

# Clemson University Housing Rules and Regulations

## STUDENT RESPONSIBILITY

### 1. Communications and Information.

(a) Residents are required to know and comply with all terms and conditions contained within the University Housing Contract and Addenda. The Contract and Addenda may be found on the University Housing & Dining website.

(b) Students are expected to be aware of and comply with all policies in the Clemson Student Code of Conduct, all official print or electronic University publications, and federal and state laws.

### 2. Conduct and Contract Adherence.

(a) Incident Reports - An incident report (IR) may be written to document an infraction of this University Housing contract or Clemson Student Code of Conduct regulations. Infractions of University Housing policies may be dealt with administratively or through the student judicial system administered by the Office of Community and Ethical Standards (OCES). A web based IR form is available through OCES web page.

(b) Disciplinary Action - Residents who violate the terms and conditions of this contract are subject to disciplinary action by the University. Such action can include, but is not limited to, administrative sanctions, temporary removal, suspension or eviction from University Housing and/or suspension or dismissal from the University. Residents may also be required to pay fines and/or make restitution. Those who violate state and/or municipal laws are subject to prosecution in civil or criminal courts.

### 3. Room/Apartment.

(a) The resident is responsible for the condition of the assigned space and may be required to reimburse the University for all damage to the space and damage to or loss of fixtures, furnishings or properties furnished under the contract.

(b) The resident is responsible for reporting all maintenance issues to the Housing Facilities Office by calling 864-656-5450 or by submitting an online maintenance request via the University Housing & Dining website or Housing Portal.

(c) Alterations must not be made to the area or furnishings provided by the University (including, but not limited to, painting, mounting TV's, etc.).

(d) All furniture, in each room/apartment at the time of move in, must remain for the duration of residency. Residents may not remove, store or trade furnishings from their assigned space. Additional furnishings brought into the room/apartment by the resident(s) must be freestanding and clear of all existing furniture, fixtures and walls.

(e) When occupancy is terminated, residents must follow proper check-out procedures as outlined in the Housing Rules and Regulations. Residents vacating housing without following this procedure may be charged a fee for failing to check out properly, plus the cost of replacement or repairs resulting from any damages inflicted during occupancy. Egregious damages may result in referral to the Office of Community and Ethical Standards. Failure to return the room key at checkout may result in lock change charges.

# Clemson University Housing Rules and Regulations

## COMMUNITY LIVING

### 1. Commercial Solicitation and Sales.

(a) Soliciting, canvassing or the use of University Housing as a location for commercial solicitation, sales or advertising is prohibited.

(b) Residents may not operate any "for profit or personal gain" enterprise from University Housing including, but not limited to, web-based and/or e-commerce businesses.

### 2. Guests and Visitation.

A roommate's expectation of privacy, sleep and study takes precedence over the privilege of a resident to have a guest. A guest is defined as someone who is not assigned to that residential community. Clemson University students only have access to the specific residential space where they are assigned and are considered guests in all other communities.

(a) A resident must have approval from his/her roommate(s) or apartment-mate(s) to have a guest.

(b) Residents are responsible for the conduct of their guests and must be present for the duration of the visit. Guests should be escorted throughout the community and the resident must be present with the guest in the room or apartment. It is the responsibility of the resident to make sure that the guest understands and abides by all Housing and University regulations. If a guest is involved in any violations of University or Housing regulations, the hosting resident, as well as the guest, may be subject to disciplinary action. Residents may be held responsible for violations of University or Housing violations that occur in their room or apartment.

(c) If, at any time, the number of guests present in a room poses an issue in the community due to noise or other violations of the Student Conduct Code, staff may direct them to leave the room or apartment.

(d) Co-habitation is prohibited; only residents assigned to a room or apartment may live there. Cohabitation is defined as living together or sharing the same space for longer than 3 consecutive days or regularly repeated multiple overnight visits.

### 3. Invasion of Privacy.

(a) The act of making, attempting to make, transmitting, or attempting to transmit audio, video, or images of any person(s) on University premises in bathrooms, showers, bedrooms, or other premises where there is a reasonable expectation of privacy without the knowledge and consent of all participants subject to such recordings is prohibited.

(b) Viewing or spying on a person(s) on University premises in bathrooms, showers, bedrooms, or other premises where there is a reasonable expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants is prohibited.

### 4. Lofts.

(a) Bed furniture is provided by University Housing and is bunkable and/or loftable. Therefore, use of outside lofts (purchased or rented) is prohibited in any area.

(b) Personally constructed lofts are prohibited in University Housing. Raised platform floors,

## Clemson University Housing Rules and Regulations

homemade bed risers, or other physical space alterations are not allowed in any University Housing space.

### 5. Mail.

US Mail, packages, and/or flowers are not delivered to rooms or apartments.

Each resident will be assigned a mail box by Student Mail Services where packages may be received.

### 6. Pets.

The only pets permitted in University Housing are fish. Aquariums for the fish are limited to a ten-gallon capacity tank or smaller. Those violating this provision will be required to remove the pet, pay for any damages including any charges for extermination and may face disciplinary action. Additional charges for any required cleaning and/or pest extermination related to a pet violation will be charged to the resident(s). Service and Assistance Animals may be permitted on a case-by-case basis when advised by Clemson University Student Disability Services.

### 7. Possession, Display and Consumption of Alcohol & Illegal Substances.

(a) Alcohol may be possessed and consumed only by persons age 21 and older and only in their private living space (defined as the interior of a room or apartment).

(b) Alcohol may not be consumed or containers displayed in any public area (defined as any area outside of your private room/apartment) including windows/window sills.

(c) Kegs and other alcohol dispensing equipment are prohibited in any housing area, including private rooms/apartments.

(d) Display of alcohol or alcohol containers is prohibited in any area.

(e) State and federal law, as well as the Student Code of Conduct, prohibits the possession, distribution or sale of illegal drugs. University Housing further prohibits the possession of items characterized as drug paraphernalia, i.e., bong, hookahs, clips or other items whose appearance in a room/apartment would indicate the presence of drugs or drug use.

### 98 Quiet Hours.

The expectation of an environment that supports sleep and study takes precedence over the privilege of another to create noise. This expectation of "courtesy hours" is in place 24 hours a day; however, specific quiet hours are in effect from 10:00 p.m. until 8:00 a.m. each day. The Residence Community Council may expand weekend quiet hours to start at midnight with a two-thirds vote of the area residents. Quiet hours shall be in effect in all areas 24 hours a day for a minimum of three days prior to the beginning of final semester exams and continuing through the end of the examination period.

### 9. Right to Prohibit.

University Housing reserves the right to prohibit any item or activity deemed by the University to be harmful, unadvisable or not in the best interest of the University or its residents.

### 10. Specific Regulations.

## Clemson University Housing Rules and Regulations

Certain residence halls and apartment complexes require regulations specific to each of them. This includes, but is not limited to, Fraternity and Sorority housing areas, Living-learning communities and the like.

### 11. Tobacco Free.

All forms of tobacco and smoke-related products, including but not limited to cigarettes, cigars, water pipes (hookah), kreteks, bidis, electronic cigarettes, smokeless tobacco, chewing tobacco, snuff and any non-FDA approved nicotine delivery device are prohibited on Clemson University's campus, including all University Housing residential facilities.

### 12. Trash Disposal.

All waste paper and other personal trash must be deposited in waste container, recycling bins or other designated trash receptacles. Littering or improper disposal of trash is prohibited.

### 13. Water-Filled Furniture.

Waterbeds and other water-filled furniture are prohibited in any University Housing facilities.

## SAFETY

### 1. Cooking/Food Preparation.

**(a) Residence Halls:** The ability to cook/prepare food in residence halls is very limited. Residents may prepare food in the hall kitchen areas. Microwave ovens are allowed in hall kitchens only. Cooking in rooms/suites is limited to what can be prepared in a Microfridge<sup>®</sup>. Microfridges, a combination microwave/refrigerator (Microfridge<sup>®</sup>), are available for rent through a program sponsored by Student Government. Any residence hall resident who possesses or uses in their room any cooking device other than a Microfridge will be required to remove the appliance. Students may alternately have a refrigerator in their room if it is 3.6 cubic feet or smaller. Students, in residence halls, may use coffee makers and Keurig machines. These appliances must be plugged directly in to wall outlets; extension cords are prohibited for use with these appliances.

**(b) Apartments:** Most normal kitchen appliances, including microwave ovens, may be used in apartment kitchens. These include: George Foreman Grills<sup>®</sup>, Panini presses, coffee makers and Keurig machines, blenders, slow cookers and toasters (not toaster ovens).

**(c) Grills:** Charcoal or propane grills, propane gas tanks and gas or charcoal grill supplies cannot be stored, inside or outside, in any campus residential area, including apartments.

### 2. Electrical Equipment and Appliances.

**(a)** Residents may not alter or repair any electrical equipment or fixture provided by the University.

**(b)** Defects in electrical equipment or wiring should be reported to the Housing Facilities Office by calling (864) 656-5450.

**(c)** If more than two appliances or two appliances with a cumulative wattage of more than 1500 watts are plugged into a single wall outlet, a U.L. approved power strip with a built-in circuit breaker must be used.

## Clemson University Housing Rules and Regulations

- (d) If the power strip is approved for multi-outlet use, then two power strips per wall outlet may be used allowing four power strips per room. A power strip may not be plugged into another power strip.
- (e) Extension cords must not be used in succession, or in conjunction with, power strips. Extension cords shall not be used as a substitute for permanent wiring.
- (f) Space heaters, window air conditioner units, ceiling fans and similar items are prohibited.

### 3. Firearms, Explosives, Fireworks, Weapons and Flammable Materials.

- (a) No resident or guest of a resident shall possess, store, or use firearms, explosive devices, or weapons of any kind in University Housing. Such weapons may include, but are not limited to guns, swords, rapiers, BB guns, air pistols, pellet guns, rifles, bows and arrows, knives or martial arts devices.
- (b) The possession, storage or use of paint-ball guns, slingshots, explosives, fireworks, dangerous chemicals or mixtures of chemicals, propelled missiles or similar items are prohibited in University Housing even if they are not intended to be used as a weapon or destructive device.
- (c) Common kitchen cutlery and pocket utility knives are allowed when utilized for their intended purposes.
- (d) Persons authorized to carry a concealable weapon by SC Code (23-31-205 et seq.) are not permitted to possess concealable weapons in University Housing.

### 4. Fire Safety.

- (a) Evacuation of University buildings is mandatory when a fire alarm sounds. Sounding of false fire alarms or tampering with fire-fighting or safety equipment, including fire extinguishers, fire sprinklers and connecting pipes, EXIT signs and the alarm system are prohibited. Anyone violating this policy will be responsible for any costs associated with tampering and/or damage to fire safety equipment. Violators will also be referred to the Office of Community and Ethical Standards and/or the Fire Marshal for disciplinary action.
- (b) All curtains or window treatments used to cover or conceal windows must be made of fire and flame resistant materials.
- (c) Candles, incense, wax warmers, halogen lamps, lava lamps, hover boards and other like items are prohibited in University Housing.
- (d) Residents may not hang anything from the ceiling, pipes or sprinklers/sprinkler heads.
- (e) Items may not be posted, displayed or attached to the window in a fashion such that they might impede egress through the window in case of fire. This policy includes, but is not limited to, signs, cans, bottles, flags, and posters.
- (f) All windows and doors must remain free of furnishings or any items that impedes egress.

### 5. Keys.

- (a) Keys are issued at check-in by the community desk where the resident is assigned. Keys must be returned to the community desk by the resident when occupancy is terminated. If a key is lost or not returned when occupancy is terminated, or if a temporary key is not returned within the required time, the door lock(s) will be changed and new keys will be made at the responsible resident's expense.
- (b) All keys are property of the University and bear the statement, "State of S.C.; Do Not Duplicate." Residents shall not violate this provision or possess University Housing keys other than the one

## Clemson University Housing Rules and Regulations

assigned to them by the community desk.

(c) A contracted resident who represents voluntary abandonment of assigned space may be required to relinquish rights to key issuance.

(d) Room and apartment keys, as well as a student's Tiger One card with associated electronic card access, may only be possessed by the student assigned to the space. Giving or lending a key may result in referral to the Office of Community and Ethical Standards. In some circumstances, rights to issued keys may be forfeited under the terms of the Housing Contract.

### 6. Pool/Lounge.

(a) All persons, including but not limited to Students and their guests, use the outdoor pool/lounging area at their own risk. Clemson University Housing will not be held responsible for injuries sustained by any person using this area. Student(s) and guest(s) will indemnify Clemson University and Clemson University Housing for any claims resulting from their use of the outdoor pool/lounging area.

(b) Alcoholic beverages are strictly prohibited in the pool/lounge area.

(c) The student(s) and guest(s) are responsible for ensuring all gates are locked and secured at all times.

(d) Students and guests are to following pool/lounge policies, hours of operations, etc., ensuring safety and responsibility are priority.

(e) In the event student(s) or guest(s) fail to follow policies, hours of operation, or provide safe and responsible behavior, an incident report will be processed and appropriate authorities will be notified.

(f) Pets of any kind are prohibited in the pool/lounge area.

(g) The student understands that the pool and/or lounge area is strictly an amenity and that the use of this amenity is not guaranteed under the terms of the contract. Any interruption or non-availability of the use of the pool/lounge area will not violate any terms of the contract.

(h) Students using the pool/lounge area is responsible for notifying University Housing Maintenance of repair needs. Students/guests are to refrain from attempting to make any repairs or adjustments to the pool/lounge equipment.

(i) All outdoor furnishings are to remain in the pool/lounge area. Students and/or guests who remove or intentional damage furnishings may be reported to the Clemson University Police Department, dealt with administratively, and/or referred to the Office of Community and Ethical Standards (OCES).

### 7. Restricted Areas.

The roofs, ledges, attics and mechanical/electrical equipment rooms of all University Housing buildings are strictly prohibited to all residents.

### 8. Security.

(a) Entrances to all residence halls are regulated by a card access system. Guests (defined as someone who is not assigned to that residential community) must enter and exit with a resident of that building. Residents who enter or exit by locked security doors are responsible for leaving the doors in a locked position. Disciplinary action may be taken against residents who prop open doors or allow others to "tailgate" through security doors without proper authorization.

(b) All residents are urged to lock their windows and doors when sleeping or during periods of absence. For personal safety, ground floor accessible windows should be kept locked at all times and

## Clemson University Housing Rules and Regulations

security screens left untouched. Any breaches of security should be reported to the University Police Department immediately.

Revised 7/2017