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Belmont University’s Mission Statement
Belmont University is a student-centered Christian community providing an academically challenging education that empowers men and women of diverse backgrounds to engage and transform the world with disciplined intelligence, compassion, courage and faith.

Belmont University is student-centered. The university provides an environment for students to develop intellectually, spiritually, socially, and physically through experiences of learning and research, leading and serving, success and failure, and consideration and choice. Faculty, administration and staff commit themselves to guide and challenge students to develop their full potential in order to lead lives of meaning and purpose.

Belmont University is a Christian community. The university faculty, administration and staff uphold Jesus as the Christ and as the measure of all things. Students encounter Christian values relevant to personal growth and spiritual maturity and are expected to commit themselves to high moral standards.

Belmont University is academically challenging. The university offers rigorous undergraduate and graduate programs emphasizing knowledge and discernment, intellectual discourse and debate, and humble engagement of cultural and social perspectives within the framework of ethical and moral reflection. All learning contexts stress the skills and dispositions necessary for lifelong learning and the sustaining value of higher education in each person’s professional and personal life.

Belmont University welcomes men and women from diverse backgrounds. The university upholds the dignity of all and fosters an atmosphere of respect for the civil expression of divergent perspectives that enables students to learn, to live, to work, and to play together.

Belmont University empowers men and women to engage and transform the world. The university prepares students to use their intellectual skills, creativity, and faith to meet the challenges and opportunities that face the human community.
Belmont University Community Commitments

Belmont University’s success in achieving its mission and vision is highly dependent on the quality of the community it creates among its participants. Its high aspirations for students’ experience and development rest upon and are reflected by high aspirations for individual and community interactions throughout university life. As part of the overall Code of Conduct, five commitments undergird the institution’s policies and inform its expectations for members of the university community.

Each student’s enrollment and participation in university life is conditioned upon behavior that is consistent with these commitments. Students who engage in behavior that betrays the university’s Community Commitments or fails to conform to the policies based on them will be subject to disciplinary action.

Community Commitments

Individual Worth

The Belmont community is committed to the dignity and worth of every individual, recognizing that each person is unique and possesses both rights and responsibilities. This commitment to individuals’ worth is expressed through respect for differing opinions, attitudes and cultures and fair and just treatment for all. Further, civil communications, interactions, and resolutions of disagreements are essential to the recognition of another’s dignity and worth.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: physical abuse, threats, intimidation (verbal or otherwise), harassment, hazing, coercion and/or other conduct that threatens or endangers the welfare, dignity or worth of any person.

Personal Integrity

The Belmont community is committed to personal integrity as the foundation of university life and the cornerstone of a premier educational experience. Mutual trust among its members is essential to scholarship and prerequisite to effective interactions and operations throughout the university.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: cheating; plagiarism; forgery; deliberate deception; furnishing false information; alteration or misuse of any official document, record or instrument of identification; abuse of computing resources and/or other conduct that betrays, impairs or diminishes trust among members of the university community.

Critical Thinking

The Belmont community is committed to the pursuit of truth and the communication of knowledge. It encourages individuals to develop the ongoing capacity for critical, independent thinking and judgment, both inside and outside the classroom. It affirms the individual’s right to teach and to learn, and his/her responsibility to prepare adequately.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: disruption or obstruction of teaching, research, convocation, campus life programs and events, residential education, administration, disciplinary proceedings and/or other university activities including public-service functions or authorized non-university activities occurring on university premises.
Self-Control

The Belmont community is committed to self-control and to individuals’ accountability for the effects their behaviors have on themselves and others. This recognition of personal responsibility prepares all individuals to develop intellectually, spiritually, socially, emotionally and physically.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to, smoking, sexual conduct, failure to comply with university officials, infringing on others use or enjoyment of university property or activities, violations of university policies regarding alcohol and drugs and/or acts that elevate individual desires or impulses to the detriment of others.

Community Responsibility

The Belmont community is committed to its students successfully living and learning together and to maintaining respectful interactions with individuals in the communities beyond our campus. For this reason, students are called to respect the rights and properties of others. Students are also expected to comply with the laws of society and the just administration of those laws. Finally, the university encourages responsible citizenship, service, and stewardship of its resources.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience will be free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: gambling; attempted or actual theft; possession of stolen items; damage to public, private, or personal property; unauthorized possession, duplication, or use of keys to any university premises; unauthorized entry or use of university premises; disruptions of the residential living; visitation violations; fire hazards; tampering with security equipment; pets; encouraging prohibited behaviors or illegal acts and/or illegal or unauthorized possession of firearms, explosives, knives of unlawful length, or other weapons or dangerous chemicals on university premises. In addition, students are expected to comply with all university policies, as well as with federal, state and local laws.

Community Commitment Pledge

Upon matriculating to Belmont, students pledge the following:

“As a member of the Belmont University community, I commit myself to affirm individual worth, uphold personal integrity, apply critical thinking, practice self-control and accept community responsibility. In committing myself to these principles, I agree to exemplify behavior which is consistent with the university’s Code of Conduct.”

Belmont University Conduct Policies

Based on these Community Commitments, Belmont University has developed policies to assist its members in understanding what is expected of them, and to assist the community at large in operating more smoothly, effectively, and safely. Knowledge of these policies and/or expectations is the student’s responsibility and will enable her/him to navigate successfully within the university community. For more information on these policies, please review the Bruin Guide. The Bruin Guide is available online at http://www.belmont.edu/bruinguide.
Office of Residence Life:
Vision and Mission Statement

Vision
The Department of Residence Life at Belmont University is committed to fostering a Christian community that encourages students and staff to focus on personal and spiritual growth, as well as individual, communal, and civil responsibility within an educational and purposeful living experience.

Mission
Community Responsibility
• We promote respect for all people and property, as well as the rights and responsibilities of all individuals within the community.
• We serve as resources, committed to honest and effective communication with students, parents, alumni, colleagues, and members of the greater community surrounding Belmont.

Challenge/Support
• We seek to provide a vibrant community rich with opportunities for both personal and professional growth emphasizing compassion, accountability, and the development of the individual.

Commitment to Quality
• We value qualitative interactions, a timely response, and a positive professional attitude in both individual and collaborative work.
• We seek to advance our work as representatives of the values and mission of Belmont University and the Student Affairs Division through authentic and consistent relationships.

Personal Development
• We seek to empower students to make successful personal and professional transitions.
• We foster a community that promotes an excitement for learning while encouraging respect for one’s self and others.
• We strive to create an environment that will culminate in self-discovery and a strong sense of personal and community identity.

Service-Motivated
• We seek to serve students and our peers through respect, compassion, and understanding guided by Belmont University’s values, standards and expectations.

Spiritual Education and Integration
• We are committed to the development of a vibrant and dynamic Christian community upholding our dedication to the Christian values basic to personal growth and spiritual fulfillment.
• We commit to foster an environment open to the free exchange of spiritual ideas in the context of Christian education.
RESIDENTIAL LIVING EXPECTATIONS

Belmont University is committed to developing a rich and rewarding experience for its students in residence. It seeks to develop a residential experience that not only provides safe and secure lodging for students, but also makes a significant contribution to their individual and corporate education. Belmont Residence Life invests in students’ success before and after graduation by providing multiple opportunities to:

- Create the life-long relationships and memories that energize their collegiate experience;
- Make “real-life” choices about their involvement and responsibility in a community of their peers;
- Corporately reflect upon, practice and support one another’s academic experience; and
- Develop leadership skills and positively influence their peers and environment.

To this end, Belmont University’s Residence Life staff strives to create residential community that both relies upon and fosters:

**Mutual Respect**  In an increasingly diverse world, it is essential that students appreciate the value of diversity in a community. The rich residential community offers exposure to a wide variety of people, perspectives and personalities and develops residents’ regard for individual differences and their ability to participate effectively in the larger community.

**Broad Interdependence**  Increasingly, students’ success in the university and in the world beyond depends upon their ability to collaborate effectively with others. The corporate living experience quickly illuminates residents’ interdependence and nurtures their spirit of cooperation and interpersonal skills.

**Personal Responsibility**  Effective men and women take responsibility for the decisions and experiences that shape their lives. Residence Life prepares residents to make the challenging decisions of their collegiate and post-collegiate experience by providing authentic choices and realistic accountability during their residency.

**Effective Learning**  The desire and ability to learn in all contexts is essential to students’ immediate and future success. By actively supporting residents’ academic achievement and providing countless opportunities for personal and interpersonal growth, Belmont’s living-learning community broadens residents’ understanding of where learning occurs and how it is applied. Residents are responsible for conducting themselves in a manner consistent with the Community Expectations outlined in the Handbook for Residential Living and Housing Occupancy Agreement and the Code of Conduct found in the Bruin Guide online.
Roommate Bill of Rights and Responsibilities

As a Belmont University residence hall community member, the following are the rights you can expect and have a responsibility to maintain:

- The right to read and study free from undue interference in one’s room (unreasonable noise and other distractions inhibit the exercise of this right).
- The right to sleep without undue disturbance from noise, guests of a roommate, etc.
- The right to expect that a roommate will respect one’s personal belongings.
- The right to a clean environment in which to live.
- The right to free access to one’s rooms and facilities without pressure from a roommate.
- The right to personal privacy.
- The right to host guests with the exception that guests are to respect the rights of the host’s roommate(s), other complex residents and the visitation policy.
- The right to address grievances. Residence life staff members are available for assistance in settling conflicts.
- The right to be free from fear of intimidation, physical, and/or emotional harm, and racial, sexual, or other prejudicial harassment.

If you believe that your roommate has infringed upon your right, express your concern to him/her. By working together, you can eliminate the concern. If you need assistance in resolving the matter, please utilize the Roommate Agreement Form on pages 19-20 in the Handbook for Residential Living (RED) side, or contact your Resident Assistant (RA).

In the end, sometimes no matter how hard you try, it just does not seem to be working out with you and your roommate. It is possible to change rooms if space is available on campus. In order to initiate a change, you and your roommate should contact your Resident Assistant (RA) and Residence Director (RD) to determine where vacancies exist.
RESIDENTIAL LIVING AND CAMPUS SAFETY

The following policies and regulations are specific to residential living and campus safety. All Belmont students who reside in or visit our residential facilities are expected to abide by these policies. Furthermore, students are expected to govern themselves according to the Community Commitments, as well as state, federal, and local laws.

Alcohol and Other Drugs  Belmont assertively rejects alcohol and other drugs in its community. Please review Belmont’s “Substance-Free Community Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

Candle, Incense and Open Flame  Candles are not permitted within the residence halls or apartments. Any type of open flame or the presence of such items (candles, incense, tiki lamps and torches, etc.) is strictly prohibited. Even unused (decorative) candles/incense (with or without wicks) are prohibited in Belmont facilities. The presence of any type of open flame (or evidence of a flame) in university property will result in confiscation of the item and referral to the disciplinary system. Scentsy brand wax warmers are permitted.

Cleaning (and refer to Littering/Trash)  Custodial service is provided for residence hall commons areas. Students are responsible for keeping their rooms/apartments orderly and sanitary and for cooperating in the upkeep of commons areas. The Office of Residence Life may refer any student not meeting the expectations of a clean/sanitary room to the disciplinary process, and the student may be subject to Health and Safety Fines for unsanitary conditions or severe neglect in the upkeep of a room, lobby or apartment entrance.

Collective Damages  Damage and vandalism are costly and undermine the quality of life in residence halls. The university expects members of the residential community to aid in the prevention of vandalism. Residents are jointly and separately responsible for damage to their living units and furnishings and are collectively responsible for damages to common areas. Residents of a building, or part thereof, may be assessed charges for repair of damage to common areas if no student comes forward to accept responsibility.

Failure to Comply  Belmont students are expected to comply with instructions from residential staff. Please review Belmont’s “Failure to Comply Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

Contraband Items  Possession of local, state or federally owned property is prohibited, including street signs, realtor’s signs, road signs, and equipment owned by the Department of Transportation (unless proof of ownership is provided). Additionally, possession of Belmont owned property is prohibited, such as banners and signs (unless proof of ownership is provided). Violators will be referred to the Office of Campus Security and/or the disciplinary process. Contraband items will be confiscated by Residence Life staff, Campus Security or police.

Damage to Property and Premises  The Belmont community respects the property and premises of others, including the university itself. Please review Belmont’s “Damage to Property and Premises Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide. Residential students may be held financially responsible for damages or losses resulting from accidents or negligence (ex. triggering interior sprinklers as a result of horseplay, or hanging objects from sprinkler heads). Carefully read the section on liability and renter’s insurance, which directly relates to damages/vandalism.

Electrical Appliances and Safety  In order to insure maximum health and safety standards in residential areas, several categories of electrical appliances have been established. Those categories are as follows:
• Prohibited Appliances (which may NOT be used or stored in residence halls) including but not limited to: coffee makers, toasters, toaster ovens, convection ovens, electric skillets, waffle or crepe pans, crock pots, hot plates, hamburger makers, space heaters, electric blankets.

• Kitchen-only Appliances (which may be stored in rooms, but ONLY USED in kitchen facilities): oil popcorn poppers and George Foreman grills.

• Room Appliances (which may be used and stored in student rooms): musical instruments, hair dryers, fans, blenders, hot-air popcorn poppers, irons and single cup coffee makers without an open heating surface.

• Lighting Regulations and Safety: The university does not permit the use of halogen lamps or any other light that produces excessive heat in the student residential areas. Overhead, or room, lights may not be covered with any material. Though neon lights are permitted within residential areas, they may not be placed in windows or be seen from the exterior of the building. LED and CFL lightbulbs are encouraged when possible.

• Refrigerators which meet university standards (4.0 c.ft.) and are Energy Star rated are permitted.

• Microwaves (between 700-800 watts) are allowed in residential areas.

• The university reserves the right to remove and/or confiscate any appliance or device it deems unsafe or problematic to a facility’s electrical system. All confiscated items will be held by the Residence Director until arrangements are made to return the item to the student, at which time it must be permanently removed from campus, such as a university break or holiday.

**Electrical Extensions** In accordance with the direction of the fire marshal, the use or possession of 2-prong extension cords, multiple plugs, or multiple plug converters is prohibited within all of the residential areas. The fire marshal has approved the use of Underwriter’s Laboratories (UL) approved power strips with circuit breakers. In addition 3-prong extension cords not longer than 12 feet in length are also permitted. Longer extension cords may be stored in residential rooms (e.g., as needed for musical equipment), but may not be in use. Please contact your Resident Assistant (RA) if you are unsure if your power strip or extension cord is permissible.

**Emergency Action** The University reserves the right to take action when a student poses a risk to the safety or orderly operation of the community. Please review Belmont’s “Emergency Action Notice & Statement” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

**Emergency Procedures** Belmont University is committed to equipping you with tools to aid in your safety in the event of an on-campus emergency. Below is a list of common emergency procedures; however, a detailed list of emergencies and procedures is available on BIC (in Resources), titled Emergency Management Plan. Please familiarize yourself with all emergency procedures.

**Earthquake** Should an earthquake occur, you should get under a piece of sturdy furniture or in a doorway. Stay away from windows and glass. Remain in building, if building is stable, unless notified by university official to vacate building to the designated area. Persons outside when an earthquake occurs should move to an open area away from electrical wires, tall structures, etc.

**Fire Evacuation** Every time a fire alarm is activated, all residents must exit the building unless they have been notified prior to the event that it is not necessary to evacuate (as in testing of the alarms, etc.)

**IF THERE IS A FIRE OR ACTIVATED ALARM IN THE BUILDING:**

1. Evacuate the building using the stairs (NEVER use the elevator)
   - If the smoke is thick, crawl close to the floor to avoid smoke inhalation.

2. Make your way to the designated exterior gathering area and then alert emergency response personnel (if alarm has not been activated) by calling 615-460-6911.
3. If reporting the emergency, state your name, building, location of fire (wing, floor, room, etc.) and nature of the fire (laundry, equipment, mattress, etc) if possible. Stay on the line for questions, if it is safe to do so. The Office of Campus Security will contact the Nashville Fire Department.

• Designated exterior gathering area during a fire:
  - **Belmont Commons**: Parking lot of 15th Ave. Annex/Law Building
  - **Bruin Hills**: Inside Bruin Hills Clubhouse
  - **Dickens**: Parking area between Buildings 8-9 in the Hillside
  - **Hail**: Inner circle of campus/Quad
  - **Heron**: Inner circle of campus/Quad
  - **Hillside**: Buildings 1-5 12th Ave. parking lot, Building 6-9 parking lot between Buildings 6-9 and Bruin Hills
  - **Horrell**: Gravel lot on 15th and Bernard
  - **Kennedy**: Gravel lot on 15th and Bernard
  - **Potter**: Soccer Field
  - **Patton/Bear House**: Soccer Field
  - **Pembroke**: Inner circle of campus/Quad
  - **Thrailkill**: Between Building 6 of Hillside and Thrailkill Parking Garage
  - **Two Oaks**: Gravel lot on 15th and Bernard
  - **Wright/Maddox**: Grassy area in front of Wright/Maddox

• IF YOU ARE TRAPPED IN A BUILDING DURING A FIRE
  1. If you cannot get out of the building, go to the refuge area in the stairwell.
  2. If there is a fire in the hallway, stay in your room, close the doors, dial 615-460-6911 and stand close to the window to signal for help.
  3. Put something in the window to alert emergency responders to your location.
  4. If smoke is entering the room through the cracks in the door, stuff wet clothes in the cracks.
  5. Stay close to the floor to avoid smoke inhalation, but continue to shout and peek out through the window to alert emergency responders.

**Medical Emergency Information** In the event of a medical emergency, you should contact the Office of Campus Security at 615-460-6911. Also, you should alert your Resident Assistant and/or your Residence Director.

**Lockdown Procedures** A lockdown occurs when the safety of campus has been compromised due to dangerous activity near or on campus. A lockdown is initiated by the campus administration in an attempt to minimize residents’ exposure to danger. After emergency personnel has been alerted to the potential threat, all of the exterior doors of each building are locked, which means that no one can get in or out once the lockdown procedures have been initiated.

Students are expected to:

1. Pay attention to campus text alerts as well as verbal instructions from Residence Hall Staff members, so that you are aware of the situation at hand and know the appropriate course of action.
2. Go to a secure area.
3. Lock the door and barricade yourself in the room away from the doors and windows.
4. Only let those in that can be identified (university officials, police, etc.).
5. Wait calmly until you are given the all-clear signal by a police officer, campus security, or your Residence Director.
Tornado Emergency Procedures

- **Tornado WATCH**
  
  A tornado watch is issued when the weather is conducive to the development of tornadoes. A tornado watch will be accompanied by information concerning the specific area under the watch and length of time it is in effect.

- **Tornado WARNING**

  Students will be alerted by their RA Staff, either in person or via a phone call, that a tornado has developed. A tornado warning will be accompanied by information concerning the anticipated areas in the path of the tornado. **All residents are required to proceed to the designated tornado shelter area inside the building they are in, or the closest building. All students are to remain in the shelter area until the tornado warning has expired or until notified that the danger has passed by a university official.**

- **Designated interior gathering area during a tornado**

  **Belmont Commons:** Interior downstairs closet, bathroom or hallway.
  **Bruin Hills:** Clubhouse downstairs in back rooms (not in the living room) or an interior room, closet, or bathroom in a bottom apartment
  **Dickens:** 1st floor hallway – make sure all resident rooms are shut and end doors are closed
  **Hail:** 1st floor hallway – make sure all resident rooms are shut and end doors are closed
  **Heron:** Basement of Heron
  **Hillside:** Interior room, closet, bathroom, or bathroom tub of lower level apartment
  **Horrell:** 1st floor hallway
  **Kennedy:** Basement of Kennedy
  **Potter:** Basement of Potter
  **Patton/Bear House:** Basement of Halls
  **Pembroke:** 1st floor of Pembroke
  **Thrailkill:** Basement of Thrailkill
  **Two Oaks:** Basement of Halls
  **Wright/Maddox:** 1st floor of Wright and 1st floor of Maddox

  *If possible, cover self with blankets or cushions and get as low to the floor as possible. If no closet, interior room, or other recommended place is available, get under sturdy furniture (such as a desk) as far away from glass as possible. If caught outside and you cannot enter a building, lie in a ditch or depression in the ground, unless the ditch has deep water that may be hazardous.*

**Other Threats.** The campus is prepared for other threats and has developed detailed procedures for situations — see Emergency Management Plan (BIC located in Resources.) Additionally, our Residence Directors are educated and trained to handle various threats that occur in residential facilities or situations that threaten residential students. Students are expected to follow the directions and requests of Residence Life staff, Campus Security officers, and university administrators.

**Belmont University General Lawn and Grounds Policies** The Belmont community seeks to preserve its natural green spaces for current and future generations of students. Please review Belmont’s “Lawns and Grounds Notice and Statement” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

**Grills** The Metropolitan Nashville-Davidson County Fire Code prohibits the use and storage of grills within ten (10) feet of any combustible materials on any balcony or patio of a multifamily dwelling. Therefore, Belmont prohibits the possession of a private grill of any type by its residents or in any residential facility.
Permanently affixed grills located throughout Bruin Hills, The Hillside and Belmont Commons may be used by residents, provided that the following safety regulations are followed:

- Water or other appropriate extinguisher must be close at hand during use of any grill.
- Use only sufficient charcoal to cover the base of the barbecue to a depth of about 2 inches. The smallest necessary bag of charcoal should be purchased, since charcoal storage is not available. Store any extra charcoal in a metal container with a tight-fitting lid, separate from the grill. Charcoal must be stored dry, as wet charcoal can spontaneously combust and start a fire.
- Use only recognized charcoal starter fluid. Use on cold briquettes only and use the minimum quantity necessary to start the charcoal. Adding fluid to burning or hot coals can cause a flash fire and result in serious burn injuries.
- If using charcoal lighter fluid, wait one minute after applying it to the coals before lighting. Keep the container well away from the area. Take care not to spill fluid on your clothing or the area surrounding the grill.
- Lighter fluids, gas cylinders/tanks, or any other flammable grill items may not be stored inside any university building. Any leftover flammable items such as these must be safely discarded or stored in an off-campus location. Unused lighter fluid may be taken to the Metro Nashville and Davidson County Household Hazardous Waste Collection Facility (943 Dr. Richard G. Adams Dr., Nashville, TN 37207). Be sure to have your Belmont ID with you, as proof of Nashville residence is required for use of the disposal facility.
- After use, do not place hot coals in any garbage receptacle. Use a metal bucket full of water and safely immerse hot coals using long tongs. Dispose of coals only in non-combustible containers.
- Keep your combustible trash separate from the coals.
- Never leave the coals burning. Never dump the coals on the ground.
- Drip pans/grill pads MUST be used under the grill at all times, to prevent grease and other items from dropping and attracting vermin.
- Grease should be allowed to cool and harden, and then be disposed of in the trash, or it may be absorbed in an item such as a paper towel and then discarded.

Failure to follow these guidelines will result in restricted grill use.

**Hall Lobby/Clubhouse Usage**

- The lobby and clubhouse are common areas available for students to use as a social and/or study space. Therefore, these areas are not an acceptable area for storage of personal property (suitcases, boxes, bikes, etc.)
- Halls, lobbies, and clubhouses must be maintained in a clean and orderly fashion by students. Papers, trash on the floor, and/or unkempt or broken furniture are unacceptable. Walls must be kept clean as well. Housekeeping will perform basic cleaning, vacuuming and dusting, on a weekly basis.
- Lobby/clubhouse furniture must not be removed at any time; it may not be used in student rooms.
- Formal inspections of the halls, lobbies, common areas, and clubhouses will be conducted regularly by Residence Life staff.
- The hall lounges/apartment clubhouses areas may be reserved. Contact your individual front desk for specific policies. The Office of Residence Life reserves the right to determine the appropriate use of the lobby/clubhouse space. **Inappropriate use and/or maintenance of the common spaces may result in fines, billings, or loss of lobby and clubhouse privileges to students.**

**Health and Safety Inspections** To ensure the health and safety of our residential communities, Health and Safety Inspections are conducted once a semester by staff of the Office of Residence Life, which includes Resident Assistants (RA). During this inspection, the Residence Life staff will enter every room, regardless if you are present...
or not, to check for the presence of potentially hazardous conditions and/or violation of university or residence life policies. Any items not allowed by university or residence life policy will be confiscated. The university is not required to announce the period of time allotted for Health and Safety Inspections.

**Holiday Decorations** Decorations used for seasonal or special events must be constructed of flame-retardant materials. Live Christmas trees are prohibited in all residential facilities. In addition, lights used for decorative purposes must be turned off when residents are not present in the room or apartment.


Keys to residence hall rooms and other necessary keys, if any, are issued to residents upon check in; he/she is responsible for its proper use and maintenance. It is expected that the key is for his/her use only and students will be held accountable for “sharing/loaning” a key to another person. Duplication of keys is prohibited. If it is determined that a key has been duplicated or shared, the key and lock may be changed and the resident(s) charged for the change. If a key is lost, it is the responsibility of the student to inform a Residence Life staff member in his/her building immediately. Individual students are responsible for the cost of lost or stolen keys and will be charged in addition to a $5 fee to have your door unlocked by a member of the Residence Life staff.

**Liability and Rental Insurance** The university is not responsible for personal property and is not liable for damages to students’ property caused by vandalism, mischief, or other students’ negligence. The university is not liable for damages caused by electrical or mechanical failures or difficulties, or broken water pipes or flooding. Additionally, the university is not responsible for abandoned items and personal items left in common areas. Students are strongly encouraged to obtain insurance through their parent’s or guardian’s insurance company or purchase individual renter’s insurance to cover possible losses. Coverage should include both losses of university property and losses of property owned by others, which a student may cause.

**Littering and Trashing (and refer to Cleaning)** For safety, sanitary, and aesthetic purposes, each resident is responsible for the cleanliness of his or her residence. No lumber, trash or combustible materials may be stored in a room, bathroom, or other university residential facility. Common areas such as hallways, stairs, hall bathrooms, laundry rooms, and lounges are to be kept clean and clear of trash at all times, including areas surrounding front doors and balconies of apartments and rooms of residence halls.

- Failure to maintain these areas in clean condition (as represented by the presence of litter or unsanitary conditions) can result in disciplinary action resulting in a Health and Safety Fine or other sanctions.
- Various campus officials, such as Plant Operations, report incidents of excessive litter and unsanitary conditions to the Residence Life staff as soon as discovered. This includes any chalk marking/advertising on walls, sidewalks and roads. Residence Life staff will assess the area and make appropriate referrals to the disciplinary process.
- A fine may be assigned to the entire group of residents when individual violators cannot be identified (see Collective Damages).

**Noise and Disruptive Activity Policy** The residential environment is one meant to be supportive of the academic mission and focus of the university. As such, noise, or other activities which are excessively loud and/or may be bothersome to other people are strictly prohibited.

- **Quiet Hours** – are in effect from 10 p.m.-10 a.m. every day of the week. Loud or excessive noise is strictly prohibited during these hours. An inappropriate noise level or bothersome noise during this time period is defined as noise above normal conversation levels. Additionally, playing loud music, loud talking in hallways or common spaces, social functions, and slamming doors, are examples of inappropriate noise levels and activities. All residential members should respect the community in their behavior.
× **Practice Hours** – are in effect from 3 p.m.-7 p.m. daily. Instruments should not be played within the residential facilities outside this allotted time period. This policy may apply to vocal practice as well.

× **Band Practice** – band practices are prohibited in individual rooms/apartments. Band practice is defined as two or more people playing the same song within close proximity (room, adjoining suite, common areas, etc.) Students can reserve band practice rooms in the Wilson Music Building.

× **Final Exam Quiet Hours** – are in effect starting on the last day of classes each semester and initiate a 24 hour quiet period until the last final of the university is concluded. This “24-hour Quiet Hour Period” is administered to accommodate studying during the exam period.

× **Disruptive Activity** – any activity that disrupts the atmosphere of a living and learning environment, such as sports, horseplay, or activities that may be harmful or hostile to oneself or other students are strictly prohibited.

× **Personal amplification systems**, such as stereos and radios, may not at any time be played loudly, placed in residential windows, or be used to entertain people further-reaching than outside of the room in which it is played.

Residence life staff members will, in an effort to maintain an environment conducive to academic pursuits, confront and address all noise and disruptive activity issues brought to their attention. In addition, all members of the community are encouraged to actively confront others who may be in violation of the above policies. Courtesy Hours are in effect 24 hours a day, 7 days a week, meaning that students are expected to respond positively to any request by another student to lower noise levels.

**Occupancy Adjustment and Consolidation**  The Director of Residence Life has the authority to reassign students to another housing assignment. For example, the Director of Residence Life may require single occupants living in double rooms to move together in order to open double rooms for others. Other circumstances may arise and occupancy adjustment and/or consolidation are at the discretion of the Director.

**Pets in Residence**  Students may not have pets and other animals in university residence halls. The only exceptions are fish in 10 gallon or smaller tanks and service animals. Students are also prohibited from keeping or providing for animals on university property, and visiting animals must be kept outdoors and leashed.

**Responsibilities for Guests on Campus**  Members of the Belmont community bear ultimate responsibility for the actions and behaviors of guests they invite into our community. Please review Belmont’s “Responsibilities for Guests on Campus Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

**Right of Entry**  The university respects the privacy of individuals, and when access is required, will make every reasonable effort to enter a resident’s room while the resident is present. However, authorized university personnel may enter a university residence at any reasonable time to:

- Inspect the health and safety of facilities.
- Provide maintenance to university property within a residence.
- Investigate suspected violations of university policies or unlawful activity.
- Address emergency conditions such as flooding, fire or threatening weather.
- Lock doors or windows or otherwise secure the buildings.

Students should be aware that Health and Safety Inspections are conducted once a semester (see Health and Safety Inspections for more information).
Room Fines  The Office of Residence Life may levy and collect fines separate from the disciplinary process for unauthorized use or alterations of rooms, equipment, or buildings for special cleaning necessitated by improper care or use of rooms, common areas/spaces, and equipment, and for non-compliance with check-in or checkout procedures.

Room Furnishings  University-provided furniture is unique to each hall/residential facility. The university may disallow furniture and fixtures which students add to the rooms if it is determined that those items present a health or safety hazard. Students should be aware of the following parameters:

- Painting is prohibited. Items cannot be nailed or drilled into the walls.
- Waterbeds are not allowed in residential facilities because of potential leakage and damage to property.
- Furnishings are not to be used for any function other than their intended purpose. University equipment, furniture, or furnishings may not be removed or disassembled. Students will be charged for replacement or repair costs.
- The installation of furnishings or alterations such as loft systems and partitions is prohibited. Approved loft systems are provided to you from the Office of Residence Life.
- Students are not permitted to repair damages which have occurred to university property or furnishings.
- Indoor furniture that is left outside overnight by students or groups may be considered a violation of the litter/trash policy.
- Lobby/clubhouse furniture may not be placed in students’ rooms. If furniture is found within student rooms, residents will be referred to the disciplinary process.
- Cinderblocks are prohibited in all residential facilities.

If you are in doubt as to whether or not an item, decoration, or furnishing is allowed, you should ask the Residence Director of your residential facility. Please note that students may provide draperies or other decorations that are hung with the approved mounting equipment (no nails, drills, etc.). Also, the university does not provide linens or pillows as a furnishing for residential facilities, although the Office of Residence Life does have a partnership with a linen company through which linens may be purchased for student convenience.


Residential References

- A Resident Assistant in each building or area will be on-call for problems, services, and emergencies from 6 p.m. until 6 a.m. Signs posting the contact information for the Resident Assistant On-Call should be posted in your lobby/clubhouse area.
- A Residence Director will be on emergency on-call duty for each residential area (residence halls and apartments) 24 hours a day, 7 days a week, 365 days of the year. Students may reach the Residence Director on-call by contacting the Office of Campus Security at 615-460-6617.
- The front desk of each building and clubhouse of each apartment complex is staffed by a Desk Assistant (see page 10 in the Handbook for Residential Living [RED] side) during visitation hours of the residence halls and 10 a.m. to 10 p.m. of the apartment complexes.

Building Safety

- Students who are not residents of a particular complex may enter during approved visitation hours, but must follow the visitation procedures. Failure to comply with procedures will result in disciplinary action.
- Non-resident guests may only visit during approved visitation time, must be checked-in and out by the host resident, and must be escorted by the host students throughout the building at all times.
• Students are not permitted to grant access to the building to an unknown resident, non-residential students, or off-campus visitor.

• Rooms should always be locked when residents are asleep or not present.

• All side doors will be locked to outside entrances and will be alarmed-activated. To help preserve the safety and security of all residential students, tampering with the door security systems will not be permitted. Additionally, door-propping and blocking of building exits/entrances or falsely activating an emergency alarm are violations of university policy and will be addressed severely through the disciplinary process.

• Students are not permitted to tamper with door/gates and locking systems in any way. Any damage that occurs due to tampering will be charged to the student.

Identification

• It is against university policy to loan out an ID card, make copies or bypass the card access systems in any building on campus. Violations will be referred to the disciplinary process.

• Any resident who loses or misplaces his/her ID card must report it to the Office of Campus Security and obtain a replacement card.

• Students who forget their ID cards may be prevented from gaining access to enter the building. Contact your Resident Assistant or the Office of Campus Security for further direction.

Screens and Window Safety  Window screens must be left in the windows if your residential facility has a window screen and are not to be removed. If your windows open, they are not to be used as entrances or exits, and personal belongings are not to be hung out the windows. If a screen is missing, individual students will be responsible for the replacement cost. Additionally, sitting on the window ledge of an open window in a residential facility is strictly prohibited.

Search and Seizure  A search of a student, a student’s possessions or a student’s on-campus residence may be authorized by the Dean’s of Students Office if there is reasonable cause to believe that prohibited or unlawful activity has occurred. Any items found that violate the Code of Conduct or any local, state, or federal laws will be seized and reported to the appropriate authorities.

Solicitation  All solicitation in residential areas is prohibited for any person or group who is not affiliated with an approved student organization. Students are expected to report any individual violating this policy to a Residence Life staff member. Those found in violation will be removed from the campus. Any person found soliciting after once being removed from a residential area will be arrested for trespassing. Any student or student organization wishing to solicit in residence halls or apartments must request authorization from the Residence Director of the facility, and be in compliance with Belmont’s “Business Ventures on Campus Notice,” which is located at www.belmont.edu/bruinguide. Room-to-room solicitation is discouraged.

Storage  Because of space limitations, storage facilities are not available for residents. Residents should plan to store all personal belongings in their rooms. No summer storage is permitted on-campus for students. If you do not have enough room or do not want to take belongings home in the summer, you should utilize off-campus storage options. Common areas such as hallways, stairs, hall bathrooms, laundry rooms, and lounges are to be kept clean and clear of personal belongings at all times.

Tobacco-free Campus Policy  In the interest of health, the Belmont community has restricted the use of tobacco on campus. Please review Belmont’s “Tobacco-free Campus Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.
Unauthorized Areas and Entry  In the interest of student safety and successful living and learning, students should not enter unauthorized areas. Please review Belmont’s “Unauthorized Areas and Entry Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.

Visitation  All students, residential and visitors, are expected to follow the visitation rules and procedures. Additionally, students are responsible for the conduct of any guest who fails to follow the proper visitation rules and procedures. During approved visitation hours, the rights of a resident to study or sleep outweigh the right of a roommate to have visitors and/or to socialize in the room with a visitor. The following is an outline of visitation policies and procedures:

Visitation Hours

- Freshmen Residence Halls: Sunday-Thursday, Noon-11 p.m.  
  
  Friday- Saturday, Noon-1 a.m.
- Dickens Hall, Horrell Hall,  
  Thrailkill Hall & Two Oaks: Sunday-Thursday, 10 a.m.- 11 p.m.  
  
  Friday-Saturday, 10 a.m.- 1 a.m.
- Apartments: Sunday-Thursday, 10 a.m.- 11 p.m.  
  
  Friday-Saturday, 10 a.m.- 1 a.m.

Check-In/Out Procedures

- Residence Halls, Dickens, Horrell, and Two Oaks  A visitor (non-building guest or member of the opposite sex) must check-in at the front desk. The check-in process includes presenting Belmont ID or other form of ID, signing into the building, and being escorted by the guest’s host. Visitors will not be allowed to check into the building without the guest’s host being present at check-in. Host students and their guest must notify the desk staff if a decision to change rooms is made. Check-out must occur if student host or visitor decides to leave the building or visitation hours end. The check-out process requires the visitor and host to present themselves at the desk before the end of visitation hours. At that time, the visitor will sign out of the building and his/her ID will be given back.
- Apartments  Visitation within the apartment setting is based on the honor system. Residents with visitors do not need to check visitors in or out at the clubhouse. However, if guests, especially of the opposite sex, are found in an apartment outside the allotted visitation times, the host and possibly the guests will be referred to the disciplinary process. Students in apartments are expected to uphold the visitation hours and regulate themselves.

Opposite Sex Guest Visitation

- Students are not permitted in rooms, suites, or halls designated for members of the opposite sex except during approved visitation hours and only if escorted by their host at all times. Students residing in co-ed residential halls are required to check in and out of rooms of the opposite sex within their own residential facility. Noncompliance will result in disciplinary action.

Overnight Guests

- Residents seeking to host nonresident, overnight guests must obtain authorization from all their roommates and should notify their Resident Assistant. Additionally, residents may only host same-sex overnight guests. No one may serve as host in absentia. The university reserves the right to require that a
guest vacate a room, residence hall, apartment, or campus, for any reason at any time. Any guest staying for more than three days must be approved by the Residence Director of the host’s facility, including apartment complexes. Any guest staying for an extended period of time without permission will be asked to leave immediately, and the host will be referred to the disciplinary process.

**Weapons-free Campus Policy** Belmont University is a weapon-free campus. Please review Belmont’s “Weapons-free Campus Policy” in the university’s student handbook (The Bruin Guide), which is located at www.belmont.edu/bruinguide.