

Housing and Dining Regulations

A. Terms of the Housing and Dining Agreement

1. Eligibility and Requirements

All students are expected to live in College housing for six semesters of full time study or through the junior year for transfer students. Depending on the number of seniors who select to live on campus, a small number of juniors may be permitted to live off campus.

a. Housing exemptions

Students in the following categories may be exempted from the College publicized housing requirement if they make their request by the publicized deadlines for each semester.

- 1) Married students who submit a copy of their marriage license and domestic partners who submit the approved Affidavit Concerning Relationship.
- 2) Students who live with their parents and commute from their parents' home within a 50-mile radius of Oberlin and have a minimum of 6 months established residency.
- 3) Students who are 23 years of age or older.
- 4) Students who are enrolled for 5 or fewer hours.
- 5) Students who have underage dependent children.

In addition, seniors who apply for off-campus status by the March deadline, and juniors who apply for off-campus status by the March deadline and meet the junior limitation qualification, are permitted to live off campus.

Students granted off-campus status are required to submit their off-campus address to the Office of Residential Life and Dining Services. Failure to turn in this address could result in forfeiture of the off-campus status.

b. Dining exemptions

Exemptions from the dining requirement may be granted under special circumstances to students living off campus or in Village Housing and must be requested by the publicized deadline.

- 1) Seniors and juniors who live off campus are still required to participate in a College board program.
- 2) Students who are required to follow a special diet for medical reasons must contact the Office of the Coordinator of Services for Students with Disabilities and submit the required documentation by the publicized deadline for each semester. A student will not be granted an exemption unless the College cannot meet the dietary needs of that individual.

Any student who has been granted an exemption who subsequently elects to participate in a College housing and/or dining program is committed to that service for the entire semester or the remaining portion thereof.

c. Fees

Students are liable for all room and board charges until and unless they are granted a housing or dining exemption in writing from the Office of Residential Life and Dining Services, after which an appropriate adjustment will be made. The Office of Residential Life and Dining Services cannot consider individual financial concerns in determining assignments. Non-payment of room and board fees cannot be used as a form of financial aid. The Financial Aid Office is the only office that can fairly and equitably administer financial aid.

2. Services Provided

Room and board fees provide furnished rooms in College-maintained housing and meal service for the fall and spring semesters or the remaining portions thereof. The terms of the housing contract include fall break, winter term and spring break. College housing is closed for winter shut down, but students may continue to reside in Village Housing. Housing assignments are for the full academic year or the remaining portion thereof, including winter term (January). The terms of the dining contract do not include fall or spring break. All campus dining facilities are closed. Meals are offered on an optional basis during winter term at an extra charge. A valid ID card is required for access to residential dining halls.

3. Term of Service

Occupancy of College housing begins for new students the day of Orientation, and for returning students two days before the start of classes. Occupancy ends for undergraduates at 9 a.m. of the day following the last day of exams, and for graduates by 9 a.m. on the day following Commencement. Meal service begins with dinner the day before classes begin and ends on the last day of the semester. Students may not arrive early or depart late without written permission of the Office of Residential Life and Dining Services. A fee or a fine will be assessed.

4. Payment of Fees

Fees are set each year and are payable at the start of each semester; they are included in the statement sent by the Office of Student Accounts. Charges for students who leave the housing and/or dining program are billed at the rate of 10 percent (10%) of the semester charge for each week, or a fraction thereof, in residence. There is no refund after the ninth (9th) week of the semester.

B. Conditions of the Housing and Dining Agreement

1. Assignments

The College assigns rooms to new students on the basis of the Housing Application. Returning students select housing based on an assignment system set by the Housing and Dining Committee that gives priority to upper-class students and to group applications (for two or more people) over individual applications. Priority for assignment is based upon the student's individual class rank for fall semester and randomly assigned number.

a. Waitlists

Students who accept an assignment but would prefer another housing and/or dining situation may be placed on a waiting list for which priority is based on the established seniority system and on the date of the request.

b. Academic-Year Assignment

Any student enrolled for the fall semester who wishes to live off campus during the

spring semester must live off campus for the entire academic year. Continuing students will not be granted off-campus status for the spring semester, even if they achieve senior status. Only seniors returning from leave will be eligible for off-campus status for the spring semester.

2. Personal Use Agreement

The resident agrees that the housing assigned shall be used by him/her and may not be transferred or assigned to another person. Residents may not be assigned to more than one space at a time, nor may they occupy more than one space at the same time. The space may not be sublet. Further, the resident agrees that the space will be used for personal living, sleeping, and studying and that no commercial operation, solicitation, canvassing, sales or advertising will be carried on.

3. Rights Reserved by the College

The College at all times reserves the right to assign or reassign students to housing space and to close rooms and/or facilities when vacancies exist or when areas are rendered unfit for occupancy. Agents of the College shall have the right to enter college housing at all reasonable hours for the purpose of examining the spaces or making repairs or alterations as necessary for safety and maintenance. The College reserves the right to conduct inspections as necessary, without prior notice, to correct life-safety violations. Residents are responsible for understanding and complying with procedures included in any residential handbook and with the social conduct standards as stated in *Student Regulations, Policies and Procedures*. Behavior that threatens or endangers the well-being of others or substantially interferes with the rights of others may result in eviction or room transfer.

4. Room Changes

Residents who wish to change rooms must apply for and be granted permission by the Assistant Director/Housing Administration prior to moving from one room to another. Residents who apply for room changes will be sent a confirmation or denial notice with procedural instructions. Residents who complete an unauthorized room change or fail to complete an approved room change may lose their preferred room assignment, be required to relocate, be charged a fine, and/or be subject to disciplinary action.

5. Remaining Occupant

When vacancies occur in College housing spaces, the College has the right to show these spaces and assign new occupants to fill those vacancies. The College also reserves the right to reassign the remaining occupant of a housing space to different accommodations. If a resident has a roommate who fails to move in, leaves the College, or moves to other college housing, the remaining resident must accept a new roommate or make a housing change within 10 business days. After 10 business days, the College may consolidate assignments, assign new roommates to the empty spaces, or bill the resident at the prorated housing rate. Students with the highest priority (class rank/random number) will have the first option to occupy multiple spaces without roommates.

6. Guests

Residents may have an overnight guest for not more than seven consecutive nights, if the presence of the guest does not constitute an inconvenience for roommates or otherwise interfere with the housing community life. Residents are responsible for the actions of their guests and must be present for the duration of the visit. The housing/building staff is to be apprised of any overnight guests staying in the building.

In no instance shall a guest become a long-term resident in a College-owned facility. Violations will result in judicial action and/or eviction.

7. Pets

Fish and aquatic turtles are the only pets permitted in College housing.

8. Check-out Procedures

Residents are expected to check out, return their key(s), and complete a final inspection in person with a Residence Life staff member prior to leaving College housing. Students are expected to reassemble furniture and to remove all trash, personal belongings, and College property not itemized on the housing-condition inventory prior to check out. Fines and/or charges will be assessed for failure to meet the check-out requirement or for damage or loss of College property. Residents who fail to check out in person waive their right to contest charges assessed in their absence. Residents must vacate by the published deadlines. Failure to vacate will result in the assessment of a late check-out charge. Students who are suspended, leaving, or withdrawing from Oberlin College must vacate within 48 hours of the actual date of withdrawal.

9. Suggestions, Complaints, and Appeal Process

Students' suggestions and complaints regarding College housing accommodations, services, regulations, policies, and issues should be submitted to either the Office of Residential Life and Dining Services or to any member of the Housing and Dining Committee. Suggestions or complaints should be filed in writing.

a. Requests for Exception

Requests for exception to any policy listed in this agreement should be submitted in writing to the Assistant Director for Housing Administration. All requests for exception will be granted or denied in writing. Students should not assume approval prior to receiving written notification.

b. Appeals

Students who have requested exception and been denied may appeal the decision to the Appeal Board of the Housing and Dining Committee. All appeals must be submitted in writing to the Appeal Board, in care of the Office of Residential Life and Dining Services. A final decision will be rendered within thirty (30) days of receipt of the appeal, or if the appeal is received after May 1 or December 1, thirty (30) days after the beginning of the next semester.

10. College Board

Students are required to be on either the Campus Dining Service or Oberlin Student Cooperative Association dining plan **while they are enrolled at Oberlin College**. A description of the available meal plans can be found at www.oberlin.edu/cds. The only students eligible for the five- or seven-meal plans with flex are those with off-campus status or those who reside in Village Housing and who have attained junior or senior standing. [Note: The seven-meal plan with flex is for juniors with town/Village/off-campus status, and the five-meal plan with flex is for seniors with town/Village/off-campus status.] Access to dining halls will be permitted only when students present a valid ID card. ID cards may be used one time per meal. It is understood that credit will not be given for meals missed and that board is not transferable. Sick trays are available for qualifying students. For more details, please see a Stevenson or Lord/Saunders dining manager. Guests are welcome in any dining hall on a cash basis. Public health laws require that both shirts and shoes be worn in dining halls. Misuse of an ID card or

the board program may result in fines, charges and/or judicial action. Comments and complaints may be posted in the dining halls or presented to the Housing and Dining Committee.

If a student wants to change from campus dining and/or housing to OSCA dining and/or housing, the billing cannot be changed until a change notification is received from OSCA. Food-service billing is prorated and changes each Monday at noon. Comments regarding the dining program can be given on the "Tell the Chef" comment card boards, at the comment tables offered each semester at each dining hall, presented to the Housing and Dining Committee, or by calling the Office of Residential Life and Dining Services.

11. Medical Accommodation in Housing and/or Dining Service

Students with medical concerns can often be accommodated in College housing and dining programs. Students requesting medical accommodations for housing and/or dining needs must contact Ms. Jane Boomer, Coordinator of Services for Students with Disabilities, Peters Hall, Room G27 (440-775-8464). On an individual basis, professional staff will make the final determination of whether Oberlin College is able to provide the necessary medical accommodations.

All students are expected to live and take meals on campus unless released in writing by the Assistant Director of Residential Life for Housing Administration. **Students should not sign an off-campus rental lease or pay a security deposit without written notification of release.** Any student who remains enrolled in the College, but leaves College housing and/or dining halls during the academic year without a release, continues to be liable for the charges for the full academic year. Students who accept the off-campus option and then choose to return to the College housing system will be eligible to select only from housing available at the time of their return.

12. Responsibility for Room Condition and Use

The resident is responsible for the condition of the room and its furnishings during the occupancy period and shall reimburse the College for all damages/losses to the room or furnishings above normal wear and tear. The resident is responsible for acknowledging the condition of the room by reviewing and signing the room condition report (RCR) presented by the residence hall staff member during the first week of residency. The description will be used for the basis of comparison and charges at check out. The College agrees to provide a desk, desk chair, chest of drawers, bed frame, and mattress (36 x 80) for each student. In addition, each room is provided with one lounge chair. The resident is expected to provide bed linens (including blankets and pillows), towels, toiletries, soaps, cleaning supplies, and a non-flammable wastebasket.

ONLY the appropriate College Services employees may paint and make alterations to the room or furnishings. No furniture is to be removed from any room or lounge. Room furnishings may not be stored in Residence Hall Storage areas or in any public areas including hallways, bathrooms, kitchens, laundry rooms, and/or lounges. Furniture in one room may not be exchanged for furniture in another room. Any lounge furniture found within a student's room will be considered theft, and judicial charges will be filed against the students assigned to the designated room. Windows may not be used as room entrances or exits except in the case of an emergency. Window screens must be kept on windows in residence and dining halls as a safety factor. If screens are removed or damaged, students will be billed for labor to re-hang or replace the screens. **Any missing, damaged room items and/or surfaces will be billed to students assigned to the room.** Residents have the right to contest charges by documenting concerns and

sending the appeal to the Office of Residential Life and Dining Services. **If residents do not check out in person, they will not be able to contest any charges reported in their absence and will be charged a \$50 fee for failure to check out with a staff member.**

Duct and packing tape, screws, nails, etc. may not be used on walls, doors, woodwork, or furnishings due to the damage that may occur to walls or finishes. Materials that are specifically designed to not damage walls or surfaces may be used to hang room decorations (such as "sticky tack," a rubbery substance that is usually blue in color). Some campus rooms have bulletin boards or corkboard strips, while other rooms have molding strips on which molding hooks may be used. The College does not provide molding hooks.

Excessive wall coverings, including cloth wall hangings, posters, and pictures are not permitted. (No more than 20 percent of the wall surface may be covered. Cloth wall hangings (tapestries) are allowed, but only on the walls. No canopy arrangements from the walls or beds are allowed, nor can anything be hung from the ceiling.

13. Room Key Policy

All keys remain the property of Oberlin College. It is unlawful to duplicate a College key. Lost keys are to be reported to a residence hall staff member immediately. A lost key or failure to return a key at check out will result in a \$60 charge.

14. Residence Hall Security

Out of concern for safety and security, residence halls are locked 24 hours each day. Student identification cards are programmed to unlock access doors on College residence halls. Students are expected to carry their ID cards with them at all times. Identification cards may not be lent or given to anyone else, nor may they be altered. Residents may not allow people who are not their guests into the building. Tampering with a residence hall exterior door system or propping a residence hall exterior door open may result in disciplinary action. Lost cards are to be reported immediately to the CDS ID office in Stevenson so they can be deactivated. A temporary ID card can be obtained by presenting a photo ID or a letter from the registrar. The CDS ID office is open Monday through Friday from 8 a.m. to 4:30 p.m. Temporary replacement access cards are available evenings and weekends from the Safety and Security Office located at 159 W. Lorain Street. Temporary dining cards will be issued after office hours at Stevenson dining hall with proof of notification of a lost or stolen card from Safety and Security. Students are expected to carry their ID cards with them at all times. Students are required to show their ID card when asked to do so by a College official. Misuse of, altering, forging, contributing to the fraudulent use of, or failing to show an ID card may result in a fine and/or disciplinary action.

Damaged or altered cards can damage the access and cash terminals. Students must replace damaged or altered cards immediately. Damaged cards will be replaced free of charge.

15. Room Changes

Residents who wish to change rooms must apply by filling out a wait list card and be granted permission from Residential Life and Dining Services prior to moving from one room to another. As space becomes available, residents who apply for room changes will be sent a confirmation notice with procedural instructions. Residents who complete an unauthorized room change or fail to complete an approved room change may lose their preferred room assignment, be required to relocate, be charged a fine, and/or be charged with disciplinary action. Residents whose room changes are authorized at the

end of fall semester must vacate their current room prior to leaving Oberlin in December. This regulation applies even if those students plan to be on campus during winter term. Students are given 48 hours to completely move and sign all administrative paperwork.

16. Responsibility for Personal Property

The College and the Office of Residential Life and Dining Services assume no liability for theft, damage or loss of money, valuables or other personal effects of any student or guest caused by fire, water, steam, insufficient heat, power failure, the elements, or actions of a third party that occur in College housing or on College property. Residents are encouraged to confirm that their property is covered by their family's homeowners' insurance or to carry personal property insurance.

17. Responsibility for Public Areas

Residents may be held responsible for the upkeep of public areas including hallways, baths, stairwells, elevators, lounges, studies, utility rooms and lobbies. Residents are expected to take every precaution to assure that communal property is not abused. It is the responsibility of the residents to keep laundries, bathrooms, and kitchenettes clean. In halls or sections in which the College determines that a majority of the residents are tolerating undue abuse of College property (in excess of normal wear), and the responsible individual(s) cannot be identified, all residents of the area will be held responsible for a proportional amount of the cost of repairing or replacing damaged items and/or the cost of fines.

Residence hall lounge furnishings are designated for the collective use of the hall residents; therefore, they may not be redistributed for use in student rooms. Judicial action will be taken against students who remove residence hall furniture to student rooms or to another building on or off campus.

Students may not conduct games or sporting events/activities or engage in other behaviors that may cause damage or injury to any other person or property in hallways, lounges or stairwells or limit egress from the building. This includes using any athletic equipment, rollerblades, roller skates, skateboards, scooters, or bicycles within the residence halls.

18. Student Code of Conduct

Residents are responsible for understanding and complying with the social conduct standards as stated in this manual. Behavior that threatens or endangers the well-being of others or substantially interferes with the rights of others may result in eviction or room transfer.

19. Weapons

The possession, distribution, or use of rifles, shotguns, pistols, air rifles, air pistols, spring powered weapons, other firearms, ammunition, explosives, gun powders, fireworks, martial arts weapons, knives, unstable or hazardous chemicals, or dangerous instruments (including lock pick devices) is prohibited.

20. Life-Safety Equipment

Tampering with, misuse of, or vandalism to life-safety equipment in any College building is a violation of state law. Equipment includes fire extinguishers, heat sensors, pull boxes, fire doors, exit signs, smoke detectors, door closures and fire hoses. Causing a false fire alarm to sound may result in disciplinary action. Evacuation from the building by all residents is required when the fire alarm sounds. Use of the fire escape of

any College building is permitted in emergency situations only. Any non-emergency use of fire escapes is prohibited and will be considered an act of trespass.

21. Life-Safety and Sanitation Policy

Residents agree to abide by state, local and College regulations regarding fire, safety and sanitation as stated below. Failure to comply with these regulations jeopardizes the safety of others and may result in judicial action and/or fines.

a. Egress from room

Fire escapes, room windows, and other means of egress may not be blocked by furniture or other obstacles. Items may not block or limit access to the door, window or fire escape of any building.

b. Electrical appliances

Air conditioners and cooking appliance—including microwave ovens, immersion heaters, popcorn poppers, hot plates, water heaters, clothing and curling irons, and coffee makers/pots without automatic shut-off devices are prohibited from use in students' rooms. Electrical appliances permitted in student rooms include TVs, radios, stereos, telephones, fans, typewriters, personal computers, and hair dryers, as well as curling and clothing irons and coffee makers/pots with automatic shut-off features.

c. Refrigerators

Capacity of refrigerators may not exceed five cubic feet, and only one refrigerator per room is allowed. Divided doubles are considered one room.

d. Grounded extension cords

Extension cords must be grounded and should be protected with fuse devices (surge protectors).

e. Flammable furnishings

Upholstered furniture, wooden structures, lofts or room dividers, excessive wall coverings (exceeding 20 percent of wall space) including posters and pictures, presence of and/or evidence of burned candles, incense, or anything with an open flame (not even for religious holidays), and live Christmas trees or artificial Christmas trees over four feet tall are not permitted. Cloth wall hangings are allowed, but only on the walls. No canopy arrangements from the walls or beds are permitted, and nothing can be hung from the ceiling.

f. Combustible fluids

The presence of combustible fluids (gasoline, kerosene, paints, and thinners) or of poisonous or hazardous chemicals is prohibited throughout College housing.

g. Electric blankets

Electric mattress pad covers and electric blankets are prohibited in College housing.

h. High-wattage lamps

The use of halogen lamps or of light bulbs of higher wattage than the specified rating in the light fixture is prohibited due to generation of excessive heat and potential fire.

i. Portable heaters

Use of electric, kerosene or other types of portable space heaters is prohibited in College housing due to serious threat of fire.

j. Door closures/smoke detectors/evacuation signs

Removing or tampering with automatic door closers, smoke detectors, and/or evacuation signs is prohibited.

k. Non-flammable waste containers

Metal and plasticware baskets are permitted.

l. Water-filled furniture

Water beds and other pieces of water-filled furniture are not permitted due to problems of water damage and weight.

m. Bicycles

Bicycles may be stored in student rooms if they do not block egress. Additional designated storage areas are located in Burton and Noah bike storage areas. Motorized bicycles or motorcycles may not be stored in any facility. Motorcycles and motorized bicycles found in College housing or other facilities will be removed at the owner's expense.

n. Housekeeping

Excessive accumulation of paper and/or clothing on the floor(s) may constitute a fire hazard.

22. Visitation Policy

It is Oberlin's philosophy that the residence halls should provide a living environment that fosters mature and responsible behavior between students and that protects the rights and needs of individuals. To this end, it is the policy of the College that each section or residence hall should determine its visitation policy.

23. Residence Hall Governance

a. Structure and Organization of House Council (Legislative)

By the end of the second week of classes, each section or floor of a residence hall will elect a president, fire chief, and any other officer deemed necessary. Section presidents will represent their sections on the house council and will be responsible for calling hall meetings and seeing that the section responsibilities and business are carried out.

b. Responsibilities of Section Presidents/House Council Members

Sections are required to meet to discuss the needs and concerns of group living and to determine any regulations desired by the residents (quiet hours, visiting limitations, etc.). No such regulations voted by the sections may contravene published student regulations. Sections are encouraged to meet as often in the year as their needs dictate. Attendance of the entire section will be required when section regulations (as previously noted) are established or changed. Regulations adopted will require a three-quarters vote and will be cast by secret written ballot.

c. Section Enforcement and Appeal

The individual section will be responsible for the enforcement of the regulations it has established. If the section finds that individual members refuse to abide by the rules established, the section or the individual members may bring a formal complaint to one of the College judicial bodies, having sought the advice of the Judicial Coordinator as to the appropriate and available channels. Alternatively, any of the in-hall professional staff of Residential Life and Dining Services may be asked to act as intermediary. More formal avenues for mediation are also available.

If behavior in a particular section disturbs other sections, the house council will request the section to respect the rights of others in the residence hall. If the problem continues, a complaint should be brought to one of the higher judicial authorities.

24. Maintenance

No resident shall alter, repair or contract the repair of any furnishing, structural fixture, or electrical, mechanical, or plumbing equipment. Maintenance needs are to be reported to a residence hall staff member. The College will be responsible for making all repairs determined as being necessary and appropriate. Presence in a mechanical space or on a rooftop of any building is prohibited and will be considered an act of trespass.

25. Noise

For the policies regarding noise in residence halls, see the entry in Social Conduct and Regulations on page 80.

26. Telephones

One telephone and one telephone jack is provided in each room. On-campus and local calling (includes Elyria) is free of charge. Oberlin College and Verizon provide STC Service to campus residents. All STC Service calls must originate from a telephone on the College's telephone system. Residents will be held responsible for all charges assessed to their Verizon security code. Public (or residence hall) phones may not be used to make third party billings, accept collect calls, or charge calls made elsewhere. Violations of this regulation will result in fines, payment of any charges, and possible judicial action for repeated violations.

27. Storage of Personal Belongings

All campus storage is limited and available on a first-come, first-served basis. As a courtesy, residents who are continuing in on-campus housing or Village Housing are permitted to store some of their belongings in residence hall storage over the summer. In all storage areas there is a **five-item** limit including trunks, luggage or boxes that are 18 inches x 18 inches x 16 inches maximum size. All items stored in College storage must meet UPS shipping requirements and **must** include an identification tag, which will be provided when you arrive at storage. UPS requirements are indicated below:

- Full name and home address.
- Maximum measurements = 18 in. x 18 in. x 16 in. allowed in Oberlin storage. Stop by Residential Life and Dining Services in Stevenson Hall/Griswold Commons to see the actual size.
- Maximum weight = 70 lbs.
- Contents must be in a sturdy box sealed with packing tape.

Village Housing residents or students taking any sort of leave from campus (including study abroad) may store belongings for a maximum of up to one year in long-term storage located in East Field. This is the **ONLY** location available to these students.

Resident-owned furniture, refrigerators, rugs, empty boxes, etc., **MAY NOT BE STORED** in College storage areas. The College will dispose of unauthorized items in storage or possessions left more than one year. Residents will be billed for the removal of non-authorized items found within storage. The owner of refrigerators found in storage will

be billed \$60 for removal and disposal. Residents may not store personal items after they have graduated from Oberlin College. There is no access to storage areas over vacation periods or during the summer recess. Residents store items at their own risk. OBERLIN COLLEGE ASSUMES NO LIABILITY FOR LOST, STOLEN OR DAMAGED ITEMS.

Residents taking leaves or planning to study abroad may store their belongings ONLY in East Field Storage; these items may only be stored for a period of up to one year. Resident-owned furniture, refrigerators, rugs, empty boxes, etc. MAY NOT BE STORED in East Field Storage. Residents will be billed for the removal of non-authorized items found within storage. Each item stored must meet UPS shipping requirements and must include an identification tag, which will be provided when you arrive at storage. UPS requirements are indicated above. Contact Scott Stanfield at (440) 775-8548 for East Field Storage hours or other information.

29. Alcohol, Drugs and Tobacco

Please refer to [page 82](#) for policies on these substances.

30. Parties

Please stop by the Office of Residential Life and Dining Services for party registration information.

31. Smoking

Smoking is ONLY allowed away from entrances and exits of residence halls and/or College-owned facilities. There is NO smoking in ANY of the residence halls. Each community member is responsible for understanding the smoking policy and is encouraged to educate his/her peers.

Offense	Penalty
Housing and Dining Violations	
Failure to vacate residence hall room by stated date and time	Students charged \$50.00/hr and cost of labor. (Limited to four hundred dollars a day.)
Misuse of Centra Net telephone (e.g., acceptance of collect calls, third number billings)	\$5.00 administrative charge per call
Public area furniture in residence hall room	\$75.00 first day, then \$25.00 a day
Pet rule violation	\$25.00 and possible referral to College judicial system (plus repair or replacement costs)
Late or improper check-out	\$50.00
Room left in dirty condition	\$35.00 (Plus labor)
Lock change	\$50.00
Lock out charge	Students get 1 free lock out, then pay \$25.00 for the second one and each one thereafter.
<i>A fine schedule for damage to residence hall property is available in the Office of</i>	