



1. **No Alcoholic beverages.** Possession and consumption of alcoholic beverages on campus or off are absolutely forbidden. Consumption of alcohol will result in immediate dismissal from the institute at the attendee's expense.
2. **Attendance at all course and program activities is mandatory** – Attendance will be taken at all lectures and classes. Students are required to be present for all lectures. A pattern of tardiness and absences can result in dismissal from the program at the attendee's expense.
3. **Candles/Incense** - Incense and other open flames are prohibited within the residence halls.
4. **Changing condition of room/door.** Any change or alteration of the room, window or door (interior and exterior) will be repaired and charged to the individual resident. This includes graffiti. Any change or alteration of the room, window or door is considered damage/destruction of University property and the responsible resident(s) may be subject to judicial action.
5. **Compliance with staff.** Residents are required to follow all reasonable requests issued by resident counselors or other University officials. Non compliance may result in termination of this contract.
6. **Cooking.** Because of health, sanitation, insurance and fire hazards, cooking is not permitted in residence hall rooms. Preparation of hot beverages or popcorn by use of appliances with enclosed heating elements and automatic shut off will be permitted in resident rooms (see 9. Electrical appliances). Microwaves and toaster ovens are not permitted in the resident rooms. Microwaves are available in some halls. These units are designated for the preparation of light snacks and occasional meals. They are not to be used for the regular or daily preparation of complete meals. All cooking and eating utensils found unattended will be immediately discarded.
7. **Curfew. Students must be back in the dorm by 11:00 p.m. on weeknights and 12 midnight on Friday and Saturday nights. Students are to remain in their rooms between the hours of 11:00pm and 7:00am, and 12 midnight and 7:00 a.m. on Friday and Saturday nights.** Counselors will make room checks at the designated curfew hours. Anyone who is absent from room check, or who subsequently leaves, is subject to dismissal from the program at the attendee's expense.
8. **Destruction of property.** As members of the residential community, each resident is obligated to report to the staff any destruction they witness or in which they are involved. Damage to a residence hall room or to common areas may result in termination of the residence hall contract. Residents are responsible for common damages as assessed by Residence Life/ Conference Staff.
8. **Electrical appliances.** The following electrical appliances aker with enclosed heating element and automatic shut off, clock, fan, heating pad, hair setter, hair dryer (portable), refrigerator (4.0 cu. Ft. maximum), corn popper with enclosed heating element and automatic shut off, electric blanket with thermostat, computer and printer.
9. **False identifications** Residents are prohibited from altering or forging official documents, including CUA ID cards. Individuals found with false identification will have them confiscated and will be reported to the appropriate state or local agency. Individuals found to be manufacturing or providing fake ID's for individuals will face removal from the residence halls along with civil and criminal penalties.
10. **Fire Tampering** with fire equipment including fire extinguishers, exit signs, smoke detectors, fire alarms, and fire doors is a serious violation of District of Columbia law and University regulations. Residents found responsible for tampering with fire equipment will have their housing contracts terminated and will be automatically billed at least two hundred dollars (\$200.00). Further disciplinary action may be taken as the specific situation warrants. Violators may face removal from housing. Failure to evacuate during a fire alarm or emergency will result in a \$25 fine and disciplinary action.
11. **Fireworks.** Because of the serious threat to an individual's safety, firecrackers, cherry bombs, smoke bombs, and other similar devices are strictly prohibited in and around the residence halls. Use of these fireworks may result in contract termination.
12. **Forcing open/propping doors.** Any resident found to be forcing open and/or propping open an entrance door will be subject to a \$50 fine. Continued disregard of this policy may result in contract termination.
13. **Furniture removal.** Residents may not place furniture from their rooms in hallways, bathrooms, study rooms, or lounges. All furniture must remain in the resident's room for the entire contract period. A \$25 fine will be billed to any resident who moves furniture from their room. Residents will be billed the replacement value for pieces of furniture not present at check-out. Residents or non-residents who remove furniture from lounges or study rooms for their personal use will be subject to a \$25 fine.
14. **Gambling** is not permitted on the campus of the University in accordance with District of Columbia law.
15. **Illegal drugs.** The use, possession or sale of illegal drugs or controlled substances is not permitted. Violation of this regulation will result in contract termination and returned home at attendees expense. Other disciplinary action, and referral to the District of Columbia Metropolitan Police will result.
16. **Keys and locks.** Residents are issued a key and building access card which permit s them access to their assigned building and room. These are given for personal use and are not transferable. **Residents must lock their room**, as they are responsible for their personal security and University property. Residents who lose keys or cards must immediately report the loss to the Conferences and Summer Programs office or the



Information Desk and be prepared to pay for a lock change (\$50). If a resident borrows a spare key from the Information Desk, they must return it within 24 hours or be billed for a lock change.

17. **Lockout policy.** Residents are required to carry their room keys with them at all times. It is not the responsibility of the Staff to let people in their room.
18. **Lofts** or bunk beds may not be constructed in the halls.
19. **Posting and decorating.** When hanging pictures, posters, etc., only adhesive picture hangers should be used. Public display of offensive materials is not permitted.
20. **Quiet hours and noise.** A resident's right to sleep and study is a priority. During periods designated as quiet hours, no noise should be audible outside the closed door of a resident's room. Quiet hours are 12:00 am to 7:00 am. If you bring a stereo, you must bring headphones.
21. **Reporting maintenance.** Residents are responsible for reporting items that need repair to the Information Desk. This includes items in their rooms, common areas and bathrooms. If residents do not report broken items in the room when they occur, they may be billed for those items at checkout.
22. **Roofs.** Since the roofs are unprotected areas and are not designed for the use of residents, residents are not permitted to use the roofs for any reason.
23. **Room Checks can be conducted by any Resident Counselor or Staff** who have reason to believe that some violation of rules and regulations is taking place, or that a pre-college student is away without permission.
24. **Room entry.** A resident's room is considered private and doors should remain locked at all times. Representatives of the University (including University contractors) will enter only after knocking on the door to: perform all maintenance needs or projects; assist in any emergency; re-establish order; recover any University property; prevent destruction of University property; investigate alleged violation of federal, District of Columbia or University policies, rules or regulations; fire alarms.
25. **Screens.** Window screens may not be removed for any reason.
26. **Smoking** by pre-college students is prohibited.
27. **Sports.** Playing any type of sports in the hallways will not be permitted. Residents are responsible for any damage caused by these activities.
28. **Tolerance of others.** Part of living in a community is learning to respect the individual differences present among those who live in that community. Students who believe they are the subjects of harassment on the basis of race, gender, religious belief, national origin, age, ability, political affiliation, or sexual orientation should bring this to the attention of the Director. Judicial action may be brought against those residents who harass others.
29. **Violent behavior.** Behavior of a violent nature cannot be tolerated in a community living situation. Residents who commit acts of a violent nature (fighting, physical and verbal threats, and vandalism) can be immediately removed from housing.
30. **Visitation.** CUA's philosophy of residence hall living emphasizes the total intellectual, moral, psychological, social and physical growth of the individual. It is hoped that the quality of life in residence halls is such that it builds community and helps foster and nurture a sense of values. Residents are responsible for adherence to the following guidelines: The right of a resident to live in reasonable privacy takes precedence over the right of his or her roommate to entertain a guest in the room; **No member of the opposite sex is permitted in the room at anytime; No visiting in apartments or dorm rooms outside of the Pre-College Housing Area;** The residence halls are not open to visitors except with the written permission of the Director; No over-night guests are permitted at any time.
31. **Weapons** of any kind or instruments used in a dangerous fashion are not permitted.
32. **Windows.** Due to endangerment of self and others and possible destruction of property, residents may not sit on windowsills, place items in precarious positions on windowsills, project items from windows or tamper with window restrictions.
33. **Leaving Campus.** **You cannot leave campus without the signed permission of your parent or guardian.** Failure to comply with this rule will result in immediate dismissal at the attendee's expense.

I have read the Rules and Regulations and agree to abide by them.

Student signature/Date

Parent/Guardian signature/Date