University Housing
Housing Policies

Abandoned Items

Residents are responsible for their own personal property at all times. When residents have not vacated assigned space as scheduled (internal transfers as well as at the end of a contract period) and have not removed personal property, housing staff will make a reasonable attempt to contact the residents. Forty-eight (48) hours after this attempt to contact, the personal property will be removed and stored at the resident's expense. Residents will be billed a minimum labor charge of $50 plus $20/hour per employee involved in the removal and/or storage of abandoned personal property. Personal property removed by housing staff will be stored for 30 days. After 30 days, the items will be considered abandoned and donated to charity. The Department of University Housing is not liable for damage to or loss of property that might occur during the course of removal or disposal. Residents will be billed for all costs incurred in removing personal property and restoration of the unit to usable space.

Alcohol

Alcoholic beverages are prohibited in university student housing facilities. This regulation pertains to any person, regardless of age, student status, or position within or outside of the university setting. To avoid any possible misunderstanding, alcoholic beverage containers or other alcohol paraphernalia (such as beer bongs) are not allowed in university housing facilities. Discovery of an alcoholic beverage container or other alcohol paraphernalia will require immediate discarding of the container and contents, if any, in the presence of a staff member. All who are present in the room when the alcohol policy is violated will be subject to disciplinary action regardless of participation level.

Alterations to Rooms

Residents should not install or attach any of the following in their rooms: a) air-conditioning or heating units, b) locks, c) decals or transfer pictures, d) outside antenna, e) additional electrical wiring, f) shades, blinds, awnings, or window guards.

Bicycles

Racks are provided for bikes in front of each hall. Off-street parking is provided for motorized bikes in designated areas. Motorized bikes are not allowed inside residence halls. Although non-motorized bikes may be kept in residents’ rooms, they are not to be left unattended, ridden, or chained in common areas of the hall including, but not limited to, hallways, stairwells, lobbies, and study rooms. Bikes found in such areas will be confiscated by university police.

Bunk Beds and Lofts

Unapproved bunk beds and lofts are prohibited. The construction of bunk beds and lofts must be authorized in advance by the Hall Director who will inspect and approve or reject the completed units.
Business from Residents’ Rooms

No private business shall be established or operated on the premises of any university-owned housing facility.

Computer Use

Personal computer equipment is permitted in the residence halls. Please refer to the OIT home page and the University Standards of Conduct for guidelines concerning computer use at the university.

Cooking and Appliances

Hall kitchens and other facilities are provided for residents to use for cooking. UL-approved appliances with fully enclosed heating elements and/or electrical wiring are permitted. Appliances prohibited in residence halls include, but are not limited to, toasters, toaster ovens, electric fryers, and all similar appliances with exposed heating elements and appliances that could cause a fire if left unattended (including George Foreman-type grills and space heaters.) Washers, dryers, and dishwashers are not permitted. Microfridges are provided in residence halls. No additional refrigerating or microwave units are permitted in residence halls. One microwave unit and toaster are permitted per kitchen in the apartment-style halls.

Decorations and Displays

No holes should be made in the walls. To hang posters, calendars, and other lightweight items on walls, use self-sticking, removable poster mounts. Do not place any stickers or contact paper on room doors, furnishings, or glass surfaces. Electrical accessories must by UT-approved. Electrical devices may not be spliced into existing wires. All carpets must be rated fire-retardant Class A or B. All drapes must be made of fire-retardant fabric. Painting any surface of any room or any other University property is prohibited. Holiday decorative greenery and live trees are not permitted in University Housing facilities. Artificial trees and other decorative items must be flameproof. Caution should be exercised when using decorative lights. Residents must remove and store all holiday decorations prior to leaving for winter break. Combustible decorations must not be put on the ceiling, in the entryway, on the door, or near heat sources such as light bulbs. Signs, flags, banners, stickers, pictures, posters, advertising, letters, window paint and other displays may not be displayed in or on windows. Any personal decorations on hallway-facing doors which are deemed inappropriate by the Hall Director will be removed.

Drugs and Drug Paraphernalia

The use, manufacture, possession, distribution, or dispensing of drugs in university housing is prohibited. The use and possession of drug paraphernalia is also prohibited in university housing facilities.

Elevators

Tampering with, vandalism to, or other misuse of elevator equipment in the university residence halls is prohibited. Such action will constitute reason for disciplinary action, up to and including eviction from the residence halls.
Extension Cords and Multiple Plugs

An extension cord must be UL-approved, 16 gauge, and not exceed a length of six feet with a polarized plug and a single outlet; it may not be placed under floor coverings or furnishings and may not be secured by penetrating the insulation of the cord. Multiple outlets are prohibited; however, one UL-approved 15-amp multiple outlet strip with a circuit breaker may be used in each room. Extension cords cannot be used with microfridges. Total electrical usage cannot exceed that which can be provided by one surge protector strip per outlet and cannot overload, short, or create line disturbances.

Fire Safety

Fire evacuation plans are posted in each resident’s room. Tampering with, vandalizing, or misuse of fire safety equipment is prohibited and constitutes reason for eviction from the residence hall and possible suspension or expulsion from the university. Fire safety equipment includes, but is not limited to, alarms, extinguishers, smoke detectors, door closures, alarmed doors, and sprinklers. A safety exit drill is conducted regularly in each residence hall in accordance with state law. Failure to evacuate a building during a safety exit drill is grounds for disciplinary action.

Flammable Items

Items which require an open flame to operate or which produce heat are not allowed in residents’ rooms. No materials, liquid or otherwise, of an explosive or combustible nature shall be kept on the premises. Examples of prohibited items include, but are not limited to, candles, incense, lit cigarettes, open heating coils, halogen lamps, and gasoline.

Furniture and Fixtures

No furniture is permitted to be removed from the rooms, with the exception of bed frames. Bed frames may be removed only with the written permission of the Hall Director. Removal of furniture or fixtures from assigned locations, except with permission, is grounds for disciplinary action. Residents will also be charged for any furniture or fixtures assigned to their rooms and found missing at the time of checkout.

Water beds are not permitted in residents’ rooms. Lobby furniture is not to be taken to student rooms, suites, or apartments.

Holiday Decorations

Holiday decorative greenery and live trees are not permitted in University Housing facilities. Artificial trees and other decorative items must be flameproof. Caution should be exercised when using decorative lights. Residents must remove and store all holiday decorations prior to leaving for winter break.

Irons

Ironing is permitted in student rooms. Irons must always be used with ironing boards that have a fire-resistant cover. Irons with automatic cutoff mechanisms are required. Irons are not permitted to be left plugged into a socket when not in use.
Keys

Unauthorized possession, duplication, or use of keys (to include key cards or access cards) to any university facility or unauthorized entry into or use of university facilities is prohibited. Keys are to remain in the possession of the person to whom they are issued. If you lose your key, you must immediately inform a staff member so that the security of your room can be established as quickly as possible. Lost keys will result in a lock change and associated costs.

If a student mistakenly locks himself out of his room, a lockout key may be obtained at the residence hall front desk. For safety and security reasons, students are required to show a photo ID to receive a lockout key. The lockout key must be returned within 24 hours. If the key is not returned in the 24-hour period, the lock will be changed and the associated charges will be assessed to the student account. Students are allowed to check out a lockout key three times per academic year without penalty. Miniterm and summer sessions function as a combined separate time period. On the fourth and successive times thereafter, a service charge of $25 per lockout will be assessed to the student account.

Microfridge Appliance

This is a combination refrigerator, freezer, and microwave appliance. Other refrigerators and microwave ovens are not permitted in student residence hall rooms. A microwave oven is permitted in kitchen areas of the apartment-style halls: Apartment Residence Hall, Laurel Hall, and Volunteer Hall.

Moving

Unauthorized room and hall changes are prohibited. All room and hall changes must be authorized by University Housing staff.

Overnight Guests

Residents may have overnight guests, of the same sex only, if the resident has received the prior expressed consent of the roommate(s). The maximum length of any visit is three consecutive nights. All guests are governed by university and residence hall regulations, and it is the host's responsibility to make guests aware of these policies. In cases where the guest is in violation of university regulations, disciplinary action may be brought against the host. (See also Visitation policy.)

Pets

For health reasons, pets are not permitted in the halls or on the premises. The only exceptions to this policy are: (1) fish in aquariums of 10 gallons or less and (2) certified service animals that are required as an accommodation and approved by the Office of Disability Services.

Quiet Hours

Quiet hours must be observed from 9 p.m. to 9 a.m. seven days a week. Any excessive noise may be addressed by the hall staff at any time. A general guideline to follow: If noise can be heard outside your room/suite/apartment, it is probably too loud. Musical instruments may be played only in areas provided for this purpose.
During each final examination period a 24-hour "quiet hours" policy is in effect. Residents who are disturbing others by violating this policy may be asked to vacate the residence hall immediately during this period.

**Smoking Policy**

All university residence hall buildings are designated as smoke-free environments. Smoking devices, including, but not limited to, electronic cigarettes, pipes, bongs, and hookahs, are not permitted in residence hall buildings.

Entrances to all University buildings are designated as smoke free. Unless otherwise posted, smoking is prohibited within twenty-five (25) feet of all doorways, windows, and ventilation systems of all University buildings. Smokers are responsible for ensuring that all smoking activity, including the lighting and discarding of cigarettes, takes place a sufficient distance away from the doorways, windows, and ventilation systems of University buildings to avoid infiltration of smoke into the buildings.

As used in this policy, "smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette (including an electronic cigarette), pipe, or other lighted tobacco product, in any manner or in any form. Updated 110929

**Soliciting**

No solicitation is allowed in University Housing facilities. This includes, but is not limited to, distribution of flyers and door-to-door canvassing without permission from University Housing. Building staff should be notified if a solicitor is in the building. Permission for any solicitations must be obtained by contacting University Housing.

**Sports Activities**

Athletic events are prohibited in the residence halls, including courtyard areas, unless there is a court specified for such play, such as a designated basketball or volleyball court. Propelling objects including, but not limited to, footballs, softballs, baseballs, and snowballs in or around residence halls, including courtyard areas, is prohibited.

**Stairwells**

Dropping objects down stairwells is not permitted. Persons involved in such actions are subject to eviction from university residence halls in accordance with the terms and conditions of the housing contract.

**Unauthorized Entry or Use of University Facilities**

Students are not permitted to enter rooms to which they are neither assigned, escorted, nor invited. Students may not assist other students in entering areas off limits to students.
Visitation

Specific visitation plans outline the maximum hours during which guests may visit. No guest of a resident is allowed in a room if the resident’s roommate objects to their presence. Residents are held responsible for the behavior of their guests and any activity which originates within or from their rooms.

Guests must be escorted by the hosting resident at all times. (See Escort policy.) Residents are responsible for ensuring that guests comply with all residence hall policies, rules, and regulations and are held accountable for the behavior of their guests. In situations where the guest is in violation of university regulations, disciplinary action may be brought against the host.

A student may permit a guest of the same gender to remain in the hall beyond the hours of visitation as an overnight guest if that student’s roommate has no objection. (See Overnight Guest policy.) The roommate’s right to privacy, sleep, and study take precedence over the rights of a host to have a visitor or guest. The host must have approval from the roommate to have guests.
Windows and Screens

Unfastening or removing a window or screen is prohibited. Windows are not to be opened when A/C is operating. Students may not verbally communicate from their windows.

Under no circumstances will the throwing of objects from any windows in the residence halls permitted. Residents assigned to a room from which an object is thrown or dropped will be subject to administrative eviction from the university residence halls in accordance with the terms and conditions of the housing and dining services contract.

Nothing may be placed between windows and screens or outside of windows at any time. Displays in windows which are deemed inappropriate by the Hall Director and not removed by the resident(s) will be removed by the housekeeping staff and the resident(s) billed for this service.