

# NITOC Housing Policies at Union University

## Campus Rules

### Alcohol, Tobacco and Illegal Substances Policy

No alcohol, tobacco, vaping products, or any recreational drugs/illegal substances are permitted anywhere on campus.

### Bicycles, Skateboards, Scooters and Sticks

Keep wheeled sports equipment off the grass and out of buildings, including housing!

### Building Access

- Enter and leave campus buildings and housing suites by using the doors. Entering/exiting through windows is prohibited.
- Do not climb onto the walls, roof, ledges, railings, or on any structure on campus.

### Campus Grounds

- Do not tamper with or rearrange any landscape vegetation or hardscape, artwork, or architectural structures anywhere on campus.
- Stay out of rock-lined drainage zones, garden beds, trees, fountains, sports fields, and areas designated as "Off Limits".
- Do not move outdoor furnishings or use them for other than their intended purpose.

### Curfew/Quiet Hours - 10:30 PM - 6:00 AM

- Campus gates close at 11:00PM.
- Guests housed off-campus must exit the university grounds by curfew.
- Guests housed on-campus should be in their suites during curfew/quiet hours.
- Music, voices and noise must not disturb others during these times.
- If a neighbor asks you to be quieter please respect their request.

### Parking Restrictions

Do not park in Delivery zones, Handicap or blue-lined (staff) spaces

### Pets

No pets are allowed anywhere on campus, inside or outside.

### Signage

Please follow instructions on NITOC and Union University signs posted throughout the campus. If signs indicate an area of campus is off limits, please stay out!

## **Appliances**

- Coffee pots, crock pots, microwaves, and toaster ovens may be brought; however, deep fryers and hot plates may not be used.
- Irons should have an automatic-off feature. No ironing on beds or carpets.
- To avoid potential safety hazards, all electrical appliances should be no more than 1000 watts and must have “UL” approval and be properly maintained.

## **Candles, Incense, Open Flames**

Candles (including birthday candles), open flames, and incense are not permitted anywhere in on-campus housing.

## **Fire Hazards**

Containers that contain any flammable materials/liquids are considered fire hazards and are not permitted in the suites.

## **Furniture**

- Each suite is equipped with university furniture, which can be moved within the suite but must be used in the way it was designed.
- Furniture is not to be removed from your suite and must be in the original location and condition when you check out.

## **Keys**

- All suite-mates are mutually responsible for keeping the living room door locked, windows locked and keys under control for the security of persons and property.
- Report any problem with your key or lock immediately. Do not loan out your keys, tamper with the lock, prop the door open, or hide keys.
- Lost keys will result in a \$25/key replacement fee to Union.

## **Laundry**

- Residents with laundry units in their suite are required to clean the lint traps in their unit. Failure to do so will cause a mechanical malfunction of the unit, and the residents will be responsible for all charges associated with the repair or replacement of the unit.
- You are responsible for furnishing your own laundry detergent.
- Laundry facilities for Heritage is located on the first floor of the McAfee Commons.

## **Maintenance Requests - Do not contact UU Security for maintenance issues!**

- During tournament hours: go to the Housing Desk in Bowld for TP, plunger, light bulbs, smoke detector batteries, reporting maintenance needs, etc.
- Emergency repair issues such as water leaks should be reported immediately.
- Maintenance personnel will knock and announce their presence before entering a suite.

## Safety and Security

### Fire Safety

- Evacuation routes are posted in each room or suite.
- All residence facilities are equipped with fire protection devices including smoke detectors, emergency lights, fire alarms, fire extinguishers, and exit lights.
- Tampering with or misuse of any fire protection device will result in immediate disciplinary action and up to a \$200 fine.

### Loss and Theft Liability

- Union University and Stoa assume no responsibility for any loss or damage to personal possessions resulting from theft, fire, power outages, water, or other disasters.
- Guests are urged to take all possible precautions to protect their belongings (including locking the door, proper surge protection for electronics, and taking valuable personal belongings with you).