

Graduate Student Housing Guidelines

Cedarville's graduate student housing facilities are owned and operated by the University and include South Hall and Harriman Hall. Each unit houses students in furnished bedrooms. Each unit also provides a community bathroom, a full kitchen, washer and dryer, and a furnished living room. In addition, each house has wireless access. Students living in the houses are not required to purchase a meal plan. However, a meal plan may be purchased, and the 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 University-operated facilities. These policies (required for residential students) and additional information can be found at cedarville.edu/ums.

PRIVACY

The University recognizes your rights as a student and your need for privacy. In many ways, your housing is your temporary home. Therefore, University personnel will enter your house and/or your room only when necessary for 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.

ACCESS

Upon arrival to campus, students are issued a room key and identification (ID) card. These items become each student's responsibility. Students are advised to lock their house and bedroom for personal safety as well as the security of their belongings. Lost keys should be reported to the key office in Campus Security so that new keys can be issued for a \$70 charge. Keys must be returned to Campus Security when moving out. A fine of \$70 is assessed for failure to return a key.

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 Security at 937-239-6491. Students are responsible to pay for repairs or damages that are due to student behavior whether intentional or accidental.

MOVE OUT

Residents must provide 30 days notice before moving out by contacting Residence Life at stuserv@cedarville.edu or 937-766-7872. Leaving a room in unacceptable condition upon move-out may result in a \$100 fine. Room key must be returned to the Campus Security office in the Upper SSC.

COMMON SPACE

Each house has a kitchen, bathroom, washer and dryer, and living room that are shared with other students. Residents are responsible to maintain and care appropriately for these spaces, which includes regular trash disposal.

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 homeowners insurance policy. Students should report any losses immediately to Campus Security to ensure a proper record for the insurance company and to allow for a Campus Safety investigation.

ROOM GUIDELINES

UNIVERSITY-OWNED FURNITURE

Each house is equipped with furniture designed to meet the basic needs of living. Each bedroom includes a bed, mattress, desk, desk chair, chest of drawers, and a closet or wardrobe. The living room and kitchen are furnished as well. University-owned furniture and equipment must be used as the manufacturer intended and cannot be removed from the house. Furniture other than that which is bolted down may be arranged to suit your personal taste. 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.

STUDENT-OWNED FURNITURE

Students are permitted to bring personal furniture to the house 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. TVs are permitted but cannot be wall-mounted.

ROOM DECORATIONS

- Any wall hangings or curtains must be affixed using Command strips. 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 plastic). Walls may not be painted.
- 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.

WINDOWS AND SCREENS

Students should not enter or exit through windows. Window screens are not to be removed from house windows at any time. A \$50 fine will be assessed for these violations. Students should report missing screens immediately via an online maintenance work order request. In the interest of modesty and propriety, students may not approach the windows of students of the opposite gender.

PETS

University regulations do not allow students to house pets in the houses 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 university owned houses. Violations are subject to a \$50 fine and confiscation of the item.
- Grills (gas, charcoal, or other) are not permitted in or around the houses. Additional fire code regulations are at cedarville.edu/campussafety

STUDENT EXPECTATIONS

HOUSE GUESTS

Each house is a single-gender housing unit. Students are permitted to have same-gender guests stay in their room overnight.

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

- Students of the opposite gender are never permitted in the bedrooms.
- Opposite gender guests are permitted from 11 a.m. until 1 a.m.
- Couples should not be alone in the house.
- Violation of these guidelines, related to opposite gender guests, may result in dismissal.

FIRE ALARMS, FIRE EQUIPMENT, AND EMERGENCY EVACUATIONS

The activation of any fire alert device (e.g., horn and strobe lights) in any university owned building is the signal for controlled, yet rapid, evacuation of the building.

- 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.

ALCOHOL

The University's prohibition against the possession or use of any alcoholic beverages applies to graduate student housing and residents of those facilities.