



KANSAS WESLEYAN UNIVERSITY STUDENT HOUSING AND MEAL POLICY

Administrative Division	Student Development
Policy Title	Student Housing Policy
Administrative Office	Student Development
Effective Date of Policy	Revised Date: 10/20/2025

RESIDENCE HALL LIFE

The Student Development Office coordinates all areas of residence hall management - including activities, staffing, and enforcement of campus policies. As with all campus life, safety for all people is our first concern. To this end, we have devised policies that will provide for student safety, privacy, and rest. The most up-to-date policies are online on the Student Development webpage. It is your responsibility to know these policies.

STUDENT HOUSING AND MEAL-PLAN POLICY

All undergraduate students are considered to be residential students and will have an on-campus meal plan until they apply and have been approved for off-campus status. The application deadline to request a change to a student's residential status or meal plan selection is July 1 for fall or December 15 for spring.

Off Campus Requirements

All full-time undergraduate students are required to live in the residence halls and participate in an on-campus meal plan. Students who meet one or more of the following criteria before the start of the semester may apply to live off campus.

- Married (verification may be requested);
- Live with their dependent children as defined by Federal Regulations;
- Live with an immediate relative within 45 miles of campus;
- Have completed two years of post-secondary education in the United States

Immediate relatives are defined as parents, grandparents, or legal guardians only. Residents who meet one of the criteria must complete the Housing Selection Form through their MyKWU account. Any student may complete the form but must await approval before moving off campus or making off-campus commitments (i.e. signing a lease). Students are encouraged to check with the Student Financial Planning Office if they are considering living off campus as it may affect their financial aid package.

Transfer Students

Transfer Students are required to live in campus housing for a minimum of one academic year upon admission to KWU unless they meet one of the criteria for exceptions, or they are in their final year of undergraduate study.

International Students

International Students will be required to live in campus housing unless they have completed two years of post-secondary education in the United States, either at KWU, another institution, or a combination of the two. All International Students must be enrolled in a University Meal Plan regardless of their housing status.

Commuter Meal Plan

All off-campus undergraduate students will be automatically enrolled in a Commuter Meal Plan. Commuter students who are not involved in an athletic program may request consideration to waive the Commuter Meal Plan through the Student Development Office. Off-campus Student Athletes and/or International Students may not request consideration to waive this meal plan. A student who quits their athletic team after the start of the semester will not be allowed to change their commuter meal plan status until the next semester.

University Sponsored Housing Options

Pfeiffer Hall

Pfeiffer hall is a three-floor co-educational residential community. Each floor is co-ed, but rooms are single gender. The community is staffed by five RAs and one RD. The main lobby is equipped with vending machines, a ping-pong table, couches, TV, and study tables. Rooms are furnished with an extra-long twin mattress, a dresser, desk, and chair for each student. Each room also has a shared closet and private bathroom with a shower and sink area. Some of the larger rooms in this residence hall house 3-4 students. The KWU Nursing Student Living and Learning Community is housed in Pfeiffer Hall. Free laundry machines are located on each floor.

Wesley Hall

Wesley hall is a three-floor male-only residence hall, with a staff of six RAs and one RD. The main lobby includes vending machines, a ping-pong table, couches and a TV. Each room has two extra-long twin beds with mattresses, two dressers, two desks, two desk chairs, and two wardrobes. Every eight rooms share a common restroom area complete with sinks, showers, shelving space and bathroom stalls. Free laundry machines are located on each floor. Additional laundry machines and a common kitchenette are available in the basement.

Wilson Hall

This co-ed residential community is staffed by eight RAs and one RD. The KWU Women In STEM Community live on the first floor of the building. The individual floors all house the same gender, and there is no co-habitation permitted. The main lobby includes vending machines, a ping-pong table, pool table, couches and a TV. Each room has two extra-long twin beds with mattresses, two dressers, two desks, two desk chairs, and two wardrobes. Common restroom areas have sinks, a shower, shelving space and bathroom stalls. Free laundry machines are located on each floor.

Coyote Village/Private Housing

A limited number of on campus houses, including the Coyote Village, are available in addition to the residence halls. Students can apply to live in on campus houses. To be eligible to live in private on campus houses you must

meet the following requirements: Must be classified as a Junior or Senior, be in good academic and student conduct standing, and have been a KWU student for at least one semester.

Opened in 2024, Coyote Village offers students an opportunity to live in a house close to campus. These 1,000-square-foot homes have five bedrooms, two bathrooms, two living spaces, a full-size kitchen and free laundry facilities.

ROOM AND BOARD RATES 2026-27*:

Double Occupancy: (WIL/WES)	\$12,900 (\$6,450 per semester)
Triple Occupancy: (WIL/WES)	\$11,152 (\$5,576 per semester)
Quad Occupancy: (WIL/WES)	\$10,612 (\$5,306 per semester)
Double Occupancy: (PF)	\$13,900 (\$6,950 per semester)
Triple Occupancy: (PF)	\$12,152 (\$6,076 per semester)
Quad Occupancy: (PF)	\$11,612 (\$5,806 per semester)
Single Occupancy (Private Room WIL/WES):	\$16,632 (\$8,316 per semester)
Single Occupancy (Private Room PF)	\$17,632 (\$8,516 per semester)
Single Occupancy (Campus Houses):	\$18,552 (\$9,276 per semester)
Commuter 7 Meal Plan (Automatic)	\$1,664 (\$832 per semester)
Commuter 14 Meal Plan	\$3,328 (\$1,664 per semester)

*Rates are subject to approval by the Board of Trustees

ROOM CHANGES

After the first two full weeks of the fall/spring semester, a student may request a room change through the residence life staff. Room changes will not begin until after the two-week period. Approved moves must be complete by the date and time assigned by residence life staff or the move may be forfeited. Unauthorized room changes will result in a \$100 improper move fine per day in the space.

Procedures for a room change are as follows:

1. Meet with building RD to discuss room change process and obtain a room change request form.
2. Complete, sign, and return the room change request form to the Director of Residence Life
3. If changing a room/building increases the cost of your room charge, you will need the approval of the Business Office and Student Financial Assistance Office before proceeding.
4. If permission is granted by the Student Development office, inform your roommate(s) and/or suitemate(s) (when applicable) of the change.
5. Students must follow the appropriate check-in and check-out procedures. Failure to do so may result in an improper move fine of \$100.

Please be aware that any adjustments to your student account must be paid prior to the move.

CONSOLIDATION

If a student has been left without a roommate, the student will have two options:

1. If they are not eligible for a private room and/or do not want to pay for one, they need to make arrangements within one week of receiving a notification to consolidate to either move in with another student or find a different student who would be willing to move into the vacant space with the approval of the Director of Residence Life. Residence Life staff will assist with this process.
2. If eligible for a private room and space permitting, they may choose to live in the room and pay the private

room rate.

At no time should a student occupy additional living space without written approval from the Residence Life Office. If found to be in violation of this the student will be charged the private room rate or a pro-rated rate for the days of unauthorized occupation prior to consolidation/approval.

The University reserves the right to assign, reassign, and adjust the occupancy of any residential housing room, suite, or house. All unoccupied space is reserved for use by the University.

CHANGE IN HOUSING OCCUPANCY TYPE

In the event that a student moves from a room of one occupancy type to a room of a different occupancy type, the student will be charged the new room rate prorated for the rest of the semester.

If a roommate(s) moves out of a double, triple, or quad occupancy room, the remaining student(s) may receive a new roommate during the semester or be moved to another room to consolidate. Residence Life makes every effort to maintain maximum occupancy in rooms.

Students living in a triple or quad room that is not fully occupied at the beginning of the semester, may be charged the rate corresponding to the number of occupants in the room after the consolidation period.

RIGHTS AND RESPONSIBILITIES

Group living in the residence halls is an integral part of the general education of Kansas Wesleyan University students. It provides an opportunity for personal growth and development as students are challenged to create community by assuming personal responsibility for the common good and by celebrating the rich diversity in residence hall life.

Problems arise in any community including inappropriate behavior. **Each resident must assume the responsibility of confronting those persons and problems that threaten the community.** It is not productive to assume that all threats to positive residence hall life can be handled by Resident Assistant, Resident Directors, or the Director of Student Housing and Engagement. Caring about the rights and privileges of residents and the condition of the physical plant of the residence hall is the concern of each and all. Community living is characterized by caring, pride, motivation, and involvement.

RESIDENCE HALL STAFF

The Director of Residence Life coordinates all functions within the residence halls. Resident Education Directors (RD) are professional staff who live in the residence halls. They are primarily responsible for the daily operation of each hall. In addition, each hall has student staff known as Resident Assistants (RAs). The RA is a resource and programming person who works with the residents on a daily basis. In addition, the University may retain the services of police officers and/or professional security.

RESIDENCE HALL OPENING/CLOSING DATES

- All students must be officially moved and checked out by 12PM (noon) on check out day or they will be charged \$100.00 for improper checkout. Don't forget to sign up with your RA to check out of the residence halls!
- Residence halls are closed over Christmas break. No students are allowed to stay. All students need to make arrangements to be out of the residence halls when the buildings close.
- There is no refund given to residents that move-off campus after the first two (2) weeks of the semester in the residence halls. The two (2) weeks starts on the first day of classes. You will be charged for a full semester meal

plan and residence hall room even if you move out of the residence halls after this time. If you do choose to move off-campus, you will be prorated for the number of calendar days that you have stayed in the residence halls and/or ate using your meal plan.

- Students who improperly check-out will be charged \$100. If students leave without checking out with their Resident Assistant, students will also be responsible for all fees including but not limited to: A moving company to move, package or box items, clean the room, storage costs, shipping and handling, etc.
- Campus housing is closed during Winter Break. The only exception is for students remaining on campus for official University functions (i.e. athletics, fine arts performances, etc.) Dining services may be closed or limited during official University breaks. Before the break, each student will receive notification with instructions for proper check out procedures, to include, but not limited to:

- Unplug personal electric equipment
- Turn heat low or ac high
- Clean out personal fridge and leave door open
- Setup check out time with RA as directed
- Close and lock windows
- Discard perishable food
- Take all trash to outside dumpsters
- Leave room clean and neat
- Close blinds
- Turn off lights and lock door

KEYS

Each resident is provided with a key that permits access to his or her room and to the residence hall. The keys are to be used only by the student they are checked-out to. Keys may not be loaned or carried around by another person. **The loss of a key (for any reason) will result in a replacement charge of \$75.00.** Lost keys that are returned within thirty days will result in a refund of charges. Anyone who discovers a lost key should return it to the Student Development Office. If a key or key FOB gets broken, bring in the pieces to the Director of Residence Life and a replacement charge of \$10 will be given. Any person possessing unauthorized keys will be subject to disciplinary action.

There is a \$5.00 charge if locked out of your room between the hours of 12am (midnight) and 8am. Students with excessive lockout calls may be subject to further disciplinary action.

There is a \$30.00 charge for replacing a lost FOB.

There is a \$25.00 charge for replacing a lost mailbox key.

Report malfunctions in door locks immediately to the Resident Assistant or Resident Education Director.

CHECK IN/OUT PROCEDURES

All residents at the time of check-in will receive keys, a key FOB, complete an electronic check-in form, and sign an electronic housing agreement.

Students wishing to check out must follow the proper procedures before departure.

To check out of a room you will need to remove all personal belongings from the room, clean your room, and arrange to check out with the Residence Hall Staff. Checkout should be arranged with the Resident Assistant or Resident Education Director.

Professional staff check each room in detail after you have completed check-out procedures and may assess additional charges. If additional damage is found, students will receive notification outlining the damage and charges to their KWU email. Students will have five (5) business days to contest the charges. Once five (5) business days have passed, the

charges will be placed on their student account.

A student who fails to complete proper checkout procedure will be fined \$100.00. Failure to clean the room properly will be assessed a cleaning fee. If students leave without checking out with their Resident Assistant, an email will be sent to their KWU email notifying them that their personal property has been left in residential space after dismissal/departure from the university. If personal property is not retrieved within 48 hours, the personal property will be removed and stored at the residence's expense of \$200. Items will be stored for fourteen (14) days, if not retrieved, they will be considered abandoned property and become the property of KWU. The university reserves the right to dispose of the items as they see fit with no monetary gains to the previous owner.

RESIDENCE HALL RESTROOMS

Restrooms on the floors are to be used by the gender of the residents assigned to that floor only. Anyone of the opposite gender must use the restroom in the front, main lobby of the hall.

GENERAL RESIDENCE HALL GUIDELINES

THE MOST UP-TO-DATE LIST OF POLICIES AND PROCEDURES CAN BE FOUND ONLINE ON THE STUDENT DEVELOPMENT WEBPAGE. IT IS YOUR RESPONSIBILITY TO FAMILIARIZE YOURSELF WITH ALL POLICIES AND PROCEDURES.

APPLIANCES

Appliances permitted are UL approved popcorn poppers (without open coils) and automatic shut-off coffeemakers or Keurig. Televisions and computers are also permitted.

The following appliances are NOT permitted due to fire regulations: toasters, ovens, crock pots, blenders, skillets, hot plates, microwaves, etc.

REFRIGERATORS

Students are allowed personal refrigerators that are no larger than 4.4 cubic feet in the residence halls. The University provides full-size refrigerators in the Coyote Village and other private houses; therefore, students are not permitted to have additional refrigerators regardless of size. The University will maintain the right to inspect the contents of refrigerators to assure compliance with Community Code expectations. Any violation of the Community Code associated with the use of the refrigerator may result in the forfeiture of this privilege and the refrigerator being removed from the room and held for the student until privileges are restored. Refrigerators are not allowed to be locked.

COOKING

Because of fire safety and sanitation requirements, students are not allowed to cook in the rooms. Kitchenettes are available for use in residence halls. Cooking is permitted in the kitchenettes between 7 am to 12 am (midnight).

ATHLETIC EQUIPMENT

In-line skates, Frisbees, basketballs, footballs, tennis balls, etc. may not be used in the residence halls. In-line skates and skateboards are not to be used on any steps, seating areas, or ramps on campus.

BICYCLES, SKATES, SCOOTERS, AND HOVERBOARDS

Students may store their bikes on the outside bike racks. Bicycles are not to be left in hallways, corridors, or public lounges. The University recommends sturdy locks and chains for bicycles and cannot be responsible if a bicycle is damaged or stolen. Electric Bikes and/or Electric Scooters may not be stored in nor ridden in the residence halls or Coyote Village.

Skate shoes, roller skates, rollers blades, skateboards, etc. are not to be ridden in the residence halls at any time.

Hoverboards are not permitted in the residence halls.

BLOCKING, PROPPING, AND JAMMING DOORS

Blocking, propping, and jamming doors represent a potential security risk such as theft, assault, and rape. Those who are involved in this action will be subject to disciplinary action and have legal liability for the safety of the occupants in the residence hall.

CANDLES AND OPEN FLAMES

Candles, oil lamps, potpourri burners, incense, etc., that have flames or must be ignited with a flame are **not allowed** in the residence hall because of potential fire danger. Candle warmers are allowed, however, any damage due to spilled wax is the responsibility of the residents. The wick must be removed from the candle. The University reserves the right to confiscate any items which violate this policy.

CHRISTMAS DECORATIONS

Live Christmas trees or greenery, fiber optic trees, and lights that plug in (string lights, tube lights, or LED light strips) are not permitted due to fire regulations and the risk of overloading circuits. Flame-retardant trees and greenery may be used; only battery-powered lights are allowed. Trees cannot be placed in corridors, which are pathways.

FIRE SAFETY

In case of fire:

1. Sound the alarm (if not already ringing).
2. Evacuate the building immediately. Exit routes are located in either direction as you leave your room or lobby.

Fire drills are held periodically according to procedures established for each residence hall. **EVERY ALARM MUST BE CONSIDERED AN ACTUAL FIRE**, and the entire building should be evacuated. Everyone in the building at the time of the alarm must leave the building and stay out until the Resident Education Director or other officials in charge re-open the building.

POSSESSION OR USE OF FIREWORKS ON CAMPUS IS PROHIBITED.

All residents are expected to comply with all fire safety regulations such as fire drills and evacuation procedures. Anyone refusing to comply with these standards or found tampering with any of the fire safety equipment (smoke detectors, fire extinguishers, hoses, alarms, or emergency exits) may be subject to immediate suspension from the University, removal from residence halls, and/or other appropriate disciplinary and/or legal action. **Tampering with or pulling the fire alarm will result in a minimum \$500.00 fine.**

FURNISHING AND DECORATIONS

Rooms and lounges are furnished with furniture owned by the University. All furniture present in the student rooms must remain in the room. There is no storage for campus furniture not wanted in the room. Lounge furniture in public areas may not be moved into student rooms. Residents may bring extra furniture (i.e. chairs and computer tables), but waterbeds are not permitted. Carpet and rugs may be used but must not inhibit the opening/closing of the door.

Additional wiring for electrical equipment or lighting effects (LED strips, Christmas Lights, etc.) may not be used.

Blankets, sheets, blackout curtains, foil, signs, posters, etc., may not be placed on the windows or blinds. Pornographic and alcohol or drug related posters, paraphernalia, and decorations are subject to removal. Alterations to the walls such as paint, contact paper, or wallpaper are not permitted. When hanging items, use only pins, tacks, small nails, painters' tape, or sticky tack substances. Please note that students may be charged for excessive damage to the wall(s) from anything they hang. Damage-free materials can cause damage if improperly removed and students will be responsible for any damage caused.

GUESTS AND VISITATION

Students interested in an overnight guest of the same sex need to discuss it with and have prior approval from their roommate and Resident Assistant (RA). Guests should be aware of University policies and conduct themselves accordingly. The host is also responsible for the behavior and actions of their guest. Guests may stay up to three (3) consecutive nights. All visitors must be escorted by their hosts while in the residence halls or houses. Overnight guests of the opposite sex are not permitted for any reason.

VISITATION

The purpose of the KWU visitation policy is to provide an adequate measure of safety, privacy, and the opportunity for students to rest. The policy also allows for people to visit a resident on a temporary basis. Common decency and decorum are expected of both residents and guests. Adequate dress is required in the public areas of the residence halls, on floors, and in the student rooms when members of the opposite sex may be present. The responsibility of acquainting the visitor with the residence hall policies and regulations is that of the host or hostess. A visitor is required to abide by the policies of the residence halls and to refrain from acts contrary to federal, state, or local laws. Disciplinary action will be enforced for a policy violation. It is your responsibility to know the policy and adhere to it. All visitors must be escorted by their host(s) while in the residence halls or houses.

Note: Visitors under 18 years of age are not permitted in the residence halls unless they are college students with verifiable identification, recruits, or are children under parent supervision. Babysitting is not permitted in the residence halls.

INTER-VISITATION:

Visitation is a privilege made possible through social cooperation and a respect for the mission of Kansas Wesleyan University. It does not grant a student the license to practice cohabitation or disturb others, violate others' privacy, and right to privacy, or to engage in sexual promiscuity. Student Development and Residence Life personnel shall promote, interpret, and enforce the visitation policies of the University. Students who violate the visitation policies will be subject to disciplinary action, which may include suspension of visitation privileges.

Residents of Pfeiffer Hall are not permitted to visit rooms of members of the opposite sex outside of visitation hours. Failure to comply with this policy will result in disciplinary action.

Visitation Hours within the same residence hall

Sunday-Thursday: 9:00 AM – 12:00 AM

Friday-Saturday: 10:00 AM – 2:00 AM

Visitation Hours for Guests

Sunday-Saturday: 10:00 AM-12:00 AM

QUIET HOURS

Quiet Hours are the same for all residence halls and on campus houses. Quiet hours are 10:00 pm – 10:00 am. The right to study or sleep takes precedence over all other activities in the residence hall. The responsibility for quiet hours is a shared one. It is the student's right and obligation to let offenders know of annoying activities. Quiet hours are a time when noise levels from public spaces to rooms and from one room to another should not be detectable by others.

Quiet hours also apply between roommates in their room and exceptions should be approved by your roommate. Noise levels at any time which are disturbing to students in the community may be addressed. Students are responsible for all the guests in the room. During finals week, quiet hours are in effect 24 hours a day. **Excessive noise will result in disciplinary action.**

DISABILITY ACCOMMODATIONS

Facilities are available to meet the needs of students with physical disabilities requiring specialized housing. Students should contact the Director of Residence Life if special accommodations are required. Questions about housing accommodations and applying for them should also be directed to the Director of Career Services.

LAUNDRY FACILITIES

Free washers and dryers are available in each residence hall and on campus house facility. These machines are **for residents only** and any mechanical failures should be reported to the Resident Assistant or Resident Education Director. **The University shall not assume responsibility for lost, damaged, or stolen clothing. Laundry should be attended to at all times.**

LOBBY REGULATIONS

Each residence hall lobby is available for respective residents and their guests for the purpose of studying, group meetings, and watching movies. Quiet hours will still be enforced. **Lobby furniture must remain in the lobby and should not be taken to other lobbies or rooms.**

Residents and/or their guests are not permitted to sleep in lobbies or sub-lobbies.

MAINTENANCE AND HOUSEKEEPING

The maintenance department completes all repair work in the housing facilities. Reports of repairs needed should be submitted to a Resident Assistant. Trash should be taken to the outside dumpster. For any maintenance emergencies, contact your Resident Assistant or Resident Education Director immediately. **Improper disposal of trash will result in disciplinary action and/or a fine.**

PETS

Tropical fish are permitted in aquarium tanks that do not exceed ten (10) gallons. All other pets are generally prohibited in university housing for health and safety reasons.

Pets under 40 lbs. may be allowed, as visitors, in other campus buildings. Prior written permission must be obtained through the Student Development Office.

Students who are interested in obtaining an Emotional Support Animal will need to contact the Director of Career Services to determine the necessary steps to obtain approval to have an animal in their residence. **No Emotional Support Animals will be allowed in the residences before official approval of the accommodation has been confirmed by the Student Development Office.** Residents who receive approval to have an ESA must make sure they continue to abide by the expectations, stipulations, and guidelines outlined in the policy handbook regarding

care of the animal.

Unauthorized pets will result in disciplinary action, including a \$250 cleaning fee.

PROPERTY LOSS AND DAMAGE

The University cannot accept responsibility for destruction, theft, or damage of property in the custody of or belonging to the student. Students are encouraged to carry personal property insurance (i.e. Renter's insurance) and follow reasonable security practices.

The University also reserves the right to confiscate water dispensers (i.e. water guns or any type of gun/projectile device), and/or other toys that may pose a threat to housing facilities or other University property. Personal property insurance information is available at registration. It would be in the best interest of the student to write down serial numbers and keep them in a safe place in case of theft.

ROOM INSPECTION

The University reserves the right to enter a student's room at any time of day or night in order to maintain safety, maintenance and policy standards. Residence Life staff, administration, maintenance staff, or campus security may make an inspection. An inspection consists of a visual check of the room (and may include a check of the refrigerator and closet). Specific repairs may result from an inspection or an incident report if University policies have been violated.

ROOM SEARCH

A room search is performed in response to a report of a violation of University standards and policies. A room search is a more thorough check of the room and its contents, including personal belongings. A room search must be authorized by either the Assistant Vice President for Student Engagement and Success, University cabinet member or the University President. The room search will identify the alleged violation, persons authorized to conduct the search, and identify any items removed from the room. The search will be conducted by at least two persons, one of which must be a Resident Director, Campus Security Officer, Director of Residence Life, University President's Council member, or the Assistant Vice President for Student Engagement and Success. In the event a violation occurs, an incident report will be filed and appropriate action will be taken. A room search can also be conducted at any time of day or night without warning.

TATOOING, BODY PIERCING, AND HAIR CUTTING

Unless the State of Kansas Board of Cosmetology licenses a person, it is unlawful to perform tattooing, body piercing, nail services, and/or haircutting. Due to this law and potential health risks, KWU prohibits students from providing these services on campus property. Anyone caught performing these services may be immediately turned over to the proper authorities.

TORNADOS AND STORMS

Severe weather usually comes in the form of high winds, hail, and rain. There are cases in which severe weather can become a tornado. The following definitions should be understood and precautions followed:

Tornado Watch: indicates that the weather conditions are such that a tornado could form.

Tornado Warning: indicates that a tornado has been sighted which places the area in immediate danger. Radio warnings and public sirens will normally be heard. Seek safety immediately!

- **Outdoors without Shelter:** Lie flat in a ditch or low place. Protect your head!
- **In a Car or Truck:** Leave your vehicle for a ditch or low spot. Don't try to drive away from a tornado.

- **In a Home:** Go to the basement. If a basement is not available, go to an interior part of the structure; try to put as many walls as possible between you and the outdoors. Stay away from the window, doors, and outside walls. Get under something sturdy.
- **In Large Buildings:** Interior hallways on lowest floors (preferably the basement) offer best protection. Tornado shelters on-campus are located in the basements of each residence hall, Pioneer Hall, Peters Science Hall, or the Student Activities Center. Students can also go to the first floor of any residence hall in the hallways. All doors should be shut so that no windows can blow into the hallway.

RESIDENCE HALL DISCIPLINE PROCESS

When students violate policies within the residence halls, a formal educational process will take place. Depending on the severity of the violation, students will either meet with Residence Hall staff, the Director of Student Housing and Engagement, or the Assistant Vice President for Student Engagement and Success. Once an educational conference takes place, students will be assigned a sanction designed to allow students to learn from the situation and change their behavior. Failure to meet with either the Residence Hall staff or the Director of Student Housing and Engagement or failure to complete an assigned educational sanction could prompt additional disciplinary procedure.