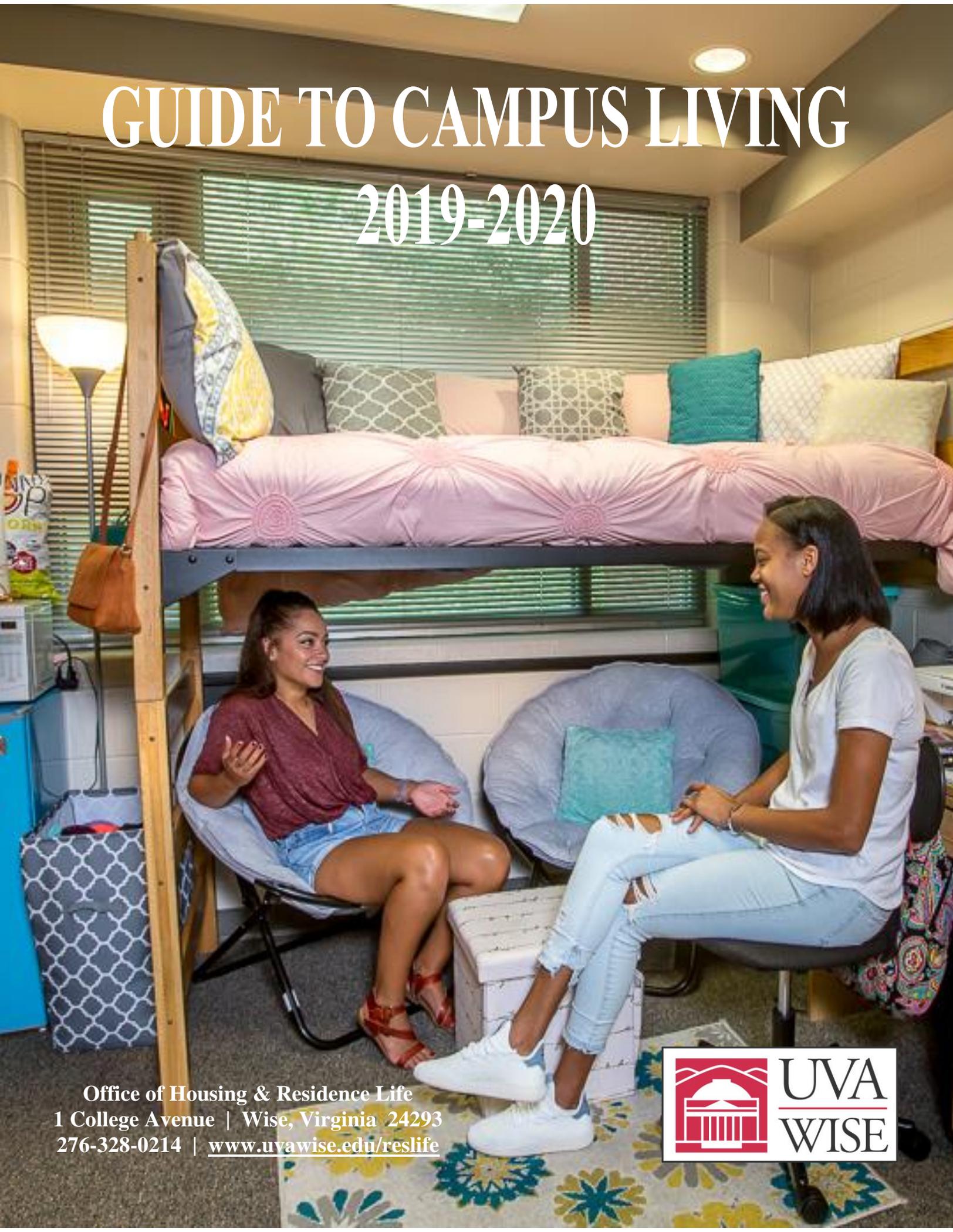


GUIDE TO CAMPUS LIVING

2019-2020



Office of Housing & Residence Life
1 College Avenue | Wise, Virginia 24293
276-328-0214 | www.uvawise.edu/reslife



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CAMPUS SECURITY-CLERY ACT: UVA Wise is committed to helping the campus community provide for their own safety and security. The Annual Security Report and Fire Safety Report containing information on campus security and personal safety, including alerts, fire safety, crime prevention tips, and crime statistics is available at www.uvawise.edu/ASR. A copy is available upon request by calling 276-328-0190 or 276-376-3451.

The University of Virginia's College at Wise is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of The University of Virginia's College at Wise.

In this guide, you will find information regarding policies and procedures that govern student rights and responsibilities within the residence halls at UVA Wise. Please also consult the Student Handbook and College Catalog for additional information regarding academic policies and regulations and student conduct expectations. This guide is a supplement to the binding housing agreement, which is a binding document each student signs when applying for campus housing. By signing, a student agrees to the expectations listed in the document.

WELCOME

Welcome to UVA Wise!

On behalf of the Residence Life team at The University of Virginia's College at Wise, it is my pleasure to welcome you to our residential community. Whether you are an entering freshman or transfer, or a returning upperclassman, you will find that there is a wealth of opportunity to get involved and stay engaged when you live on campus.

Our goal is to provide you with a living and learning environment that is conducive to your growth and development as a liberally educated student. You will find that our residential communities are dedicated to encouraging awareness and appreciation of diversity, and offer opportunities to give back through community service and involvement.

Our Residence Life staff offer a variety of programs that target areas of development, including programming aimed at life skills, social development, career development, health and wellness, recreation, and much more. In addition to the numerous residence life programs that you will find happening in the residence halls, living on campus provides you the means to easily connect with the numerous programs and resources that are sponsored and provided by offices across campus—all in your back yard!

This guide serves as a resource for you as you transition to living in a community of your peers and as an introduction to campus living. As you review the guide, please feel free to contact our office with any questions.

I congratulate you for choosing UVA Wise as your home as you complete your studies. On behalf of the Residence Life team, please let us know if there is anything we can do to assist you during your time on campus. Welcome to Wise!

Joshua Justice
Dean of Students & Chief Housing Officer

Office of Residence Life

OUR MISSION

The purpose of the Office of Housing and Residence Life at The University of Virginia's College at Wise is to provide a living and learning environment conducive to the growth and development of liberally educated students so they become full participants in a democratic society and the world at large. The Office of Housing & Residence Life seeks to provide opportunities for growth and development through educational, social, recreational, spiritual, emotional, and vocational programming while encouraging awareness of diversity, and opportunities for community service. The Office of Housing and Residence Life works with all areas of the campus community to fully implement our mission and goals.

OUR STAFF

DEAN OF STUDENTS & CHIEF HOUSING OFFICER (CHO) The Dean of Students & Chief Housing Officer is responsible for developing and directing programs to enhance the quality of student life, including student government, student conduct and responsibility, leadership development, housing and residence life and serves as the chief advocate for students. In regards to housing and residence life, the Dean of Students and Chief Housing Officer is responsible for the oversight, planning, and strategic management of a comprehensive Residence Life program for approximately 500 students residing on the campus. The Dean of Students & Chief Housing Officer provides leadership and vision in the continuing development of the residential program, offers insight and provides guidance to the residence life staff, supports the mission and vision that define the College. The Dean of Student & Chief Housing Officer's office is located on the first floor of Cantrell Hall.

ASSISTANT DIRECTOR OF RESIDENCE LIFE (ADRL) The Assistant Director of Residence Life assists with the planning, management and oversight of the Residence Life program. The ADRL provides direct supervision and leadership to the Community Coordinators and RA staff. Other duties include adjudicating violations of housing policy, coordinating RA hiring and training, and assisting with the management of the residential communities. The ADRL's office is located in McCraray Hall.

COMMUNITY COORDINATORS (CCs) The Community Coordinators (CCs) are responsible for assisting with the daily operations of one of two residential communities on campus. The CCs provide direct supervision to the RA staff in his/her community as well as coordinating and overseeing all mediations, resolving conflicts, advising NRHH and/or RHA, and coordinating programming initiatives in his/her assigned community. The CCs each have an office in their designated community in either Henson Hall or Commonwealth Hall.

OFFICE MANAGER The Student Affairs Office Manager serves as the first point of contact for visitors to the Division of Student Affairs, including the Housing & Residence Life (HRL) office, located on the first floor of Cantrell Hall. Responsibilities include assisting with daily office functions, purchasing and budget reconciliation, and providing support to SA unit members. Additionally, the Office Manager supports housing operations by providing oversight for all housing assignment operations, including room assignments, room changes, stay over break requests, and other housing processes. In addition, the office manager works with residence life staff to schedule maintenance requests with third party vendors, including cable, pest control, and laundry work orders, applying student charges to accounts and ensuring accurate billing.

RESIDENT ASSISTANTS (RAs) The Resident Assistants are highly motivated student leaders who serve as the primary contact for the College's residential students. The RAs are responsible for fostering relationships and cultivating a sense of community in his/her area of influence. The RAs work to help connect his/her residents to all the campus has to offer while also bringing opportunities for growth and development into the residential communities.

RESIDENTIAL COMMUNITIES

UVA Wise's residence halls are divided up into two distinct residential communities. Each community has a professional Community Coordinator who works with the area's residents, as well as resident assistants (RAs) that are assigned to halls throughout the community. Residential communities have a community office that serves as a point of contact for the HRL staff.

Cavalier Trails The Cavalier Trails residential community is comprised of Commonwealth, Culbertson and McCraray Halls and is home to both first year students and returning upper class or transfer students. The Cavalier Trails community has a community office located on the first floor of Commonwealth Hall.

Highland Hills The Highland Hills residential community is comprised of Asbury, Henson, Martha Randolph and Thompson Halls. This community is comprised of both first year students and returning upper class or transfer students. The community office for the Highland Hills community is located on the first floor of Henson Hall.

LIVING OPTIONS

UVA Wise offers a variety of campus living arrangements—from traditional rooms to suites to apartments—with expanding choices for upper class students and all offering convenience (you can go from bed to class in minutes) and community.

Commonwealth Hall This first-year only residence hall is air-conditioned, with Wi-Fi internet access and is an alcohol-free facility. The hall features double occupancy rooms with common bathrooms, and a study room. Rooms are furnished with beds, closets, chests, desks w/chairs, and blinds.

Asbury & Thompson Halls These two facilities, reserved for upperclass students, feature two/three bedroom apartments that have Wi-Fi internet access. Apartments feature a full and a half bathroom, furnished living room, and a full kitchen with small table and chairs. They are furnished with beds, wardrobes, chests, desks w/chairs, and blinds.

Henson Hall This facility is air-conditioned and has Wi-Fi internet access. This hall features two double rooms that share a bathroom/shower. Rooms are furnished with beds, closets, chests, desks w/chairs, and blinds.

McCrary Hall This residence hall with double occupancy rooms has Wi-Fi internet access and is an alcohol-free facility. Each floor has a common bathroom. Male and female residents live on separate wings of the building. Rooms are furnished with beds, closets, chests, desks w/chairs, and blinds. Built-in desk lamps are provided on the women's wing.

Culbertson Hall This facility is air-conditioned and has Wi-Fi internet access. The hall features two double rooms that share a bathroom/shower. Rooms are furnished with beds, closets, chests, desks w/chairs, and blinds.

Martha Randolph Hall This suite-area facility is air-conditioned and each unit has Wi-Fi internet access. These two-bedroom units are furnished with beds, chests, desks w/chairs, closets, and blinds. These units have a bathroom and a common area with sofa, coffee table, end tables, and love seat.



HALL AMENITIES

	ASB	COM	CUL	HEN	MRAN	MCC	THO
Seasonal air conditioning		x	x	x	x		
alcohol-free facility		x				x	
bedroom (approx.)	12'x15'	11'x15'	10'x18'	10'x16'	11'x15'	11'x18'	12'x15'
apartment/suite	x				x		x
carpeted bedrooms	x	x	x				x
classroom in bldg		x	x	x			
co-ed	x	x	x	x	x	x	x
WiFi connections	x	x	x	x	x	x	x
kitchen in unit	x						x
laundry facilities in building	x	x	x	x		x	
loft kits	a v a i l a b l e f o r r e n t						
pool or foosball				x		x	
semi-pvt/pvt bath in unit	x		x	x	x		x
tobacco-free	a l l s p a c e s i n r e s i d e n t i a l f a c i l i t i e s a r e t o b a c c o - f r e e						
total residents	47	125	122	112	48	223	47
window (approx.)	48"x56"	70"x60"	56"x60"	56"x60"	48"x48"	42"x66"	48"x56"
year of construction	1984	2009	2006	2000	1994	1973	1988

ASB – Asbury Hall COM – Commonwealth Hall CUL – Culbertson Hall HEN – Henson Hall
 MRAN – Martha Randolph Hall MCC – McCrayer Hall THO – Thompson Hall

APPLYING FOR HOUSING

FIRST-YEAR RESIDENCY REQUIREMENT

UVA Wise has a first-year residency requirement. All first-year students are required to live in on-campus housing, unless they are permanent residents of Wise County or the City of Norton, are married, or are age 25 or older. First-year students include:

- First-time freshmen just graduating from high school, including students with dual enrollment credit, and/or
- Transfer students with less than 30 transferable hours

Please note that only hours earned after high school graduation will count as transfer credit for housing purposes.

Commonwealth Hall has been designated for first-year students only. Other first-year spaces have been designated in additional residence halls, allowing students to have a variety of options for their residential experience.

Any first-year student who meets residency requirement guidelines (see above) that fails to apply for on-campus housing or is not granted an exemption (see First Year Residency Exemption Requests below) will automatically be assigned an on-campus housing space and the student's account will be billed the housing application fee, room and meal (board) plan rates.

FIRST YEAR RESIDENCY EXEMPTION REQUESTS

Any first-year student who is not a permanent resident of Wise County or the City of Norton, not married, or who is under the age of 25 wishing to be exempted from the residency requirement **must submit ALL of the following to HRL:**

1. Completed Residency Exemption Request Form (available online), and
2. Completed Online Housing Application

Exemption requests are reviewed by the Housing Appeals Committee (HAC), which is comprised of faculty, staff and student members. The HAC submits recommendations to the Dean of Students & Chief Housing Officer who makes the final decision. The decision rendered will be provided in writing to the student by email or by letter. Exemption requests received after August 1 will not be considered. Any student who is granted an exemption will not be charged the \$50 Housing Agreement Cancellation Fee.

ONLINE HOUSING PORTAL

Students can apply for housing, accept/deny the condition of their room, and seek roommates through the online housing portal available through the myUVA Wise student portal (my.uvawise.edu). The online portal requires a UVA Wise email address and password and the student will need his/her UVA Wise student ID number to accept their housing agreement. For questions or problems accessing the student housing portal, please contact the Housing and Residence Life office.

HOUSING ASSIGNMENTS & ROOM CHANGES

Housing assignments and roommate requests are managed through the online Housing Portal.

- **CURRENT STUDENTS** Students currently residing in on-campus housing will be able to apply for and select housing assignments during the early part of the spring semester through the StarRez housing portal. Students who do not select a roommate and room space will be assigned to available residential spaces beginning in July.
- **FIRST-YEAR AND TRANSFER STUDENTS** First-year and transfer students entering in the fall semester will be able to apply for and select housing assignments beginning on December 1 through the StarRez housing portal. Students who do not select a roommate and room space will be assigned to available residential spaces beginning in July.
- **SPRING-ONLY STUDENTS** Any students, first-year or transfer, who plan to enroll in the spring semester will be able to apply for and select housing assignments the semester before they enroll through the StarRez housing portal. Students who do not select a roommate and room space will be assigned to available residential spaces beginning January 1.

After all permanent on-campus housing spaces have been filled, students will be assigned to either a temporary space as a Resident Assistant (RA) roommate, a study lounge converted to up to six temporary spaces, or, if necessary, off-campus facilities. In the event that off-campus facilities are needed for temporary residential spaces, a College shuttle service to and from campus with a designated daily schedule will be provided. Temporary spaces will not be assigned until a few days before the halls open, and students will be notified of their temporary assignments by email. When a permanent on-campus housing space becomes available, a student in a temporary space will be notified immediately and will have 48 hours to move from the temporary space to the permanent space.

Room changes will be allowed one week after the first class day of each semester. Any and all room changes must be pre-approved by the Dean of Students & Chief Housing Officer or an appointed designee. Room changes not approved by HRL are subject to a \$50 improper room change fee at the discretion of the Dean of Students. Room changes are made in the Office of Housing & Residence Life on the first floor of Cantrell Hall.

CANCELLATION OF HOUSING

HOUSING CANCELLATION FEE Any student, incoming or returning, who cancels their Housing Agreement for any reason at any time will be billed a \$50 housing cancellation fee. This fee will be billed to a student's account through the Cashier's Office and is due upon receipt of the bill.

CANCELLATION OF HOUSING PRIOR TO OCCUPANCY

FIRST-YEAR & TRANSFER STUDENTS When notification of a student's desire to cancel enrollment is received by the Admission's Office or the Office of the Registrar, a student's housing agreement will be cancelled. Students who cancel their admission to the College and have applied for housing will be billed the housing cancellation fee as outlined above.

CURRENT & RETURNING STUDENTS

1. Any current or returning student who has applied for housing may cancel their housing agreement with the Office of Housing & Residence Life by Wednesday, May 1, 2019 without penalty (excluding the Housing Cancellation Fee). Students should complete the Release from Campus Housing form in the Housing & Residence Life Office.
2. Any current or returning student who has applied for housing may "buyout" of their 2019-20 Housing Agreement with the Office of Housing & Residence Life between May 2, 2019 and July 31, 2019. Students should complete the Release from Campus Housing form in the Housing & Residence Life Office. The total buy-out fee is \$800 and will be billed to the student's account. Students who buyout of their housing agreement are also responsible for paying the Housing Cancellation Fee as stated above. The buyout option is not available to first-year students.

CANCELLATION OF HOUSING DURING THE ACADEMIC YEAR

A student may be released from the Housing Agreement without the buy-out penalty (see above) for the following reasons:

1. A student is not registered for classes;
2. A student graduates before the period of the Housing Agreement is over;
3. A student is required to live elsewhere due to student teaching assignment or study abroad;
4. A student is married during the period of the housing agreement;* and
5. A student is dismissed from the College for disciplinary and/or academic actions.*

**After the start of the semester, a student's account will be pro-rated for housing and meals at a rate consistent with the College's published refund policy (see Cashier's Office). A student who is released from his/her Housing Agreement must vacate his/her room within twenty-four (24) hours of the date indicated on the release form. Any student, whose housing agreement is cancelled, will be charged the Housing Cancellation Fee.*

HOUSING APPEALS

Students who wish to be released from their housing agreement outside of the reasons stated above should file an appeal with the Housing Appeals Committee (HAC). The student must prove that there has been a significant and unforeseen change in circumstances since entering into the terms and conditions of the agreement that prohibits the student from fulfilling his/her housing agreement obligations. The Housing Appeals Committee reviews appeals and makes recommendations to the Dean of Students & Chief Housing Officer.

If a student's request is not granted and the student chooses to move off campus, the student's account will be billed for housing and meals. Housing appeals will not be reviewed for the current semester if the appeal is filed after the designated refund deadline outlined by the Cashier's Office. If an appeal is granted, the student will be responsible for any charges (including meals used) incurred.

To file a housing appeal, the student should contact the Office of Housing & Residence Life for more information to complete the online Housing Appeals Form.

VIOLATIONS OF HOUSING AGREEMENT/REMOVAL FROM HOUSING

The following, in addition to non-compliance with the Housing Agreement's Terms and Conditions, constitute violations of the Housing Agreement and may result in disciplinary action, termination of the Agreement, and/or removal from on-campus housing:

- Failure to claim assigned space by 5:00 pm on the first day of classes.
- Failure to pay charges for housing and meal plan when due.
- Failure to complete check-in procedures (i.e. pick up key, complete RCR, etc.).
- Possession or storing of gasoline, kerosene, combustible materials, motorcycles, mopeds, or any explosives anywhere in the residence halls.
- Disturbing normal activities, damaging housing facilities, or interfering with other residents.
- Permitting students/non-students to reside in a space not assigned to them.
- Intentionally setting fires; intentionally causing false fire alarms; and vandalizing or tampering with any fire protection equipment, alarms or security devices. Tampering with, including removal of batteries from, battery-operated fire alarms will result in student conduct action.
- Failure to maintain an academic load of at least 6 hours.

- Failure to remove personal possessions at the end of the occupancy period.
 - Smoking/use of tobacco in non-permitted areas (see Smoking/Tobacco-use section).
 - Hosting overnight minors (under the age of 18) and visitors of the opposite sex (see Overnight Guests section)
 - Operation of a private business from your room.
 - Occupying an empty room or placing any personal belongings into a room or space that is not assigned to you.
 - Violation of College's Student Code of Conduct as listed in the online Student Handbook, or violations of federal, state or local laws.
-

MOVING IN & MOVING OUT

CHECK IN DATES

Fall semester Move-In Day for all students (new first-year/transfer/returning) is Sunday, August 18, 2019.

- McCraray Hall students check in at that hall
- Commonwealth Hall students check in at that hall. Culbertson Hall students check in at Commonwealth Hall
- All other students check in at Henson Hall.

All spring semester new students check in on the Sunday before classes begin for the spring semester at the check-in locations listed above.

Early arrival, unless approved by the Dean of Students & Chief Housing Officer, is not permitted for any reason other than official College business.

CHECK IN PROCEDURES

Students should report to the check in locations listed above in order to receive their keys and move into their residence halls. All students will be required to have a photo ID (a College CAVS Card is acceptable) in order to check into their spaces. Official move in times will be announced and posted on the College's website.

As a student checks into his/her assigned room or apartment, he/she accepts responsibility for the condition of the room. It is imperative that students take their copies of the Room Condition Report (RCR) and check room conditions. This record will be used again at check-out to determine any damage(s). If a student does not report any discrepancies to the Community Coordinator for the area within 24 hours, he/she has agreed to the condition of the room as outlined on the RCR.

Once a student checks into his/her assigned room with an HRL staff member, he/she will be held financially responsible for an entire year of housing and meal charges unless released by the Dean of Students & Chief Housing Officer.

CHECK OUT PROCEDURES

When leaving assigned residential spaces, students must follow these steps in order:

1. Move out within 24 hours of your last exam or leaving/withdrawing from the College.
2. Remove all personal belongings from the room and into your vehicle (do not drive or park on sidewalks).
3. Clean your room and return it to original move-in condition, including:
 - All furniture must be in the room and properly set up.
 - Floor swept.
 - Bathroom cleaned (not including Commonwealth and McCraray Halls which have community bathrooms).
 - Trash taken out to dumpster.
 - Rented loft kits may remain in the room and do not need to be removed or un-lofted; DO NOT PUT LOFT KITS IN THE HALLWAY.

*****Steps 1-3 must be complete before continuing to Step 4*****

4. Return with your key to your Community Office (see section below) during posted hours. (If you need to check out outside of posted hours, go to HRL in Cantrell Hall to schedule a check-out time at least 24 hours in advance of your preferred time.).

Please be patient and understand that other students may also be checking out during posted hours; plan ahead if you need to leave by a certain time.

HRL staff will return with you (parents and friends may not check-out for you) to your room, review the room for damages, have you complete and sign the Room Condition Report (RCR), and collect your key.

Please note the following:

- The Dean of Students & Chief Housing Officer (not the RA) assesses any damages to your student account after reviewing the RCR.
- Keys may not be left in rooms, slid under staff doors, mailed back, or returned late (unless otherwise directed to do so by HRL staff); any keys not returned at check-out will result in an immediate re-core of the lock for security reasons and a \$55-\$70 re-keying fee will be billed to your account (dependent on residence hall).
- Failure to follow these check-out steps will result in an improper check-out fine of at least \$25 and forfeiture of any rights to appeal damages.
- All remaining personal items left in the room will be immediately discarded or donated to a local charity. The College is not responsible for items left in a student's room.

DAMAGE FEE/PUBLIC DAMAGE ASSESSMENT

The Dean of Students & Chief Housing Officer reviews RCRs for individual rooms and assesses conditions for all common/public areas at the end of each semester. Any damage not determined to be normal 'wear and tear' will be charged to the student or divided equally among the students of the room, apartment, floor, or building.

There are times when damages and/or vandalism occur in the public areas. When this occurs, every effort is made to find the person or persons responsible. When this is not possible, all students of that particular building or area will be billed. Students should talk with their fellow students in the floor or hall about damages to their surroundings. If a student needs assistance with this, he/she should contact an HRL staff member.

Every student has the right to appeal any housing bill that he/she receives, unless that student checks out improperly and thus, waives his/her rights. Appeal of a bill must be received in writing no later than 30 days of receipt of the bill. Appeals should state the reason a waiver or reduction of the bill has been requested. Appeals will be decided by the Dean of Students & Chief Housing Officer.

POLICIES & PROCEDURES

UVA Wise and the Office of Housing & Residence Life establishes and implements policies and procedures that are necessary for the protection of property and the safety, health, comfort and convenience of all residents at any time. Housing and Residence Life staff reserves the right to change or amend any policies to remain consistent with the goals of the College. Residential students are encouraged to recommend changes to the housing agreement and policies. Recommended changes must not be contrary to established College policy and must be approved by the proper authority. In addition to the housing policies and procedures established below, all residential students are expected to follow the College's Student Code of Conduct and should consult the Student Handbook for more information.

Below are highlights of policies and procedures. Please refer to the Housing Agreement/Terms & Conditions for complete policies and procedures.

ALCOHOL Illegal or irresponsible use of alcohol will not be tolerated. All drinking games including all forms of "pong" are prohibited regardless if alcohol is being used or not. The official College alcohol policy can be found in the online Student Handbook at www.uvawise.edu/studentlife.

Commonwealth Hall is an alcohol-free or 'dry' facility regardless of the age of students or visitors. If first-year students are assigned to other halls (Asbury, Culbertson, Henson, Martha Randolph, McCraray or Thompson Halls), those assigned rooms will also be alcohol-free.

Alcohol is only permitted in Asbury, Culbertson, Henson, Martha Randolph, McCraray and Thompson bedrooms in which all occupants permanently assigned to and visiting the room are 21 and older. Alcohol may only be in the common areas of Asbury, Martha Randolph, and Thompson if all students permanently assigned to the apartment are 21 or older. Underage students/guests are not permitted in a permissible room with alcohol or alcohol containers present.

Empty alcohol containers will be considered evidence of alcohol consumption and can result in student conduct action in dry rooms and/or common areas and rooms where underage students are present. Any alcohol and empty alcohol containers found in the halls in

a dry room/common area may be poured out or confiscated and disposed of. Alcohol that is poured out and confiscated bottles will not be returned or reimbursed to the student or to legal-age guests.

Guests who bring alcohol into the residence halls put their host at risk for student conduct action, and the guest(s) may be prohibited from visiting the residence halls in the future.

APPLIANCES The following items are permitted in each residence hall room. Please note specifications for some items. Should you have questions about items not listed, please consult the Prohibited Items section below or contact housing and residence life.

Coffee Pot, Iron, Ceramic Heater, Lamp, Floor Fan, Radio, Vacuum Cleaner, Stereo, Electric Razor, Clock, Television, Crockpot, Hair Dryer, Toasters, Refrigerator*, Small Microwave,* Popcorn Popper without open coils, Power Strip with Reset Button

**Refrigerators may not exceed four (4) cubic feet, and microwaves may not exceed 800 watts. All microwaves and refrigerators must be plugged into power strips with both surge protection and reset buttons.*

Note that Asbury and Thompson Halls already have refrigerators.

BICYCLES Bicycles may not be stored in or used in residential facilities, including the room, suite, apartment, hallway, study areas, etc. Bicycle racks are available around campus.

BREAKS/HOLIDAY PERIODS The residence halls close for Fall Break, Thanksgiving, Spring Break, and between semesters. Dining operations also cease during these breaks.

During the winter break period, students must return their room keys to their community office. Students may not return to the halls during these periods, and also are encouraged to take valuables home. Unauthorized visits or returns to the residence halls may result in student conduct changes. Students who leave after the halls close and that have not been approved to stay late will be assessed a late check-out fee. Additional information will be provided to students prior to each break.

Due to special circumstances, students may request to stay in the halls during specified break periods by submitting a Request to Stay Over Break Form. If the request is granted by the Dean of Students & Chief Housing Officer for non-College business, a pro-rated, per night charge will be assessed to the student's account. Students are responsible for their own meals during this period.

Students who are permitted to remain on campus during a specified break period must continue to abide by the Terms & Conditions of the Housing Agreement as well as those additional regulations that apply specifically during break periods.

Any student found responsible for housing violations during a break period will not be permitted to stay in on-campus housing during future break periods.

BUSINESS OPERATIONS Residence hall rooms are to be used solely for residential purposes. Students may not operate businesses out of individual rooms and/or apartments or publicly list residence hall rooms or telephone numbers in advertisements or other business announcements and publications.

DECORATIONS Only 10% of the walls and doors of a residence hall room, suite or apartment may be covered with pictures, photos, posters, and/or other approved material. All wall decorations must be at least 24 inches from the ceiling; no decorations may be placed on or hung from the ceiling. Any type of fabric or material, including curtains, over the blinds and/or windows is not permitted. All exterior door and window decorations, other than message boards, that are visible from outside must be approved by the Dean of Students & Chief Housing Officer.

- Holiday decorations: All decorative materials should be flameproof, fireproof, flame retardant or rendered as such by treatment solutions. Only artificial trees are permitted.
- Prohibited materials unlikely to be rendered flameproof by ordinary treatment include natural leaves, tree branches, cornstalks, hay, cotton batting, and similar objects. Any candles, gas/oil-fired lanterns, or other items with an open flame are not allowed. All holiday decorations must be removed prior to leaving for break periods. Indoor use, decorative/holiday lights are permitted, but no more than two strings of lights may be plugged into each other.

Violations of this policy may result in a Health & Safety violation.

ELIGIBILITY Students registered for at least 6 credit hours are eligible to reside in the residence halls. Should a student need to drop below 6 hour per semester, a student must seek permission from the Dean of Students & Chief Housing Officer.

ENTRY OF ROOM The College reserves the right to enter a student's room for the purpose of room inspections, maintenance and repairs, renovations, medical emergencies, policy enforcement, or any other purpose consistent with the mission of the College.

1. Inspection of student rooms for the purposes of ascertaining damages, needed maintenance, and insuring safety and sanitation standards will be conducted as needed. Notice of the inspections will be posted and announced on the floor at least forty-eight (48) hours in advance.

In addition to scheduled room inspections, an inspection of every room will be conducted by a member of the HRL staff when each occupant vacates the room and during official College breaks.

2. Entry of a student room for other than room inspections may occur when HRL professional staff or a member of the Dean of Students on-call rotation staff has reason to believe that established policies are being violated, when emergency conditions exist, or when it is necessary to check on utilities, handle maintenance requests, or the closing/locking of doors and windows prior to the closing of the building for an extended period.

3. No HRL staff or member of the Dean of Students on-call rotation staff shall enter a student room alone in the absence of occupant(s), except: a) when emergency conditions exist that make entry necessary; or b) when showing a visitor a student room if the occupants have agreed that their room may be entered for this purpose.

4. An HRL or member of the Dean of Students on-call rotation staff desiring to enter a room for any of the above stated reasons will, in the absence of an emergency, knock and announce his/her identity. If no response is received or if an occupant fails to open the door within a reasonable period, the staff member may open the door and enter the room.

5. If there is reason to believe that a student has violated College regulations, the Dean of Students & Chief Housing Officer or his/her designated staff, after reviewing the circumstances, may authorize an inspection of the student's possessions.

Entry of student rooms for the purpose of searching a student's possessions should only occur at the direction of the Dean of Students & Chief Housing Officer or, in the case of his/her unavailability, his/her authorized representative.

Except in cases in which circumstances make it impossible or impractical for the student to be present, any inspection of a student's possessions shall be made in the presence of the student.

6. Police officers may conduct a search of on-campus housing with consent of the resident(s), upon presentation of a valid search warrant, or under other circumstances permitted by law.

FIRE ALARMS Fire alarms and extinguishers are located on each floor in the halls/suites and in each of the apartments. There are many dangers and risks to students, fire fighters and HRL staff associated with false fire alarms, intentionally set fires, and vandalizing or tampering with fire equipment. Any of these actions or tampering with smoke detectors, including removal of batteries, will result in student conduct action.

Students living in rooms with battery-operated smoke detectors (McCraray Hall) should perform a weekly test. Every Tuesday has been designated as "Test Tuesday" to manually test these detectors. If students find that the detector is not working, they should notify their RA or CC immediately. HRL staff will test the battery operated alarms monthly.

In the event that a fire alarm sounds, students should follow the below-listed procedures:

- Before you open your door, check the door for heat or smoke. If you can't EXIT through the door, look for other means of exit or hang a towel/sheet out the window to let rescuers know where you are.
- If you can leave the room, put on hard-soled shoes and a jacket and take a towel to put over your face to prevent smoke inhalation. Close your window. Close your door behind you. EXIT the building as quickly as possible and pull the fire alarm if it is not already sounding.
- Stay clear of the building until given the go ahead to return by Campus Police or Fire personnel. Failure to evacuate will result in disciplinary action and could endanger your life and the lives of others.
- If the fire alarm sounds, EXIT the building (unless the campus is in a lockdown; in a lockdown, you will be notified when to leave the building). Never assume it is a drill or a false alarm! Check your smoke detector every seven days (and fire extinguisher, if applicable).
- Learn at least two EXIT routes now, before you need them.

FIRE DRILLS Fire drills will be conducted by HRL staff at least four times per academic year. Failure to leave immediately for any alarm will result in student conduct action. Fire drills are held to familiarize residents with evacuation procedures for their hall.

FLOOR OR FACILITY MEETINGS Floor or facility meetings will be scheduled by HRL staff. Notice of all meetings will be posted forty-eight (48) hours in advance. All students of that floor or hall must attend these meetings. Any such students not in attendance are subject to student conduct charges.

HEALTH & SAFETY INSPECTIONS All residential facilities will be inspected on a regular basis and prior to the end of each semester and break. At least 48 hours advance notice will be given to students regarding when and where the inspections will take place. The areas that will be given special attention are the bathrooms, kitchens and other common living areas. While in the room, HRL staff will identify maintenance, cleanliness, policy violations, and safety concerns. Students are expected to maintain a general level of cleanliness and, if violations are found, are expected to comply. Health and safety inspections are performed to help prevent pests and to enhance safety precautions.

The UVA Wise Housekeeping Staff is responsible for disinfecting and minor cleaning in public areas in the residence halls. Students are responsible for cleanliness, condition, and proper care of all space(s) within their individual rooms, apartments, or suites.

Refrigerated foods should be kept in a refrigerator and non-refrigerated foods should be kept in closed containers. Food odors and/or food scraps attract pests and insects. Violations in regard to room sanitation may result in a Health & Safety Violation.

HRL staff reserves the right to conduct a Health and Safety Inspection at other times if deemed necessary.

HEALTH & SAFETY VIOLATIONS

The following are Health & Safety violations:

1. Keeping animals other than those that are fully aquatic and non-poisonous (which must be kept in a properly maintained aquarium no larger than 10 gallons in size) — any animals not permitted must be removed immediately;
2. Failure to pass Health and Safety inspection (Examples include uncovered food items and excessive trash or untidiness);
3. Removing furnishings of common areas and placing those items in a student room, apartment or suite;
4. Use of non-permissible electrical equipment or other items;
5. Covering more than 10% of the walls, including the doors, or any other decoration policy violations;
6. Failure to notify RA or CC of inoperability of battery-operated smoke detector; and/or
7. All other Health & Safety concerns as determined by HRLstaff

Health & Safety violations will result in the following sanctions (Note: Violations are cumulative and carry over each academic year):

1. first offense - written warning,
2. second offense - \$25 fine,
3. third offense - \$50 fine and meeting with HRL staff to discuss health and safety education,
4. fourth offense - \$100 fine and 1 unannounced health & safety inspection,
5. fifth offense - \$125 fine and ten (10) hours of community restitution,
6. sixth offense or more - referral to Student Conduct process

Health and Safety Violations do not reset each academic year but carry over from year to year. Students may submit a written letter of appeal to the Dean of Students & Chief Housing Officer concerning Health & Safety violations. Students will be notified in writing by letter or email of the Dean of Students & Chief Housing Officer's decision.

HOUSING ACCOMODATIONS Housing and Residence Life staff partners with Disability Support Services on an individualized student basis for the review of requests related to medical conditions or similar accommodations. The students requesting such accommodations should contact Disability Support Services at 276-328-0265. Approval from Disability Support Services must be received by the HRL office before any housing accommodation will be designated.

IMPLIED CONSENT

Each student is responsible for all activities that occur in his or her assigned room. By allowing the existence of behaviors or items that violate residence hall or College policy, the student has nonverbally consented to the violations.

Each student is responsible for taking an active role in ensuring that unlawful or inappropriate behaviors or items do not exist in his or her residence hall room. It is the student's responsibility to report behaviors or items that violate residence hall or College policy to a staff member. Passive participation in events that violate College policy or residence hall regulations will not be tolerated

KEYS/ENTRY OF RESIDENCE HALLS

All on-campus housing facility keys are the property of the College and must be returned to the Community Office when a student checks out of a room or facility. It is against Virginia law to have duplicate keys made. Any duplication of keys may result in removal from on-campus housing and referral to the student conduct process. Residents are responsible for their key and should not lend/give their keys to others for any reason.

All exterior doors of residence halls with common/community entrances are locked 24 hours per day. It is a violation of housing policy to prop open any exterior or interior door(s) and may result in Student Conduct sanctions. NOTE: Exterior entrances may be unlocked during official move-in hours each fall and spring and during maintenance of doors.

Students living in Asbury and Thompson Halls utilize their room keys for entry to the halls. In all other halls, main entrances are accessed by use of a student's Cavs Card ID. Propping of exterior or interior doors or tampering with any door is not allowed and may result in Student Conduct charges.

For any lost or non-returned key, the charge is \$55 for replacement of the lock and key in McCraray, Commonwealth, Culbertson, and Henson Halls; and \$70 in all other facilities since both bedroom and exterior doors must be re-keyed. Re-keying costs will be charged to the account of the student who lost or failed to return his/her key to the RA.

If an HRL staff member must key a student into his/her room more than five times per semester, the student will be charged \$25 for each additional lockout.

LIABILITY - COLLEGE The College assumes no liability for the loss, theft or damage to personal property. Students are encouraged to consult with their parents/guardians regarding insurance coverage. Students may purchase renter's insurance from many insurance companies.

LIABILITY - STUDENT Students assume responsibility for all the furnishings in their rooms at the time of check-in. Students also agree to pay for damages to the furniture or room not caused by normal use. The College does not provide storage of furniture not wanted in individual rooms.

At the time of check-out, all furniture listed on the Room Condition Report at check-in must be in the room in its original location. If it is not, the student agrees to pay replacement costs

MAINTENANCE REQUESTS Students should report any maintenance concerns to their RA or to their Community Office during posted hours. In turn, HRL staff will then report problems to the College's Facilities staff. Emergencies will be attended to as quickly as possible. Non-emergencies will be reported to the Facilities staff each weekday as requests are received.

Any maintenance request that has not been fulfilled within seven (7) business days should be reported to the RA or CC so that he/she can follow-up on the initial request.

MEDICAL EMERGENCIES/INJURIES In the event of an injury or illness which requires immediate attention, call 911. Be prepared to provide name(s), location and nature of incident.

MISSING PERSON POLICY UVA Wise complies with Section 485(j) of the Higher Education Opportunity Act regarding missing residential student notification. On the Application for Campus Housing, the College provides every student living in campus housing the opportunity to identify an emergency contact, as well as confidential contact person(s) to be contacted whenever the College determines that a residential student is missing. For more information, please visit www.uvawise.edu/ASR.

NOISE/QUIET HOURS Every student has the right to live and study without undue interference in his/her room. As a student in on-campus housing, it is important to understand that what may be acceptable in other settings may be inappropriate in a residential environment and will not be permitted.

Specific limitations have been established for acceptable volumes for individual stereos, televisions, radios and amplified music devices. Students should request that any neighbors who are too noisy lower their noise levels and, in turn, reciprocate respect by honoring such requests by neighbors.

• **Courtesy hours are in effect 24 hours per day, 7 days per week.** The following minimum standard will be used by the HRL staff in determining unacceptable volume during courtesy hours — a person, stereo, television, radio or other device creating sound that can be heard from two doors away will be considered too loud.

• **Quiet hours for all residential areas, including living and community spaces, halls, lobbies, etc., will be strictly enforced and will be in effect from: 10 pm - 9 am, Sunday - Thursday, AND Midnight - 9 am on Friday and Saturday.**

The following minimum standard will be used by the HRL staff in determining unacceptable volume during quiet hours — a person, stereo, television, radio or other device creating sound that can be heard from one door away will be considered too loud.

During exam week, all residential areas are quiet 24 hours to provide all students with the environment necessary for sleep and study. This will begin at 10 pm on the last day of classes and will continue until halls close.

PERIOD OF OCCUPANCY

A student's occupancy begins the day the halls open and ends 24 hours after the student's last exam or at the closing of the halls at the conclusion of the academic year. If a student otherwise terminates enrollment at the College (i.e. December graduation, mid-year transfer, etc.), his/her period of occupancy also ends.

Students must claim their assigned spaces before 5:00 pm on the first day of classes. Students arriving after that date must notify the HRL office in writing to make arrangements to keep their assigned space. Failure to do so may result in the reassignment of the student spaces.

In the event that a student who lived in on-campus housing for the fall semester determines prior to the start of the spring semester that he/she will not re-enroll for the spring semester, he/she must check out of the assigned space by noon on the day before spring housing check-in. If the student fails to do so, a per night fee will be assessed until check out with an HRL member has been completed.

PETS Pets, other than those that are fully aquatic and non-poisonous (which must be kept in a properly maintained aquarium no larger than 10 gallons in size), are not permitted. Students with unauthorized animals may face student conduct charges and may also be responsible for any cleaning fees and/or damages incurred.

Exceptions to this policy are limited to service animals or approved therapeutic animals. These animals must also be leashed and under control at all times and follow pertinent College policies.

The police have the right to pick up and hold unattended pets and any pet, whether or not under an owner's control, constituting a public hazard or nuisance. Pets creating a nuisance may be banned from campus by Campus Police.

PROHIBITED ITEMS The College reserves the right to prohibit certain possessions in campus housing facilities. The following items are prohibited. Other items may be prohibited at the discretion of the Dean of Students & Chief Housing Officer.

- Candles/incense
- Wireless routers
- Heaters with open coils
- Bed risers/blocks
- Hot plates
- 'Octopus' plugs or any plug containing multiple outlets
- Extension cords (only power strips with reset buttons are acceptable)
- Kegs of beer, empty alcohol bottles/cans or other alcohol paraphernalia
- Window air conditioners and other fans/units that install into windows
- Illegal drugs/narcotics including any drug-related apparatus (bongs, water pipes, roach clips, etc.)
- Weaponry, including hunting bows/rifles*
- Fireworks/Combustibles*
- Pets other than fish
- Gas/charcoal/ *George Foreman* grills
- Toaster ovens
- Sandwich/quesadilla/similar grills
- Nerf/Water guns
- Exterior radio aerials
- Halogen/lava/black lamps
- Large potted/cut plants or trees
- Bikes not permitted inside
- nuwave Appliances
- Hoverboards/self-balancing boards
- Windowless air conditioners units

* FIREARMS & WEAPONS The possession, storage, or use of any kind of weapons including but not limited to: firearms, air rifles or air pistols, BB guns, brass knuckles, ammunition, firecrackers or fireworks, nunchakus, gasoline, explosives or other combustible materials, and knives with a blade longer than four inches, other than ones used as kitchen tools is prohibited. Please consult the Campus Police Department for additional information.

* FIREWORKS & COMBUSTIBLES The possession, storage or use of fireworks and/or combustibles including but not limited to any kind of ammunition, firecrackers or fireworks, gasoline, or any other explosives or combustible materials are not permitted.

ROOM/ROOMMATE CHANGES/CONSOLIDATION Adjusting to living with a roommate is part of the collegiate experience, and most students quickly bond with their new roommate(s). The HRL staff is available to mediate roommate conflicts that may arise.

Students should consider all factors involved in changing residential spaces, including both the room and meal plan rate requirements for a particular hall that may be more costly. Remember, first-year students may only reside within first year designated spaces.

A student may not move from one on-campus housing facility and/or room to another without the written permission of HRL. A \$50 fine will be assessed to the student's account for making an improper room change.

After the start of the semester, room, roommate and/or housing facility changes are handled on an individual basis between the student and HRL staff during the room change period that begins approximately one week after the start of each semester. Room changes will be permitted until the Friday before classes end each semester.

No room changes will be permitted that leave another student in a double-occupancy space without a roommate, unless that student intends to declare the space a private room or the change is approved by the Dean of Students & Chief Housing Officer.

If deemed necessary, HRL may consolidate rooms that have only a single occupant in a double occupancy room. If consolidation occurs, students will be notified of the details in writing by letter or email. For a designated period of time, students will have the opportunity to find a roommate or declare their rooms private. After that time, at the discretion of the Dean of Students & Chief Housing Officer, rooms will be consolidated.

SECURITY CAMERAS USAGE **Beginning in Summer 2019, the College will be installing a campus wide security camera system. The system will become operational at some time during the 2019-2020 academic year.**

The College uses video surveillance cameras with the primary intent of enhancing the safety and security of students, employees and property while also discouraging behavior that violates laws or policies. Further, use will assist in securing evidence that enhances the likelihood of identifying offenders through post-incident investigations. In consideration of an individual's reasonable expectation of privacy, video cameras are only placed in common areas. As such, cameras are NOT placed in areas where there is an expectation of privacy, including bathrooms or resident rooms. Campus Police has primary authority and oversight of video surveillance camera installation, use, and viewing of footage.

SINGLE ROOM During room changes (see above), a student who does not have an assigned roommate may choose to designate his/her room as private with HRL for an additional cost. All requests must be approved by the Dean of Students & Chief Housing Officer. Upon approval, the room will remain a single room until the end of the current semester.

SKATEBOARDS/LONGBOARDS Skateboards may be used as viable campus transportation by students at UVA Wise. Skateboarding is allowed on sidewalks between the hours of 5:00 p.m. and 8:00 p.m. during weekdays (Monday-Friday) and from 10:00 a.m. to 9:00 p.m. on weekends (Saturday-Sunday). Skateboards are also allowed in empty/mostly empty parking areas and not in close proximity to any parked cars during the same periods as specified above. Skateboarders must possess a valid UVA Wise Cavs card.

Operators should wear the appropriate safety equipment while using skateboards on campus.

Individuals may not engage in tricks, including but not limited to, grinding, ramp building, and jumps) anywhere on College grounds, including but not limited to, roadways, stairs, steps, railings, benches, tables, and entrances to buildings.

Skateboarding in all campus buildings, including residence halls, is strictly prohibited. Self-balancing/hover boards/scooters are not permitted in residential facilities. Individuals who operate equipment recklessly or without care or fail to follow the guidelines described above may be subject to disciplinary action under the Student Conduct policy.

SMOKING/TOBACCO USE **Smoking and the use of ALL tobacco products are prohibited in all campus facilities, including residence halls, per College policy.**

Smoking and the use of other tobacco products, nicotine vapor products (including e-cigarette devices), and alternative nicotine products is prohibited in all residence halls, all other campus buildings, within 25 feet of any building entrance, and within the seating areas/stands of all outdoor athletics facilities. The use of hookah devices is prohibited inside the residence halls. Containers and/or tobacco product waste (i.e. cigarette butts, dip cups, etc.) may not be brought into the halls.

Possession of tobacco products, nicotine vapor products and alternative nicotine products is only permitted in residential bedrooms in which all occupants permanently assigned to and visiting the room are 21 and older. Possession of tobacco products, nicotine vapor products and alternative nicotine products is permitted in the common areas of Asbury, Martha Randolph and Thompson Halls if all students permanently assigned to the apartment are 21 or older.

Containers and/or tobacco product waste (i.e. cigarette butts, dip cups, etc.) may not be brought into the halls. The use of hookah devices as well as vapor/e-cigarette devices is also prohibited inside the residence halls.

STORAGE The College does not provide storage outside of a student's assigned room. Students should fully consider the available space when deciding what is brought to campus, including the exchange of seasonal items during break periods to free up additional space.

All personal property must be removed when the period of occupancy ends (see section above). A charge will be billed to a student's account to cover the cost of extra custodial service required to remove personal property left in rooms, suites or apartments, and the items will be immediately discarded or donated to a local charity.

THEFTS Thefts should be immediately reported to Campus Police. Please remember to keep your room, suite or apartment locked at all times, including never propping open doors.

TRASH All room/suite/apartment trash must be taken by students outside to the designated dumpster for that hall. Leaving trash and/or bags of trash in bathrooms, common areas or other areas inside/outside of buildings will result in assessed fees.

VISITATION/OVERNIGHT GUEST Visitation is the privilege of students to have guests of the same or opposite gender present in their rooms. Visitation is negotiated with respect for the rights and responsibilities of roommates, suitemates, and apartment mates. You must have your roommate's consent to invite a guest into your room. The presence of the guest must not pose an unreasonable burden or unreasonable infringement on the privacy and privileges of the roommate.

No more than one (1) overnight guest, whether of the same or opposite gender, is permitted and overnight guests may not remain longer than three (3) consecutive nights. Residents are responsible for the behavior of guests and compliance with all College policies. Guests under the age of 18 may not stay overnight without approval of the Dean of Students & Chief Housing Officer. The Dean of Students & Chief Housing Officer has the authority to deny overnight guest visitation or trespass a guest from campus housing.

Unauthorized entry into the residence halls during a break period, use of opposite gender bathrooms, or reported abuse (e.g., guests behavior impacting the rights of students in the room, etc.) also are considered visitation violations and may result in student conduct actions.

UVA Wise residence halls have self-regulated visitation. This allows guests of the same or opposite gender to visit at any time, if agreed to by roommates, suitemates, and apartment mates. Cohabitation **is not permitted** in any residence hall. The Dean of Students & Chief Housing Officer or his/her designee reserves the right to adjust visitation hours as deemed necessary.

FREQUENTLY ASKED QUESTIONS

ABOUT MY ROOM/HALL

WHAT IS A LOFT? CAN I HAVE ONE? A loft allows the residence hall bed to be raised to maximize space in your residence hall room. By lofting the bed, students are able to use the space below for the desk and dresser, thereby increasing living space. Lofts are available to rent in most halls. Only those lofts rented from HRL are permitted. The Loft Kit Rental Agreement is available online. The cost for a loft kit is \$100 per year and the fee is non-refundable.

WHAT FURNITURE IS PROVIDED IN THE ROOM/APARTMENT? Each room is furnished with a desk & chair, bed frame, mattress, closet/wardrobe, chest of drawers, and blinds. Apartments and suites with living rooms are furnished with sofas, side chair(s), TV stand, and coffee and end table(s); kitchens include small dining table and chairs, refrigerators, and stoves with ovens.

Mattresses are seven inches thick and measure approximately 36"x82". While furniture varies from hall to hall, approximate measurements for basic furniture includes: chest of drawers – 38"L x 22"W x 30"H and desk – 42"L x 22"W x 30"H.

WHAT SHOULD I BRING FOR MY ROOM? The following are some often overlooked basic necessities, as well as optional items, that you should consider as you prepare for living in campus housing. Be sure to check with your roommate(s) to avoid duplication of some items. Things to consider include:

- | | | | |
|-------------------------------|--------------------|-----------------------|-------------------------------------|
| · Raincoat/Umbrella | · Jacket/Sweater | · Clothes Hangers | · Toiletries |
| · Season-Appropriate Clothing | · Sheets (twin-xl) | · Blanket(s) & pillow | · Alarm Clock |
| · Cleaning Supplies | · Small Fan | · Storage Containers | · Television |
| · Computer | · Microwave | · Refrigerator | · Toilet Paper (private baths only) |

WHERE ARE THE LAUNDRY FACILITIES LOCATED? There are laundry facilities located in Asbury, Commonwealth, Culbertson, Henson, and McCraray Halls. UVA Wise residential students have "inclusive laundry" and no additional money is needed to wash/dry clothes. Washers and dryers are coin operated if needed.

In addition, students have access to the "LaundryAlert" online monitoring and phone app, allowing them to check machine availability, see a history of laundry room usage so that a student can plan their laundry time, get an email notification or phone notification when a laundry cycle is complete, and more. Visit www.laundryalert.com or download the free "Laundry Alert" mobile phone app. The required password to access the online monitoring and phone app is "CAVS."

Machines are maintained and serviced by Caldwell and Gregory, who also process any refund requests, and their contact information is posted in each laundry facility. Only machines provided and maintained by Caldwell and Gregory are permitted; students may not bring their own machines or disable provided machines.

ARE CABLE & TELEPHONE SERVICES PROVIDED? Telephone access is not provided in rooms. Public lines are maintained in lobby areas for on-campus or local usage.**

Cable TV service (televisions should be cable-ready) is provided at no additional cost (costs are included in residence hall fee payment). Comcast is the cable service provider.

The wall outlet and cable box for cable is located in the main living space for each room/suite/apartment; there are not individual outlets/boxes in the bedrooms of suites and apartments. NOTE: Splitters are not permitted. The College provides cable television service with 60+ channels, including major networks ESPN, CNN, TNT, WGN, MTV, and Food Network. Upon check out, the cable box and remote must be returned, if not a replacement fee will be charged.

IT INFORMATION

WHAT ARE THE COLLEGE'S TECHNOLOGY POLICIES? The Office of Information Technology (IT) provides a Responsible Computing Handbook for Students (also on-line at www.uvawise.edu/oit) that outlines UVA Wise computer use guidelines. It is the responsibility of every individual using a computer connected to the campus network to abide by campus network policy and applicable law. Failure to do so can result in the loss of network privileges.

Examples of prohibited conduct include, but are not limited to, account sharing, unauthorized access or attempted access of others' files or computing resources, willful distribution of harmful files (such as viruses), distribution of SPAM, and unauthorized access or distribution of copyrighted material.

IT staff are available in the residence halls throughout the semester for troubleshooting. However, personal computer software and/or hardware are not maintained by the IT staff.

WHAT ABOUT INTERNET ACCESS? UVA Wise IT staff is available during move-in days each semester, as well as throughout the semester, and by calling the Help Desk at 276-376-4509. You may also visit www.uvawise.edu/oit for specific requirements and tutorials.

Residents have access to the internet through Wi-Fi access. It is recommended that electronic devices be Wi-Fi capable with dual-band, wireless-N, and WPA2 features. Older devices with wireless b/g compatibility should connect, but will be noticeably slower. For devices without built-in Wi-Fi, a USB wireless network adapter may be used. Please ensure compatibility matches what is listed above. For more information about the Wi-Fi network, please contact the IT Help Desk at 276-376-4509.

CAMPUS RESOURCES

WHO IS CAMPUS POLICE? The College provides 24-hour/day coverage of campus with a staff of full-time police officers certified by the Virginia Department of Criminal Justice Services. The Campus Police Office is located on the lower-level of Cantrell Hall.

CAMPUS SECURITY-CLERY ACT: UVA Wise is committed to helping the campus community provide for their own safety and security. The Annual Security Report and Fire Safety Report containing information on campus security and personal safety, including alerts, fire safety, crime prevention tips, and crime statistics is available at www.uvawise.edu/ASR. A copy is available upon request by calling 276-328-0190 or 276-376-3451.

WHAT RESOURCES ARE AVAILABLE IN THE COUNSELING CENTER? The Counseling Center promotes positive choices regarding physical, mental, and social well-being by fostering the development of insights, values, and ideas toward implementation of each individual's personal, academic and professional goals.

All students have concerns from time to time. Counselors offer free (services are provided through student fees), confidential, counseling services to all enrolled students in a safe and non-judgmental environment. Counseling assists students with a wide range of issues that may be affecting academic, social and personal success. These issues may include, but are not limited to, adjustment to college, stress, anxiety, time management, self-esteem, roommate conflict, grief and loss, alcohol or drug use, relationships, and depression. Services include individual and/or group counseling, faculty/staff/student consultations, and referrals. A variety of educational and interactive programs are also offered throughout the academic year on topics such as alcohol awareness, depression, and suicide prevention.

WHAT IS AVAILABLE IN THE SLEMP STUDENT CENTER? The C. Bascom Slemp Student Center bridges the upper and lower campus and serves as the campus living room. The Slemp Center is the hub of student activity on campus and provides the following programs: Student Activities, Intramurals, Greek Life, Outdoor Recreation, and Conferences & Events, and offers office and meeting areas for the Student Government Association, Highland Cavalier, Honor Court, Jimson Weed, and other student organizations.

The Slemp Student Center houses the Bookstore, a game room, fitness center, aerobics room, Student Leadership wing for club and organizations, Chik fil A, Post Office (Mail Services & Cavs Card IDs), the Jefferson Lounge, the Honor Court Conference Room and offices, and the Dogwood and Rhododendron Rooms (conference meeting facilities).

WHAT SERVICES ARE PROVIDED IN THE WINSTON ELY HEALTH & WELLNESS CENTER? The Winston Ely Health & Wellness Center is an 11,000 square foot addition to the C. Bascom Slemp Student Center's existing fitness center and houses a variety of resources to keep students active and healthy. The Ely Health & Wellness Center features state of the art cardio equipment, selectorized weight equipment, and along with the Slemp Fitness Center's free weight area, gives students the opportunity to explore all areas of fitness and wellness. In addition, it is home to a multipurpose fitness studio, which offers group exercise classes free of charge to students. Classes are taught by certified fitness instructors and include Insanity® LIVE, Turbokick® LIVE, RIPPED®, Yoga, Zumba®, and more. The facility is also home to Mondo's Subs restaurant, a conference room for individual and group health advising and instruction, brand new locker rooms, and the Healthy Appalachia Institute, a partnership between the College and the University of Virginia to promote wellness in the region.

WHAT HEALTH SERVICES ARE AVAILABLE? Health Services at UVA Wise is staffed by a full-time registered nurse and a family nurse practitioner who are made available through student fees. The UVA Student and Employee Health Wise Clinic is the first for the University Health System. The clinic is located in Cantrell Hall and includes a nurse practitioner, registered nurse, and a handful of support staff. It houses three examination rooms, a telemedicine room, and several staff offices. The clinic is open Monday – Friday from 8:00 am – 5:00 pm. Walk-ins are welcome during normal business hours. Please bring insurance cards to every visit as well as a list of all medications you are taking. Information about services may be found at: <https://www.uvawise.edu/student-life/student-development/health-services/>.

All students are required to have insurance coverage. A copy of the insurance card and a completed Pre-Entrance Health Form (medical history/immunization record) must be on file in the Health Wise Clinic.

WHAT ACADEMIC SUPPORT IS AVAILABLE? The Academic Support Center at UVA Wise is on the lower level of Zehmer Hall and is comprised of three offices serving students. Please call 276-328-0177 or stop by Zehmer Hall for more information and/or applications.

TRIO Student Support Services provides academic assistance to students who qualify on the basis of first generation status, income, or disability. Services include individualized academic advising and course planning, priority registration, educational workshops, financial literacy education, assistance completing the FAFSA, guidance applying to graduate and professional school, and more. It is funded by the U.S. Department of Education in the amount of \$313,406.

Tutor Connection offers free tutoring in most courses, either in person or online through Smarthinking. Students enrolled in chemistry also have access to PASS (peer assisted study sessions), which offers weekly reviews that incorporate study tips, active learning strategies, and test preparation to facilitate independent learning.

Disability Services is available to all qualified students who are interested in receiving accommodations based on a disability. Students must provide current documentation and will be contacted for an initial consultation. In compliance with Section 504 and ADA legislation, UVA Wise provides services for students with disabilities to assure their access to both facilities and educational programs.

RESIDENCE LIFE LEADERSHIP OPPORTUNITIES

WHAT IS THE NRHH? The National Residence Hall Honorary (NRHH) chapter at UVA Wise recognizes the top 1% of residential student leaders. These students have contributed vast amounts of time and energy to the residence life program at the College through their numerous involvements including, but not limited to, RA positions, RHA, program & conference participation, and Student Conduct Board.

WHAT IS THE RHA? The Residence Hall Association is an elected student body responsible for campus wide residential programming. RHA is affiliated with the following state, regional and national collegiate residence hall associations – VAARH, SAACURH, and NACURH.

RHA conducts several annual fundraisers to provide you reasonably-priced linen kits, as well as surprises from home to welcome you to campus, celebrate your birthday, and help de-stress for final exams. Look on line or watch for more information near the start of the semester!



MISCELLANEOUS

WHAT DOES IT COST TO LIVE ON CAMPUS & FOR MEAL PLANS? Visit the Cashier's Office webpage for the most current cost information at www.uvawise.edu/cashier.

SHOULD I USE MY COLLEGE EMAIL ADDRESS? **YES**, the email address you received ending in '@uvawise.edu' is your official College email and is used for official College communications, including academic notices, schedules & events, parking & construction updates, and emergency notifications.

DO I NEED A CAVS CARD? WHERE DO I GET IT? YES, the Cavs Card is your official College identification card (<http://www.uvawise.edu/cavscard>). It also serves a variety of other important purposes, including:

- library card
- meal plan card
- key card for swipe entry into your residence hall and/or labs
- athletic pass (for all regular season, home events)
- debit system card (deposit monies at the Cashier's Office for 'just-like-cash' purchases in the Bookstore and the Dining Hall)
- vending/laundry card

For new students entering in fall semester, cards are made during freshmen orientations and freshman cards are distributed at Expedition (August freshman extended orientation). Cards for new students entering in spring semester are made during the orientation session held on the Monday before classes begin.

Returning student cards, as well as all replacement cards, are made during regular business hours in the Post Office on the 4th floor of the Slemple Student Center.

Cards must not be defaced in any way (no decals, punched holes for keyrings, etc.). There is a charge for your Cavs Card or a replacement card. Cards expire when a student graduates or is no longer enrolled at the College, and must be returned if you leave the College prior to graduating.

CAN I BRING A CAR TO CAMPUS? PARKING? The Campus Police Department requires any student bringing a car to campus to register the car and purchase a parking decal. Please visit www.uvawise.edu/campuspolice for more information.

IS PUBLIC TRANSPORTATION AVAILABLE? The Cavalier Connection is a campus transportation solution held in partnership with Mountain Empire Older Citizens (MEOC) Transit. The Cavalier Connection will take students anywhere they want to go within southwest Virginia. To set up a ride pick up, riders should call 276-523-RIDE. For rides outside of normal business hours (7am-6pm), Rides should make a reservation 24 hours in advance. The cost of a ride is 50 cents per ride or \$1 round trip to any destination. Riders can purchase a ride card in the bookstore for \$10.00 plus tax. The card includes 20 rides.

During the College's break periods (fall, Thanksgiving, winter, and spring), the College operates a "Home Ride" program which will provide transportation from campus to the main UVA campus in Charlottesville. Return rides from Charlottesville back to UVA Wise are also available. Tickets, round trip or one-way, can be purchased in the campus bookstore. Information concerning the "Home Ride" program will be sent out to student email throughout the semester.

