



Residence Policy

I. Policy Statement

The Residence Policy establishes standards that apply to all students living in campus residences. These standards are primarily designed to protect the rights, health, and safety of all individuals living in the community. At the same time, they place responsibility upon resident students to live in a manner that respects the rights of others and fosters a strong community. Failure to comply with these standards is a violation of the [Student Integrity Code](#), and will be adjudicated through the student discipline process.

The [Student Integrity Code](#), [Alcohol and Drug Policy](#), [Smoking Policy](#), [Weapons on Campus Policy](#), [Policy Prohibiting Hazing](#) and Residence Policy are all closely linked to outline appropriate behavior for residential settings.

II. Coverage

In order to ensure a living environment that assists students as they develop into responsible citizens and demonstrate behavior which is consistent with community values, there is a need for defined standards for student conduct. These standards are primarily based on the need to recognize and respect the rights of others and the need to comply with local, state and federal law.

The specific policies outlined below apply to all residents of Campus Residences. They are designed to complement the behavioral and conduct standards outlined in other university policies. All conditions stipulated in student housing agreements are enforced by this policy; a violation of those conditions is therefore a violation of this policy.

III. Definitions

Definitions for terms used in this policy:

1. **Campus Residences** include all rooms and common spaces in residence halls, campus owned houses, including Union Avenue houses and Langlow House.
2. **Guests** are defined as individuals who do not reside in the Campus Residence which they are visiting.
3. **Housing Agreement** is the document that outlines general housing expectations and directs individuals to current policies and websites where policies are modified and updated on a regular basis.
4. **Keys** include physical keys to any Campus Residence and [Logger ID/Swipe Cards](#) that also provide access to locked residential spaces.
5. **Residents** are any student (graduate or undergraduate) who has signed a Housing Agreement.

IV. Community Standards

All Residents are expected to maintain the following community standards:

1. **Cleanliness.** Residents must maintain and contribute to community standards of health and cleanliness including, but not limited to, not allowing trash, recycling and other unsanitary conditions to build up in their room, bathroom or kitchen. For living units with shared kitchens, keeping the space free of unwashed dishes and improperly discarded food is imperative. Food and trash attract pests and pose a risk to the health of the community.
2. **Compliance.** Residents (and guests) must comply with all reasonable directives from university officials charged with responsibility for guaranteeing community standards, this policy, the Student Integrity Code, or other university policies.
3. **Escort Policy.** All Guests must be escorted by a Resident while in the Campus Residence, including to restrooms, lounges, or personal rooms.
4. **Guests.** Rooms are to be occupied only by the person(s) assigned by Residence Life. Any overnight guests must stay no longer than three (3) consecutive nights unless otherwise approved by Residence Life. Residents shall be responsible for ensuring that their guests abide by all university policies. Prior to hosting a Guest, Residents are expected to consult with their roommate/housemate/flatmate(s).
5. **Room Entry.** It is the aim of all Puget Sound staff to respect each Resident's right to maximum privacy in their room. In most cases, 24-hour notice will be given prior to entering a student room. However, professional staff from Residence Life and/or Security Services, or their authorized designees, may enter a Resident's room with less than 24-hour notice to respond to an emergency, to perform maintenance work or a fire safety inspection, to conduct fire drills, to ensure compliance with health standards, or to search the room if there is reason to believe there have been violations of university policy or local, state, or federal law. Rooms may also be entered during break periods for safety inspections.
6. **Safety.** All Residents must comply with campus [fire regulations](#), including responding to fire alarms. This includes abiding by all fire safety and emergency procedure requests of the university staff. University officials will regularly check for compliance with fire safety issues.
7. **Storage.** Storage of personal property is at the resident's own risk. Storage guidelines and expectations are available in the Residence Life Office or on the [Residence Life website](#). Storage is available only to those Residents residing in Campus Residences.
8. **Unauthorized Spaces.** Residents may not occupy, for any reason, unauthorized or unapproved areas within any residential facility or its exterior areas, such as roofs, windows, window ledges, or tunnels. Windows are not to be used as entrances or exits unless in emergency situations.

V. Prohibited Conduct

Residents and Guests are prohibited from engaging in the following conduct in any Campus Residence.

1. **Behavioral Violations**
 - a. **Business Activity Prohibited.** Residents are prohibited from operating any personal or private businesses out of any Campus Residence that unduly burdens campus resources or materially disrupts the educational,

residential, or campus environment. This includes, but is not limited to, any excessive use of telephone, computer and network connections, commercial use of the university's mailing address or mailing services, providing childcare services in Campus Residences, and using kitchens for commercial purposes.

- b. **Noise.** Causing loud or disturbing sounds which may interfere with the rights of other students or members of the surrounding community, including, but not limited to, the right to rest, study, or be free of unnecessary or unwarranted distractions. Students will abide by posted community Quiet Hours (Sunday-Thursday 10pm - 8am; and Friday and Saturday midnight - 8am) and 24-hour Courtesy Hours (noise should be kept at a level that would not disrupt a reasonable person).
- c. **Safety Equipment.** Tampering with safety equipment, including fire alarms, fire extinguishers, fire suppression systems (sprinkler heads), emergency directional signs, door closure mechanisms, and window/door locks.
- d. **Sports.** Using sports equipment, engaging in water/snowball fights, or any activity in a facility or within or upon an exterior area of a facility that may endanger the well-being of others or the facility.
- e. **Weapons.** Unauthorized use, possession, or storage of ammunition, weapons, explosives, or knives. Weapons include replica or facsimile guns or knives that a reasonable person may perceive as a real weapon. For a full list of prohibited weapons, see [Weapons on Campus Policy](#).

2. Facilities Violations

- a. **Altering Physical Structure.** Changing the physical structure or appearance of residences is prohibited. This includes removing or dismantling furniture, unauthorized painting of rooms or furniture, mounting televisions, tampering with facility equipment (elevators, electrical power boxes, accessing roofs, etc.).
- b. **Animals.** Animals, other than service animals or approved Emotional Support Animals, are not allowed in any Campus Residence, with the exception of fish. Fish are allowed in tanks 10 gallons or less.
- c. **Community Damages.** Any unclaimed damage to a public area of a Campus Residence will be billed equally amongst all Residents to cover the cost of necessary repairs.
- d. **Emotional Support Animals.** Emotional support animals not approved by the University are prohibited. Students may request approval for an emotional support animal through [Student Accessibility & Accommodation](#) and Residence Life. Approved emotional support animals are to be kept in a Resident's individual room, they are not allowed in any common areas unless passing through. Animal waste should be discarded in receptacles (located outside) immediately.
- e. **Improper Check-Out.** Residents who do not follow proper check-out procedures may incur a \$75 fee. Proper check-out includes thorough cleaning of room (and common spaces for suites or houses), removing all belongings, returning keys, and departing on-time.

- f. **Keys.** Obtaining university keys illicitly, duplicating university keys, loaning keys, retaining keys beyond authorized dates for returning them to the university, or altering door safety closures or locks.

VI. Prohibited Items

The following items are prohibited within any Campus Residence, including breezeways, storage areas, or other exterior areas. If any of these articles is found to be in a Campus Residence residential space, the Resident(s) will be requested to remove it from the premises immediately. Residence Life reserves the right to prohibit or request the removal of additional items on a case-by-case basis.

1. Miscellaneous Household Items

- a. Air conditioners.
- b. Bed risers and other outside materials that elevate the bed in an unsafe manner.
- c. Fish tanks larger than 10 gallons or other unapproved animals.
- d. Pesticides (such as commercially available bug bombs, bug spray, or poison bait). Students should contact Facility Services to report any pest concerns.
- e. Refrigerators not owned by Puget Sound that are greater than 5.5 cubic foot capacity.

2. Fire Safety Specific Items

- a. Burning of incense, sage, or any object within the buildings, or evidence of these items.
- b. Candles of any type (with or without the wick, including candle and wax warmers). For use of candles in a non-residential location, or to request battery-powered candles for religious purposes in a Campus Residence, please contact the University Chaplain.
- c. Combustibles: Lighters, torches, kerosene, propane, white gas, gasoline, charcoal, and/or other fuels.
- d. Fireworks, firecrackers, incendiary devices, and/or explosive materials of any kind.

3. Appliances or Kitchen-Related Items

- a. All cooking appliances are prohibited in a residence hall room, except for electrical coffee pots, electrical tea kettle, or rice cookers with an automatic shut off. They shall be UL-listed or labeled and used in accordance with the listing or labeling instructions from the manufacturer.
- b. Appliances with heating coils or open heat sources (e.g., toaster ovens, toasters, hot plates, air fryers) or no thermostat control are prohibited. Students who reside in campus residences with private kitchens (Thomas Hall, houses, and Union Avenue houses) may use and store these items in their kitchens.
- c. Diffusers without an automatic shut off.
- d. Grills or smokers, unless an exception has been granted by Residence Life.
- e. Oil-based fryers or popcorn poppers.

4. Other Equipment, Items, or Modifications

- a. Dart boards.
- b. Diffusers without an automatic shut off.
- c. Electric blankets.
- d. Fog machines.

- e. Hanging items over sprinkler pipes, fire suppression sprinklers, lights, or out windows/doors.
 - f. Heating pads without an automatic shut off.
 - g. Hoverboards.
 - h. Humidifiers of all types unless there is a documented medical need.
 - i. Lava lamps.
 - j. Space heaters.
 - k. Weapons prohibited by the Weapons Policy.
- 5. Technology or Electrical Items**
- a. Electronic doorbells.
 - b. Satellite dishes mounted in any fashion to any interior or exterior space.
 - c. Surveillance cameras.
 - d. Wireless routers and other technologies used to amplify or modify bandwidth.

VII. Effective Date

This policy is effective as of August 1, 2023

VIII. Related Statutes, Regulations, and Policies

- [Student Integrity Code](#)
- [Alcohol and Drug Policy](#)
- [Smoking Policy](#)
- [Weapons Policy](#)
- [Policy Prohibiting Hazing](#)

Policy Owner: Director of Student Accountability & Restorative Practices

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