

## Residence Hall Rules

The Residence Hall Rules are intended to assure that residents have a clean, safe, quiet, and peaceful environment, so that they can develop as many of their talents as possible. Residents may be disciplined (even to the point of being evicted from the Residence Halls) for violation of any of the following rules (*note: any resident should contact their RA if they feel any of these rules are being violated and an incident report will be generated*):

### A. Visitors, Guests, No Man's Land, and Visiting & Quiet Hours

1. **Visiting Hours** are from 8:00 A.M. to 11:00 P.M., Sunday through Thursday, and 8:00 A.M. to 12:00 A.M., Friday, Saturday, and days preceding school holidays. All non-resident visitors to the residence halls must have a resident as their sponsor and they must always be accompanied by their sponsor. They may not wander freely about the residence halls.
2. All non-resident visitors must be accompanied by a resident sponsor while in the residence halls. Sign-in sheets are on the doors of the Resident Assistants (RAs). Resident sponsors must sign-in (and sign-out) their visitors on the sign-in sheet on the door of the RA for their own floor. Any non-resident visitor who is found in the residence halls without a sponsor or who is not signed-in properly will be required to leave the residence halls immediately, and will not be allowed to return that day. Subsequent to discovery, no opportunity for sign-in will be given.
3. All overnight guests must be registered with the Student Housing Office. Hosting an unregistered guest is prohibited and will result in the assessment of a \$25.00 charge to the resident host for every night an unregistered guest is housed. A "guest" is any person, resident or non-resident, who is not assigned to the room. Guest registration forms may be obtained from the Student Housing Office, and must be filed twenty-four (24) hours in advance of the guest's stay.
4. No male (resident or non-resident) is permitted on the female's floors or wings after visiting hours. No female (resident or non-resident) is permitted on the male's floors or wings after visiting hours. Resident Assistants and Housing Office employees and staff members, while performing their duties, are exempted from this rule. After visiting hours, male and female residents may only socialize in the common areas. Any resident on the wrong floor after visiting hours will be assessed a \$25.00 charge, and will be subject to further disciplinary action.
5. Quiet Hours are from 8:00 P.M. to 8:00 A.M., Sunday through Thursday, and 11:00 P.M. to 8:00 A.M. Friday, Saturday, and days preceding school holidays. During quiet hours, no music or noise should be audible outside a resident's room. Even during non-quiet hours, any resident who is bothered by the noise of his neighbors has the right to demand that his neighbors keep their noise to quiet hour levels. Quiet is the rule, noise is the exception.
6. All guests must park in the Iya Hami parking lot.

### B. Telephone Usage

Use of the Student Housing Office telephone is limited to emergency use. Residents should not give the Student Housing Office phone number as a contact number, but only as an emergency number. Messages for residents will only be taken in the case of emergencies. There are payphones in each building and each resident is allowed to have a telephone installed in his room.

### **C. Kitchens, Cleaning, & Betelnut**

1. Food in the community refrigerators and freezers must be sealed in air-tight containers (or air-tight plastic bags or wrap) and labeled with the owners name and the date that the food was first placed in the refrigerator. Any item not properly stored will be thrown away.
2. All residents must clean any messes they make in the kitchens immediately. No pots, pans, or dishes may be left unattended in the kitchen. They must be cleaned immediately after use. Any pots, pans, dishes, forks, spoons, knives, or other cooking appurtenances left unattended, even for short periods of time, may be thrown away.
3. Residents are expected to keep the common areas and yard clean of their personal trash and dirt. They are responsible for keeping the areas immediately surrounding their room clean. If they suspect that their neighbor is throwing trash in their area, they should report it to the Housing Office.
4. Residents are expected to throw large trash items and trash from their rooms in the dumpster, not in the bathroom, kitchen, or common area trash cans. Trash is not to be thrown out the windows.
5. ***Chewing BETELNUT is prohibited*** inside the residence halls, common areas (hallways, kitchens, bathrooms, computer rooms, study rooms, stairways, lobby areas, recreation areas, TV rooms, balconies, etc), or at the Recreation Center. Chewing betelnut is allowable outside the buildings and inside a residential room but the individuals chewing betelnut must have a spitting can or cup in hand. Spitting in the trash cans, out windows, on the floor or wall, or on the pavement is prohibited. **Please help keep our facilities clean.**
6. Smoking in the common areas is prohibited.
7. Shoes may not be left in the hallway during working hours (8:00 AM to 5:00 PM), as they make cleaning difficult. After working hours, shoes must be arranged only one deep next to the wall so that they do not obstruct the hallway. Shoes in the hallway during working hours will be confiscated.

### **D. Study Halls, T.V. Lounges, & Rec-Center:**

1. Socializing and making noise in the study halls is prohibited.
2. Laying on the couches is prohibited. Be considerate of others; your dirty feet (and shoes) should not touch the couch cushions.
3. Sleeping in the common areas is prohibited.
4. Student Organizations that want to use Housing facilities must reserve them with the Student Housing Office prior to use.
5. All rules posted at the Recreation Center must be obeyed.

### **E. Alcohol & Parties:**

1. Alcohol may only be consumed in a resident's room. (See the University alcohol policy in the Student Handbook.)

2. No parties are allowed within the residents' rooms. A "party" is a gathering of more than five persons where alcohol is served.

#### **F. Fire Drills:**

All residents must exit the residence halls immediately during fire drills and bomb scare warnings, until they are cleared to re-enter by the proper authority.

#### **G. Prohibited Conduct & Possessions:**

1. Unauthorized entry into another resident's room is prohibited. No one should enter another room without knocking and being invited in.
2. Disorderly, vicious, or immoral conduct (e.g., screaming, public intoxication, fighting, indecent exposure) in or near the residence halls is prohibited.
3. The use, possession, and/or sale of narcotics and dangerous drugs as defined by local, state and federal laws is prohibited.
4. Participating in illegal gambling activities in University-owned or controlled property or at a function identified with the University is prohibited.
5. Possession of firearms, BB guns, pellet guns, fireworks, firecrackers or dangerous chemicals is prohibited.
6. Possession of dangerous weapons, hunting arrows, machetes, or potentially injurious war souvenirs is prohibited. If you own one of these items for legitimate use, you may inquire whether the Housing Office can keep it for you until such time as it is needed.
7. Participation in unauthorized group activities (riots and raids) or illegal entry is prohibited.
8. Possession or harboring of dogs, cats, birds, snakes, or other animals is prohibited.
9. Misuse, abuse, theft, or destruction of residence hall property is prohibited.
- 10. Use of cooking appliances anywhere other than in one of the Residence Hall kitchens is prohibited. *You may not cook in your rooms.***
11. The use and/or possession of unauthorized heat-producing appliances or devices (e.g., clothes dryers, sun lamps, electric blankets, electric heaters, gas stoves, etc.) is prohibited.
12. Residents must get Student Housing approval for the use of an air-conditioner, for which there will be a surcharge.
13. Refrigerators in excess of four (4) cubic feet are prohibited.
14. The use of residential rooms or any facilities of the Student Housing Office for commercial purposes or in association with commercial vendors, without permission from the Director of Housing is prohibited.
15. Sales, solicitation, or advertising, unless authorized by the Director of Housing or a designee of the Student Housing Office, is prohibited.

16. The installation or placement of any equipment, materials, etc. outside of the room which may be deemed unsightly, dangerous, or otherwise undesirable by Housing officials (e.g., outside aerials, clotheslines, bicycles, and items left on balcony area) is prohibited.
17. The repair or storage of motor vehicles in housing areas either in or out-of-doors, except in designated areas is prohibited. Designated areas are the parking lots and the field area northwest of Gumata Hall.
18. The unauthorized possession, use, or sale of keys to University facilities is prohibited. Only the Student Housing Office may copy resident's keys.
19. Interference with fire controls is prohibited.
20. Interference with the work of Housing staff, or University staff is prohibited.
21. Unauthorized or illegal use of University telephones (e.g., charging unauthorized calls to any University number) is prohibited. Anyone caught doing so will be charged the cost of the call, fined \$100.00, and expelled from the Residence Halls without refund of their room rental.
22. Climbing on the roofs of the Residence Halls or the Residence Life Recreation Center is prohibited to all residents.
23. Unauthorized entry into the Residence Life Recreation Center is prohibited.
24. Climbing over or sitting on the balcony railings is prohibited
25. Any activity which is illegal according to the laws of Guam is prohibited.

#### **H. Room Keys:**

Residents will be issued a room key for their use only. Keys may not be shared or lent out to other students. There is a \$5.00 fee charged to students locked out of their room. This fee will be waived twice per contract period. Residents who lose their keys will be assessed a non-refundable \$35.00 charge.

#### **I. Hanging Items:**

Residents will be charged a ten dollar (\$10.00) repair fee for each hook, nail, or screw hole that they place in the walls of their room for hanging items. No nail or screw holes may be put in the doors of the room. Please help us keep our facilities clean and well maintained, so that we can keep costs as low as possible.

#### **J. Maintenance Needs**

If a student resident needs maintenance work done in their room (e.g. air conditioning problems), they should process a maintenance work order with their RA or the RA on duty.

#### **K. Student Resident Parking**

All student residents with vehicles must obtain a parking decal from the Student Housing Office. Current vehicle registration and insurance must be presented. Vehicles without Student Housing parking decals will be towed away and impounded at owner's expense.