



**15. Prohibited Items.** The following items are prohibited in University housing.

- a. Hot plates, toasters, heating/immersion coils, electric fry pans, toaster ovens, electric blankets, indoor portable grills (ex: George Foreman) and non UL listed items, halogen lamps, candles, lava lamps, incense and extension cords.
- b. Air conditioners, clothes washers and dryers, dishwashers, water beds, hot tubs and similar items.
- c. Television or radio antennae which are placed outside the room window or anywhere on the exterior of the building or adjacent grounds.
- d. Firearms, explosives, fireworks, weapons of any kind, hazardous chemicals, gasoline, propane, butane, automobiles, or vehicles of any kind (or parts, repair tools, accessories for any motor vehicle).
- e. No unapproved and unregistered personal furniture.
- f. Live holiday decorations.

**16. Permissible items.** Small microwave ovens, hot air popcorn poppers, UL listed hot pots and small (up to 5 cu ft) refrigerators are allowed. Only UL listed power strips may be used to extend appliance cords to electrical outlets.

## B. Use of Dwellings and Grounds

**1. Right of Others/Noise.** Each student shall respect and observe the rights of other students occupying University housing. Excessive noise, including the use of radios, stereos, television sets, etc., at a level that can be heard beyond the boundaries of the room or apartment is prohibited. Compliance with the Plymouth noise ordinance is required.

The placement of stereo speakers in such a manner that sound carries out from the apartment or room is strictly prohibited.

In order to maintain an atmosphere conducive to study, sleep, and other individual pursuits, the University prohibits musical instruments being played at any time at such a level that it can be heard beyond the boundaries of the living unit.

2. **Appliances.** Coffee pots, popcorn poppers and irons must be equipped with automatic shut off devices. All units must be UL listed. Low wattage electrical equipment also must be UL listed (clocks, radios, stereos, etc). The Plymouth Fire Department and the University reserve the right to determine the danger of electrical appliances and to require their removal.
3. **Cooking.** Cooking is prohibited in student rooms and allowed only in designated kitchen units or facilities. Microwave cooking only is allowed in student rooms.
4. **Cleanliness.** Students are responsible for maintaining reasonable sanitation and safety standards. If upon inspection, University staff find safety and sanitation below standard, the student will receive a written request prescribing corrective action. If after a reasonable time, the corrective action has not occurred, additional disciplinary actions may be taken, including possible eviction.
5. **Lofts.** Freestanding lofts are permitted with prior approval and a written contract completed by the student and the Residence Director/Manager. All lofts must be safe and not jeopardize the welfare of the residents. The University and/or the Plymouth Fire Dept. reserve the right to determine the danger of lofts and require their removal.
6. **Maintenance.** Routine maintenance needs should be reported to the appropriate staff in a timely manner. The University reserves the right to perform any and all needed maintenance.
7. **Trash Removal.** Residents are solely responsible for bagging trash which accumulates in their room or apartment and disposing of such trash by depositing it in the designated dumpster and recycling containers. Students may not leave trash outside their room or apartment door and will be subject to charges. The only exception will be for students participating in a University-sponsored trash pick up program at specified times and locations.
8. **Alteration to Premises.** The student, or any person acting with his or her permission, shall refrain from:
  - a. Removing any item of University equipment/furniture from the premises;
  - b. Altering or replacing the present locks or other security devices or installing additional locks or security devices;
  - c. Making any structural or electrical alterations to the room;
  - d. Using nails, screws, bolts or decals upon the furniture, walls, doors, woodwork, ceiling, or floors of the room or apartment or otherwise defacing or marring such surfaces;
  - e. Making unauthorized repairs to the room or apartment;
  - f. Installing air conditioning units;
  - g. Removing screens;
  - h. Building partitions or making alterations to furniture.
  - i. Tampering with automatic door closers.

No changes may be made in the physical plant by students individually or in groups without the expressed permission of the Director of Residential Life. Violators will be subject to disciplinary action.

**9. Condition of Common Areas.** Students are responsible for keeping all common and public areas of University housing free of personal trash and belongings. These areas include, but are not limited to hallways, bathrooms, stairwells, lounges, utility closets, and adjacent grounds.

**10. Furnishings.** All student rooms and apartments are provided fully furnished. Students may not remove or store furnishings provided by the university and may not replace them with personal belongings.

Except in an emergency, screens are not to be removed from windows for any reason. Damage occurring from removal and/or charges incurred to replace screens will be assessed to the resident(s) of the room or apartment.

**11. Damage.** Damage, theft, or vandalism to University property are strictly forbidden. Violators will be subject to disciplinary action which could result in eviction from housing. Each student is financially responsible for the cost of replacement or repair of any breakage or damage (except for normal wear and tear) to his/her accommodations and its furnishings as well as for his/her share of the costs of any damages in the common areas of University housing.

**12. Sports.** The playing of various sports in University housing is strictly prohibited. This includes, but is not limited to, football, hockey, frisbee, golf, hacky sack, skateboarding and bike riding. All athletic activities are to be confined to areas outside University housing which are specifically designated for such purposes.

**13. Security.** Security systems are designed for the protection of all students. Vandalizing these systems will not be tolerated. Vandalizing exterior building doors or locks or any other security system will be subject to appropriate University discipline procedures. Any student who props a locked or secured door is subject to a fee and/or disciplinary action.

**14. Fire Prevention/Drills/Alarms/Equipment.** Students are expected to notify the Fire Department of any fire and safety hazards and to report a fire promptly. All students are expected to observe all fire safety procedures established for their building including participation in fire alarm/evacuation drills. Students must leave buildings during a fire alarm or be subject to disciplinary action. Fire extinguishers and alarm systems shall not be tampered with or tested by unauthorized persons nor should anything cover, be attached to, or hung from detector devices, conduit, or sprinkler heads. Students are expected to help prevent false alarms and should report any tampering with fire safety equipment to the appropriate staff person. Students are financially responsible for charges assessed as a result of tampering with fire safety equipment. In addition, eviction may result. Candles and incense are prohibited.

**15. Alcohol.** All students are subject to the University Rights and Rules governing the use of alcohol, as well as federal, state, and local laws of alcohol use to include the Open Container Ordinance of Plymouth, NH. Entryways, hallways, lounges and porches are common areas, and consumption of alcohol is prohibited in these areas (even by those of legal drinking age). Group sources such as kegs of beer, beer balls, and alcoholic punches are prohibited in University housing.

**16. General.** The University reserves the right to inspect students' rooms or apartments, reserves the right to recommend to the appropriate disciplinary body the termination of any Agreement, and will control the rooms or apartments in case of an epidemic.

**17. Smoking.** All residential facilities are non-smoking.

## C. Payment/Cancellation/Refund (Housing)

**1. General.** The University will establish housing fees yearly and will announce these proposed fees for each academic year during the Spring semester. Upon nonpayment of fees or any charges herein provided, the University may refuse to register the student for the next semester or allow the student to be graduated.

**2. Release from contract.** Once the student has completed the Residence and Dining Agreement and/or paid the room deposit, the terms of this contract are in effect and requests to be released to live off-campus/commute are not automatically granted. Requests to be released should be obtained from the Residential Life Office.

**3. Refunds.** Refunds for students who decide not to return or withdraw are subject to federal and university guidelines.

## D. Dining Hall Policies (subject to change as necessary):

1.
  - a. All first year and second year students residing in a residence hall on campus (including Langdon Woods) are required to be on one of the designated meal plans. Students who are 21 or older and living in a residence hall are not required to be on a meal plan.
  - b. Students in University apartments are not required (as they have kitchen facilities) but can opt to be on a meal plan if they so choose to.
  - c. Students required to be on a meal plan but fail to make a self selection will be placed on one and billed accordingly.
  - d. Upper-class students (3rd year and beyond) regardless of where they live on campus or off-campus are eligible for the meal plan designed for this population.

**2.** A currently valid University photo ID card programmed for a dining plan is to be used for entrance to your meal plan. University ID cards, and meal plans are strictly nontransferable. The owner of a dining plan-programmed ID card is responsible for its condition, security and proper use and subject to disciplinary action for its unauthorized use. Lost or stolen meal cards must be reported immediately.

**3.** In the event of official withdrawal, suspension or mutual consent of the parties to terminate the Agreement, the effective date for calculating any refund on a paid semester dining plan will be determined by the date the plan is invalidated. Refunds are calculated as follows:

- a. Refunds for students who decide not to return or withdraw are subject to federal and university guidelines.
- b. Refunds for eligible board plan drops are pro-rated based on a calculated daily rate as of the date the plan is invalidated.

**4.** Dining Hall meal services will be available each year according to the stated days and hours for each facility. Meal plans will normally begin on opening day of each semester and end on the last day of classes each semester. Meal plans are not in operation during official closings such as Thanksgiving and Spring Break.

**5.** Students are expected to behave appropriately in the dining facilities and abide by all University policies.

- a. Cooperation with stated procedures of self bussing of food dishes and cleaning up after oneself is expected.
- b. Removal of dining hall food or property is prohibited.
- c. Failure to abide by policies could lead to judicial or other appropriate action.

**6.** Once a meal plan is selected, changes are limited. Contact the Residential Life office for more information.