



Housing and Meal Plan Contract Terms & Conditions 2023-2024

*The housing and meal plan contract includes both the room fee and meal plan
for the 2023-2024 academic year.*

The Residential Life *Housing and Meal Plan Contract Terms & Conditions* is a living document. The Department of Residential Life (hereinafter referred to as “Residential Life”) reserves the right to change, modify, and/or amend any of the information in this document, notifying residential students of policy or procedural changes as they occur. The latest version of this document is available at reslife.uvm.edu.

STATEMENT OF STUDENT RESPONSIBILITY

All who work, live, study, teach, do research, conduct business, or participate in the University of Vermont community are part of the University by choice. By making that choice, each of us agrees to contribute to an educationally purposeful community, which by virtue of its composition and conduct prepares us to live in a diverse and changing world. Actions that conflict with community standards will be referred to the appropriate campus conduct system.

WHO WE ARE

Our residence halls—often a student’s first home away from home—is where our staff guides students to learn more about themselves and their peers.

In this setting, we help form our students into leaders on campus and beyond by developing them to engage with difference. Their meaningful and significant residential experience has the power to shift the perception and reputation of our university.

Mission and Vision Statement

Guided by our values, the UVM Department of Residential Life supports the holistic development of residential students by providing a safe and inclusive learning environment. We leverage innovative and proven practices to create communities where students are healthy, engaged, and successful.

Values

Innovation: Informed by best practices and leading assessment efforts, we bring together the best minds to create an impactful, dynamic, and meaningful residential experience.

Collaboration: Driven by a deep-rooted dedication and sense of responsibility to our students, we come together across teams and departments to support the academic and social success of our students.

Equity and Inclusion: We prioritize and commit to supporting student learning across different identities, cultures, and backgrounds. The diversity of experience and identities present on a college campus, and indeed a residence hall, provides a unique opportunity to develop the skills, attitudes, and relationships necessary to successfully engage and positively impact a diverse and changing society.

Community: Our residence halls are more than places to sleep. We develop and emphasize strong communities where all are welcome and relationships are developed. Residentially based

courses, the presence of faculty and staff, theme-based programming, and intentional community-building opportunities allow students to learn where they live.

Student Learning & Development

Students will engage as members of residentially based Learning Communities by developing the skills, relationships, and perspectives to foster a sense of belonging within a vibrant academic and socially just UVM campus community. The skills we strive to develop in all students include:

Displaying Empathy: Being emotionally in tune with others. Perceiving and addressing the emotions of others. Placing a high value on the feelings of others and responding to emotional cues.

- When effectively developed, our students demonstrate self-regulation around activities in the halls, are aware of impact on fellow residents (i.e., being mindful of noise level), and observe and self-reflect on the feelings of others.

Authenticity: Being transparent and trustworthy. Developing credibility. Aligning words with actions. Living out values. Presenting oneself and one's motives in an open manner.

- When effectively developed, our students feel comfortable being themselves in any setting. They refrain from using substances to cope with challenging experiences. They accept responsibility for their actions while recognizing that their failures and shortcomings are not the totality of who they are.

Developing Relationships: Building a network of trusting relationships. Creating meaningful connections. Encouraging opportunities for relationships to grow and develop.

- When effectively developed, our students feel as though they have a supportive network of people on campus and can connect with peers and on-campus resources as well.

Capitalizing on Difference: Benefiting from multiple perspectives. Recognizing that our unique identities, perspectives, and experiences are assets, not barriers. Appreciating and using differences as an opportunity to create broader perspective.

- When effectively developed, students can comfortably engage with peers who have differing values; understand that what is true for them is not a universal truth. Students will realize how experiences and identities shape how they view the world and interact with others, while reserving judgment and being open to different perspectives.

Managing Conflict: Identifying and resolving conflict. Working through differences to facilitate the group process. Skillfully and confidently addressing conflict to find best solutions.

- When effectively developed, our students address issues with their peers (i.e., roommates, friends, and classmates) first before involving others, accepting critical feedback without

defensiveness, and using feedback to learn and grow. Students will understand that a difference of opinion does not need to cause conflict; and it is possible to work towards identifying some common ground.

Restorative Practices

For students and staff alike, we use [Restorative Practices](#) (RP) as a foundation to help build healthy, engaged, and successful communities, and to inform the way we respond when harm occurs. Most often this takes the form of circles, which are a way of structuring communal time to ensure that all present are able to have their voices included. RP emphasizes the value of building connections individually and as a community. It can be a useful tool for residence halls, towns, neighborhoods, and even families.

Measuring Our Success

Intentional and strategic assessment enables us to evaluate the physical and programmatic aspects of the residential experience. Through informal and formal assessment, we are able to make data driven changes to enhance the experience and propel student learning and staff development.

I. INTRODUCTION AND GENERAL POLICIES

A. Conduct

All students are required to abide by the rules of the University including those outlined in this *Housing and Meal Plan Contract Terms & Conditions*, the [Code of Student Conduct](#), and any other rules or conditions for living in a residence hall that the University may impose for the health, safety, or welfare of residents and the University community. Residential Life will take appropriate action, including termination of the Housing and Meal Plan Contract, for conduct that is found to be in violation of University policy, including but not limited to the [Code of Student Conduct](#), or that is otherwise detrimental to the welfare of the residence hall environment. Termination of the Housing and Meal Plan Contract may also include suspension or permanent prohibition from living in the University's residential facilities.

B. Non-discrimination Clause

Residential Life does not discriminate against any student with respect to eligibility for housing on the basis of sex, race, creed, color, age, ability, national origin, religion, sexual orientation, gender identity or expression, status as a veteran, or other protected category.

C. Administrative Procedures

Residential Life establishes administrative procedures so that students can obtain housing when it is available. For safety reasons, and to ensure proper billing, all students must check in, check out, and change rooms through these established procedures to ensure an accurate list of room assignments and vacancies can be maintained.

D. Resident Responsibility for Guest(s)

All rules and regulations set forth by the University of Vermont and Residential Life will apply to all residential students and their guests. Specifically, all assigned occupants of a room or suite may be subject to the same response under the University of Vermont's [Code of Student Conduct](#) as the actual violators, which includes sanctions received if found responsible for the charges. Residents are responsible for their guests' behavior and conduct on or affecting University property. Students are therefore responsible for ensuring that all guests know and behave consistently with the Code while on campus. Any person involved in an incident who is not deemed to be an assigned occupant of the room or suite where the incident occurred will be deemed a "guest" under the Code.

E. Terms & Conditions Compliance

Residents, by virtue of occupancy, agree to comply with the *Housing and Meal Plan Contract Terms & Conditions*, the [Code of Student Conduct](#), other University policies, as well as applicable federal, state, and local laws. Students are responsible for reviewing, understanding, and abiding by the University's policies, procedures, requirements, and deadlines as described in all official publications.

F. Liability Policy

1. University Liability

The University of Vermont shall not be liable to resident(s) or their guest(s) for injury to any person or damage to any personal property caused by water, rain, snow, fire, steam or sewer pipes, plumbing, stoves, refrigerators, washers, dryers, or anything else that is beyond its control. Liability for all such risks and/or damage to personal property is expressly assumed by the resident.

The University of Vermont reserves the right to subrogate against any student(s) or guest(s) of a student whose actions or inactions are the direct cause of injury to persons or damage to University property or student personal property.

2. Personal Property Insurance

The University of Vermont cannot purchase insurance for students through individual or group plans. It is strongly recommended that all residents obtain appropriate personal property insurance.

Residents are encouraged to adequately insure and keep a record of their personal belongings, including serial numbers, and to register bicycles and other valuable property with [UVM Police Services](#). For safety reasons, personal effects cannot be placed in hallways, stairwells, bathrooms, or other common areas of the residence halls. Personal property left in the residence halls after the approved period of occupancy will be removed and held for a maximum of 30 days, subject to all fees and costs UVM incurs, including but not limited to, removal fees, storage fees, cleaning fees, shipping fees, and/or disposal fees. The University is not responsible for theft of or damage to residents' personal property or belongings.

II. ELIGIBILITY AND OCCUPANCY GUIDELINES

A. Residency Requirement

The University of Vermont considers the on-campus living experience an integral and necessary part of the total education of its students. **For that reason, all first-time, first-year students are required to live on campus for their first four matriculated semesters (i.e., first year and sophomore year). Similarly, new undergraduate transfer students under the age of 20 on the first day of classes are required to live on campus for their first two semesters.** Living on campus in summer academic housing does not count towards the residency requirement; however, semesters students elect to study abroad will count towards the residency requirement. Requests for exceptions to this requirement must be made in writing to Residential Life by June 30, 2023.

1. Exceptions to Residency Requirement

Exceptions will be considered for:

- Students residing at home with their parent(s) or legal guardian(s) within a distance that Residential Life determines to be commutable (generally 30 miles or less). A notarized form from the parent(s) or legal guardian(s) is required each year a student would otherwise be required to live on campus. The required *Commuter Request* form is available online at reslife.uvm.edu.
- Students who can provide proof of independent financial status, in accordance with the guidelines adhered to by the University of Vermont and administered by [Student Financial Services](#).
- Students who have a disability that necessitates an exception as a reasonable accommodation determined by [Student Accessibility Services](#) (SAS).
- Students who have a spouse, civil union partner, or any children.
- Students who have completed two or more years of military service.
- Non-traditional students (23 years and older as of the first day of classes each semester).
- Students with part-time status (less than 12 credit hours per semester, not including where a reduced courseload is granted as a reasonable accommodation by SAS).

Note: Students should not make arrangements for alternate housing until they are notified by Residential Life that an exception has been granted. If an exception is not granted, the student will be held financially responsible for the 2023-2024 housing and meal plan contract, and will be billed for a traditional double room and the lowest-cost meal plan.

B. Priority Status

1. Full-time Degree Students

Matriculated undergraduate students who are full-time (i.e., students who maintain a course load of 12 or more credit hours each semester or who are granted a reduced courseload as a reasonable accommodation by SAS) have priority for on-campus housing.

On-campus housing is guaranteed for students who have not completed their residency requirement and are not exempt from a residency requirement. Students who have met their residency requirement or are otherwise exempt from a residency requirement may request on-campus housing, but it is not guaranteed.

Degree students who would otherwise have a residency requirement and are returning from a leave of absence or after withdrawing from classes are guaranteed on-campus housing. On-campus housing will not be guaranteed for students following a conduct suspension, regardless of whether they would otherwise have a residency requirement. If housing is available, Dean of Students permission is required for students returning from a conduct suspension to live in on-campus housing.

2. Full-time Non-degree Students

Non-degree students who are full-time and otherwise meet eligibility requirements may be considered for on-campus housing, but it is not guaranteed.

3. Part-time Students

Degree and non-degree students who are part-time, but intend to enroll in at least nine credit hours, will be considered for on-campus housing, but it is not guaranteed. However, if their enrollment drops to fewer than nine credit hours at any point during the semester, they may be required to meet with a Residential Life staff member and Residential Life reserves the right to terminate their housing contract.

C. Unregistered Students

Students who are not registered (i.e., withdraw from classes either voluntarily or involuntarily or as a result of suspension or dismissal after a student conduct process) are no longer eligible to reside in residential housing facilities. Students who are no longer registered for classes have 48 hours from the date of withdrawal to check out of their room and must follow standard checkout procedures through their residential complex office manager.

D. Accommodation Requests

Students with disabilities may be eligible for ADA accommodations in residential housing. To request a disability-related accommodation, students should contact [Student Accessibility Services](#) (SAS). It is the responsibility of the student with a disability to request accommodations within Residential Life deadlines. Late requests limit housing options within Residential Life, and may result in an inability to fulfill all or part of the approved accommodation.

Incoming students need to request a disability-related housing accommodation for fall semester prior to June 30 of each year. Current students need to request a disability-related housing accommodation for fall semester by February 15 of the preceding academic year. Requests made after this deadline or during the middle of the semester for the current academic year will only be met in accordance with room availability.

E. Housing Options

Students are housed in single, double, or triple rooms arranged in private, suite, or traditional style housing. A particular type of room, residence hall, or residential area cannot be guaranteed.

Residents are responsible for the regular care and cleaning of their own rooms, the common areas in suites, and bathrooms in suite and private style rooms.

1. Learning Communities

For most students, the housing experience takes place in [Learning Communities](#), which are built around a common theme, faculty engagement, and easily accessible events and activities coordinated by a dedicated program staff. These communities create opportunities for academic engagement outside the classroom, intentional integration of academics, enhanced student connection within themes, and thoughtful programming.

2. Additional Housing Choices

Students with unique housing requests have [additional housing choices](#). These include academic break housing, recovery housing, gender-inclusive housing, and summer academic housing.

F. Maximum Room Occupancy

In order to maintain a safe living environment for all residential students, maximum room occupancy at any time has been established for all room types at four persons, including the occupying residents. Residential Life may alter room occupancy limits for specific rooms or residence halls as a whole in accordance with section III.G.

G. Hosting Guest(s)

1. Definition of a Guest

A guest is defined as either:

- an individual who is not a student of the University, or
- a University of Vermont student who lives elsewhere on campus or off campus.

2. Host Responsibility for Guest(s)

Hosts assume responsibility for the conduct of their guests within the residential housing facilities. Residents hosting guests must do so in a responsible manner so the rights and property of roommates and other residents of the University are protected from unwanted intrusions and vandalism.

3. Absence of Residential Host

A guest may not occupy a room and/or bed space in the absence of the host.

4. Permission to Remain Overnight

A guest may only remain overnight in a room if the guest has the permission of all assigned occupants of the room. It is the responsibility of the residential host to ask for and obtain permission from all assigned occupants for the guest to remain overnight. Overnight is defined as the hours between 11:00 p.m. through 9:00 a.m. the following morning. **Overnight guests are not permitted during academic breaks.**

5. Length of Stay

To ensure the rights of all residential students, guest(s) may only stay a maximum of two consecutive nights, and only when the residential host has obtained permission from all occupants of the room. After two consecutive nights, there must be a seven-day intermission between the last overnight visit and the next visit.

6. Restriction or Removal of Guests

Residential Life reserves the right to remove guests, or otherwise bar future access to the residence halls, when the conduct of the guest(s) so dictates. Residential Life may also alter guest access policies for specific buildings, floors, rooms, or residence halls as a whole in accordance with section III.G.

H. Room Changes

1. Room Change Procedure

All room changes require the approval of Residential Life. Residents wishing to change rooms must submit an online room change request. Room change requests for both the fall and spring semesters generally open at the end of add/drop period and are offered on a space-available basis.

2. Unauthorized Room Changes

Unauthorized room changes and/or other moves from an assigned residential space without following proper room change procedures through Residential Life staff are prohibited. Room changes are not permitted prior to the halls opening in August or January. Residents are required to move into their assigned room and remain there until a room change has been approved. Residents who complete room changes without prior approval are subject to disciplinary action.

3. Administrative Moves

In the interest of health, discipline, security, and the general welfare of students, Residential Life reserves the right to change or cancel room assignments on short notice, or immediately, depending on the circumstances, consistent with Sections 3.F and 3.G of this contract.

I. Partially Filled Rooms

A resident of a partially filled room is required to provide open and equal space for a new roommate and display appropriate behavior that would be welcoming to a new resident. Anyone who fails to maintain the room in a reasonable condition for a new resident and/or creates an unreceptive situation in the room is subject to disciplinary action.

J. Room Consolidation

In an effort to maximize living space across campus, Residential Life reserves the right to consolidate students in partially filled rooms when it is deemed appropriate. Consolidation does not occur frequently and will only occur within the same residential building. However, when space permits, residents who remain in a partially filled room may be offered several options for voluntary consolidation, including the option to purchase (i.e., “buy out”), on a prorated basis, the entire room.

K. Academic Break Housing

All residence halls remain open for the Thanksgiving, winter, and spring academic breaks. Students who wish to stay for break must register online in advance and pay the applicable fee. Fees for academic break housing periods are listed in section III.D.

Residents who stay on campus outside regular occupancy periods without permission, and those with permission who are found responsible for conduct violations during break periods, will not be eligible to register for academic break housing in the future.

L. Room Entry

While the University of Vermont respects the privacy of students living in the residence halls, a student's right to privacy is limited in some circumstances.

1. Room Entry for Maintenance Work, Repairs, and Corrective Action

In order to provide efficient service, Residential Life reserves the right to enter rooms between 9:00 a.m. and 4:30 p.m. without advance notice whenever a maintenance work order is generated. Residential Life also reserves the right to enter rooms to make needed repairs or take corrective action in light of a health or safety concern, with or without generation of a maintenance work order. When entering rooms, Residential Life and University staff members, or other designees (e.g., contractors), have been instructed to perform the following steps:

- Knock on the room door, stating their name and position. If there is no response, personnel are to wait a few seconds and knock again more loudly, repeating their name and title. If there is still no answer at the door, or no indication that someone is in the room, they are to use their key to open the door six or seven inches and call out again. If there is still no answer and they do not see anyone, they are to proceed into the room and complete the work needed.
- Take appropriate public health and safety precautions, as required by law and University policy, when entering the space.
- Clean up debris and extra work materials after a job is completed.
- Photograph the area of repair before and after completion of work.
- Report any breakage or damage to the facility or UVM owned property beyond normal wear and tear.
- Leave a note on the door and update the work order in the online Residential Life system to notify the resident(s) of the status (e.g., completed, pending, etc.), as applicable.

When responsibilities have been delegated to non-University staff, this delegation must be made by the Director, or designee. The justification and procedure for room entry by delegates is identical to that of Residential Life staff.

Residential Life personnel will typically conduct community walks between 7:00 and 11:00 p.m. Support for community walk personnel is triaged and handled by on-duty professional staff members of Residential Life.

2. Room Entry by Resident Advisors

Resident advisors (RAs), serving as peer advisors and educators, live and work with residents to assist them in addressing needs within the residence halls and the university community. RAs have a duty rotation to assist with the safety of residents and facilities. While on duty, RAs conduct community walks between 7:00 and 11:00 p.m. and staff the main desks located in each residential area from 8:00 to 11:00 p.m. Support for RAs on duty is triaged and handled by on-duty professional staff members of Residential Life.

RAs responding to situations in their area are permitted to enter a space if the door is open and the occupant allows them to enter, or if they knock on a closed door and the occupant willingly opens it. Exceptions are suite doors to common areas in the following locations: 1) Living/Learning, which RAs are permitted to open and enter after knocking; and 2) Hunt, McCann, Ready, Richardson, and Sichel halls (*Trinity Back 5*), which residents are instructed to lock, but RAs are permitted to open and enter after knocking.

3. Room Entry for Cause

a. Justification for Room Entry

The University reserves the right to enter any residence hall room, without express consent, to ensure the health and safety of all residents. In accordance with the room entry procedure described below, Residential Life is authorized to use a key to enter and inspect a room or suite upon reasonable cause if they believe that a violation of any University health and safety policy or the terms of this contract has occurred, or where the health or safety of the occupants is believed to be at imminent risk (e.g., emergency situation). RAs are not authorized to execute a room entry for cause and are required to call Residential Life professional staff for assistance. Grounds for reasonable cause to enter related to violations of policy include, but are not limited to: the sight or odor of smoke of any kind; the sight of alcohol or illegal substances; the sight of a weapon in the room; a tip or a report from a reliable source that alcohol, illegal substances, or a weapon are in a room.

b. Staff Designated to Enter Room

Residential Life professional staff will not enter a student's room or suite unless approval for entry has been provided by the assistant director or designee. Where there is reason to believe that imminent risk exists to the safety or health of the occupants of a room, or to institutional property, Residential Life professional staff may use a key if necessary to enter a room without first seeking approval from the assistant director or designee. However, if possible, Residential Life professional staff should nevertheless consult with the assistant director regarding the circumstances giving rise to reasonable belief that an imminent risk exists.

In limited circumstances, the Director, or designee, may approve room entry for cause by an individual or individuals who are not members of Residential Life.

c. Room Entry Procedure

Before entering a student's room, Residential Life will first knock and announce who they are and that they intend to enter. If no response is received, the door will be unlocked using a key. Residential Life will, from the doorway, again announce their presence and intent to enter. The student(s) occupying the room, if present, will be told the purpose of the entry and, if the purpose of entry is to determine the presence of prohibited items or substances, will be provided an opportunity to voluntarily produce any item or substance for which the entry has been made. Any inspection will be limited to that which is reasonably necessary to either confirm the presence of an illegal or prohibited item or policy/code violation, or to determine whether an imminent risk to health or safety appears to be present. Residential Life will take whatever actions are necessary to respond to imminent risks to health or safety, including securing rooms and seeking assistance from UVM Police Services if illegal substances are present.

M. Room Check-in and Checkout Procedures

Students are required to follow the designated room check-in and checkout procedures. They are expected to check in to their assigned rooms when the residence halls open. A proper check-in is required in order for residents to maintain their CATcard access to exterior building doors. Anyone not registered for classes due to a financial hold on their account will not be permitted to check in for the applicable semester until the hold has been removed. Students who do not check out of their rooms by the designated times and dates for hall closings may be assessed a \$50 late charge.

N. Non-transferable Contract

The University of Vermont housing and meal plan contract may not be transferred or assigned to any other person. Furthermore, all rooms and standard furniture are the property of Residential Life and the University of Vermont and may not be sold or sublet.

O. Housing Renewal Process

Current residents **required to live on campus** must complete the housing contract for the next academic year by announced contract renewal deadlines during the spring semester. **Students currently living on campus who are not required to live on campus the following semester can request housing online at housing.uvm.edu**, but it is not guaranteed.

P. Dining Services

1. Meal Plan Requirement

The University of Vermont's residential system is complemented by a diverse and comprehensive dining program. The residential facilities are not equipped to provide individual meal preparation, so numerous dining locations are offered throughout campus. As a result, **all** residential students are required to have a meal plan for the full term of their housing contract. Students with specific meal-related concerns are able to receive individual consultation on meal planning by working directly with a registered dietitian from UVM Dining. Visit uvmdining.sodexomyway.com for details about the program, hours and locations.

2. Dining Options

Meal Plans feature a combination of Meal Swipes (access to our traditional dining halls and select retail locations, with some restrictions), Retail Points (a declining balance account) that can be used at all locations on campus, and Guest Swipes (for use in traditional dining halls only). Meals do not roll over from fall to spring semester but unused Retail Points will carry over from the fall to spring semester for students who remain on a dining plan. Any unused meals or Retail Points are forfeited upon contract termination (e.g., mid-year meal plan drops or withdrawal) or at the end of the academic year. The exception is that any additional Retail Points students add to their plan will roll over while they are enrolled at UVM.

Meal plan options include:

- **The All Access Plan** provides **unlimited** Meal Swipes, 150 Retail Points and 3 Guest Meal Swipes per semester. **This is the default meal plan for all first-time, first year students.**
- **The Retail Points Plan** provides 1450 Retail Points, 25 Meal Swipes and 3 Guest Meal Swipes per semester. This provides approximately 14 Retail Points per day and 1-2 Meal Swipes per week.
- **The All Access Plus Plan** provides **unlimited** Meal Swipes, 300 Retail Points and 5 Guest Meal Swipes per semester.
- **The Flex Plan** provides 160 Meal Swipes, 900 Retail Points and 3 Guest Meal Swipes per semester, which provides approximately 10 Meal Swipes and 60 Retail Points per week.

Irrespective of the plan chosen, Students may use up to 2 Meal Swipes per week from their meal plan at designated retail locations and times for a "Meal Exchange." A Meal Exchange includes an entrée, a side, and a beverage. There is signage located onsite noting what is considered an entrée, a side, or a beverage. Meal Swipes reset every Monday and do not roll over week to week.

3. Meal Plan Changes

Returning and transfer students should pick the meal plan that best suits their needs; however, if they are not satisfied with their choice, they can change their plan with no change fee through the end of the add/drop period (i.e., the first two weeks of each semester). Differences in the cost of the meal plan, if any, will be billed to the student's account.

First-time, first-year students will be assigned the **All Access Plan plus 150 Retail Points**. They can change their plan with no change fee through the end of the of the add/drop period (i.e., the first two weeks of each semester).

All students can switch their meal plans for spring semester starting November 1.

4. Termination of Meal Plan

When a meal plan contract is terminated, students will no longer have access to Meal Swipes and/or any unused Retail Points. Refunds of terminated meal plan contracts follow the policies outlined in section III. Financial Obligations. Meal plan contracts are automatically terminated when the housing contract is terminated.

III. FINANCIAL OBLIGATIONS

Students are housed in single, double, or triple rooms arranged in private, suite, or traditional style housing. Financial aid packages are based on the cost of a traditional double room for fall and spring semester periods of occupancy. Rooms and meals charges are calculated on an academic year basis, as further outlined below.

A. Periods of Occupancy

The residence halls are currently scheduled for academic year occupancy as follows. Housing costs have been set regardless of any adjustment to the Periods of Occupancy listed. Periods of occupancy may be modified by the University, including in response to situations beyond its control, as outlined in Section 3.I.

1. Fall Semester 2023

Halls Open⁺: New Students – Wednesday, August 23 - Thursday, August 24, 8:00 a.m.
Returning Students - Sunday, August 27, 8:00 a.m.
Halls Close: Saturday, November 18, 12:00 noon
Halls Open: Sunday, November 26, 8:00 a.m.
Halls Close: Saturday, December 16, 12:00 noon

⁺*Move in days and times will be assigned to students by Residential Life and will be strictly enforced.*

2. Spring Semester 2024

Halls Open: New Students - Thursday, January 11, 8:00 a.m.
Returning Students - Sunday, January 14, 8:00 a.m.
Halls Close: Saturday, March 9, 12:00 noon
Halls Open: Sunday, March 17, 8:00 a.m.
Halls Close: Saturday, May 11, 12:00 noon

During the academic year, students are to promptly vacate the premises: (1) **within 24 hours** after their last scheduled exam, or upon expiration of the contract period specified, whichever comes first; or (2) **within 48 hours** if (a) not enrolled in classes; (b) following termination of their contract by the University; or (c) following mutual consent between the student and the University.

Halls close at 12:00 noon for all academic break periods. Unless registered for academic break housing, students are not permitted to access the residence halls during academic breaks, and therefore should take everything they will need with them (e.g., passports, electronics, academic materials, medications). Students who do not vacate their rooms during the pre-stated periods are subject to additional charges and will be held accountable by residence hall staff. "Senior Week" room accommodations are provided at no additional charge for seniors residing in the residence halls who graduate in May and participate in official Commencement programs.

B. Meal Plan Effective Dates

Meal Plan effective dates are currently scheduled for the academic year as follows. Meal Plans are not active during academic breaks, as such times are not considered Periods of Occupancy. Meal Plan costs have been set regardless of any adjustment to the Periods of Occupancy or shift in effective dates listed. Effective dates may be modified by the University, including in response to situations beyond its control, as outlined in Section 3.I.

1. Fall Semester 2023

New Students Start: Dinner, Friday, August 25, 2023
Meals for new students moving in earlier will be provided by the host program.
Returning Students Start: Dinner, Sunday, August 27, 2023
Meals for returning students moving in earlier may be provided by the host program.
End: Dinner, Friday, November 17, 2023*
Start: Dinner, Sunday November 26, 2023
End: Dinner, Friday December 15, 2023

2. Spring Semester 2023

Returning Students: Dinner, Sunday, January 14, 2024
End: Dinner, Friday, March 8, 2024*
Start: Dinner, Sunday, March 17, 2024
End: Dinner, Friday, May 10, 2024

***Academic break periods are not included in the Meal Plan. Meals during academic breaks may be offered for an additional fee.**

C. Cost and Fees

1. Room Rates for Academic Year Periods of Occupancy

2023-2024 Maximum Academic Year Room Rates				
Rate Category	Room Description	Cost per Academic Year	Amount Billed per Semester	Location
Private Single	Single occupancy room; 1 person with 1 full bath	\$10,942	\$5,471	University Heights North & South, Central Campus Residence Hall
Private Double	Single, double, or triple occupancy room including lofts and townhouses; 2-3 people sharing 1 full bath	\$9,720	\$4,860	University Heights North & South
Private Triple	Triple occupancy room; 3 people sharing 1 full bath	\$8,058	\$4,029	University Heights North & South
Suite Single	Single occupancy room; 4-7 people sharing 1-2 full baths	\$10,500	\$5,250	University Heights North & South, Living/Learning, The Cottages
Suite Double	Double occupancy room; 4-7 people sharing 1-2 full baths	\$9,168	\$4,584	University Heights North & South, Living/Learning, The Cottages, North (Trinity) Campus Back Five*
Suite Triple	Triple occupancy room; 4-7 people sharing 1-2 full baths	\$7,664	\$3,832	University Heights North & South, North (Trinity) Campus Back Five*
Large Single	Single occupancy room; common hallway bath; more than 200 square feet of space	\$10,500	\$5,250	Limited number in Marsh/Austin/Tupper, University Heights North
Traditional Single	Single occupancy room; common hallway bath	\$10,094	\$5,047	Limited number in most halls
Traditional Double	Double occupancy room; common hallway bath	\$8,756	\$4,378	All halls except University Heights North & South, Living/Learning, The Cottages, North (Trinity) Campus Back Five*
Traditional Triple	Triple occupancy room; common hallway bath	\$6,934	\$3,467	All halls except University Heights North & South, Living/Learning, Central Campus Residence Hall, North (Trinity) Campus Back Five*
Traditional Quad**	Quad occupancy room; common hallway bath	\$5,870	\$2,935	Redstone, Christie, Harris/Millis, Tupper

*The North (Trinity) Campus Back Five are Hunt, McCann, Ready, Richardson, and Sichel halls.

**Quad rooms are used to expand housing capacity when necessary. As space permits, they are converted to triple or double rooms. When this occurs, the triple or double rate will be charged to the remaining students on a prorated daily basis effective when the other student(s) moved out. The only exception is permanently designated quad rooms that are intended to accommodate four students; no furniture will be removed from these rooms.

2. Inter-Residence Association Fee

The Inter-Residence Association (IRA) is the residential student organization consisting of elected executive leadership and student representatives from residential complexes. A yearly, non-refundable IRA fee of \$30 is charged to each student to fund events,

leadership development opportunities, and other campus-based initiatives as determined by residence hall councils.

3. Meal Plan Rates

2023-2024 Maximum Meal Plan Rates		
Meal Plans	Cost per Academic Year	Amount Billed per Semester
All Access Plan		
Unlimited Meal Swipes plus 150 Retail Points and 3 Guest Meal Swipes per semester	\$4,568	\$2,284
Retail Points Plan		
1,450 Retail Points plus 25 Meal Swipes and 3 Guest Meal Swipes per semester	\$4,568	\$2,284
The All Access Plus Plan		
Unlimited Meal Swipes plus 300 Retail Points and 5 Guest Meal Swipes per semester	4,804	\$2,402
Flex Plan		
160 Meal Swipes plus 900 Retail Points and 3 Guest Meal Swipes per semester	\$5,104	\$2,552

D. Offset Fund

A discretionary housing fund is available to offset a portion of the higher room rates associated with some rooms in Learning Communities. Students who receive need-based assistance and are members of these programs may receive support through the discretionary fund when they are assigned to a qualifying room that is more expensive than the standard traditional double and Student Financial Services determines this presents a financial hardship for them. Eligible rooms include private singles, private doubles, suite singles, and traditional singles; suite doubles are not eligible. Requests for discretionary funds must be made by the last day of the add/drop period each semester using the online *Room Offset Request* form available at housing.uvm.edu.

E. Academic Break Housing

Academic break housing is not considered a “Period of Occupancy” covered by academic year room rates and meal plans are not active during this time. To stay in the residence halls during any academic break, residents must sign up online at housing.uvm.edu, and pay a corresponding charge, as outlined below.

Academic break periods are currently scheduled for:

- Thanksgiving (Saturday, November 18-Saturday, November 25, 2023)
- Winter Break (Saturday, December 16, 2023-Saturday, January 13, 2024)
- Spring Break (Saturday, March 9-Saturday, March 16, 2024)

2023-2024 Academic Break Room Rates		
Period	Dates	Cost
Thanksgiving	November 18-25	\$161*
Winter Break	December 16-January 13	\$161* per week; \$535 for four weeks
Spring Break	March 9-16	\$161*

All Breaks	One-Day-Early (Saturday) Return	\$50
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*Except for one-day-early (Saturday) return, students will be charged a flat rate regardless of the length of stay. Refunds are not available once the break period has started.

**Seniors who graduate in May are not charged for the week between hall closing and Commencement, also known as “Senior Week.”

F. Payment Schedule

The housing and meal plan contract includes both the room fee and meal plan for the full academic year. Each student is responsible for payment of the housing fee and meal plan, one half to be prepaid each semester. Semester bills are payable to Student Financial Services in August and January.

1. Bill Adjustments

Bills payable in August are processed in early July. For **returning students**, the room charge reflects the cost of the room selected during spring semester room selection. **New students** are initially billed at the traditional double rate. After room assignments are completed, charges are adjusted up or down to match the actual cost of the room in which the student is placed. This adjustment appears in the September billing cycle.

Room charges may also be adjusted during the year due to a room change. When a student moves from a less expensive room to a more expensive one, or vice versa, the room charge is prorated based on the date of the room change. Also, as space permits, quad rooms used to expand housing capacity are converted to triples or doubles and the remaining occupants are charged as such on a prorated basis effective the day the other student(s) moved out. The only exception is permanently designated quad rooms that are intended to accommodate four students; no furniture will be removed from these rooms.

G. Cancellation of Contract for Cause by Residential Life

The University may terminate an individual student contract, or any portion thereof, for the following reasons:

- Academic suspension or dismissal violation of University policy, including but not limited to the [Code of Academic Integrity](#);
- Student conduct suspension or dismissal for violation of University policy, including but not limited to the [Code of Student Conduct](#);
- Part-time status and enrolled in fewer than nine credit hours;
- To avoid: (1) undue disruption to other students, staff or the programs of the University; (2) violation of the rights of other students; or, (3) if the student poses a real or reasonably perceived threat of harm to others;
- Failure to comply with the *Housing and Meal Plan Contract Terms & Conditions*.
- Failure to comply with public health, safety, or welfare directives issued by Residential Life, the University, or applicable legal authorities.

Students whose contracts are terminated between semesters must make arrangements to check out by 2:00 p.m. on Friday, January 12, 2024. Otherwise, if the room is reassigned, personal belongings may be packed and relocated to a storage area for a maximum of 30 days and all fees and costs UVM incurs may be charged to the student, including but not limited to, removal fees,

storage fees, cleaning fees, shipping fees, and/or disposal fees. After 30 days, belongings may be disposed of in accordance with applicable Vermont law and the student may be charged for any additional fees and costs incurred by UVM.

Students who are no longer registered, or have been suspended or dismissed from classes, have 48 hours from the date of withdrawal to check out of their room, and should follow standard checkout procedures through their residential complex office manager. Students whose contracts are canceled by Residential Life will receive a refund of housing and meal plan payments in accordance with the [Refund and Bill Adjustment Policy](#).

H. Not for Cause Contract Cancellation Options

The 2023-2024 housing and meal plan may also be canceled by students or Residential Life in the following situations:

1. Cancellation of Contract Prior to Move-in

Newly admitted students who cancel, and continuing students who are inactive or take a leave of absence, may break their housing contract at no charge.

Students who have completed or do not have a four-semester residency requirement (e.g., juniors, seniors, certain transfer students) may break their housing contract until the end of the immediately preceding spring semester with no penalty, and until June 30 for a \$250 cancellation fee. Between July 1 and the first day of classes of the fall semester the cancellation fee is \$500. Students who have completed or do not have a four-semester residency requirement and have a new contract that begins during the spring semester may cancel until the first day of spring classes for \$500.

The University may cancel an individual student contract in its sole discretion prior to move-in, provided any fees paid by the student to secure the contract are refunded.

2. Cancellation of Contract After Move-in

Students who withdraw during the semester and check out within 48 hours will receive a refund of housing and meal plan payments in accordance with the [Refund and Bill Adjustment Policy](#).

3. Cancellation of Contract Mid-year

Students living in the residence halls during the fall semester who return to UVM for the spring semester may cancel their housing and meal plan contract between semesters for a \$750 cancellation fee under the following circumstances:

- They have fulfilled their four-semester residency requirement prior to this contract period (i.e., were not required to live on campus for the 2023-2024 academic year);
- They have no residency requirement (i.e., certain transfer students); or
- Their parent(s)/legal guardian(s) provide a notarized form stating that they will be living with them at home within a reasonable commuting distance.

The following students are permitted to cancel their housing and meal plan contracts mid-year at no charge:

- Residents who in fall 2023: (1) fulfill their residency requirement, (2) complete a degree program, or (3) have a documented marriage.
- Residents who in spring 2024: (1) study abroad, or (2) do an academic internship or student-teach outside the Burlington area, as documented by their academic unit.

The University may cancel an individual student contract prior to the start of the spring semester in its sole discretion, provided any fees paid by the student to secure the contract for the spring semester are refunded.

4. Contract Release

Students with exceptional circumstances as outlined in section II.A.1 may be considered for a contract release and are required to contact the Associate Director for Administrative Services, or designee, to initiate the process. The deadline for contract release consideration is the last day to withdraw from classes each semester. If a student is granted an exception to the residency requirement, it is effective the **following** semester. **Requesting consideration for a contract release does not imply automatic termination of the contract.** Students who choose to move from the halls without approval do not receive any refund and will be billed for room and meal plan charges at the traditional double room and lowest cost meal plan rate for the entire academic year.

5. Fraternity and Sorority Life Housing Release

First-year students who intend to reside in a UVM-recognized fraternity or sorority chapter house during their sophomore year must submit their names to their chapter in accordance with the guidelines and processes established by [Fraternity & Sorority Life](#).

I. Emergency Modifications to Residential Living Operations

In the event that the University of Vermont must respond to a situation beyond its control that would make continued operation of student housing in its current form infeasible, such as a natural disaster, epidemic or pandemic, national security threat, or health and safety emergency, the University will make appropriate modifications to Residential Life operations, in its discretion, including, but not limited to, closure of some or all residential facilities, relocation of some or all residents, quarantining or access restrictions for some or all residents, prohibition of guest access to residence halls, and reduction or termination of dining services. Should this occur, room and meal plan fees for a semester in progress will not be refunded in whole or in part, as further outlined in the [Refund and Bill Adjustment Policy](#).

IV. HEALTH AND SAFETY POLICIES

A resident's activities should not interfere with the rights of a roommate or other residents to privacy, sleep, or study. For the well-being of everyone, residents assume responsibility for adhering to health and safety policies.

A. Tobacco and Cannabis-free Campus

UVM's [Tobacco and Cannabis-Free](#) policy prohibits the use of tobacco and cannabis products and any smoke-producing substances on University property. This includes all areas inside and outside of residence halls, including student rooms. Smoking any substance or creating smoke through the use of incense, candles, or other scented or unscented smoke- and vapor-producing items, including electronic cigarettes, vaping devices, and hookahs, is strictly prohibited in all residence halls. Violations of this policy will result in discipline up to and including suspension or dismissal from the residence halls and/or the University by Residential Life or the Center for Student Conduct. See Center for Student Conduct Sanction Guidelines. Students may also be referred to UVM Police Services.

B. Illegal Substances

1. Use of Illegal Substances

Being under the influence of illegal or controlled substances as demonstrated by actions and/or other evidence is strictly prohibited.

2. Possession of Illegal and Prohibited Substances

As defined by federal, state, and local statutes, possessing, using, distributing, and/or selling any form of illegal drugs, or controlled substances is strictly prohibited, and will be referred to the Center for Student Conduct for adjudication. Possessing, using, distributing, or selling drug paraphernalia (including, but not limited to, pipes, bongos, vaping devices, etc.) is strictly prohibited.

3. Sanctions for Use and/or Possession of Illegal Substances

The use and/or possession of illegal or controlled substances contradicts providing a safe learning environment and will result in discipline up to and including suspension or dismissal from the residence halls and/or the University by the Center for Student Conduct. See Center for Student Conduct Sanction Guidelines. Students may also be referred to UVM Police Services.

C. Alcohol-free Residence Halls

The University is committed to creating a quality learning environment in an atmosphere that is safe, scholarly, and respectful. This goal is best accomplished by providing residence halls that are free from alcohol. Possessing or consuming alcohol is prohibited in the residence halls, even if the student is 21 years of age or older. If under the age of 21, the possession or consumption of alcohol is a crime in the State of Vermont. Additionally, selling or furnishing alcohol to a minor is a crime in the State of Vermont. All students are responsible for reading and being familiar with the University of Vermont's [Code of Student Conduct](#) and the [Alcohol, Cannabis and Other Drug Use - Students](#) policy. Violations will result in discipline up to and including suspension or dismissal from the residence halls and/or the University by the Center for Student Conduct. See Center for Student Conduct Sanction Guidelines. Students may also be referred to UVM Police Services.

D. Health and Safety Inspections

In order to ensure a clean, healthy, and safe living environment for both current and future residents, Residential Life conducts health and safety inspections. All residential students are

issued a 24-hour notice before an inspection so that they can coordinate cleaning and health and safety efforts within their bedrooms and/or suite areas. Notice is communicated to residents by Residential Life professional staff.

Following appropriate notice, Resident Advisors (RAs) and Residential Life professional staff are authorized to enter student rooms even if resident(s) are not present. Staff members will only inspect in pairs. As part of health and safety inspections, Residential Life staff may confiscate and secure prohibited items. Any policy violations will be documented and referred to the appropriate administrative process – Residential Life or the Center for Student Conduct. Additionally, students may be referred to UVM Police Services. UVM does not warrant all room conditions to be safe as a result of such inspections.

E. Quiet/Noise Policy

1. Residents' Rights Related to Noise

Noise that unreasonably disrupts roommate(s), resident(s), and neighboring community members at any time, or that violates quiet hour or courtesy hour policies, or the community's standards is prohibited. This includes, but is not limited to, amplified sound (e.g., loud music or television, facing stereo speakers out windows, use of megaphones, electronic instruments and/or equipment, microphones, etc.). Residents are always expected to respond to requests to reduce noise. All parties present in a room or suite documented for noise will be presumed to be contributing to the community disruption and are subject to follow-up by their hall staff.

2. Quiet Hours

Residents have a responsibility to know and respect the quiet hours, which are Sunday through Thursday from 11:00 p.m. to 8:00 a.m. and Friday and Saturday from midnight to 8:00 a.m. During final exam periods at the end of each semester, quiet hours are 24 hours a day. When quiet hours are in effect, noise should not be heard outside a room or suite.

3. Courtesy Hours

During courtesy hours, which are any time quiet is requested, noise should not be heard from more than five feet outside a room or building.

F. Pets

For reasons of health and sanitation, students are not allowed to have pets in the residence halls. Exceptions are made for service animals as well as emotional support animals when recommended by Student Accessibility Services (SAS) as an ADA or public accommodation, provided the resident maintains appropriate care and control of the animal as described in the University's [Service and Emotional Support Animal Operating Procedure](#). Fish in a proper aquarium facility (10-gallon maximum, one per room) are also allowed. To be cared for properly, fish must be removed from the residence halls during extended academic break periods.

G. Emergency Evacuation and Tampering with Life Safety Devices

During the year, residence hall students will be informed about emergency evacuation of residence halls, and alarm systems will be tested periodically to ensure proper functioning.

1. Emergency Evacuation

Residents are required to evacuate the building immediately when a fire alarm sounds. Failure to do so is a federal offense and violations will be processed administratively by Residential Life, including imposition of educational sanctions and the following fines:

- First offense \$150
- Second offense \$250
- Third offense \$500

All fines will be applied to the student's account and failure to pay may result in a financial hold.

2. Tampering with Life Safety Devices

Abuse or tampering with any life safety equipment, or misuse of fire extinguishing equipment, is strictly prohibited and will not be tolerated. Life safety equipment includes smoke detectors, sprinkler systems, fire and carbon monoxide alarm systems, exit signs, emergency lights, hall phones, fire and exit doors, and identification signs used by emergency responders. Offenses will be documented and, depending on their nature will be referred to either the Residential Life Terms and Conditions review process or the Center for Student Conduct, and are subject to sanctions and **fines up to \$500**. For additional information, refer to the UVM [Fire Safety](#) policy.

H. Fire Hazards and Other Prohibited Items

1. Because student rooms are not designed for cooking and it heightens fire risk, students may not use cooking appliances or grills in their rooms, suites, common spaces, or in the vicinity of the residence halls. This includes toasters, drip coffee pots, rice cookers, hot plates, panini presses, electric grills, food dehydrators, or any similar devices. Exceptions are 700-watt or lower microwaves and 4.0 cubic foot refrigerators 34" tall or smaller that carry a UL Mark.
2. Due to extreme risk of fire and the danger of electrical overload, the use of certain types of electrical equipment is prohibited including: multi-plug adapters, halogen light bulbs (such as those found in most torchière style lamps), spider lamps, sun lamps, salt lamps, lava lamps, LED light strips, immersion heaters, and other high-wattage equipment, and space heaters.
3. No decorative covering or other flammable items, including but not limited to, tapestries should cover any doorway or be suspended from lofts, bunks, ceilings, exposed piping, or heating units.
4. Possession/use of candles, oil lamps, incense, storage of charcoal, flammable liquids such as lighter fluid, gasoline, kerosene, "Coleman" fuels, or other items that create fire danger as a result of open flame or smoldering is prohibited.
5. Extension cords are not permitted; however, power strips with over-current protection that carry a UL Mark are allowed.
6. Mercury thermometers, neon signs, and other items that may contain hazardous materials are prohibited.
7. Concrete blocks, bricks, and/or other unapproved bed risers are prohibited.

8. Waterbeds are not permitted in the residence halls.
9. Students may not use fog machines or other special-effects machines in the residence halls.
10. Dance/exercise poles are prohibited in student rooms.
11. Students may not remove screens from any residence hall windows. Hanging items outside of windows is prohibited, including antennas and satellite dishes.
12. Students may not install personal air conditioners. Air conditioners recommended by Student Accessibility Services (SAS) and installed by Residential Life may be permitted.
13. Students may not install personal locks on any residence hall door.
14. No posters may be affixed to the outside of individual room or suite doors, with the exception of whiteboards and message boards.
15. Unauthorized use of or tampering with elevators is prohibited.
16. Propping open or otherwise interfering with the closure of any entrance, exterior, or security door is prohibited.
17. Removal or possession of University property is prohibited, including but not limited to: furniture, bed rails and appliances; fixtures; other property from residence hall rooms, suites, or common areas; and road, construction, cleaning, or exit signs.
18. Hoverboards, e-scooters, e-bikes, and similar battery-powered personal transporters are prohibited due to the high risk of battery explosion or fire.
19. Students may not place any outward facing displays in room windows.
20. To avoid accidental sprinkler activation, do not hang items from sprinkler heads, and never store or place items within 18" of the plane below sprinkler heads or water may not reach a fire.

Offenses will be documented and violations will be processed administratively by Residential Life, who may assess fines of up to \$500. **Any policy violation that results in a response by the Burlington Fire Department is subject to an automatic fine of \$500.**

I. Firearms and Weapons

The possession of firearms, fireworks, explosives, or weapons of any kind, and replicas or facsimiles thereof, is prohibited on campus and in the residence halls as they pose a substantial danger to the safety of all residents. The only exception to this policy is that certified law enforcement officers may wear a firearm while on campus. Offenses will be documented and referred to the Center for Student Conduct. Additionally, students may be referred to UVM Police Services.

J. Laundry Facilities

Laundry facilities (i.e., washers and dryers) are located in each residential complex. The cost is included in the room fee. The laundry facilities are for resident use only; students who provide non-residents with access to them will be subject to disciplinary action.

V. SECURITY MEASURES

A. Access to Residence Hall Buildings

With the exception of administrative offices, dining facilities, classrooms, and common-use areas (e.g., Living/Learning), the University of Vermont's residence halls are locked 24/7 for the

safety, security, and privacy of residents. Residence hall buildings are not public spaces; only students who reside in a particular residence hall have access to that private living space. Non-residents of a particular building can enter that building only as a guest and must be hosted and accompanied by a host while visiting the building.

1. Room and Building Keys

Residents are issued a room key when they check in to their residence hall. Duplicating room keys compromises security and is not permitted. Exterior doors are unlocked using a student CATcard except in the Cottages, which require an exterior key. Students should keep their doors locked, carry their key(s) with them at all times (separate from their CATcard), and refrain from lending their key(s) to anyone.

2. Tampering with Security Systems

Propping, tampering and/or damaging security systems such as security screens, doors, door hardware, hall phones, surveillance cameras, or card-access systems compromises the safety and security of residential students and the residence halls, and is strictly prohibited and subject to sanctions through the Center for Student Conduct. Additionally, students may be referred to UVM Police Services.

3. Trespassing and/or Illegal Entry

Trespassing upon, forcibly entering, or otherwise proceeding into unauthorized areas of University owned or leased buildings or facilities, their roofs, or the residential space of another student without permission is strictly prohibited and subject to sanctions through the Center for Student Conduct. Additionally, students may be referred to UVM Police Services.

4. Posting

Residential Life's main office, located in Robinson Hall on Redstone campus, will serve as the clearinghouse for the distribution of all posted materials, not to exceed 11x17 inches in size. Students who wish to post flyers must bring them to this location for distribution. Residential Life staff will be responsible for posting and monitoring approved materials on bulletin boards in the residence halls. Posting on walls, windows, trees, light posts, benches, signs, or any other areas outside the residence halls is not permissible and will result in flyers being removed and possible sanctions. Individuals and/or sponsoring groups must provide contact information in the event that follow-up is necessary. Materials that violate the University's [*Posting and Solicitation*](#) policy or state and federal laws will not be approved for posting and are subject to immediate removal. Individuals engaging in inappropriate posting may be referred to the Center for Student Conduct and/or UVM Police Services.

5. Solicitation

Residents and recognized UVM student organizations seeking to staff a table, distribute literature, or engage in other forms of **non-commercial solicitation** within the residence halls must register at Residential Life's main office located in Robinson Hall between the hours of 8:00 a.m. and 4:30 p.m., Monday-Friday. UVM student organizations are defined by the University's [*Group and Organization Recognition*](#) policy.

Non-commercial solicitation by residents or UVM student organizations can only take place in the lobbies/common areas of residential complexes (i.e., the spaces that connect residence hall buildings together, where the main desk is located). Residents and/or UVM student organizations wishing to solicit in residential complexes must register at least 24

hours in advance so that affected Residential Life staff can be notified prior to set-up and the solicitation event.

Please note that, pursuant to federal law, special considerations may apply when the non-commercial solicitation includes candidates for public office and/or a political campaign. See UVM's [Political Engagement, Advocacy, and Campaign Related Activities](#) policy.

The University does not permit door-to-door canvassing activities in the residence halls and private work or living areas within the residence halls, regardless of the individuals' University affiliation status or type of solicitation.

Individuals engaging in inappropriate solicitation may be referred to the Center for Student Conduct and/or UVM Police Services.

All requests for **commercial solicitation** must follow the process outlined in the University's [Posting and Solicitation](#) policy. Residents cannot run a business of any kind from their room or any residence hall/university property.

B. Lockouts

1. Issuing a Temporary Room Key

Residents who do not have their key and are locked out of their room can go to the complex main desk to sign out a temporary key. If the complex desk is closed, residents should call the Resident Advisor (RA) on duty between 7 p.m. and 8 a.m. At all other times they should call UVM Police Services, who will contact the Residential Life staff member on duty for them. Temporary keys can only be borrowed for up to 24 hours. Residents who do not return a borrowed key within 24 hours may be billed \$55 for a lock change. To deter excessive use and/or irresponsible behavior, residents will be assessed a \$25 fee billed to their student account after every fourth room lockout.

2. Lost Key Charges

Residents who lose their key(s) should contact their complex main desk immediately for assistance. Lost room keys will result in an automatic lock change and a charge of \$55 to their student account. Replacement of an exterior door key for the Cottages is \$55. There is also a replacement fee for other types of lost keys (e.g., bike room, elevator, etc.).

C. University Surveillance Systems

The University has installed closed-circuit television cameras in outside areas, entryways, and public indoor areas of the residence halls for the purpose of increasing safety and reducing incidents of crime.

VI. CARE OF FURNITURE AND EQUIPMENT

A. Responsibility for University Property

1. Responsibility for Room

Residents are responsible for the condition of their room. If a room is vacated by one or both residents and the room is left in a condition that makes it unfit for reassignment, both residents will be charged a fee for the cleanup and preparation of the room unless the responsible person(s) can be identified. Damage to or theft of furnishings will be charged to the assigned resident(s).

2. Care of Room During Inclement Weather

During inclement weather, particularly in freezing conditions, it is expected that residents will keep their room windows latched closed and thermostat set at 65 degrees or higher (3 for units with settings 0-5). Students should take care not to block or cover any heating units as it may compromise their effectiveness and potentially cause other facilities-related issues. **Fans are not allowed in windows during the winter months. Should damage occur as a result of a window being left open, causing a broken radiator or plumbing pipe, residents will be held responsible for the cost of repairs, including damage to their room and all other affected rooms and property. It is strongly recommended that each resident obtain appropriate insurance for personal property.**

3. Improper Storage

For safety reasons, personal effects cannot be placed in common-use bathrooms, corridors and stairwells, lounges, or other common areas of the residence halls. Personal property left abandoned in student rooms after the approved period of occupancy will be removed and held for a maximum of 30 days, subject to a removal fee.

4. Assigning New Residents

Residents who do not have a fully occupied room at the end of the fall semester should anticipate getting a new roommate or roommates in the spring semester. Current residents must leave their room in a condition that is acceptable and welcoming for a new student to occupy (e.g., clear bed, closet, dresser and desk, allowing for equal space in the room). Failure to prepare the room as noted above will require custodial staff members to perform this task and the current resident will be charged accordingly.

5. Responsibility for Common Areas

- Residents are expected to take every precaution to assure that common area residence hall property is not abused. Lounge furniture is considered common area property for use by all students and may not be removed from common areas. Residents found to have lounge furniture in their room may be processed administratively by Residential Life.
- To protect both the rights of residents to sleep and study, as well as the condition of facilities, residents are to refrain from sporting activities, including but not limited to

skateboarding, rollerblading, and ball- or Frisbee-throwing in hallways, lounges, and common areas of the residence halls.

6. Unassigned Damage

Residents of a room, suite, floor, hall, landing, column, or complex are held jointly responsible for losses or damages beyond normal wear and tear where individual responsibility cannot be determined. **Unassigned damage charges will be billed in appropriate circumstances following discovery and no less than at the end of each semester. Unassigned damage charges cannot be appealed.**

7. Assigned Damage

Residents are encouraged to complete an online room inspection form after moving in or changing rooms to document the condition of the space. Student rooms are inspected by Residential Life staff at the end of each academic year and occupants of the room are held jointly responsible for losses or damages beyond normal wear and tear or where extra cleaning is required. Residents are notified via UVM email by mid-June of any charges resulting from room inspections that have been applied to their student account and they have until June 30 to appeal them.

B. Internet and Phone Service

1. Internet Access

All residence hall rooms have wireless and wired Ethernet access to the Internet. There is no connection fee for either service. Properly configured computers and printers may be attached to the campus network without explicit permission. To safeguard network security and performance, no other device or network service, such as routers, hubs, sniffers and wireless access points, may be placed on the network without approval, as stated in the University's [Computer, Communication, and Network Technology Acceptable Use](#) policy.

2. Phone Service

Telephones are located in the hallways of floors with student rooms. These telephones are for emergency use as well as personal calls. Local calls are free and residents may use a prepaid phone card for making non-local calls. Phone jacks in student rooms are not activated except when the University's Student Accessibility Services office determines a landline is necessary as an ADA accommodation.

3. Communication with Residents

Residential Life's official method of communication with residents is University email. Residents are expected to check their University email account regularly. Residential Life requests cell phone numbers on the housing and meal plan contract and, when provided, may use them as an alternate way to contact residents. See the [Electronic Student Notification](#) procedure.

VII. MAINTENANCE AND CUSTODIAL SERVICE

Hall staff and students work together to keep the residence halls clean and well-maintained. The custodial staff cleans the common areas in each residential hall. **Residents are responsible for the care and cleaning of their own rooms, the common areas in suites, and bathrooms in suite and private style rooms.**

A. Custodial Hours

Custodial staff normally work from 7:00 a.m. to 3:30 p.m. They begin working in hallways at 7:00 a.m., but efforts are used to keep noise to a minimum until 9:00 a.m. Students are expected to be respectful of custodial staff and the work they perform.

B. Maintenance and Repairs

All necessary non-emergency repairs should be reported immediately using the online work order form available on the Residential Life website at reslife.uvm.edu. Hall staff can help residents with this process.

C. Furniture Removal and Construction

Due to limited storage space and inventory considerations, Residential Life can only accommodate the storage of some items (i.e., headboards, footboards, and center frames) from student rooms in certain buildings. Furniture removal requests should be made using the online work order form available on the Residential Life website at reslife.uvm.edu. Residents will be charged a moving or replacement fee for unauthorized removal of bedroom or common-area furniture, and will be held accountable by Residential Life.

D. Quad Room Furniture Removal

When quad rooms are converted to triple or double rooms, the extra furniture will be removed upon request. The only exception is permanently designated quad rooms that are intended to accommodate four students; no furniture will be removed from these rooms.

E. Bed Safety Rails

The University of Vermont bunks and lofts beds to maximize space in some student rooms. Even if they are not bunked or lofted by Residential Life, beds can be bunked or lofted by students who choose this configuration. Both bunked and lofted beds pose a greater risk of injury to students climbing up and down to access them or falling out of them while they are sleeping. Regardless of configuration, safety rails installed on beds by Residential Life should not be removed. Residents will be charged a re-installation and/or replacement fee for unauthorized removal or loss of bed-rails..

F. Structural Changes

No structural changes can be made in a room or to furniture including, but not limited to: nailing loft supports directly to the walls; removing existing built-in equipment; and removing closet doors, bookshelves, fixtures, and wardrobes. Painting any surfaces such as the ceiling, walls, floor, or furniture is also not permitted. Residents will be held accountable by Residential Life and billed for any damage caused by these types of structural changes.

G. Bicycle Storage

Indoor bicycle storage is limited. Bicycles stored outdoors should be locked to the bike racks provided outside each residence hall. Locking bicycles to any stationary fixtures other than the designated bike racks is prohibited and the bikes will be subject to removal (e.g., trees, handrails, etc.).

IMPORTANT DATES⁺

Summer 2023

June 30	Exception requests for residency requirement due Accommodation requests for new students due Contract cancellation deadline (\$250 [*])
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Fall Semester 2023

August 23-27	Student Move In [^]
August 28	Contract cancellation deadline (\$500)
September 11	Room change requests begin Housing offset application deadline
October 30	Spring contract release application deadline
November 18	Halls close for Thanksgiving
November 18-25	Academic break housing for Thanksgiving
November 26	Halls reopen to all students
December 14	Accommodation requests for returning students due
December 16	Halls close for winter break
December 16-January 13	Academic break housing for winter break [*]

Spring Semester 2024

January 11	Halls reopen for new students
January 14	Halls reopen to all students
January 29	Room change requests begin Housing offset application deadline
March 9	Halls close for spring break
March 9-16	Academic break housing for spring break [*]
March 17	Halls reopen to all students
April 1	Fall contract release application deadline
May 11	Halls close for summer

⁺As of February 7, 2023. Subject to change.

^{*} Additional Fee/Charge

[^] Specific move in days and times will be assigned to students by Residential Life, and will be strictly enforced.

How to Contact Us

[UVM Residential Life](mailto:reslife@uvm.edu): (802) 656-3434; reslife@uvm.edu

[UVM Dining](mailto:MPO@uvm.edu): (802) 656-2945; MPO@uvm.edu