauthorized pet and/or evidence of an unauthorized pet (water dishes, leash/collar, litter box, etc.), they will be given 48 hours to remove the pet, and their room will be reinspected by two members of the HRL team.

The student will be subject to the expenses incurred for the room in violation and the adjoining rooms in the event that the exterminators are contacted.

Additional information regarding animals under the American Disability Act and Fair Housing Act protection can be found at the UNCP's Accessibility Resource Center website.

## BUSINESS ENTERPRISES

Students are not permitted to use residential living facilities for commercial activities, internet related business including operating a business out of university-provided housing.

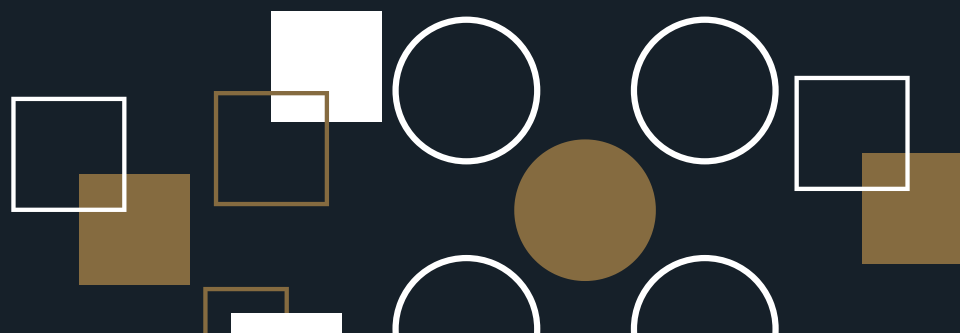
# CANDLES, INCENSE, GRILL, AND OPEN FLAMES

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 halls and apartment rooms, hallways, breezeways, porches, or roof areas.

## COMMON AREAS

No individual or group should engage in an activity which prevents the use of these common areas by assigned residents unless a reservation for the room is approved in advance by the Residence Life Coordinator (RLC).

Students are required to remove all trash and return all furniture to its original location before leaving the common area. The hall staff may restrict access to common areas if they are not being used and/or maintained properly by students





# DECORATIONS

While students are encouraged to make their residence hall room feel like home, decorations (e.g. posters, flags, signs, writings, stickers, banners, clotheslines, suspended lights, etc.) must be utilized with care and consideration of the following standards:

Students are prohibited from:

- using nails or screws. Students are permitted to use command strips or tacks for hanging decorations.
- painting any part of the room.
- placing decorations on the sprinkler system, or in a way that causes tripping hazards, blocks egresses, or otherwise poses a safety concern.
- decorations displayed within mutually assigned spaces must be agreed upon by all assigned residents of that space.
- displaying or storing items that pose a health or safety risk.
- removing any university furniture from the assigned room
- Placing décor on ceilings or egress doors.

**NOTE:** University staff have the discretion to remove or ask students to remove decorations, and students may be financially responsible for any damages.

# DRUGS

The illegal use, possession, sale, delivery and/ or manufacture of drugs (illicit or prescription) is not permitted. Possession of drug-related paraphernalia is also not permitted. Drug possession, use, or sale in or around residence halls is subject to Campus Police investigation and referral to the office of Student Conduct.

Additional information can be found in UNCP's Drug and Alcohol Policy.



## FAILURE TO COMPLY

Failure to comply with any reasonable directives from university or public officials in the performance of their duties. This includes but is not limited to, failures to present identification when requested, report to an administrative office, adhere to no-contact-directives and/or interim actions, remove oneself from University Premises, comply with an adaptable resolution agreement, complete conduct outcomes and/or sanctions.

## FIRE POLICY

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. 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 can result in fines and criminal and/or civil penalties.

## GAMBLING

UNC Pembroke expects students to comply with all laws prohibiting illegal gambling. Such prohibited activity includes but is not limited to: betting on, wagering on, sponsoring raffles, and selling tickets in the residence halls.

# MOTORIZED VEHICLES & BICYCLES

Failure to comply with any reasonable directives from university or public officials in the performance of their duties. This includes but is not limited to, failures to present identification when requested, report to an administrative office, adhere to no-contact-directives and/or interim actions, remove oneself from University Premises, comply with an adaptable resolution agreement, complete conduct outcomes and/or sanctions.

# PERMITTED & PROHIBITED APPLIANCE/ITEMS

***Prohibited items include***, but are not limited to, candles, any item with an open flame, electric frying pans, open-coiled appliances (ex. toasters, toaster ovens), gas and electric grills, charcoal grills, deep fry cookers, oil lamps and electric or kerosene heaters.

***Permitted items include***, but are not limited to, hot pots, crock pots, hot plates, coffee makers, tea makers, air popcorn poppers and microwaves (with the exception of North and Belk Halls) and wax warmers.

# QUIET HOURS

UNCP promotes a living and learning environment that is respectful of the need for all residents to sleep, study, and interact without undue distractions.

***Quiet hours are in effect from 10 p.m. to 9 a.m., Sunday through Friday, and from 1 a.m. to noon, Saturday and Sunday in all residential communities.*** Round-the-clock quiet hours will be observed during exam week. Courtesy hours are any hours of the day that are not quiet hours.

Violations of courtesy hours or quiet hours could place a student in the position of being dismissed from the residence halls or on-campus apartments. When quiet hours are in effect, noise originating in student rooms shall not penetrate beyond the confines of their room.



# RIGHT OF ENTRY/SEARCH & SEIZURE POLICY

The university reserves the right to enter a space when there is reasonable cause to believe one or more of the following circumstances exist:

(a) to enter any room/apartment without notice 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 any policy violation

(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 this contract, 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.

## RECREATIONAL ACTIVITIES

**Sports are prohibited inside Residence Halls.**

Students engaged in catches, tosses, or other casual activities should be conducted outside and at least 100 feet around residential facilities.



## SMOKING

UNCP is dedicated to maintaining a healthy work and learning environment. All buildings owned or leased by UNCP, including our residence facilities, are smoke and vape free, except for five designated smoking areas.

## SOLICITATION/SIGNAGE POSTING

Solicitation in the residence hall is prohibited. This includes posting on doors and sliding information under doors. Posted materials in residence halls must be approved by the office of Housing & Residence Life. See UNCP Solicitation Policy for more information.

## UNIVERSITY FURNITURE

Each resident is responsible for the loss or damage to furniture and other equipment in his or her room.

Since furniture has been inventoried to your room, furniture may not be transferred from one room to another or exchanged between rooms or suites. Bed risers are not to be used and are prohibited in the residence halls.

Furniture in the lobbies, student kitchen lounges, study rooms, etc., should not be moved from those areas under any circumstances.

Disciplinary action and a moving charge of no less than \$50 may be assessed for any furniture or university property removed from public areas or resident rooms.





# 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 contract.

This includes, but is not limited to, damage, loss, water damage, fire, theft, flooding, etc.

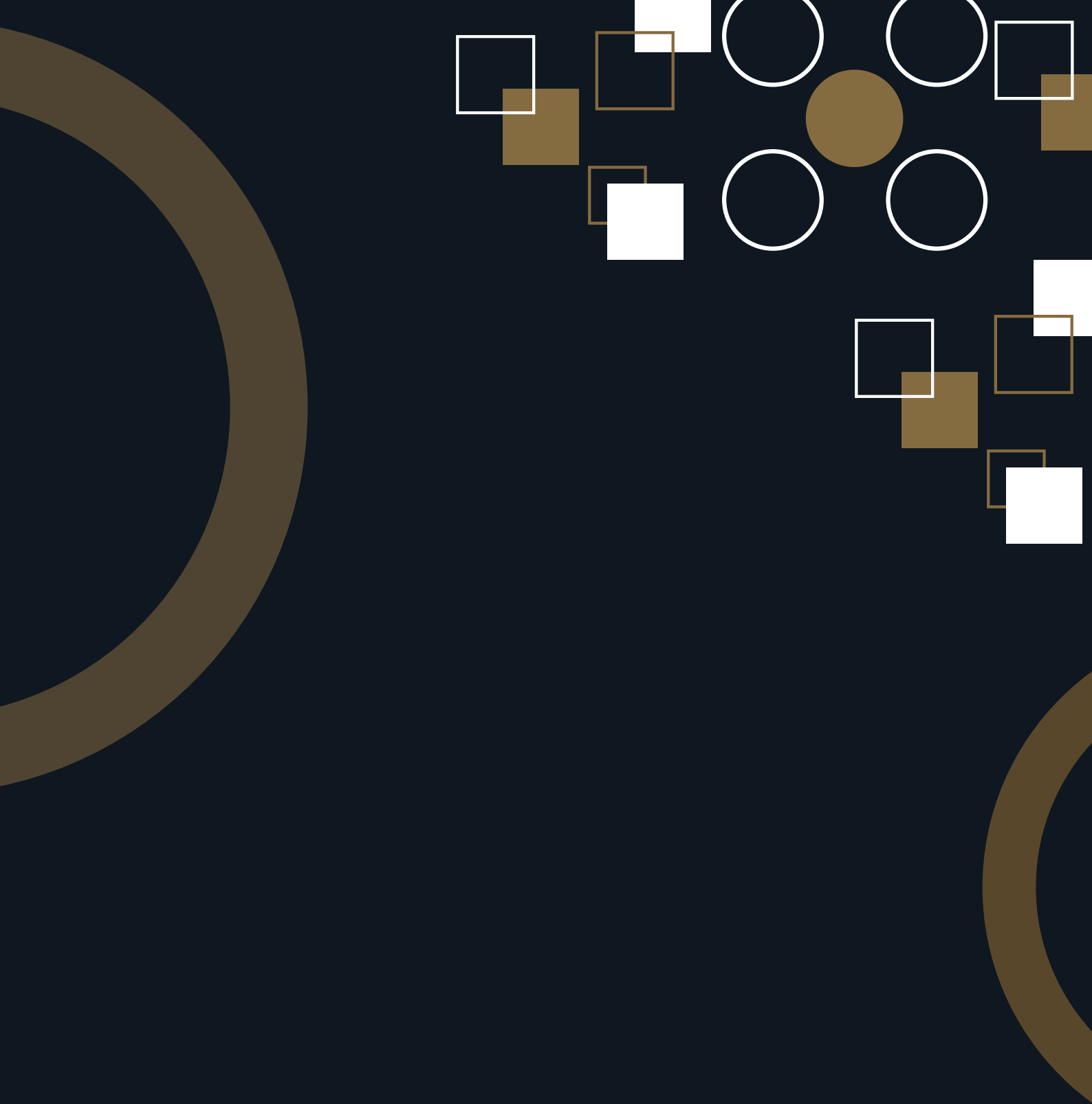
No interruption of utility services, heating, and cooling shall be deemed as an eviction or disturbance of students' use of facilities or render the university liable for damages unless the university willfully refuses to supply said services without cause or excuse.

The student is strongly encouraged to carry insurance for protection against such losses and claims.

# WINDOWS/BALCONIES/ROOF /RESTRICTED AREAS

The campus community and residents are advised to exercise caution around windows, ledges, and balconies, especially when open, to ensure safety. They are prohibited from standing, sitting, or walking on these areas, throwing objects, climbing into or out of these areas, or engaging in inappropriate or undesignated behaviors that could put an individual or property at risk.

**Disciplinary action will be taken against any violator of this policy.**



# SECTION 9



# IMPORTANT NUMBERS

Resources	Number
Accessibility Resource Center	521-6695
Admissions	521-6262
Bookstore	521-6222
Braves Card Office	521-6844
Campus Engagement & Leadership	521-6482
Campus Recreation	775-4572
CARE Team	775-4180
Career Center	521-6270
Center for Student Success	521-6625
Community & Civic Engagement	521-6163
Counseling & Psychological Services	521-6202
Division of Information Technology	521-6260

Name	Contact
Financial Aid	521-6255
Global Engagement	775-4095
Student Center	521-6584
Library	521-6516
Mail Services	521-6162
Sodexo (Dining Services)	521-6000
Student Conduct	521-6851
Student Health Services	521-6219
Student Inclusion & Diversity	521-6508
Switchboard	521-6000
Transfer & Commuter Center	521-6530
University Police	521-6235
Writing Center	521-6546