

Davenport University Housing and

- Respect the rights of others
- Keep their rooms, suites, and apartments clean (including common areas and bathrooms)
- Let roommates and suitemates know of preferences for sleep, study, and work by completing a roommate agreement form
- Discuss visitation in common areas, the hours it is acceptable to have guests and visitors
- Know and abide by the policies, regulations, and laws of the State of Michigan, the local municipality, and Davenport University
- Examine and regulate one's own behavior, as well as be respectful and mature if others disagree with that behavior
- Notify community members or staff of any problem in a timely manner and cooperate to find a solution
- Read and know the information and policies outlined in the Student Code of Conduct, the Housing Contract, and this Housing and Residence Life Handbook

Residential students at DU will have suitemates and/or roommates. Open communication, respect, flexibility, and trust, along with recognizing another's and C . trust, and

Residence Life staff will work with students that experience roommate issues through a variety of formats. These include the following:

- Residents will complete a roommate agreement provided by and discussed with the Resident Assistant at the beginning of the year. This document summarizes a set of agreed upon boundaries, space utilization needs, and requirements. Topics include:

- Noise levels in the room during study and sleep
- Bed Time
- ESA's
- Room Décor
- Personal Routines
- Guest Preferences
- Window, Heat, and Air Conditioning Use
- Cleanliness
- Relationship Expectations
- Personal Items
- Privacy

- Resident Assistants are trained in mediation, offering advice, support, and assistance. As needed, RLCs are also available upon student request.

- Students may report violations of community standards by seeking the assistance of Housing and Residence Life. Housing and Residence Life has an educational process that communicates standards of conduct which emphasizes personal decision making and appropriate behavior, in addition to student accountability.

Each room is equipped for cable television. Residents are responsible for providing their own

Rooms are furnished with a bed, dresser, desk, and chair. Residential community furniture must remain in student rooms at all times. Housing and Residence Life may prohibit personal furnishings that are considered too large, potentially dangerous, or present a health concern. At the time of check out, residents must remove all personal property and return the room to its original condition. Storage of personal belongings is not available. Failure to return the room to its original condition, to check out properly, and/or to remove personal items may result in loss of personal property and associated fees.

All residents are required to take trash to the dumpsters. All trash must be bagged before being placed into its respective location. Recycling bins are also available. Trash left in hallways, parking areas, or incorrectly disposed of may result in a referral to Student Conduct.

If an issue with a room arises, a work order can be placed at <https://my.davenport.edu/facilities/request-work-order>. There may be a wait for assistance. Housing and Residence Life will provide assistance if there is an emergency. Unreported issues become the responsibility of the student. If damage occurs because a problem was not reported in a timely manner, the student may be responsible to pay the cost for damages.

All personal property left behind will be declared abandoned after 5 business days and will be donated or disposed of, regardless of if a proper checkout occurred. Housing and Residence Life does not accept responsibility for the storage or safekeeping of property. The student will be responsible for all moving, cleaning, and disposal fees incurred.

While Davenport University is closed for Thanksgiving, students are welcome to stay in their residence hall or apartment room

Davenport University Housing and Residence Life closes for Winter Break at the end of Fall semester. Students must leave campus for break, unless granted written permission from the Director of Residence Life, or a designee. As Winter Break approaches, information will be posted on the Housing and Residence Life webpage, sent via email, and provided during floor meetings. Failure to comply with Winter Break Closing procedures will result in a referral to Student Conduct

Davenport University Housing and Residence Life does not close for Spring Break,

students are welcome to stay in their residence hall or apartment room

information except in the event of an emergency.

During a fire evacuation, all residents are required to exit the building as quickly as possible via the stairwells in an orderly fashion. Housing and Residence Life and Public Safety staff will make every effort to facilitate the evacuation and ensure residents comply with alarms. Housing and Residence Life or Public Safety will ensure that all entrance doors are shut behind residents. Housing and Residence Life or Public Safety will provide assistance to those with special needs. This may include asking other students for assistance. If conditions are unsafe during a fire for staff to do any of the prior, they must leave the building. Students are not to get in cars or leave the property until it can be determined that everyone is accounted for. Housing and Residence Life will assist in making sure everyone is out of the building and attempt a head count. If a student does not leave the residence hall during a fire alarm, they will be subject to the student conduct process and receive a fine. No one may re-enter the building until the Public Safety Office or fire department deems it safe. The gathering spots for fire alarms will be in the following areas:

- Grassy areas between north parking lots
- Turf Field or Spirit Rock Quad
- Grassy hills South of the building (towards the highway)
- Overflow parking lot between Panther Woods and Farmer's Complex

In the event of a tornado watch, Housing and Residence Life and the Public Safety Office will monitor weather. If the reports change from a tornado "watch" to a "warning," Housing and Residence Life and the Public Safety Office will require evacuation of the housing rooms and common areas and require that residents proceed to designated shelter areas. A tornado warning requires emergency action.

Each semester, Resident Assistants (RAs) conduct room inspections to ensure rooms are meeting fire, safety, and health codes. Residents will be given a one-week notice prior to the inspection and are encouraged to be present; however, inspections will continue whether the residents are present or not. If necessary, RAs will notify students of items that are not permitted and leave a notice of required improvements which must take place within 24 hours. Failure to meet the required standards may result in formal disciplinary action. In some cases, formal disciplinary action will occur without notice. Below is a list of prohibited items

- Drugs / Drug Paraphernalia
- Lounge Furniture in the suite/apartment
- Weapons

Residents at Davenport University contractually agree to live on

who commit a serious violation and/or is perceived to be a threat to themselves or others. In such cases, the student may be required to immediately vacate University Housing. Housing and Residence Life staff may also contact a parent or legal guardian regarding a medical emergency or if students are removed from University Housing due to financial or behavioral concerns.

Payment for each semester will be placed on a student's account prior to the semester start. Housing charges must be paid prior to move-in before each semester. Students who have not paid or set up a payment plan for charges will not be permitted to move in. Students who move in without making payment arrangements will be removed from University housing.

The University makes reasonable attempts to prevent personal property loss or damage due to theft or mechanical failure, but

Room changes will be limited and only approved as deemed necessary by a Housing and Residence Life professional staff member. This request must be made to the Residence Life Coordinator or Area Coordinator of the respective residence hall. Resident Assistants may not grant a room change. Roommates must try to resolve issues prior to requesting a room change. If a room change is determined to be needed, one or all roommates may be reassigned. Students may not initiate a room change unless orchestrated by Housing and Residence Life staff. A fee may apply and residents have 24 hours to complete the move.

When making room assignments, Housing and Residence Life will make every effort to honor students' preferences; however, because of limited facilities, preferences cannot be g

- LED light ropes are prohibited, as putting them up may damage drywall or paint

All regulations pertaining to room decorations must be followed in decorating common areas. Residents must receive permission from the Director or their designee before decorating public areas. If any of the policies are violated, HRL Staff reserves the right to remove such violations and violators could face disciplinary action.

Doors are not allowed to be propped open when residents are not present, as it compromises safety and security. Objects are not allowed to be put in or on the door jamb to avoid keying in.

Fish tanks for non-predatory fish must be kept clean and are limited to 10 gallons or less. If a fish tank causes damage, odors, aggravates allergies, or otherwise constitutes disturbances to health and safety conditions, the student will be asked to remove the fish tank from University Housing. During vacation periods, fish must be cared for in an appropriate manner by their owner. This means taking the fish home for a vacation of a considerable amount of time.

No pets are permitted in residential housing outside of non-predatory fish and approved ESA's. In cases of violations to this policy, residents will be required to remove the pets from the halls within 24 hours and are subject to disciplinary action. All ESA's are held to the standards outlined in our ESA policies. Any damages and associated costs related to animals, whether approved ESA's or unapproved pets may result in assessed charges.

No storage is provided for residential students' personal property. Personal property left behind will be considered abandoned and will be donated or disposed of accordingly and associated charges will be assessed.

Residents are responsible for maintaining a clean space. This includes taking trash to the dumpster. At no time should a resident leave trash in common areas. If trash is found in a common area and no resident is identified as the source of the trash, an entire hall, floor, or area of residents may be charged as deemed appropriate by Housing and Residence Life.

Windows are designed for ventilation purposes and should never be used as a point of entry or exit, except in an emergency. Nothing may be dropped from windows. In the event that a screen is removed, the resident will be charged for replacing the screen.

Candles with a wick, incense, and other objects with an open flame are prohibited.

When activated, smoke alarms within the building will sound and the strobe lights will flash. Students must evacuate immediately via stairwells, exterior doors and/or fire doors. All residents and current occupants must move a minimum of 300 feet away from the building. Students are expected to adhere to these procedures, regardless of weather, time of day, or perception of the alarm's legitimacy.

The following items and behaviors are prohibited:

- Possession and/or use of fireworks, incendiary devices, or other dangerous explosives or chemicals.
- Arson, meaning the ignition of a fire or attempt to ignite a fire.
- Grills, and contained fires are prohibited on University property, which includes residential communities. University-owned grills and/or the fire pit may only be used with the express written permission of the Department of Public Safety or the Center for Campus Life, and only in designated areas.
- Improper use or disablement of safety equipment or firefighting equipment such as fire extinguishers, fire alarms, exit signs, smoke alarms, and defibrillators.
- Space heaters and appliances with open heating elements (hot plates, etc.) are prohibited.
- Toasters are only allowed in residence halls with full kitchens and can only be used and stored in the kitchen.

Tobacco use is prohibited in all Davenport facilities. Tobacco products may be stored but not used in the residence halls. Products may include cigarettes, cigars, pipe tobacco, electronic cigarettes, and/or smokeless tobacco including snuff, chewing tobacco, smokeless pouches, or loose-leaf tobacco. Designated tobacco use areas are available throughout campus for the use of these products.

Residents are not allowed to let anyone else use their key or card to gain entry into the building. Loaning building access to another individual is not permitted and violators are subject to disciplinary action.

Due to Davenport University's location within the airport zone, laser pointers are not permitted.

Residents will be courteous with respect to noise 24 hours a day. A 24-hour quiet hour policy may be enforced beginning the Sunday before final exams each term through the end of exam week.

Dining Services at Davenport University is

- Appropriate attire, including shirt and shoes, must be worn
- No outside food, drinks, or containers are allowed
- Cleanliness is a mutual responsibility and it is expected that students bring dishes to the dish return and leave their tables clean
- Respect those around you, and use appropriate language

- Students must have their Housing key card to enter the Dining Hall.
- Loaning your key card to another student will result in an incident report and

Deep Cleaning	\$100.00
Damages Charge	Assessed by Facilities Team and Housing staff

Summer 2024 Housing	\$1500 (OR \$850 per session)

Doubled bedrooms	25%