

Roger Williams University
Department of Residence Life & Housing
2017 – 2018 Housing Contract

TERMS AND CONDITIONS OF CONTRACT

Roger Williams University (“University”) regards education as more than a means to an end and more than merely a classroom experience. We believe that education involves: (1) responsible citizenship in the University community; (2) the personal enrichment of each student; (3) experience and participation in democratic processes; and, (4) the development of a lifelong companionship with people and ideas. The Residence Life and Housing program at the University contributes significantly to the achievement of these educational goals. The University does not discriminate against any person on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, gender expression or identity, disability, veteran status, or any other legally protected basis in admission to, access to, employment in, and treatment in its programs and activities.

This Housing Contract has been prepared to provide you with information regarding the policies and regulations that have been adopted in order to carry out these educational objectives. All residents are responsible for the content, procedures and policies of this Contract.

No oral statements made by University employees will be binding upon the University. All decisions affecting University policy will be presented in writing. Students will be held responsible for information presented in the Residence Life and Housing newsletter, voice mail and/or student email messages and any notices sent to rooms/ apartments and/or posted in living areas.

This Housing Contract is mutually binding on both the University and the student for the entire Academic Year, including Summer and Winter Intersession.

There are NO early arrivals. Students are not permitted to move into their room assignments until the date announced by the Department of Residence Life and Housing and according to the RWU academic calendar which specifies all University opening and closing dates. Failure to comply with this may result in conduct review and/or fine.

Housing is not guaranteed to any student who chooses or is required to leave housing for any reason including but not limited to: moving off campus, commuting from home, conduct review or academic removal. Students looking to return to housing after time away may request to be added to a housing waitlist and may be placed in available spaces at the discretion of the Housing Office before or during a semester.

I. APPLICATION PROCEDURE

1. Student must make a \$350.00 Housing Deposit online at <https://rwuafford.com>. There is no refund of the deposit once a space is assigned or reserved through the hall selection process or by the Housing Office. **If a student withdraws from housing for any reason including but not limited to conduct review or academic suspension, transferring, etc., any time before or during the academic year, a Housing Cancellation Fee of \$350 in addition to other charges outline herein, which will be charged to the student account.** If a space is not reserved or assigned, the deposit will remain on the students account and go towards any outstanding balance.
2. All residents must pay a Damage Deposit of \$350.00.
3. All incoming students must complete a Roommate Matching Characteristics Questionnaire Form online.
4. **Freshman and Sophomores are required to live in University Housing.**
5. All applicable charges must be paid by the student on a term basis, in accordance with the housing assignment made by the University. The deadline for full payment is July 1st for the Fall semester and January 2nd for the Spring semester. A room reservation is conditioned upon **full-time** registration (by April 17th for the fall semester and November 27th for the Spring semester). **Housing is not guaranteed if payment or registration is completed after the deadline.**
6. All residents are required to electronically/physically sign the Housing Contract in order to reside in University Housing.
7. Residents living in Maple, Cedar, Willow, Baypoint, Stonewall, the suites in North Campus Residence Hall and any other traditional residence halls operated by Roger Williams University must subscribe to a full board plan with Dining Services.
8. **A space in housing is not reserved until the above items have been received by the respective University Offices.**

II. CONTRACT TERMINATION

The University is given the right to terminate this Contract prior to the expiration date of any given academic year in the event that the student should violate any terms of this Contract or any policies of the University. After meeting with the student involved in such violations, the Director of Housing or a designee may choose to terminate the student's Contract without a referral to the conduct review system. The University will terminate this Contract prior to the expiration date for the following reasons:

- Enrolled in a University sponsored study abroad program
- Withdrawal or leave of absence from the University
- Academic or disciplinary separation from the University
- Disciplinary removal from University Housing
- Graduation from the University

Students removed from University Housing for disciplinary or academic reasons prior to the expiration of this Contract will be responsible for all charges/fees for University Housing for that semester including the meal plan. Students who leave University housing prior to the expiration of this Contract will be responsible for all charges/fees for University housing for that academic year including the meal plan. Students who withdraw from the University for other approved reasons will have the room and board rates charged according to the following schedule:

Prior to the first day of classes – Forfeit deposits
Within the first week of classes – Prorate room and board and forfeit deposits
Within the second week of classes – 80% of room and board credited to account
Within the third week of classes – 60% of room and board credited to account
Within the fourth week of classes – 40% of room and board credited to account
Start of the fifth week – no credit of room and board

Students who withdraw from the University are required to vacate the residence halls within 24 hours.

III. CONDITIONS OF OCCUPANCY

Student occupancy in University Housing facilities is conditioned upon continued full-time registration and attendance in good standing as a student of the University, payment of all tuition, fees, charges, and assessments and compliance with all rules and regulations of the University.

A University Housing space is provided only when the University is in session. When the University is not in session, residents must vacate their living space. This includes Thanksgiving, Winter Break, Spring Break, Summer and when otherwise stipulated by the Department of Residence Life and Housing. Students with a legitimate academic need or students with severe or extenuating circumstances should contact the Director of Housing to request an exception. All requests for exceptions must be in writing and turned in least 5 business days before the applicable break. At the end of each semester, residents are required to leave no later than 24 hours after their last final or at the official time all residence halls close, whichever time comes first.

University Housing Facilities will close as announced by the Department of Residence Life and Housing via posted notice/University email. Students must vacate their living space by the time indicated in the posted "closing" notice. Failure to vacate and properly close the room may result in a fine and/or conduct review. Opening times will be announced in writing in advance.

Residents are not permitted to enter University Housing facilities prior to the opening of the residence halls. Request for exceptions for personal reasons must be presented in writing no later than 10 days prior to the opening of the residence halls to the Department of Residence Life and Housing. Only cases of personal hardship will be considered and students are placed on notice that exceptions to the above policy are infrequent. Students who are granted exceptions to come early, stay late or stay during a break period will generally be assessed a fee of \$50.00 per night of occupancy. A \$100.00 per night fine will be assessed to those students who occupy University Housing facilities without authorization. Those residents who arrive early without permission from the Department of Residence Life and Housing will be required to leave immediately, be assessed as above, and/or will be processed through the University Student Conduct System.

1. Absences from the residence hall

A resident who expects to be away from their residence hall for four or more consecutive days while classes are in session is urged to inform their RA and provide information about whereabouts and contact information in case of an emergency. Students are responsible for informing their parents of such an absence to avoid alarming them if they are unable to contact their student.

2. **Missing Student Notification Policy and Procedure for student living in on-campus residence halls**

Roger Williams University has established a Missing Student Notification Policy and Procedure for Students Living in On-Campus Residence Halls that allows students to designate an individual(s) to be contacted by the University if the student is determined to be missing by the Department of Public Safety or local law enforcement. The policy is available at <http://www.rwu.edu/about/administration/publicsafety/reports/missingstudent.htm>. Students may designate and update the individual(s) to be contacted on the Emergency and Missing Student Contact Information section of myRWU.

It is important that all students maintain current emergency contact information on file with the University, regardless of whether they live in an on-campus residence hall or off-campus. Students should designate and update, as necessary, their emergency contact information in the Emergency and Missing Student Contact Information Section of myRWU.

To designate or update missing student contact information and emergency contact information, sign into myRWU at http://prod.campuscruiser.com/q?pg=home_welcome&cp=161. Select the “Services” tab at the top of the screen, and the “Emergency Contact Information” link on the left side of the screen. This will bring up the Emergency and Missing Student Contact Information page where you may provide missing student contact information and emergency contact information.

IV. **HOUSING ASSIGNMENT POLICY**

The Department of Residence Life and Housing is responsible for developing and implementing a process in assigning University Housing to students. While efforts will be made to honor residence hall and roommate requests, **the University reserves the right to make assignments and whatever reassignments or adjustments that may be deemed necessary.** Each student agrees to meet the terms of the room assignment procedure as publicized by the Department of Residence Life and Housing. Failure to meet these terms may forfeit the student’s right to a housing assignment.

In order to accommodate a maximum number of students and to effectively use existing facilities, it may be necessary to assign some students to temporary accommodations. Withdrawals and cancellations will usually permit these students to be transferred to permanent rooms or apartments. The University will determine the number of students to be assigned to each room or apartment. No more than this number of residents will be permitted in each area.

Each August, the University will inform students whether or not the use of possession of alcoholic beverages will be permitted in the various residence areas. The University reserves the right to change the status of a residence hall or area during the year. Students who are unsure about the specific alcohol policy for the living area they reside in should contact their RA, Core or the Department of Residence Life and Housing

The University reserves the right to change room or hall assignments or to consolidate vacancies by requiring students to move when necessary. **When a vacancy occurs, the University reserves the right to assign a new occupant.** If the student already assigned to the room/apartment is resistant to the new occupant moving in, the current resident may be reassigned. This open space should be readily available with no inconvenience to the newly assigned student. It is the responsibility of the student already assigned to the room to insure the readiness of that space. Failure to prepare the space for a new occupant may result in a fine and/or conduct review.

The University reserves the right to make housing assignments, to move a student to another housing facility, consolidate open spaces and to remove a student from University Housing, when, in the University’s opinion, general living conditions for any resident or the well-being of the University will be improved by such a move. A residential community may be declared a “problem” area based on the behavior of its community members. At the discretion of the Director of Housing, in consultation with the Director of Residence Life, students of a living area may be dispersed and required to take residence in other available housing. When roommate conflicts occur and the residents cannot resolve their differences, the Director of Housing may choose to move one or all residents of that room/apartment to any vacant spaces. Students will be responsible for any financial differences. The University reserves the right not to allow a student to sign into a certain area based on academic performance or conduct history. The University reserves the right to change room occupancy at the conclusion of an academic year.

V. ROOM/APARTMENT CHANGES

Room changes are generally permitted throughout the academic year except for designated periods during the semester as stipulated by the Department of Residence Life and Housing. Students must follow the policy and procedures in room changes as announced by the Department of Residence Life and Housing. **No room changes will be permitted for at least the first two weeks of any semester so as to allow the Department of Residence Life and Housing the opportunity to ascertain where housing vacancies are located.** Room changes will also not occur while students are in temporary housing. Students that request a room change are responsible for any financial difference from one living area to another.

No student will vacate, exchange, or transfer rooms/apartments without prior written authorization from the Department of Residence Life and Housing. **Students who do so may be processed through the University Student Conduct System and/or receive a fine.** Students who withdraw from University Housing without properly notifying the Department of Residence Life and Housing and completing the appropriate paperwork will be assessed a \$50.00 improper checkout fee. Students are not permitted to lease/sublease/rent any portion of the room/space/apartment.

VI. RESPONSIBILITIES OF ROOM AND APARTMENT USE

1. Check-In/Check-Out Requirements

Students are responsible to check-in and check-out of assigned rooms as stipulated by the Department of Residence Life Housing. All students, for their own protection, are required to complete a **Room/Apartment Condition Report** form at the time they move into and leave University Housing. Failure to do so prevents verification of room condition at the time of moving in when that condition is compared against the room condition at the time of moving out. In such cases, occupants must accept the University's assessment of damages. Students who complete an express checkout form waive their right to appeal any damages. A final inspection and damage assessment of all rooms/apartments will take place by University professional staff after all residents have vacated the residence halls.

2. Keys/Locks

The University provides a lock, for the exterior door of each room or apartment in University operated housing facilities. The student agrees to not place either additional locks or other security devices on any doors (including bedrooms, etc) or to change any existing locks. The duplication of any keys is strictly prohibited. Each student must return all room or apartment keys at the end of the academic year, at the time of an authorized room change or upon withdrawal from the University. Room and apartment keys must be turned in at the time of check-out, within those guidelines stipulated by the DRLH.

Failure to return all keys will result in a fee being assessed to the student for a door lock change and a new full set of keys. In the event an occupant loses a room/apartment key, the student must report this to the Department of Residence Life Housing and follow the guidelines stipulated by the Department of Residence Life Housing to be reissued a key. A fee will be charged to occupants for replacement of lost keys and/or door lock changes. **Mailbox keys must be returned to the Mailroom.** The Department of Residence Life and Housing is not responsible for mailbox keys.

3. Room and Apartment Painting/Furnishings/Care

Students are not permitted to remodel, paint or to make any structural changes to the premises, outside or inside, nor to attach, detach or remove any furniture, or repair any damages. Rooms and apartments are supplied with appropriate basic furnishings, as determined by the Department of Residence Life Housing. Students are not permitted to remove any furnishings, appliances, or equipment from their living quarters or other part of the University. No University furnishing may be placed outside. The University has the right to enter a student room for repairs, general maintenance of residential facilities, cleaning, and health & safety inspections. The student should report all maintenance concerns to the Facilities Department through the University's web page.

Students are responsible for cleaning their assigned room or apartment and for returning living areas to the University in like condition, normal wear and tear excluded, upon withdrawal from University Housing. Repairs to any damages created in a room or apartment must be repaired by the appropriate University Department.

Students are not permitted to make their own repairs.

4. Room/Apartment/Property and Bag Inspection

The University reserves the right to inspect bags, rooms/apartments, and student personal belongings/property/vehicles including but not limited to cell phone, computer and other means of communications, for alleged policy, fire, health, and safety violations in addition to scheduled health and safety inspections and take appropriate steps to resolve any unsafe or unsanitary conditions. Bag checks may be completed either inside or outside a building by any University staff member. Room or apartments that are not being kept in an acceptable manner may be subject to weekly or bi-weekly inspections and/or residents may be reassigned.

5. Guest Policy

Residents may have guests overnight in their assigned rooms and apartments for a maximum of three days and two nights at any one time and must complete any necessary forms or paperwork as directed. Residents hosting an overnight guest must have permission from ALL roommates in the room/apartment. Residents are responsible for the conduct of their guests at all times and are responsible for escorting them while the guest is on campus. Residents will be held judicially responsibly for their guest's actions. Residents are also held accountable for intentional abuse of the guest policy.

6. Noise/Quiet Hours/Courtesy Hours

It is the responsibility of residents to always be courteous and to maintain reasonable conditions for studying throughout the day. The right to study and sleep precedes any other privileges such as visitation and/or excessive noise. Noise levels should be limited so as not to disturb other residents - there are always 24 Hour Courtesy Hours. The Department of Residence Life and Housing has the responsibility to determine Quiet Hours guidelines for all residence hall facilities. Quiet Hours are defined as hours in which residents and visitors shall be quiet as determined by the Department of Residence Life and Housing. The Residence Hall Council of each residence hall determines the specific quiet hour timeframe from the Residence Life and Housing guidelines. If a student has more than two violations involving the volume of their stereo, etc., they may be required to remove all stereo components, etc. from their residence hall room.

7. Smoking/Tobacco policy

All residence halls including apartments are smoke-free. Smoking is only permitted at designated gazebos. Hookahs, vaporizers and other smoking devices are not permitted in any residence halls including apartments. Students who are found smoking in the residence halls may be assessed a fine and/or conduct review.

VII. DAMAGES

The student will be personally responsible for the cost of repair for damage which he or she personally inflicts upon the living area or any other area of University operated property-normal wear and tear excepted-during the agreed upon time of occupancy. Each student is also responsible for damages inflicted by his or her guest(s).

The cost of repair of damages completed during the agreed upon time of occupancy will not be taken from the Housing Damage Deposit but will be paid by the student upon completion of the repairs. Damage assessments made during the academic year, at the end of the year, when a student withdraws from the Housing and/or upon graduation from the University must be paid by the student upon presentation of the bill by the University if in excess of the Housing Damage Deposit. If the bill is not in excess of the Housing Damage Deposit, the damage assessment will be deducted from the Damage Deposit. Students are not permitted to make repairs themselves.

Students will be assessed a charge for any of the following - although not limited to - conditions which exist in the living quarters at the end of their occupancy:

- A. Furniture left unassembled or missing
- B. Personal belongings/furniture left in room/apartment
- C. Room left dirty – Excessive cleaning of floors, carpets, walls etc.
- D. Room painted
- E. Ceiling tiles damaged or missing
- F. Smoke detector or sprinkler system damaged or missing
- G. Fire Emergency egress chart missing
- H. Window blinds, and/or screens damaged or removed from windows
- I. Cinder blocks left in room/apartment
- J. Fumigation due to illegal pets
- K. Writings, graffiti, or damage on room/apartment door, walls, floors or furniture
- L. Patching and painting of holes
- M. Repair/replacement of appliances

The student also agrees to be personally responsible for malicious damage, if the responsible person is not determined, which occurs in the common area of University operated housing facilities on a prorated basis of the cost to repair the damage. This shall be assessed against the student by the Department of Residence Life and Housing in an amount which, in the sole discretion of the Department of Residence Life and Housing, represents the student's fair and proportionate share of the responsibility for such damage.

NOTE: Any appeals to damage charges must be submitted in writing, by the student, to the Department of Residence Life Housing within 60 days after the date of the assessment. Appeals submitted after 60 days will not be reviewed and be deemed automatically denied.

VIII. LIABILITY

The University is not responsible for loss of or damage to the personal property of students in University housing, regardless of the source or cause of damage. This includes but not limited to food items that may spoil due to a power outage or other power/electrical issues during the academic session or break periods. Each student is urged to lock his or her room/apartment at all times. **All students are encouraged to carry adequate personal property insurance.**

Upon the vacating of, or withdrawal from, or removal from the University or University Housing, the student must remove his or her personal belongings within twenty-four (24) hours. If the student fails to remove all of his or her personal property within this time span, then the property shall be deemed as abandoned and disposed of by the University in its sole discretion.

IX. STUDENT RIGHTS AND RESPONSIBILITIES

Each student agrees to use the premises in such a manner as to comply with all local, county, state, and federal laws. Residents will not use the premises or permit them to be used for any disorderly or unlawful purposes or in any manner which is offensive to any other resident of the University as determined by the University.

Students have the right to be protected from the following dangerous or inappropriate activities. The following activities are therefore prohibited under this contract.

1. Residents have the right to a safe environment. Therefore:

- A. Students shall not permit or participate in any hazardous activity which may cause, or contribute to, fire or other hazardous condition (inside or outside).
- B. No receptacles, vehicles, furniture or other articles or obstructions shall be placed inside or outside of the halls, grounds, other common areas or passageways, including the Bayside "U". To do so violates local and state fire regulations and this Contract.
- C. The causing of a false fire alarm, unnecessary discharging of a fire extinguisher, calling in a bomb scare or any tampering with the fire safety system (i.e., sprinkler system, smoke detectors, pull boxes, fire escape ladders, fire extinguishers, etc.) may result in immediate removal of the student from University housing and possibly in the student being separated from the University and/or being turned over to the civil authorities.
- D. Failure to pull a fire alarm and alert the Department of Residence Life and Housing staff in the event of a fire may result in disciplinary action.
- E. Cooking is prohibited in all residence halls, except in kitchen areas in Bayside Courts, Almeida and North Campus Residence Hall and only as designated by the Department of Residence Life and Housing.
- F. Failure to evacuate during a fire alarm or fire alarm drill may result in disciplinary action.
- G. Multiple activations of a fire alarm due to cooking may result in disciplinary action or relocation to a traditional style residence hall.

2. Residents have the right to an environment free of safety and health hazards and one that facilitates academic study. The following are therefore prohibited in University-operated housing facilities:

- A. Firearms, firearm ammunition, knives, weapons, firecrackers, explosives, or chemicals of any kind. Any device that launches by air, including but not limited to sling shots, dart, air, pellet or paint guns.
- B. Waterbeds, lofts (not provided by the University) or the lofting of beds on desks or other furniture.
- C. Animals or pets (dogs, cats, hamsters, turtles, snakes, birds, lizards, etc.) except for fish. Fish tanks may not exceed 20 gallons. No more than two (2) 20 gallon tanks are permitted per apartment/room. Violations of the pet policy will result in a \$100 fine and additional conduct review.
- D. Electrical appliances such as space heaters, air conditioners, electric blankets, and immersion heater coils which are extreme fire hazards or appliances which are not suitable for a residence hall environment. Microwaves, toaster ovens, hot plates, fry pans, indoor grills and other cooking appliances are allowed only in the private kitchens at Almeida, Bayside and North Campus Residence Hall. The University reserves the right to confiscate and dispose of any appliance deemed hazardous. It is the student's responsibility to check with the Dept. of Residence Life Housing whether or not appliances other than those listed above are allowed.

- E. No personal furniture may be left unattended outside a room/apartment (Hallways, stairways, courtyards, grounds, etc.). Items will be removed and students will be billed accordingly. University furniture cannot be removed from a room/apartment.
- F. Motorcycles and other motorized vehicles
- G. Nothing shall be attached to, or hung from any ceiling (i.e., tapestries, posters, hammocks).
- H. Smoking is prohibited in all residence halls including apartments. This includes but not limited to the use of hookahs, vaporizers and other smoking devices.
- I. Nothing shall obstruct windows or doorways such as unauthorized blinds, curtains, posters, towels or tapestries, etc.
- J. The selling, manufacture, possession, distribution of narcotics, hallucinogenic drugs, controlled substances and drug-related paraphernalia are prohibited.
- K. Kegs or other mass quantity alcoholic beverage containers (empty or full). Kegs, beerballs and taps will be confiscated and disposed of when discovered. Possession of a keg or other mass quantities of alcohol may result in a removal from university housing.
- L. Gambling
- M. Aerials attached to the outside of the buildings
- N. Cinder blocks
- O. Parties are prohibited. Whether a party exists or not shall be determined by the Department of Residence Life and Housing and/or Public Safety. (Hosting a party may result in a temp. or permanent removal from Univ. Housing.)
- P. Road signs, traffic cones, construction lights, construction signs or traffic lights.
- Q. Incense, candles, or oil lamps may result in a \$50 - \$100 fine and additional conduct review.
- R. Removal of screens from Residence Hall windows may result in a \$50 fine.
- S. Halogen lamps of any type.
- T. Alcohol paraphernalia (e.g. flasks, cans, bottles, and empty cases) are not permitted in the residence halls by any student under 21 years of age. Alcohol can/bottle collections, alcohol drinking consumption paraphernalia (e.g., beer pong table, funnel etc.) are not permitted in the residence halls regardless of age.
- U. Live/cut trees/wreaths
- V. Tapestries, banners (plastic or material), flags or alcohol boxes/cases are not permitted on walls, doors or ceilings and may result in a \$50-\$100 fine.
- W. Fog Machines.
- X. Metal-tip darts are not permitted.
- Y. Any sports-related activity (including but not limited to: using sports equipment, ball playing, rollerblading, skateboarding, water/food fighting, etc.) and activity which could cause personal injury or cause damage to property is prohibited within on-campus housing.
- Z. Snowball throwing and/or snowball fighting are prohibited in or around on-campus housing.
- AA. Any other items as specified by the Director of Public Safety, the Director of Housing, or their designee for the purpose of insuring the right to safety for all residents.

NOTE: Certain prohibited items may be confiscated and stored until the next University break. It is up to the Department of Residence Life and Housing to use discretion in this manner. The University does not have to store any items confiscated. The student is responsible for contacting the CORE to coordinate a pick-up date and time. The University assumes no obligation for the care or safekeeping of the confiscated items while in its possession. Items not retrieved will be deemed abandoned and disposed of at the University sole discretion.

3. Residents have the right to an environment free of electrical hazards. Therefore:

- A. Only portable refrigerators up to a maximum of five cubic feet are permitted in residence hall rooms. Microfridges rented or purchased from the Department of Residence Life Housing are approved appliances to be used in the residence halls.
- B. All room doors, egress doors, and ceilings shall be free of any decorations, posters, tapestries, etc.
- C. The stringing together of electrical cords shall be prohibited outside individual rooms/apartments.

4. Residents have the right to live in an environment that honors federal, state and local laws on alcohol and drugs. Therefore:

- A. The use of alcoholic beverages and illegal drugs on the University campus is governed by federal, state and local laws and additional University policies as stated in The Student Handbook.
- B. All students living in or guest visiting Maple, Cedar, Willow or Stonewall Halls, "Substance/Alcohol Free Living Learning" area or any alcohol free living area are prohibited, regardless of age, from consuming or possessing alcohol.

5. Residents have a responsibility to themselves to act in a safe manner. Therefore:
- A. Students are not allowed on the roofs of buildings and/or on fire escapes/ladders unless in the event of an emergency egress from the building.
 - B. All students are required to carry their own university identification with them at all times. Loaning or using a University ID card for the purpose of accessing services, including, but not limited to, dining facilities, ticket sales, any University sponsored event, and building entrance is strictly prohibited.
 - C. Students are advised to leave all exterior doors closed and free of any items that might prop the doors open.
 - D. Students will not enter/exit from alarmed doors except in emergencies.
 - E. Balconies, patios or windows are not to be used as entrances or exits unless in the event of an emergency egress from the building.
6. Residents have the right to be protected from excessive damage bills and/or physical harm. Therefore:
- A. Students are not permitted to throw anything out of or at windows or out of or at buildings.
 - B. **Students can only hang magnetic memo boards on room doors – boards hung with adhesives will be removed and any damages assessed.**
 - C. **Writing on doors is prohibited.**
7. Residents have the right to a clean living area. Therefore:
- A. The University provides suitable means for trash removal. The student agrees to place no trash on patios, in halls, in laundry rooms, in lounges, in bathrooms or in any other common areas to help insure this right. Failure to keep common areas clean will result in the living area being billed for clean up charges.
 - B. Residents cannot refuse bathroom cleaning services.
 - C. Students must maintain the cleanliness of their living environment including the common area.
 - D. Students must, at all times, keep themselves and their person in a clean, presentable and inoffensive manner.
8. Residents have the right to live in an environment where people respect the living area they share. Therefore:
- A. Students are not allowed to deface (e.g., write/paint/draw on doors, door frames, walls, floors) any surface inside of or outside of the residence hall buildings.
 - B. Any items displayed for public view (e.g., room windows) cannot be alcohol/drug related, offensive or discriminating. The University will be the arbitrator of what is offensive or discriminating in the best interest of the community.
 - C. The removal of University furniture from lounges and public areas shall be treated as theft and may result in a \$50.00 fine and additional conduct review.
9. Residents have a responsibility to help insure that parking policies are administered fairly. Therefore:
- A. All students agree to comply with the University's parking regulations, as stated in the Student Handbook.
10. All residents have the responsibility to become familiar with the rules and regulations of this community so that they may participate in it as active, positive members. Residents have the right to an environment founded in the principles of mutual respect for peoples' rights and property. Therefore:
- A. All students agreeing to live on the Roger Williams University campus consent to abide by the rules and regulations of the University as set forth in this Contract, the University Catalog and The Student Handbook, as well as any other Residence Hall or University regulation which may be promulgated hereafter to meet the specific needs of the students or the University.
 - B. All students should understand that it is their responsibility to maintain control of their own life and choices. Control over one's choices and options are only given up when one chooses to violate the rights of others in the community and/or the regulations set up to protect those rights.
11. Residents have the right to an orderly, reasonable living environment conducive to study and life skills development. Therefore:
- A. All students agree to comply with the directions of a University official, acting in the performance of his or her duties, when stating a reasonable request.

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards: Important Information for Residents of Almeida Apartments, Baypoint Inn, Cedar Hall, and Maple Hall

Federal & State Lead Warning Statement

“Every lessee of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The lessor of any interest in residential real property is required to provide the lessee with any information on lead-based paint hazards from risk assessments or inspections in the seller’s possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to rental.”

University’s Disclosure for Almeida Apartments

- A. Presence of lead-based paint and/or lead-based paint hazards:
____ Known lead-based paint and/or lead-based paint hazards are present in the housing.
 X **University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.**
- B. Records and reports available to the student:
 X University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).
- 4/28/2011 Analytical Testing Report: Paint chip from 400 Bldg. Apartment Porch. Sample is “Lead-Free” per RI DOH.
 - 4/28/2011 Analytical Testing Report: Paint chip from 400 Bldg. Apartment Ceiling and Wall. Sample is “Lead-Free” per RI DOH.
- ____ University has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

University’s Disclosure for Baypoint Residence and Conference Center and Cedar Hall

- A. Presence of lead-based paint and/or lead-based paint hazards:
____ Known lead-based paint and/or lead-based paint hazards are present in the housing.
 X **University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.**
- B. Records and reports available to the student:
____ University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).
 X **University has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.**

University’s Disclosure for Maple Hall

- A. Presence of lead-based paint and/or lead-based paint hazards:
 X **Known lead-based paint and/or lead-based paint hazards are present in the housing. Sample taken in student room determined to be “Lead-Safe”**
____ University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.
- B. Records and reports available to the student:
 X **University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).**
- 8/14/2008 Analytical Testing Report: Paint chip from residential room. Sample is “Lead-Safe” per RI DOH.
- ____ University has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Student's Acknowledgment:

By accepting the Roger Williams University Housing Contract, the student is certifying that he/she:

- (a) has received copies of all information listed above. Copies are available through the Department of Environmental Health and Safety: (401-254-3781 / 401-254-3494 or cconley@rwu.edu / ksouza@rwu.edu)
- (b) has received the pamphlet *Protect Your Family from Lead in Your Home* with the Rhode Island insert "What You Should Know About the Rhode Island Lead Law". The pamphlet is available on RWU EHS website at: <http://rwu.edu/about/university-offices/ehs/occupational-safety/lead-based-paint>
- (c) student has either
 - (i) spoken with RWU Department of Residential Life and Housing prior to signing this document and received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or
 - (ii) waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

**ROGER WILLIAMS UNIVERSITY AND ROGER WILLIAMS UNIVERSITY SCHOOL OF LAW
NON-DISCRIMINATION POLICY**

Roger Williams University and Roger Williams University School of Law do not discriminate against any person on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, gender expression or identity, disability, veteran status, or any other legally protected basis in admission to, access to, employment in, and treatment in its programs and activities. Inquiries regarding the application of this Non-Discrimination Policy may be referred to the following:

- Flora Prestipino, Manager of Employment, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone: 401-254-3131;
- Assistant Secretary for Civil Rights, U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue, SW, Washington, DC 20202-1100, Telephone: 1-800-421-3481; or
- Boston Office, Office for Civil Rights, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, Telephone: 617-289-0111.

The Equal Employment Opportunity Coordinator, Coordinator of Title IX of the Education Amendment of 1972, and Coordinator of the Age Discrimination Act of 1975 is Richard Hale, Chief of Staff, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone: 401-254-3079.

The Coordinator of Section 504 of the Rehabilitation Act of 1973 is Richard Hale, Chief of Staff, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone: 401-254-3079.

The University Deputy Title IX Coordinator for student matters Jen Stanley, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone 401-254-3123

UNIVERSITY CIVILITY STATEMENT

Roger Williams University maintains that upholding the highest standards of civility, respect, and understanding of others is key to thriving in an increasingly global world. The University believes that reasoned and respectful discourse is the most enduring and beneficial way for us to learn from each other. Therefore, in joining the Roger Williams University community, you are expected to practice civility and respect in all aspects of teaching, learning, and living.