

RESIDENCE LIFE

NCU RESIDENCE LIFE MISSION STATEMENT

"Better Community. Better Individuals. Better Communities."

The NCU Residence Life Staff strives to create a comfortable living and learning community. Through the development of this community, individual growth will occur which will encourage students to invest in their future communities. Residents will be challenged to integrate faith and experience with social and personal responsibility to present and future communities.

HOUSING POLICY

The NCU housing policy requires all students to live on-campus unless a student is: living at home with an immediate family member, married, 23 years of age or older, a fifth year student of senior class standing, or taking 8 credit hours or less per semester. Students 25 years old or older must petition in writing to be considered for the residence halls. Applications with specific details regarding housing options are available in the Student Life office.

HOUSING PLACEMENTS

Housing placements are made by the Residence Life Coordinator and are based on the following criteria: a student's previous housing placement ("squatter's rights"), age, and class standing. Housing applications must be received by the designated deadline or seniority and priority for a room are lost. NCU reserves the right to make final decisions on placement for all students.

HOUSING DEPOSIT/CHECK-IN

A housing deposit of \$150.00 is required at the time of application for the residence halls or on-campus apartments. Each student is held financially responsible for the condition of his/her housing placement and furnishings. The student should carefully inspect his/her room or apartment upon check-in. Any existing damages should be documented on a student's Room/Suite/Apartment Condition Form.

A student's housing deposit may be assessed for damages found at check-out that are not noted on a student's Condition Form.

If a student's housing deposit drops below \$100.00 at any time during his/her residency (due to damages or fines), the student must make the appropriate payment to restore his/her housing deposit to the original \$150.00 within 30 days of notification. Housing deposits are refunded with interest when a student properly and permanently checks out of his/her room or apartment or if a student gives adequate cancellation notification before a semester begins.

HOUSING DAMAGE

A student may be assessed charges to cover replacement and labor costs for damages to their housing assignment and its furnishings beyond ordinary wear. The occupants of that room or apartment will share damage costs unless an individual assumes responsibility, in which case that student will be charged the total cost of the repairs. A thorough inspection of each room will be conducted at the end of each semester or whenever the student checks out.

Damages occurring in common areas for which the responsible person cannot be determined may be billed equally to all residents of a floor or hall.

KEYS

Residents will receive the appropriate key(s) when checking into their housing assignment. A \$10 replacement fee will be assessed for each lost key. All keys must be returned when checking out. Residents are encouraged to lock their room or apartment at all times.

Residents are not permitted to copy keys. Locks should not be tampered with. Any student found tampering with locks or possessing any campus keys not specifically assigned to them may be subject to disciplinary action.

RENTER'S INSURANCE

North Central University does not provide students with renter's insurance. Students are encouraged to purchase a renter's insurance policy for their personal property to reduce the risk of financial loss.

MEAL PLAN

Pioneer College Caterers is the food service provider for North Central University. Residents of Carlson, Miller and Phillipps Halls, TJ Jones and the Zimmerman House are required to purchase a meal plan each semester. Residents of Mensing Hall, the on-campus apartments and commuting students may purchase a meal plan.

CHRISTMAS BREAK

The residence halls are closed for a portion of Christmas break. During that time no students may live in the residence halls. Students who plan to return to their residence hall room for the spring semester are not required to remove their personal belongings from their residence hall room during Christmas break. All residence hall rooms are subject to a health and safety inspection before Christmas break. Students living in on-campus apartments are permitted to remain in their apartment throughout Christmas break. Please refer to the Student Calendar for Christmas break and residence hall closure dates.

SUMMER HOUSING

North Central University provides a limited amount of on-campus summer housing. Summer residents are charged monthly rental costs to live in the residence halls or sub-lease an on-campus apartment. A student must be registered for spring and fall classes and be current with their student account in order to be eligible for summer housing. Graduating seniors may be placed in summer housing at the discretion of the Residence Life Coordinator. Students needing summer housing must apply in the Student Life office.

FIRE SAFETY GUIDELINES

All members of the NCU community are expected to use extreme caution to avoid fire hazard. Candle or incense burning is permitted in on-campus apartments only. No candles, candle warmers, incense burning, or open flames are allowed in the residence halls at any time. Fireworks or explosives of any kind (including "stink bombs") are not permitted on NCU property.

Residents are encouraged to limit their use of electrical power strips, "splitters", or extension cords. Halogen lamps are not permitted in any on-campus facility.

Residence hall residents are not permitted to use open-coiled appliances such as toasters and toaster ovens, hot plates, electric skillets, oil-type popcorn poppers, or indoor grills of any kind such as George Foreman grills. Apartment residents are not restricted in their use of cooking appliances. Air-type popcorn poppers, coffee machines, sandwich makers and hotpot water heaters may be used in residence hall rooms. One refrigerator of five cubic feet in capacity is permitted for every two roommates. One college-size microwave per room is also allowed. Irons may be used only in residence hall laundry rooms or designated areas. Air conditioners or space heaters are not permitted in the residence halls. Live Christmas greenery and trees are not allowed in any on-campus housing.

COMMUNICABLE DISEASES

In the interest of the health and safety of all students, communicable diseases of any kind should be reported to a Resident Director. The diagnosis of a communicable disease does not constitute grounds for dismissal.

RIGHT TO ENTER

North Central University reserves the right for authorized personnel to enter any area of campus at any time for the purpose maintenance or other official University business. If at any time there is reasonable cause to believe that a resident is using his or her housing assignment in a manner inconsistent with campus policies a search may be made by a University representative to remove harmful items or gather evidence for use in disciplinary proceedings. Tours for prospective students or guests may be necessary on very brief notice. Residence

hall rooms may be used as needed to house additional persons approved by the University during College Days, Visit Days or other occasions.

University personnel will not enter living areas until after 9:00 AM except in the case of an emergency. All staff working in a living area will verbally identify themselves. When University personnel need to enter a residence hall room or apartment they will knock once and identify themselves, knock a second time, then enter using their keys. It is the resident's responsibility to respond to the knocking of University personnel. A sign will be posted on a room or apartment door if maintenance personnel are or were present.

STUDENT VISITATION

North Central University provides safe, single gender residential communities. Residence hall and on-campus apartment residents may host guests of the opposite gender during regularly scheduled times.

Carlson, Miller, and Phillipps Halls, TJ Jones, Zimmerman House:

- Fridays and Saturdays, 6:00 PM – 10:00 PM
- Sundays 2:00 PM – 6:00 PM

Mensing Hall:

- Thursdays – Saturdays, 4:00 PM – 10:00 PM
- Sundays, 2:00 PM – 6:00 PM

Orfield and Elliot East Apartments:

- Daily, 8:00 AM to 1:00 AM

Residence hall visitation is cancelled during holiday or break weekends.

During visitation times students are expected to respect the privacy of other students' apartment or residence hall room at all times by not entering without permission. Students must keep their residence hall room door fully open and lights on while entertaining guests of the opposite sex. The display of affection is not acceptable. Visitation beginning and ending times must be strictly observed.

At any other time, permission to enter opposite gender communities must be granted in advance by the RD.

QUIET HOURS

Residents are expected to refrain from causing any noise or disruption that interferes with the rights of neighboring students to study or sleep between 10:00 PM and 9:00 AM in the on-campus apartments and 11:00 PM and 9:00 AM in the residence halls.

Although the above times are designated as "quiet hours", residents are expected to be considerate of others at all times. Music should not be heard outside of a student's room or apartment. Students are also expected to respect the residents of the Elliot Park Neighborhood.

CURFEW

Students living in the residence halls have a daily curfew of 1:30 AM. All residence hall students returning to campus after this time must sign in with the Security office in Miller Hall. Residents (freshmen, sophomore or junior status) are granted a number of late points each semester based on class standing. Freshmen receive four late points, sophomores receive six and juniors receive eight. One point is deducted for each half hour or portion of a half hour past curfew that a student returns to campus. Inquiries concerning curfew or late points should be directed to the Assistant to the Dean of Residence Life in the Student Life office. Seniors, residents over 23 years of age, Honor Community, Mensing Hall, and on-campus apartment residents do not have a curfew.

OVERNIGHT CHECKOUT GUIDELINES

Residence hall students who are planning to be out of the building overnight may leave emergency contact information with their Resident Advisor. The University does not take responsibility for locating students or for their safety when off-campus on personal activities.

GUESTS ON CAMPUS

All non-resident students or guests must leave the on-campus apartments by 1:00 AM or the residence halls by 1:30 AM every night.

Residents may have guests stay overnight in their residence hall room or on-campus apartment. Guests must be registered with the hosting student's RA or CA at least 24 hours in advance and may not stay on campus for more than three nights during a given semester. All guests are subject to the approval of the RD. Guests who violate this or other residence hall policies may not be permitted on campus.

RESIDENCE HALL & APARTMENT USAGE GUIDELINES

Residence hall furniture may not be moved out of a room or from one room to another, even when there is excess furniture.

Nails and tacks are permitted in the on-campus apartments; sticky tack or "3M Command Strips" must be used when hanging pictures in the residence halls. Lofts are permitted in on-campus apartments only; lofts are not allowed in the residence halls. Student furniture and electronics may not be discarded in NCU dumpsters; special arrangements must be made through the Plant office.

ROOM INSPECTION

North Central University reserves the right to perform a room inspection at its discretion for sanitary or safety reasons. Any Residence Life staff member may do formal room inspections with a 24-hour notice. Consistent failure to keep a reasonably safe and clean room could result in disciplinary sanctions. Vacuum cleaners are available on each residence hall wing and may be checked out through the RA.

TELEPHONES/INTERNET

A telephone line is provided in each residence hall room and on-campus apartment; students supply their own telephone. Students may make local calls at no additional charge. Long distance calls may be made with an authorization code provided through the Information Technology department. Long distance charges will be billed to a student's account and may be paid in the Student Accounts office.

Each residence hall room has internet access provided without additional cost. Residence hall students are expected to follow NCU community standards when utilizing their internet service. Questions concerning internet service may be directed to the Information Technology department.

MUSICAL INSTRUMENTS

Students may play acoustic guitars or amplified instruments with headphones in the residence halls and the on-campus apartments. All other musical instruments are to be played in the practice rooms which are available for students through the Fine Arts Department.

PETS

Students are allowed to keep goldfish and tropical fish in the residence halls or in the on-campus apartments. Fish tank size is limited to 20 gallons or less. All other pets are not permitted.

RESIDENCE HALL COMMON AREAS

Common areas in the residence hall such as lobbies and lounges are open to students throughout the day. These areas are closed to residents at curfew. Furniture is not to be taken out of any common area on campus. Any personal items left in common areas (lounges, bathrooms, laundry rooms or hallways) for more than 24 hours may be discarded. Students are not permitted to loiter near doorways or in the stairwells of communities of the opposite sex.