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100 DAYS

at CEDARVILLE UNIVERSITY

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2021-22 RESIDENCE HALL GUIDELINES

TABLE OF CONTENTS

INTRODUCTION 3

GENERAL GUIDELINES 4–7

Personal Health and Safety 5
Post-Surgery 5
Residence Hall Openings
and Closings 5
Room Condition 5
Weekly Room Checks 6
Room Privacy 6
Residence Hall Access 6
Emergency Exits 6
Repairs and Damages 7
Common Space 7
Personal Property Insurance 7

ROOM GUIDELINES 8–10

University-Owned Furniture 9
Student-Owned Furniture 9
Bed riser policy 9
Room Decorations 10
Microwave and Refrigerator
Regulations 11
Windows and Screens 11
Pets 11
Fire Code Regulations 11

STUDENT EXPECTATIONS 12–14

Curfew 13
Weekends and Overnights Away
From Campus 13
Room Guests 13
Quiet Hours 14
Pranks and Disturbances 14
Media Discernment 14
Fire Alarms, Fire Equipment, and
Emergency Evacuations 15

INTRODUCTION

Living on campus in a residence hall is one of the most influential parts of your Cedarville experience. Approximately 80 percent of our undergraduate students live on campus. The remaining percentage includes students who live locally and commute from home, a limited number of upperclassmen who receive special permission to live off campus, and students over the age of 25.

Leadership is provided to each residence hall by the residence hall staff that includes a full-time staff member who serves as a Resident Director (RD) and student Resident Assistants (RA). These staff members serve as role models

and provide a sense of accountability to the lifestyle standards of the University. They are responsible for maintaining an atmosphere that supports success and is conducive to spiritual, academic, and social growth.

In addition to the Cedarville Covenant and the Community Lifestyle Guidelines, students who live on campus are responsible to abide by the following Residence Hall Guidelines, which help create the desired atmosphere for student growth and success.

GENERAL GUIDELINES

love for **GOD**

love for **OTHERS**

INTEGRITY in conduct

EXCELLENCE in effort



The residence halls are owned and operated by the University. Residence halls are typically double occupancy furnished rooms. Each building also has shared bathrooms, lounges, and complimentary laundry facilities. Landline phone service is not available in the residence halls. Residence hall students must purchase a meal plan. Meal plan options are available at cedarville.edu/cashiers.

The following guidelines support the safety and security of residents, the maintenance of the buildings, and provide instruction for students in community living.

PERSONAL HEALTH AND SAFETY

Students are expected to assume responsibility for their own personal care. Ohio law and general health practices influence some of our guidelines for community health. Each student is required to complete the Hepatitis B/Meningitis Vaccination Status Form and provide verification of immunity from MMR as a prerequisite for living in the residence halls. These policies (applicable for residence hall students) and additional information can be found at cedarville.edu/ums.

POST-SURGERY

Because of the potential complications following any surgery that requires general anesthesia, students are not permitted back in the residence hall for 48 hours following surgery. If necessary, University Medical Services will help students and their parents find local accommodations in these situations, though expenses must be covered by the student and his or her family.

RESIDENCE HALL OPENINGS AND CLOSINGS

The University publishes the dates for the start of each term, including when the residence halls open. Students should plan accordingly. Students who must arrive early for the term should receive permission in advance by contacting Residence Life. There is a charge of \$50 per day for early arrivals.

Fall Semester — The residence halls open during Getting Started Weekend on the dates posted on the University calendar. The residence halls close at 5 p.m. on the Saturday following final exams.

Spring Semester — The residence halls open on the Sunday prior to the start of classes. All undergraduates should be completely moved out of the residence halls by 5 p.m. on the Saturday after final exams. Graduating seniors are given until 8 p.m. to be completely moved out. Failure to be moved out by these times will result in a \$50 fine for each day or portion of it.

Scheduled Breaks — The residence halls are open during fall break, Thanksgiving break, spring break, and Easter break. During fall break and Easter break, the dining hall is open on an abbreviated schedule. The residence halls and dining hall are closed during Christmas break.

ROOM CONDITION

When students arrive in their residence hall room, they, along with the Residence Life staff, sign a Residence Hall Agreement that verifies the condition of their room. When students move out of the residence hall at the end of either semester, their room should be inspected by a Residence Life staff member. To avoid fines, personal property should be removed from the room, the room

should be clean, and the room furniture should be returned to an acceptable layout. Minimum fines of at least \$50 will be assessed for rooms that have been damaged or are not clean.

WEEKLY ROOM CHECKS

Students are responsible for cleaning their own room. Residence Life staff will announce a weekly room check to help maintain University buildings and furniture and encourage clean and courteous behavior. Students should take room trash to the dumpster, properly store food and beverages, and keep the room floor clear of personal belongings. In addition, lounges (where applicable), bathrooms, and hallways should be clear of personal belongings. Violations will result in a \$5–\$15 fine.

ROOM PRIVACY

The University recognizes your rights as a student and your need for privacy. In many ways, your residence hall room is your temporary home. Therefore, University personnel will enter your room only when necessary for weekly room checks, fire safety inspections, repairs to the building or furniture, or to conduct a search (preferably in the presence of the occupant) when there is reason to believe that the standards of the University are being violated. All room searches must be approved by an Associate Dean of Students, the Director of Campus Safety, or a designee.

RESIDENCE HALL ACCESS

Upon arrival to campus, students are issued a room key and identification (ID) card. These items become each student's responsibility. In addition to a key, most residence halls have ID card access to the building. Students are advised to lock their rooms for personal safety as well as the security of their belongings. Students will receive a \$5 fine for residence hall rooms that are left unlocked.

Lost keys should be reported to the Key Office so that new keys can be issued for a \$50 charge. The "Lost or Stolen Key(s) Form" is found on the Campus Safety website (cedarville.edu/campussafety). Tampering with any locking mechanism is considered vandalism, which will result in discipline.

Room keys must be returned to the key drop boxes in the residence hall when leaving at the end of a semester. Students leaving mid-semester should return their key to Campus Safety by the SSC Info desk. A fine of \$50 is assessed for failure to return a room key. For room changes, students must obtain a Key Request Form from the Residence Life deans.

For the safety and security of others with whom you live, exterior doors should not be propped open or left unlocked. Leaving an exterior door unsecured will result in a \$25 fine.

EMERGENCY EXITS

Entering or exiting through emergency exits, which are marked and often alarmed, will result in a \$25 fine (other than in the case of an emergency).

REPAIRS AND DAMAGES

Students should report the need for repairs directly to Maintenance via an online maintenance work request. Emergency after-hours maintenance situations should be reported immediately to Campus Safety at 937-239-6491. Students are responsible to pay for repairs or damages that are due to student behavior whether intentional or accidental.

COMMON SPACE

Each residence hall has laundry facilities, lounges, hallways, and bathrooms that are shared with other students. In some residence halls, there are shared kitchens. Students are responsible to care appropriately for these spaces.

- **Laundry** — Clothing left in the laundry room area and not accounted for will be removed by Residence Life staff and taken to local donation centers.
- **Lounges** — All lounge furniture should remain in the lounge. Each residence hall has a coed lounge open for coed visitors from 10 a.m. until 15 minutes before curfew.
- **Hallways and Stairwells** — Hallways and stairwells should be kept clear of personal belongings such as room trash, bikes, skateboards, longboards, shoes, etc.
- **Bathrooms** — Bathrooms are cleaned regularly by University housekeeping staff. Students are responsible to keep bathrooms free of personal belongings. Trash cans in the bathrooms are to be used for bathroom trash only.

- **Kitchens** — Kitchens are shared by the residents of the hall. Students are responsible to clean up, store supplies, and dispose of trash after each use.

PERSONAL PROPERTY INSURANCE

The University is not responsible for the loss or damage of personal property. Students are advised to obtain personal property insurance if it is not already covered by a parent's homeowner insurance policy. Students should report any losses immediately to Campus Safety to ensure a proper record for the insurance company and to allow for a Campus Safety investigation.

ROOM GUIDELINES

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All of our residence halls have shared rooms. As students live together and add personality to their residence hall room, they should use the list of guidelines below to help them make decisions consistent with the Cedarville Covenant and University guidelines.

UNIVERSITY-OWNED FURNITURE

Each residence hall room is equipped with furniture designed to meet the basic needs of residence hall living. This includes beds, mattresses, desks, desk chairs, chest of drawers, and closets. University-owned furniture must be used as the manufacturer intended and cannot be removed from the residence hall room. Furniture other than that which is bolted down (e.g., closets and wardrobes) may be arranged to suit your personal taste. Other than bunk beds, furniture may not be stacked. Therefore, lofts or other structures may not be constructed. Bed risers are permitted if they fit as the manufacturer intended. For safety and efficiency of the heating units, furniture must be positioned at least 5 inches away from the heaters. Violations in this area will result in a \$15 fine.

STUDENT-OWNED FURNITURE

Students are permitted to bring personal furniture to their residence hall room as space allows. For health and safety concerns, student furniture should be new or from the student's home and should have the appropriate California code tag. Any furniture that is not new or from the student's home should be inspected by the University Maintenance staff to ensure it meets code and is free of bedbugs.

BED RISER POLICY

Campus Safety and Residence Life have created the following policy for the use of bed risers. The policy provides guidelines for safely raising and supporting a resident hall bed frame to allow for more storage area underneath.

The raising of bunked beds (beds that are attached) is prohibited.

For bed risers to be APPROVED, there should be:

- No movement of the bed frame or riser.
- No damage done to the bed frame when attached to the riser.
- No more than 36 inches exists from the floor to the bottom of the bed frame, for the purpose of storage only.

A bed riser is UNSAFE if:

- The bed frame legs do not fit securely in the riser.
- The bed frame legs are wobbly or not held tight from moving side to side and back and forth.
- The riser itself moves on the floor, rocks, or tips over.

We have found that retail purchased risers will not work well with the beds on our campus, as their openings are either too small or too large for the bed frame legs to fit correctly.

Suggestions on how to construct a safe, suitable bed riser:

- All bed frame legs on our campus are not identical.
- The dimensions for a bed riser that has been determined to work best on our campus is 2¼" wide by 3¼" long by 11" tall.
- The bed leg on which the riser will sit is approximately 25 inches tall. This 25 inches plus the 11 inch tall riser stays within the maximum height of 36 inches from the floor to the bottom of the bed frame.
- The riser framework for the bed leg to sit in should be no higher than 35 ¾" (which leaves a ¼" gap clearance from the bed frame), but not less than 6" for support.
- You may use some semi-stiff cardboard or cloth to serve as filler to insure a tight fit between the bed leg and the riser so that there is no movement.
- Once your bed is set up, it must be inspected by your Resident Director for approval.
- The riser may be made of any material strong enough to support the bed frame leg while in use, but not damage the wooden bed leg or flooring. Bed risers are most often made of wood or metal.

Questions may be directed to your Resident Director or the Residence Life office at 937-766-7872.

ROOM DECORATIONS

While expressions of individuality are encouraged in room decorations, the University has established some guidelines relative to safety, care of property, privacy, and testimony. Decorations in your room should leave no doubt that you are a Christian student at a Christ-centered institution. This means that all decorations should be consistent with your commitment to the Cedarville Covenant. Therefore, room decorations should not include obscene or suggestive materials or contain irreverent or sacrilegious slogans.

Additional room decoration guidelines include:

- Students are responsible for any damage to the walls.
- No more than 25 percent of any wall can be covered with combustible materials (e.g., paper, cloth, or plastics).
- Only one string of lights can be used as a room decoration.
- Window blinds may not be removed or altered in any way.
- Window glass, screens, or frames should have nothing glued, taped, or attached to them (inside or outside).
- Metal hangers should not be placed over doors, hinges, or frames.
- Ceiling tiles are not to be removed or altered.
- Nothing should be hung from the ceiling.

MICROWAVE AND REFRIGERATOR REGULATIONS

All appliances must be UL- or ETL-approved. Microwave ovens with a maximum of 900 watts are permitted. Refrigerators are not to exceed 4 cubic feet and rated to draw no more than 2.5 amps. Due to safety issues, refrigerators designed for RVs may not be used in the residence halls.

Students wishing to dispose of a refrigerator must notify University Maintenance via a Maintenance Work Request in myCU. There are EPA requirements that mandate recovering all refrigerants before the disposal of a refrigerator. There is a \$50 fee assessed to the student for the University to dispose of a refrigerator due to the refrigerant recovery process.

WINDOWS AND SCREENS

Students should not enter or exit through windows. Window screens are not to be removed from residence hall windows at any time. A \$50 fine will be assessed for these violations. Students should report missing screens immediately to their RD.

In the interest of modesty and propriety, students may not approach the residence hall windows of students of the opposite gender.

PETS

University regulations do not allow students to house pets in the residence halls with the exception of fish, if kept in a clean aquarium of up to 10 gallons.

FIRE CODE REGULATIONS

It is impossible to list all possible fire hazards and regulations. Students are expected to be alert and use good judgment when a potential hazard exists.

Below are some general guidelines:

- Electrical appliances must be UL- or ETL-approved.
- Extension cords must be surge-protected.
- Tampering with existing electrical equipment, lighting, wiring, hot water heaters, or switches is prohibited.
- Candles, candle warmers, incense, kerosene lamps, combustible fuel, paint, oil, etc., are prohibited in the residence halls. Violations are subject to a \$50 fine and confiscation of the item.
- The appliances not permitted in the residence halls include: potpourri burners, electric skillets or saucepans, hot plates, broiler ovens, bread makers, slow cookers, sandwich grills, heating devices, charcoal or gas grills, etc. Violations are subject to a \$50 fine and confiscation of the item. Questions about approved appliances can be answered by your RD or Campus Safety.
- Contact Campus Safety at 937-766-7992 or safety@cedarville.edu if you plan to use fire on campus (other than use of the University-provided gas grills).

Additional fire code regulations are at cedarville.edu/campussafety.

STUDENT EXPECTATIONS

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Residence hall students have some additional guidelines that support the Cedarville Covenant and Community Lifestyle Guidelines. These guidelines listed below intend to maintain a residence hall environment that is considerate of others, is conducive to study, assists in accountability, and encourages community. A student who impedes or disrupts the living and learning environment of another student may be required by Residence Life to change rooms or residence hall or move off campus.

CURFEW

Students are required to return to their residence halls by 12 a.m. (midnight) on Sunday through Thursday and by 1 a.m. on Friday and Saturday.

- Students returning late will receive a \$15 fine for being 15 minutes late for curfew. Each additional five minutes late is subject to a \$5 fine.
- Students should remain in their residence hall until 5 a.m. Exceptions can be granted by the RD.
- Students with unanticipated difficulties (e.g., car trouble or bad weather) who will not be able to return to campus by curfew should contact their RA or RD.
- Students assisting those entering a residence hall after curfew will receive a \$25 fine.
- Off-campus students are not permitted in the residence halls or on campus after curfew.
- Occasionally, students may request an extension to curfew. Requests should be made to their RD at least 24 hours in advance.
- Due to safety concerns, sleeping in cars is prohibited on campus.

WEEKENDS AND OVERNIGHTS AWAY FROM CAMPUS

Students can be gone from campus overnight or on weekends. New students are encouraged to limit their time away from campus during their first semester to 10 nights because time on campus is important for a student's adjustment to college life.

For accountability, safety, and common courtesy, we require students to indicate their plans to be gone overnight to their roommate and RA. Out of respect, we also encourage students to make their parents aware of travel plans.

Because we place a high value on sexual purity and our testimony, students who stay overnight away from campus in groups that include the opposite gender should always have separate sleeping accommodations (e.g., separate bedrooms or campsites), regardless of the number of people in the group.

Residence hall students sometimes want to spend an overnight with a local off-campus student. Freshmen and sophomore students (by credit) may not stay overnight in local apartments or houses of students. Junior and senior students (by credit) may stay overnight in local student housing a maximum of five nights per semester.

ROOM GUESTS

Our residence halls are single-gender residence halls. Individuals (students or guests) may not enter the halls or rooms of members of the opposite sex, except when this is expressly approved by a Residence Life staff member (Dean or RD), at times such as Getting Started or during Open Dorms. Violations of this policy

may result in Disciplinary Probation. The University schedules several occasions each semester with open residence hall hours when students can visit friends of the opposite gender in their rooms. Students are permitted to have same-gender guests stay in their residence hall room overnight.

The following guidelines should be observed when hosting others in your room:

- Overnight guests can stay up to three nights per semester on campus without a charge. There will be an additional charge of \$25 per day for the fourth through the seventh night.
- Overnight guests should be at least age 12 and under the age of 25.
- Overnight guests are not permitted during the first week of school or during finals.
- Baby-sitting in the residence halls is not permitted.
- Any overnight guest not registered with Admissions should be registered by the student host using the Overnight Lodging Request on myCU.
- Residence hall students must inform their RA and roommate if they plan to spend the night in another student's room.

QUIET HOURS

At all times students should respect the rights and needs of their fellow students and maintain an atmosphere that is conducive to sleep and study. Students should be especially attentive to noise levels from 11 p.m.–7 a.m.

During these hours:

- Noise should be confined to individual rooms and designated lounges.
- It should be quiet enough for students to sleep or study without interruption.

PRANKS AND DISTURBANCES

Pranks have the potential to damage University or personal property, harm our testimony, and hurt others. To prevent damage to property, water fights or disturbances involving other damaging substances are not permitted in or around the residence halls or campus buildings. In addition, students should not interfere with, or alter in any way, another student's room or its contents. Tampering with another's personal possessions, including his or her automobile, is also inappropriate. Students involved in such pranks will receive at least a \$15 fine and be responsible for restitution for any damages that occur.

MEDIA DISCERNMENT

Entertainment plays a huge role in our culture and in the lives of most students. Our choices in entertainment have the potential to reflect and shape our character. We encourage students to think carefully about their entertainment choices both in terms of the content's impact on self and others as well as stewardship of their time and money.

Current media rating systems provide a helpful starting point for the discerning Christian, but should not be considered infallible guides. While there are many R-, TV-MA-, M-, and A-rated movies, TV shows, and video games that are clearly inappropriate, there are also many titles with less restrictive ratings (e.g., PG-13) that can be equally inappropriate.

Some considerations for evaluating personal media choices are outlined below:

- Does the primary theme encourage or celebrate vices like sensuality, selfishness, or violence?
- Does the music, movie, or show help you to ask meaningful questions about life?

- Is sexual promiscuity promoted, encouraged, or used for the sake of humor?
- Does the message of this media show a respect for humanity and human life or is violence used gratuitously?
- Does it glorify the use of profane and demeaning language or include excessive crude or obscene language?
- Does it contain imagery that incites lustful or evil thoughts?
- Ultimately, what would Jesus think of your choices in the area of entertainment?

Additional Considerations About Media

- The use of private DVDs in a group setting (more than 10 people) is a violation of U.S. Copyright Fair Use Guidelines. Royalties should be paid for any DVD use in a group setting.
- Internet movies and TV shows are only allowed if obtained legally in accordance with copyright laws.
- Cable or satellite subscription services are not provided or permitted in residence hall rooms. Lounge TVs are outfitted with DirectTV satellite cable service.
- Students should show respect and courtesy for others in the residence hall community by controlling the volume and content of all media.

FIRE ALARMS, FIRE EQUIPMENT, AND EMERGENCY EVACUATIONS

The activation of any fire alert device (e.g., horn and strobe lights) in any residence hall or building is the signal for controlled, yet rapid, evacuation of the building through the nearest exit.

Failure to evacuate a residence hall or building within three minutes during an alarm or drill will result in a \$15 fine. Refusal to leave after being directed to do so will result in an additional \$30 fine.

- **Fire Alarms** — Falsely setting off an alarm or falsely reporting a fire is a violation of state law. In addition, it endangers students and members of the community. Violations will result in a \$200 fine by the University, discipline, and possible criminal prosecution.
- **Fire Equipment** — Intentional tampering with fire hoses, smoke detectors, extinguishers, sprinklers or pipes, and other protection equipment is against state law and will result in serious discipline, a \$100 fine, and restitution. Unintentional damage to fire equipment that results from horseplay will result in a \$50 fine and restitution.
- **Safety/Security Equipment** — Tampering with any safety/security equipment will result in a \$50 fine, disciplinary action, and/or criminal prosecution.

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EVERY DAY MATTERS

PSALM 90:12

for the **WORD OF GOD** and the **TESTIMONY** of **JESUS CHRIST**



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