Important Housing Numbers and Websites

24 Hour Service Desks (Northside & Southside) ................................................. 979-845-2821
Conferences and Guest Housing ................................................................. 979-845-1279
Corps Area Office .................................................................................. 979-845-3433
Housing Facilities and Operations ......................................................... 979-862-3150
Housing Assignments (Cain Hall) .......................................................... 979-845-4744
North Area Office (Northside Commons in Hullabaloo Hall) ............... 979-845-4768
Residence Education ........................................................................... 979-845-1229
Residence Life Main Office (Cain Hall) ................................................. 979-862-3158
South Area Office (Legett Hall, Suite 003) .............................................. 979-845-2235
University (Gardens) Apartments ....................................................... 979-845-2261

Residence Life website - reslife.tamu.edu
Work Order website - aggieworks.tamu.edu

Table of Contents

Important Housing Numbers........................................................................ 2
Community Living Creed .......................................................................... 4
Residence Life Mission Statement ......................................................... 5
Residence Life Inclusivity Statement .................................................... 5
Residence Life Staff ................................................................................ 6
Services .................................................................................................. 7
Health and Safety ................................................................................... 13
Sexual Assault/Harassment/Stalking/Rape/Domestic Violence ............. 23
Title IX Reporting ................................................................................ 24
Academics in the Residence Halls ......................................................... 25
Leadership Opportunities ...................................................................... 26
Sustainability .......................................................................................... 28
Housing Assignments & Contract Issues .............................................. 31
Roommate Conflicts ............................................................................... 37
Student Conduct .................................................................................... 38
Residence Hall Rules & Regulations .................................................... 39
Campus Resources ................................................................................ 55
Calendar ................................................................................................. 56
Index ....................................................................................................... 58

Live at the Heart of the Aggie Experience!

Having trouble?
Contact a Resident Advisor or Community Director/Graduate Hall Director for help!

NOTE—If an RA or CD/GHD is not immediately available, please contact them via email, phone, or leave a message on their door. Otherwise, contact the 24 Hour Service Desks at 979-845-2821 in case of emergency.
Living in a residence hall on-campus at Texas A&M University means living in a community of students. This community is dynamic, comprised of various people with different values, cultures, life styles, and attitudes. As members of the community, we must strive to understand the individuality and life choices of those among us. We can best learn from one another in an atmosphere of positive encouragement and mutual respect. We must possess a genuine desire to learn from those around us as well as give others the respect we desire. Each person has a role to play in our on-campus community and should be allowed to do so.

Texas A&M University residence hall communities incorporate the following:

- **Education** - to ensure teaching and learning takes place beyond the classroom;
- **Openness** - so ideas and thoughts can be discussed freely;
- **Respect** - to ensure individuality is honored so diversity can be pursued;
- **Responsibility** - so the individual accepts obligations to the community and is held accountable for individual actions;
- **Caring** - to ensure the individual’s well-being is supported, and that community service is encouraged;
- **Involvement** - so the individuals have a voice in decisions concerning their community;
- **Ownership** - to ensure all individuals care for their facilities and adjacent property and;
- **Celebration** - so Texas A&M University history and culture is promoted and residence life and University traditions are shared.

**Your rights** in our community include: sleeping and studying without disturbance; living in a supportive and stimulating community; living in a safe, secure, healthy, and clean environment; socializing in your room; enjoying access to a variety of programs, services and facilities; and involving yourself and others in promoting an educational, open, respectful, responsible, caring, involving and celebrative community.

**Your responsibilities** in our community include: considering the needs of other residents and balancing them with your own needs; promoting care of the physical facilities, equipment, and services; communicating with other residents and staff members; allowing other residents to know when they are disturbing you; demonstrating a commitment to the community by getting involved; promoting campus and individual safety, and demonstrating dignity and respect for all individuals.

Living on campus at Texas A&M University affords you many opportunities to face challenges head on, achieve in a variety of areas and grow as an individual. However, these things only happen when you actively participate and support the community ideals stated here.

Adapted from: “In Search of Community,” Ernest Boyer and from the “Statement of Community,” Texas Tech University.

---

**Residence Life Mission Statement**

The Department of Residence Life provides welcoming, educational, and sustainable community living at the heart of the Aggie experience.

We cultivate an environment where students:
- Engage, challenge, and grow together,
- Feel respected and supported,
- Focus on their academic goals, and
- Create positive, memorable experiences, and lifelong friendships.

We provide:
- Safe, sustainable, quality physical environments,
- Well-maintained historic and state-of-the-art facilities,
- Conveniently located cost-effective housing options, and
- Reliable and responsive service.

---

**Residence Life Inclusivity Statement**

The Residence Life community at Texas A&M University is comprised of a diverse group of students and staff living and working together in a residential environment of residence halls, university apartments, administrative and staff offices. Together, we strive to include all members of our community; believe that differences provide opportunities for growth and mutual understanding; are committed to creating a socially just community of respect, caring and support; and seek opportunities to celebrate the community of individuals regardless of ability, religious affiliation, veteran status, socioeconomic status, ethnicity, nationality, sexual orientation, age, gender, race or cultural identity.

*Revised May 2011*
Residence Life Staff

Resident Advisor
A Resident Advisor (RA) is a student staff member who lives on your floor, ramp or wing in your residence hall. As a peer, an RA serves as a basic source of information and referral help, and assists residents in adjusting to campus life. Your RA's overall responsibility is to provide leadership and support to you and other members of your community as well as policy enforcement.

Community Director/Graduate Hall Director Staff
A Community Director (CD) (full-time staff member) or a Graduate Hall Director (GHD) (graduate student staff member) has overall responsibility for their assigned residence hall(s). The CD/GHD works to establish a supportive and positive learning environment in the hall by guiding the RA staff and community council. They are responsible for the supervision of all hall staff and the enforcement of regulations and policies. Feel free to talk to them about any personal or school problems as well as ideas or suggestions to improve the hall.

Coordinator of Residence Life
A Coordinator of Residence Life is a direct supervisor of the Community Directors. CD's supervise the GHD's directly. These full-time professionals play many roles such as educator, supervisor of residence hall staff, consultant, resource agent, general advisor, and facility coordinator. They help develop student leadership, provide residence hall information, and help with implementation of many student-initiated plans and programs.

Staff on Duty
At least one Resident Advisor (RA) per hall and at least two Graduate and one full-time Community Director are “on duty” every night of the week, with the exception of some holiday periods. Contact the RA on duty between the hours of 5 p.m. and 8 a.m. by calling the 24-Hour Service Desk (979-845-2821). If any problem arises, please contact the staff member on duty in your hall. Beginning at 5 p.m. Friday and ending at 8 a.m. Monday, there is 24 hour coverage in all of the halls. During weekday hours, contact the Area Offices (see Important Housing Numbers), which are open from 8 a.m. to 5 p.m. Monday–Friday.

The Housing Assignments Office
The Housing Assignments Office is responsible for distributing and processing housing applications for students living on-campus. The office maintains housing notification lists, oversees and coordinates the current residents' contract renewal process, room and hall changes, rent/billing procedures, and written communications with students who have questions or concerns regarding on-campus housing. The Housing Assignments office is located in Cain Hall B-140 and can be reached at 979-845-4744.

Custodial & Maintenance
Full-time custodial and maintenance personnel can be identified by their uniforms and nametags. The custodians are responsible for normal cleaning duties in public areas, public bathrooms, and student bathrooms. Residents are responsible for cleaning their own room. Custodial staff will clean suite and private bathrooms once a week and will notify students at least one day in advance when the bathroom is going to be cleaned. In order to cancel your cleaning, you must speak with your roommate/suitemates and then the custodial supervisor.

Maintenance staff are assigned to make repairs in the residence halls and apartments. Residents should contact a hall staff member in cases of emergency or if no change occurs within a few days of reporting a problem. Work orders to request custodial or maintenance work to be done can be submitted from aggieworks.tamu.edu.

Services

24-Hour Service Desk
The Northside Commons Lobby in Hullabaloo Hall has a desk operation which is open and staffed 24 hours a day during the academic year, including summer school. Residents can call the service desk at 979-845-2821 to contact a staff member, obtain information, request maintenance repair assistance, and a variety of other services.

Area Offices
Coordinators of Residence Life and associate staff are located in the North and South Areas of campus and can answer any questions you might have in the event you cannot locate your hall staff. Lost keys, access cards, and assistance are services you can obtain from these offices, weekdays from 8 a.m. until 5 p.m. The North Area Office is located in the Northside Commons in Hullabaloo Hall, Suite 101, and the South Area Office is located in the basement of Legett Hall, Suite 003. The NAO can be reached at 979-845-4768 and the SAO can be reached at 979-845-2235.

Cable Television
All residence hall rooms are provided with over 80 channels of digital cable television. Residents must bring their own television and any cables necessary to connect. To make sure your TV will receive digital channels, consult your owner’s manual and look for labeling on the TV that says, “Digital Ready”, “DTV”, “Digital Tuner Built in”, “HDTV”, “ATSC/QAM”, “Integrated Digital Tuner”, and so on. If your TV has any of these labels, your TV should work. Complete information about the cable television service can be found at reslife.tamu.edu/livingOnCampus/amenities/tvService.
**Dining Services**

Dining on campus is an essential part of the on-campus living experience. Run by Chartwells, with over 30 locations around campus, convenient to residence halls and classrooms, there are many options available. For increased flexibility and value in campus dining, Freshmen living on campus are required to select a Dining Plan.

University Dining offers a variety of plan options which include individual meals and “Dining Dollar” components. Below are some important points of information about dining plans:

- Freshmen (U1) living in on-campus housing are required to select a Meal Plan.
- Required students will automatically be enrolled in the Howdy plan.
- Dining Plan changes can be made through the 20th class day of each semester (September 25th for Fall 2015, and February 12th for Spring 2016). To make a Dining Plan change, please call 979-845-3005.
- Meals can be used as one entry to the all-you-care-to-eat locations, Sbisa and Duncan Dining Centers.
- Meals can also be used as a Meal Trade in the food courts. The Meal Trade options will vary by location, but in general include an entrée item, a side item, and a beverage.
- You may use up to three Meal Trades per day, one per Meal Trade Zone.
- A Meal Trade Zone is a block of time. The Meal Trade Zones are breakfast, lunch, dinner, and late night.
- Dining Dollars are like a debit account for on-campus food purchases. You can use Dining Dollars to buy a snack or beverage, a full meal, or anything in between.
- Dining Plans are determined for the semester, dining dollars leftover from the fall cannot rollover to the spring.
- If you run low on Dining Dollars, additional funds can be purchased in $25 increments.
- Dining Plans are billed to your student account, and can be viewed through the Howdy Portal.

For a complete listing of meal plan options and dining locations, please visit dining.tamu.edu. In addition to meal plans, University Dining locations also accept cash and major debit and credit cards. Contact University Dining at 979-845-3005 for any questions or special requests you may have.

**Internet Connections**

ResNet (Residential Network) allows connection to the internet as well as other campus resources. Each residence hall room has two high-speed network connections to ResNet. In addition to the wired connections in each room, wireless connectivity to ResNet is available in all of the Residence Halls. Connecting to ResNet requires network cable to connect the computer to the room’s network connection or a computer that supports wireless access. You may have a personal router as long as the wireless feature is turned off. For more information and technical support, contact the Texas A&M Computing and Information Services (CIS) Help Desk Central (979-845-8300) or select Student Services at it.tamu.edu.

**Laundry**

Most of the residence halls have high efficiency front loading washers and dryers for resident convenience. There is one laundry facility available to those students residing in a residence hall without a laundry facility. This laundry room is located in the Dorm Services Building adjacent to the Adams Band Hall (Southside). Cash and coins are not needed to operate the washers and dryers as the laundry cost is included in the rent. However, students must furnish their own laundry supplies. If you notice a broken machine, report it to a staff member ASAP. Special note—due to the fact these machines are high efficiency, it is very important to follow the instructions located on the machines so you do not use too much soap, which may result in the machine not operating properly.

**Lock Outs**

If the occasion arises where a student is locked out of their room, contact a staff member in your hall for assistance or call the 24-Hour Service Desk (979-845-2821). Charges may be applied to a student’s bill after multiple lock-outs.

**Lost Keys/Access Cards**

If you lose your key or access card, inform your residence hall staff as soon as possible so you can have your lock changed and ID deactivated or be issued a loaner key and/or card. Loaner keys and cards (for hall access only) may be kept up to three (3) business days. ID card cancellation for lost ID cards is available by calling the Aggie Card hotline at 979-862-4884, visiting sbs.tamu.edu/aggiecard, or going to their office in the General Services Complex (GSC) Suite 280. The minimum charge for a lock change is $100, and the charge to replace a loaner card is $10. If you have been issued an automatic door remote (issued as needed to students with disabilities), the charge to replace it is $150.

**Mail & Shipping Services**

On-campus residents may rent mailboxes, buy postage, and ship packages in the Northside Commons in Hullabaloo Hall, in Adams Band Hall located on the Corps Quad, or at the Northgate Post Office. Box sizes, rental rates, services and hours of operation vary. See website tamucms.com for information about mail services in the Commons’ lobbies.
Commons Mail Services
• Northside - Located in the Northside Commons in Hullabaloo Hall, room 136, (979) 458-2692 or (979) 268-7727
• Southside - Located in Adams Band Hall, (979) 458-2692 or (979) 268-7727
• Northgate Post Office - located at 104 Houston Street off University Drive, (979) 846-5716

USPS mail is not delivered to students’ rooms; however, UPS and FedEx will make deliveries to your room. Residents must be present in their room to receive room deliveries.

The physical shipping address for FedEx, UPS, etc., is:
Name
Residence Hall Name and Room Number
Texas A&M University
College Station, TX 77840-9500

Microwave Ovens/Combination Refrigerator/Microwave Appliance
Combination refrigerator/microwave appliances are available for individuals to rent at the beginning of each semester. The “Micro-Chill” is a UL Approved appliance which combines the refrigerator, freezer, and microwave into one unit that operates off of one plug. To rent a Micro-Chill unit, call College Products at 800-875-0457 or visit collegeproducts.com. Microwave ovens have been purchased by some hall councils and are available for residents’ use within the halls. Consult your hall staff for the location of the nearest microwave. For more information on microwaves, see pages 44-45.

Parking
The Department of Residence Life is not responsible for the regulation of on-campus parking. For more information on parking, contact the Department of Transportation Services (979-862-PARK) located in room 108 of the John J. Koldus Building, or visit them online at transport.tamu.edu.

Recreation
The campus has a beautiful Student Recreation Center which all Aggies are encouraged to take advantage of. In addition to this, sand volleyball pits are located adjacent to the FHK Complex, Hullabaloo and Hart Hall. The courts operate on a first-come basis and are available to all on-campus residents. There are also new basketball courts next to Walton Hall. To protect the study environment of residents who live next to the courts and pits, the courts are only open from 9 a.m. – 9 p.m. daily. For pool, ping-pong, and foosball, and Hullabaloo Hangout Game Room in the Northside Commons in Hullabaloo Hall. Equipment is available for checkout to all residents through the Hullabaloo Hangout desk. There is no charge for checkout.

Telephone Service
With the increase in cell phone usage, telephone service is only provided in the residence hall student rooms and Corps of Cadets student rooms on a paid subscription basis. Residents who prefer local land line phone service may request installation of the service by submitting an online Application to Connect New Landline Telephone Service to the Department of Residence Life, Office of Facilities and Operations. Phone is 979-862-3150, or visit reslife.tamu.edu/livingoncampus/amenities/phone. There is an additional cost for this service.

Convenience Phones
A convenience phone is located near at least one entrance of each residence hall. These phones are provided for guests to contact residents, who can then open exterior doors and properly escort the guest to their room. These phones have a red emergency button, which, when pressed, places the caller in immediate contact with the University Police Department.

Public Hallway Phones
Adequate phone service will be available for personal or emergency use, students will have access to at least one “public hallway phone” on every residential floor of every building, with the exception of Hart and Walton halls, where the phones are located only on the first floor of each ramp.
Emergency Phones (“Blue Light Phones”)
Emergency or “blue light” phones have been installed at various locations across campus. These are distinguished by the 12 foot pole with the blue light on top. These phones have “EMERGENCY” written on the front and sides.
- FOR EMERGENCIES: Press the button or dial 911. The University Police will immediately know your exact location. Talk directly into the speaker.
- FOR NON EMERGENCIES: Blue Light phones may be used for vehicle repair help, calling for nighttime escort services, or calling a friend for assistance.

Tutoring Services
The Department of Residence Life, in collaboration with Peer Academic Services, offers tutoring in various academic subjects. Tutoring services will be located in the Northside Commons in Hullabaloo Hall located on the ground floor of Hullabaloo Hall and in the Activity Center at White Creek Apartments, located on west campus. Tutoring is available Sunday-Thursday 5pm-9pm, subject to change. For more information about tutoring services offered in the residence halls, please contact the Academic Support Initiatives Coordinator at 979-458-9753.

TV and Study Lounges
The majority of the residence halls have TV and study lounge facilities for students’ convenience. Also, the Community Learning Center in the Northside Commons in Hullabaloo Hall and A-3 Lounge provides additional TV and study room space.

Vending Machines for Drinks/Snacks
Vending machines are located throughout the residence hall areas. Consult your hall staff for the location of the nearest vending machine. For drink and snack machine refunds, residents may receive refunds from the North Area Office (Hullabaloo 101). To report repair needs for the drink machines call 1-800-888-3508 and call 979-778-9500 to report needed snack machine repairs.

Work Orders
Work order requests for residence hall repairs or custodial requests can be submitted from your computer. You can access the work order system at aggieworks.tamu.edu. If you do not have access to a computer or the on-line work order system is not operational, contact hall staff to submit a work order.

Health and Safety

Code Maroon
Code Maroon is an emergency notification service which gives Texas A&M University the ability to communicate health and safety information quickly by e-mail, text message, radio, television and website. By enrolling in the text messaging service of Code Maroon, university officials can quickly pass on safety-related information, regardless of your location. You may also do a Fast Follow on Twitter To find out more information and to enroll in the text message service visit codemaroon.tamu.edu.

Tell Somebody Campaign
Concerned about someone’s behavior? Tell somebody.
On a college campus, sometimes behaviors of concern have gone unreported until a tragedy occurs, and then people come forward with bits of information which, in retrospect, may have signaled a larger issue. This information, when viewed collectively, may be helpful in preventing tragic events and initiating assistance to an individual. Texas A&M University is committed to a proactive approach and needs your help.

As a member of this University community, if you observe any behavior which is concerning, please go to: tellsomebody.tamu.edu and provide detailed information on the report form. This report goes to members of the Special Situations Team. This team is comprised of University faculty and staff charged with helping students, faculty, and staff who are exhibiting concerning behavior.

Alternatively you may call the following numbers during business hours:
- In reference to student behavior: 979-845-3111 (Offices of the Dean of Student Life)
- In reference to staff behavior: 979-845-3711 (Human Resources –Employee Assistance Program)
- In reference to faculty behavior: 979-845-4274 (Dean of Faculties)

For all emergencies, please call 9-911 (on-campus) and 911 (off-campus). For more information about the Tell Somebody Campaign or the Special Situations Team, please visit our website at tellsomebody.tamu.edu.

Stop Hate
Texas A&M is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, Texas A&M encourages a climate that values and nurtures collegiality, diversity, pluralism and the uniqueness of the individual within our state, nation and world. All decisions and actions involving students and employees should be based on applicable law and individual merit.

Texas A&M University, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status.

Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the appropriate offices within their respective units.
Students should contact the Office of the Dean of Student Life at 979-845-3111, faculty members should contact the Office of the Dean of Faculties and Associate Provost at 979-845-4274, and staff members should contact the Human Resources Department Employee Relations Office at 979-862-4027.

If you or someone you know has encountered a hate/biased incident, you may file a report at stophate.tamu.edu. You have the option to fill in your contact information or submit the report anonymously. Reports submitted anonymously or with limited information may limit our ability to follow up on an incident. Once a report is submitted online, a copy is emailed to a team for appropriate review and necessary action. NOTE: Confidentiality cannot be guaranteed for every report submitted through this site. State law determines confidentiality.

Access Card System

The Department of Residence Life offers increased residence hall security through the use of the “Aggie Access Card” system. Residence hall exterior doors are locked 24 hours a day with limited exceptions as determined by the Department of Residence Life. Each door is equipped with a card reader and by sliding the magnetic stripe on the back of your student ID card through the reader you will gain access to your hall. Only the residents of your hall are coded for access to your hall; therefore, it is important not to admit non-residents without an escort.

Some other features of this system and related security policies are:

- Doors propped or remaining open longer than 45 seconds will trigger a local alarm at the door which will also notify the University Police that this door is open.
- Infrared motion detectors are located on the inside of each door. As you approach to exit the hall, the door will automatically unlock for you. Be careful not to stand within 3 feet of the door while waiting for guests or the door will remain unlocked.
- In case the motion detectors should ever fail, touch silver handplates located next to the doors to open the doors and exit the hall.
- ID card cancellation for lost cards is available 24-hours a day by calling the Aggie Card Hotline at 979-862-4884 or by visiting the ID Card Office located in the General Services Complex. A loaner card (for hall access only) may be obtained from a staff member in your hall. You can also visit your area office for card issues.

Bats

On occasion, bats will get into residence halls, particularly in the spring months. If you see a bat, take the steps below to report it and protect yourself and your neighbors.

- First, do not panic. NEVER TOUCH A BAT OR ATTEMPT TO TRAP/KILL A BAT!

- Call the SSC Solutions Communications Center at 979-845-4311. Be sure to tell them the specific location of the bat in as much detail as possible.
- Find a residence hall staff member and alert them of the bat’s presence. If you cannot find a staff member in your hall call the 24-Hour Service Desks at 979-845-2821 to have a staff member called.
- If you come into contact with a bat, are bitten by a bat, or wake up to find a bat in your room, it is strongly recommended that you seek medical attention at Student Health Services or with your health care provider, as some bats can carry rabies. While rabies can be fatal, a doctor’s treatment after a bat encounter is very effective.

Bedbugs

In recent years, bedbugs have made a resurgence in this country. Unfortunately, Texas A&M residence halls have not been immune. Previously we have had some cases of bedbugs, but were able to effectively eliminate them. However, there is always the potential for more to occur. The following information is being provided to calm any fears about bedbugs and to instruct residents about what to do if bedbugs are suspected in your room.

What is a bedbug?

Adult bedbugs are slightly smaller than a lady bug or about 3/8 of an inch long. They are reddish-brown in color with flat oval shaped bodies. Bedbugs feed on the blood of people and other warm blooded animals. They are nocturnal feeders who, unlike lice or fleas, do not live on hosts but rather in the “nests” of hosts. Bedbugs do not fly or leap but rather hide in dark crevices close to food sources.

The average lifespan for a bedbug is 12 to 18 months. Bedbugs can live for months without feeding. Bedbugs are spread by hitchhiking from areas of infestation on clothes, furniture, bedding and suitcases.

Are bedbugs a concern here?

Bedbugs were scarce during the later part of the last century, but their populations have surged in recent years. Changes in the types of pesticides and their usage, as well as an increase in international travel, have contributed to the rise of the bedbug. Bedbugs are most common in places where many people sleep. These places include hotels, motels, apartments, cruise ships and residence halls. Bedbugs can easily travel on clothing, linens, and furniture. Infestations of bedbugs do not necessarily indicate poor hygiene.

Can bedbugs hurt me?

Although bites can cause severe itching, they are relatively harmless. When a bedbug bites, it releases a salivary fluid which can irritate skin and cause allergic reactions over time. Scratching the bites can cause secondary infections and scarring. Washing the bite area with soap and water and applying an anti-itch/antihistamine cream is recommended. If infection occurs, seek medical attention. Bedbugs are not known to transmit any blood borne diseases such as HIV or AIDS.
Do I have bedbugs?

Bedbug bites are identified by small welts similar to mosquito bites. Often these welts occur in rows of three or more and cause itching and discomfort. These bites show up in the morning or middle of the night. If bedbugs are present, tiny dark excrement stains will be on the sheets, pillowcases, and mattresses. Molted skins and egg shells may also be present, but look for the crawling or dead adults as well. In cases of severe infestation, a musty sweet smell may be detected.

Examine areas around the bed and sleeping quarters for signs of bedbug activity. Bedbugs prefer areas around fabric, wood and paper. Check the folds or seams in bedding and linens. Check around the headboard and footboard paying special attention to corners and crevices. Check baseboards, moldings and carpet seams near and around the bed. Bedbugs often travel up so check areas above the level where you sleep. Check artwork and wall hangings, curtains, and walls. Look for any excrement spots, skin casings, or live bugs.

What if I have bedbugs?

Please contact your Resident Advisor, Community Director or Graduate Hall Director as soon as possible. The CD/GHD will contact the proper entity to evaluate and treat, if needed, your room. Bedbugs CAN be controlled with vigilance and constant inspection and treatment by professional pest control technicians.

How do I prevent getting bedbugs?

- Do not bring infested items into your room. Thoroughly inspect any “freebie” or second hand furniture or accessories before you bring them in.
- Check luggage, clothing and bedding after trips, especially after trips abroad.
- Clean up and reduce clutter to eliminate some of their favorite hiding spots.
- Keep rooms clean and tidy. Vacuum crevices and upholstery regularly.
- Vacuum mattresses frequently or permanently encase mattress in a mattress bag.
- Pull bed away from wall or other furniture. Tuck in sheets and blankets to avoid contact with the floors or walls.

If you should have any other questions or concerns, do not hesitate to ask your Resident Advisor, Community Director or Graduate Hall Director, or call the Department of Residence Life Central Administrative Offices at 979-862-3158.

Communicable Diseases

Students living in the residence halls who are diagnosed with a communicable disease such as chicken pox, measles, mumps, mononucleosis, Ebola, SARS or any other communicable disease which prove to be a health threat to other residents may be relocated to an alternate room on campus until such time when it is determined to no longer be contagious. The residence hall staff will maintain the privacy of any student who has knowledge of testing positive for any communicable diseases. To make arrangements to temporarily relocate due to having a communicable disease, contact your hall staff.

Emergency Contacts/Missing Persons

During the housing application and contract renewal processes, students living on campus are required to provide at least one emergency contact to the Department of Residence Life. This information will be kept confidential and will only be used by Department of Residence Life staff, and other Texas A&M staff members with emergency response job responsibilities, or in the case of emergencies involving students such as death, life threatening injuries or a missing person report. Students may update their emergency contact information at any time by logging in to Online Services at reslife.tamu.edu/onlineservices. Students are also encouraged to register their emergency contact information at howdy.tamu.edu.

On-campus students have the option of identifying at least one of their emergency contacts as a person to be notified in the event the student has been reported as missing. If a student is less than 18 years old, the parent or guardian of the student will be notified regardless of who the student has indicated as an emergency contact.

On-campus students should contact their Resident Advisor, Community Director/Graduate Hall Director, Area Office or the University Police Department if they suspect another student is missing. Upon receiving a report of a missing student, Department of Residence Life staff members will contact the University Police Department with all information provided regarding the missing student so that an investigation can be initiated. To quickly locate a staff member, call the 24 Hour Desk at 979-845-2821. UPD can be contacted at 911 or 979-845-2345.
Fire Alarms

Each building is equipped with a fire alarm system. If a fire alarm sounds, you should:

- Quickly put on appropriate clothing and shoes.
- Grab a towel to put over your face to prevent smoke inhalation.
- Close your windows, if they are open.
- Check your door or doorknob with the back of your hand. If it is hot, do not open it. Block cracks around the door with wet towels. Call 9-911, giving your name, room number, and situation. DO NOT leave your room until told to do so.
- If it is cool, exit cautiously and lock your door. Be sure to take your keys and your University ID Card.
- Walk quickly, in an orderly manner, through the exit for your area and continue at least 100 feet from the residence hall.
- DO NOT re-enter the building until you are told to do so by a residence hall staff member.

If you discover a fire, activate a pull station. Pull stations are located near each exit. When you get to a safe area outside, call 9-911 from a convenience phone/blue light phone or 911 from your cell phone. Answering their questions clearly will ensure a quick response from emergency personnel. Whether you believe the alarm to be a drill or actual fire, everyone, including residence hall personnel, must leave the hall whenever the alarm sounds.

Initiating a false alarm is a Class A Misdemeanor and is punishable by a fine of up to $4,000, one year in jail or both. Tampering with a fire alarm device is a Class C Misdemeanor and is punishable by a fine up to $500, 180 days in jail or both. In addition to violating state law, initiating false alarms and tampering with fire alarm equipment could jeopardize the safety of all residents in the hall.

Fire Life Safety Inspection

Environmental Health and Safety (EHS) conducts fire and life safety inspections of all campus residence halls during the Fall Semester. The intent of these inspections is to increase the level of safety and safety awareness for all occupants of the residence halls. These inspections will include residence hall rooms and staff offices as well as mechanical and common areas.

Inspections will begin around the second week of the semester and will continue until all residence halls have been inspected. All inspections will be conducted between the hours of 9 a.m. and 5 p.m. and will be conducted in the presence of a residence hall staff member.

For more information, refer to:
reslife.tamu.edu/livingoncampus/safetysecurity/emergencyprep.
staff member. Advance notification of all inspections will be provided to hall staff. Safety practices in general, and the fire life safety rules found in the rules section will be the primary focus of the inspection. Please note, residence hall inspections typically check for the following items and more during room inspections:

- **Electrical**: use of extension cords, cover plate missing/damaged, electrical wiring frayed/damaged/cripped, multi adapter without breaker in use, prohibited/unapproved appliances, microwave/refrigerator not plugged directly into wall (with the exception of balcony style halls)
- **Fire Alarm Equipment**: smoke detector obstructed (min. 24" clearance), smoke detector damaged, sprinklers blocked by furniture
- **Lofts**: being less than 30" from the ceiling and/or being placed in an unsafe/unapproved location
- **Ignition Sources/Combustible Products**: candles/incense being present in the room, flammable liquids in the room, combustible materials near electrical source, and excessive fire load in the room
- **Emergency Planning**: absence of the evacuation plan on the back of the room door, window/door obstructed
- **Miscellaneous**: poor housekeeping, floor/wall/ceiling penetrations, and the door closure missing/damaged
- **Room windows** will be checked to ensure they are a viable point of exit and/or way of notifying emergency responders of your presence in the room. Do not completely block your window with furniture.

**Illness and Injury**

If you are ill or injured and in need of immediate help, contact Emergency Medical Service at 9-911 from a campus phone or 911 if using a cell phone. EMS will respond 24 hours a day, 365 days a year and is a service for all enrolled students. The following people may also be of assistance: an RA or GHD/CD, the Area Office, the Health Center (979-845-1511) or the University Police Department (979-845-2345).

For all your non-emergency health care needs and questions, Student Health Services (SHS) is located in the A.P. Beutel Health Center and can be reached by calling 979-458-8316, or by referring to the SHS website at shs.tamu.edu.

SHS is an accredited ambulatory health care provider serving the Texas A&M University student body by providing primary health care services and promoting health through prevention and education. It does not provide major hospitalization or treatment outside of the clinic. All current students at Texas A&M University who have paid the Student Health Services Fee may receive services at the health center. Services available at the Student Health Center include:

- **Medical Clinic**
- **Dial-A-Nurse**
- **Immediate Care**
- **EMS/Ambulance Service**
- **Preventive Medicine**
- **Health Education**
- **Specialty Clinics**
- **Laboratory**
- **Physical Therapy**
- **Radiology**
- **Women’s Clinic**
- **Pharmacy**

For charges at the Student Health Center or for treatment by other health care providers, health insurance is recommended.

**Insurance Information for Students**

**Health Insurance**

For charges not covered by the Student Health Services fee or for treatment by other health care providers, health insurance is recommended. Some sources of health insurance are group insurance coverage through employment, parent’s or guardian’s health insurance, a student’s individual policy or the Student Health Insurance Policy.

The University endorses a Student Health Insurance Policy. Policy information is available at tamuinsurance.com. Any enrolled A&M System student taking at least six (6) credit hours of classes is eligible to enroll in this insurance plan. Students who are enrolled in special classes and take less than six (6) credit/contact hours of class work will be determined eligible for these insurance programs if the reduced coursework meets the criteria for the completion of a degree plan or international program as defined and approved by The Texas A&M University System. Eligible students who enroll may also insure their dependents. You may want to compare your current coverage with this policy when considering health insurance.

This policy may be useful when:

- A student reaches the age of attainment on a parent’s policy, (are no longer covered)
- A student gets married
- A student becomes legally independent
- A student is studying abroad

Information on the Student Health Insurance can be found at academichelsealthplans.com/tamu.

**Property/Renters Insurance**

Although steps are taken to maintain all university facilities and grounds and to provide adequate security, Texas A&M University is not liable for the loss of or damage to personal property caused by acts of nature, fire, water, smoke, utility, or equipment malfunctions, or caused by the conduct of any resident or his/her guest(s). Therefore, residents are strongly encouraged to carry a personal property or renter’s insurance policy for their belongings while living on campus.

In some cases, a parent or guardian’s homeowners insurance will cover loss or damage to personal belongings on campus. However, you should review policies carefully for any coverage limitations and/or applicable deductibles.
If you decide to purchase property or renters insurance you will need to choose from a wide variety of companies and polices. To help with your choice, the University has selected Arthur J. Gallagher & Co. as its preferred property/renters insurance company. Arthur J. Gallagher & Co. offers a variety of coverage options at reasonable prices. Information about available policies can be found at collegestudentinsurance.com.

For more information, contact the Coordinator of Residence Life Risk Management at 979-862-3158.

Watches and Warnings
The National Weather Service and local radio and television stations will announce watches and warnings about severe weather. Two good sources for local weather news are KBTX-TV (CBS), and KAMU-Radio (90.9 FM), as they both broadcast National Weather Service watches and warnings. Code Maroon will also alert you of any severe weather.

Like us! Texas A&M University Department of Residence Life - Residence Hall Living at facebook.com/tamuReshalls
Twitter & Instagram @tamureslife

Like us! Texas A&M University Department of Residence Life - Residence Hall Living at facebook.com/tamuReshalls
Twitter & Instagram @tamureslife

Internet Communities: Your Digital Image
In today’s digital world, here are a few things to keep in mind when you post on Facebook, Twitter or other virtual communities:
• Even if your profile is private, there are ways around it so be mindful of what you post. Inappropriate postings or behavior may be a violation of the Student Rules. For specific information, visit student-rules.tamu.edu.
• Employers may search Facebook, Twitter, Google, etc for more information about you. Google yourself so you are aware of how you could be portrayed.
• Remember the Aggie Honor Code. Aggies do not lie, cheat or steal nor tolerate those who do.

Like us! Texas A&M University Department of Residence Life - Residence Hall Living at facebook.com/tamuReshalls
Twitter & Instagram @tamureslife

Self-Closing Room Doors
According to the National Fire Protection Agency (NFPA) 101-Life Safety Code, each resident’s room that opens into an interior corridor shall be self-closing. Self-closing devices have been installed on all residents’ room doors to reduce the chance of a fire extending into the rest of the building. Do not tamper with or remove these devices. Damage to these devices will be treated as a serious discipline matter and replacement costs will be billed back to the responsible resident(s). Exits should not be blocked or obstructed, and residence hall room doors must be able to open 90 degrees.

Severe Weather
Lightning Prediction System
TAMU has a lightning prediction system which is designed to alert outdoor activity participants who are in the vicinity of the prediction system when lightning is within 5 miles and likely to strike. In the event of dangerous conditions, the system will give one long horn blast (approximately 15 seconds) accompanied by a flashing light. Once the dangerous conditions have passed, three (3) short horn blasts (approximately five (5) seconds each) will sound that all is clear and the flashing lights turn off. In the event of a system warning, please consider the following:
• Seek Shelter in: buildings or automobiles
• Avoid: open areas, places near water, trees, metal fences, overhead wires or powerlines; or elevated ground or open vehicles. Also avoid use of radios or cellular phones.

If a tornado watch or severe storm watch is issued, you should:
1. Review emergency plans.
2. Be alert for changing weather conditions.
3. Prepare to act. If a tornado warning or severe storm warning is issued, you should immediately take the following precautions:
• Move into the smallest interior space without exterior windows or doors, such as inner hallways, interior stairwells, bathrooms, or closets.
• Avoid the top floors of the building, any area that may be glass-enclosed and/or has a large unsupported roof.
• Do not go outside.
• If you are unable to move to a small interior place of shelter, get under a sturdy piece of furniture.
• Monitor local radio or television stations for announcements of any additional actions to take and/or for cancellation of the warning.
• Occupants of the building should remain in the place of shelter until the warning has been officially lifted.

Title IX - Sexual Harassment, Sexual Assault, Dating and Domestic Violence, Stalking, or Rape
Texas A&M University strives to maintain a work and educational environment free from discrimination, sexual harassment, stalking, dating and domestic violence, and related retaliation in accordance with applicable federal and state laws. Individuals are encouraged to report all unwelcome conduct of a sexual nature, stalking, dating or domestic violence, and should not wait to report conduct of concern until it becomes severe, pervasive, or persistent harassment. University officials can take proactive steps to address conduct, perhaps prevent conduct from continuing or escalating, and/or to protect or otherwise assist the recipient of the conduct. For more information on the Texas A&M University Sexual Harassment Grievance Procedure go to: student-rules.tamu.edu/rule47.

Reporting to Law Enforcement
• Students have the option of notifying or not notifying law enforcement authorities including university and local police.
University Police Department 979-845-2345
University Police Department - Victim’s Advocate 979-862-9767
Bryan Police Department 979-209-5301
College Station Police Department 979-764-3600
Brazos County Sheriff’s Department 979-361-4100
**Reporting to the University**

- Students may contact the Offices of the Dean of Student Life (studentlife.tamu.edu/979-845-3111) for assistance with reporting a complaint to the University.
- Students may also make inquiries or file a complaint by contacting the University’s Title IX Coordinator (TitleIX.Coordinator@tamu.edu/979-845-0977).

**Confidential Reporting Option**

- In most cases, counselors in the Student Counseling Service (scs.tamu.edu/979-845-4427) are not required to report an incident that in any way identifies the student concerned without the student’s consent. However, if an imminent harm situation is present, the counselor must take action to protect whomever is at risk.

**Support Services:**

- Student Assistance Services – 979-845-3113
- University Police Department Victim’s Advocate - 979-862-9767
- Student Counseling Service (SCS) – 979-845-4427, SCS Helpline – 979-845-2700
- Student Health Services – 979-458-8316
- Women’s Resource Center – 979-845-8784
- GLBT Resource Center – 979-862-8920
- Sexual Assault Resource Center (Community Resource) – 979-731-1000

**Title IX - Where to Report?**

<table>
<thead>
<tr>
<th>If the alleged offender is a(n):</th>
<th>The official contact is:</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Undergraduate Student</td>
<td>Dean of Student Life</td>
</tr>
<tr>
<td>- Graduate Student</td>
<td>Cain Hall B117</td>
</tr>
<tr>
<td>- Professional Student</td>
<td>College Station, TX 77843-1257</td>
</tr>
<tr>
<td>- Student Employee</td>
<td>TAMU Mail Stop 1257</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:studentlife@tamu.edu">studentlife@tamu.edu</a></td>
</tr>
<tr>
<td></td>
<td>979-845-3111</td>
</tr>
<tr>
<td>- Faculty Member</td>
<td>Dean of Faculties</td>
</tr>
<tr>
<td>- Graduate Student or Post-Doctoral Student working in Academic Affairs</td>
<td>108 YMCA Building</td>
</tr>
<tr>
<td></td>
<td>College Station, TX 77843-1126</td>
</tr>
<tr>
<td></td>
<td>TAMU Mail Stop 1126</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:dof@tamu.edu">dof@tamu.edu</a></td>
</tr>
<tr>
<td></td>
<td>979-845-4274</td>
</tr>
<tr>
<td>- Non-Faculty Staff Member</td>
<td>Human Resources</td>
</tr>
<tr>
<td>- Graduate Student or Post-Doctoral Student working in any area other than Academic Affairs</td>
<td>Policy &amp; Practice Review</td>
</tr>
<tr>
<td></td>
<td>750 Agronomy Road</td>
</tr>
<tr>
<td></td>
<td>College Station, TX 77843-1255</td>
</tr>
<tr>
<td></td>
<td>TAMU Mail Stop 1255</td>
</tr>
<tr>
<td></td>
<td>hrpolicy@@tamu.edu</td>
</tr>
<tr>
<td></td>
<td>979-862-3331</td>
</tr>
</tbody>
</table>

**Academics in the Residence Halls**

The residence hall experience at Texas A&M is like no other. Having the opportunity to live and learn at the heart of the on-campus experience creates a lifetime of memories. The Department of Residence Life is committed to assisting you with your academic success. We want to positively contribute to your earning a degree from Texas A&M University.

Throughout the year, you will have the opportunity to take advantage of a wide array of activities, resources, and services in the residence halls which will help you meet the academic standards of Texas A&M University. Do not hesitate to seek out your hall staff for assistance with class-related problems, and do not be surprised if the staff approaches you about your academic progress. We care about your success, and we hope to be of assistance to you throughout the academic year.

The Department of Residence Life, in collaboration with the Academic Success Center, offers tutoring in various academic subjects. Tutoring services will be located in the Community Learning Center in the Northside Commons located on the ground floor of Hullabaloo Hall, and in the Activity Center at White Creek Apartments located on west campus. Tutoring is available Sunday-Thursday 5p.m.—9p.m., subject to change. For more information about tutoring services offered in the residence halls, please contact the Academic Support Initiatives Coordinator at 979-458-9753.
Historically, the leadership of the residence halls has played an integral part in maintaining the positive aspects of recognized Aggie traditions while upholding the core values of Texas A&M University. These include going to Yell Practices as an entire hall community, gathering for Silver Taps and Muster, dining together on established nights, and hosting programs which encourage unity and Aggie Spirit. You are strongly encouraged to participate in the leadership opportunities within your hall as well as other areas of the Department of Residence Life.

Residence Hall Community Councils—Leading and Serving where you live

Every residence hall has a community council. The level of energy and engagement within your community council depends on your level of involvement. Community councils are the representative student organization of the residents of each residence hall. Promoting Aggie Spirit, inclusive leadership, cohesion of all community members, academic success and the realization of a vision for each year are all activities of a solid community council. These community councils also create much of the energy of our nationally recognized Residence Hall Association (RHA). This is an Aggie tradition that spans 40 years.

Residential Housing Association (RHA) - Developing Leaders for Over 40 years

Founded in the 1972-1973 school year by the Civilian Student Council, the Residential Housing Association (RHA) is one of the most inclusive student leadership organizations at Texas A&M University. All students who live on campus, outside of the Corps of Cadets, are automatically members of RHA. Opportunities to serve fellow students and the community, create engaging programming for residents, provide funding for hall improvements, and learn what it takes to be an inclusive leader and community member are what RHA is all about.

RHA is a state, regional, and national award winning organization which focuses on leadership development and community development. Presented the National Commitment to Diversity Award by the National Association of College and University Residence Halls, Inc. (NACURH) and winning NACURH’s national sustainability case study competition, RHA focuses on empowering students and creating positive change at Texas A&M University. RHA sends a very spirited delegation of students to the SWACURH (Southwest Affiliate of College and University Residence Halls) and NACURH conferences each year, where students from across the region and nation present programs that exemplify social justice, building strong community, and developing leaders. With its sister organization NRHH (National Residence Hall Honorary), RHA is a very intense student leadership experience, committed to enhancing the lives of our on-campus residents and the community.

To become an active student leader in RHA, visit the RHA website at: rha.tamu.edu, on Facebook at facebook.com/TAMURHA, or stop by the RHA office in Aston Hall, Room 177.

National Residence Hall Honorary (NRHH) — Top 1% Giving Credit & Giving Back

The National Residence Hall Honorary has local, regional and national opportunities for student leaders to serve (through SWACURH and NACURH – see RHA). Once an active NRHH member, students can serve on the regional board of directors and even seek and hold a position in the national organization. NRHH membership is selected through a nomination process each semester. One percent of the total number of students who live in our residence halls is eligible for membership within this honor society.

So, what does NRHH do?

NRHH is the primary way to recognize students and staff for outstanding service and exceptional leadership. Every month, awards are given at Texas A&M University to praise those who have made an impact (large and small) in the lives of our on-campus students and our residence hall communities. Write an “Of the Month Award” bid for someone who makes a difference. These “OTM” awards are eligible for recognition at the regional and national level once they are selected.

ERASE - Encouraging Respect, Acceptance & Support through Education

Encouraging Respect, Acceptance & Support Through Education (ERASE)

ERASE is a social justice and diversity committee comprised of undergraduate and graduate students within the Department of Residence Life. This committee is dedicated to creating a more inclusive on-campus community, grounded in respect and appreciation for all individual differences. It provides programming opportunities and resources to educate, enhance and encourage the appreciation of diversity and social justice within the residential community and general student body. Students may contact members of this committee should they have any questions regarding diversity and social justice education.

For more information, visit ERASE.tamu.edu.

THRIVE Wellness Living Learning Community

THRIVE creates an environment that encourages students to develop and maintain optimal wellness needed to thrive within life. The community will focus on academic success, learning, and leadership potential. The four objectives of THRIVE are to help students begin a life of purpose and engagement, develop essential life skills, achieve a balanced lifestyle and foster general health. Students are encouraged to not use or possess any illegal drugs, alcohol or tobacco products while on the floor or return to the floor under the influence of such substances. Participants in this community are encouraged to register for HLTH 222 during the fall or spring semester.
Aggie Eco Reps

Founded in 2011, the Aggie Eco Reps are an organization, sponsored by the Department of Residence Life, of resident students educating their peers about how to live more sustainable lifestyles. Aggie Eco Reps host outreach programs in the residence halls, participate in campus wide events such as Campus Sustainability Day, Texas Recycles and Earth Day, and promote a sustainable lifestyle by living as an example for fellow students. The Aggie Eco Reps work to encourage students to make small changes in the way they live, from turning electronics off when not in use, using a reusable water bottle, reducing food waste, taking advantage of alternative transportation, to recycling bottles and cans on campus. The Aggie Eco Rep mission is “providing on-campus students with the education and opportunity to promote and continue sustainability,” and, as a grassroots movement here at Texas A&M University, they are making progress every day. Follow the Aggie Eco Reps at aggieecoreps.tamu.edu.

Aggies are going GREEN!

In addition to the Aggie Eco Reps and the numerous sustainability issues around campus and in the residence halls, YOU can still make a huge difference! Here are just a few ways you can help make sustainability an Aggie tradition!

Energy

- I use compact fluorescent light bulbs (CFL) or light emitting diode (LED) bulbs in auxiliary lighting
- I unplug electronic items (cell phone and computer chargers, lamps, etc.) AND/OR turn off the power strip they are plugged into when I am not using them. This helps me control their “phantom load”
- I use Energy Star appliances (mini-fridge and television etc.)
- I’ve chosen not to buy/rent a mini-fridge OR I share one with my roommate(s)
- I take the stairs instead of using the elevator whenever possible (Hullabaloo Hall)—or elsewhere on campus
- I turn the lights off before leaving a room, including public bathrooms and common areas
- I open shades or curtains to utilize natural light when indoors, instead of using more lighting
- I only use the amount of light necessary for the task at hand, avoiding decorative lighting (stringed lights or decorative lamps). When possible, I use only daylight

Water

- I turn water off while brushing my teeth or washing my face
- I turn off water while applying soap or shampoo in the shower (Rooms have lower flow shower heads)
- I do not use the toilet as a trash can. I dispose of tissues and other bathroom trash in the recycling or the waste can. I understand unnecessary flushing wastes water and energy
- I look to use dual flush options where available (handle up for less water use)
- I report any maintenance issues for prompt service to avoid waste

Transportation

- I utilize no-carbon transportation methods to get around campus and town (skateboard, bicycle, walking, etc.)
- I walk to and from my destination on campus
- I participate in the Maroon Bike or Borrow-A-Bike program sponsored by Transportation Services
- When I can’t use no-carbon transportation, I use the Campus Bus to get around campus and town
- I carpool when possible or sequence my errands to minimize single car trips
- I have created a Zimride profile to help me find other students with whom to carpool
- I did not bring my automobile to school
- I have a Hertz On-Demand account to be able to use a car when needed

Reducing, Reusing and Recycling

- I recycle paper, bottles, cans, and cardboard whenever possible
- I use scrap paper whenever possible
- While shopping, I am careful to avoid products with excessive packaging
- Instead of purchasing bottled water, I use a reusable BPA-free stainless steel or plastic water bottle
- I use reusable shopping bags
- Instead of throwing it away, I donate stuff I don’t need (usable mini-fridges, furniture, laptop, clothes, printer, etc.) to a community organization who resells or repurposes used goods
- I have at least one recycling bin in my room
- I use school supplies made with recycled material (i.e. paper, pens, folders, etc.)
- I look for secondhand options when decorating or furnishing
- I use reusable cups, dishware, and utensils whenever possible
- I avoid using Styrofoam whenever possible

Computing

- I use ink-jet printers instead of laser printers when possible
- I have activated sleep setting on computers to put the computer to sleep after five minutes of inactivity. If I’m leaving my computer for more than 20 minutes, I shut it down
- I use FSC certified paper and/or paper made with post-consumer waste (PCW) recycled content
- I utilize duplex or double-sided printing
- I save reading material to computer desktop instead of printing

Laundry

- I use cold water wash settings
- I use a drying rack or clothes line instead of a dryer whenever possible
- I only wash full loads of laundry
- I use green laundry products free of synthetic fragrances and dyes, phosphates, bleach and surfactant nonylphenol ethoxylate (or NPEs)
- I do not use fabric softener
Housing Assignments & Contract Issues

Check-In

During check-in, you received an inventory card which you will need to review, sign, and return to your RA within 24 hours of check-in. Residents who do not check into their room by 5 p.m. the day before classes begin will forfeit their housing deposit and room assignment. If a student is unable to check in by the deadline, their space will be held only if they notify the Housing Assignments Office, Area Office, or CD/GHD of their late arrival.

Check-Out

Students will be expected to check-out of their residence hall with their RA 24 hours after the last University final exam. Students who need to stay past 5 p.m. the day after the last final exam because of compelling circumstances (i.e., working, later plane flight, later ride, and graduation) should complete an Extended Stay Request Form and discuss their situation with their CD/GHD. The CD/GHD will make these forms available and will approve or deny such requests as provided by the established deadline.

In addition to being charged for any room damages or missing furniture at the time of check-out, residents can be billed for failing to return the room key, not following proper check out procedures, not removing all personal belongings from the room, and not completely cleaning the room. Your hall staff will provide you with a detailed charge sheet and detailed instructions on how to properly check-out prior to finals week to help you avoid being charged at the time of check-out.

Cancellation of Room Assignment

HOUSING FEE CHARGE/REFUND SCHEDULE

The housing contract is for the entire academic year. Housing charges are billed each semester and are subject to change without notice. If a student terminates this contract during the fall semester (or during the spring semester if the Spring semester is the student’s first semester at the University), the student will be responsible for the following:

CHARGES FOR THE FALL SEMESTER:

- 25% of housing charges for termination between 7 (seven) calendar days after the space assignment has been released by the Housing Assignments Office and the 15th class day (only applies to Residence Life students living in halls or The Gardens at University Apartments).
- 25% of housing charges for termination between July 15th and the 15th class day (only applies to Corps of Cadets members).
- 50% of housing charges for termination between the 16th class day and the 20th class day.
- 75% of housing charges for termination between the 21st class day and the 25th class day.
- 100% of housing charges for termination after the 25th class day.

In addition to the percentage of housing charges outlined above, if a student terminates

Involvement

- I have signed the Sustainability Pledge at sustainability.tamu.edu
- I have connected or liked On Campus Aggies Going Green on FaceBook
- I have computed my Carbon Footprint
- I have taken, am taking or plan to take a sustainability-focused or sustainability-related course
- I am a member of a sustainability-related student group
- I volunteer for a sustainability related organization on campus or in the community
- I am aware of the Aggie Eco-Rep Program and know who the Eco-Rep is for my community
- I have inspired another student to participate in the Green Room Certification Program

Other

- I bought towels, bed linens, and clothing made from 100% organic cotton (or a hemp/cotton blend)
- I use house plants to improve the air quality in my room instead of spray or plug-in air fresheners
- To support my local economy, I buy local whenever possible
- While grocery shopping, I try to purchase produce that I know to be in season
- I purchase produce and other food items from the local Farmer’s Market
- I buy Fair Trade, Rain Forest Alliance, Equal Exchange and other products that I know support just, sustainable production and trade systems
- I buy (or make) green cleaning products that are non-toxic, free of phosphates, bleach, synthetic dyes & fragrances and volatile organic compounds (VOCs)

sustain.indiana.edu/programs/green-room-certification-program/certify-your-room.php & UNC South Carolina Eco Reps
this Contract after the fall semester starts but before the 16th class day, the student will be charged a prorated per diem rate for those days.

CHARGES FOR THE SPRING SEMESTER:
- 50% of housing charges for termination between the 1st class day of the fall semester and the 20th class day of the spring semester.
- 75% of housing charges for termination between the 21st class day and the 25th class day.
- 100% of housing charges for termination after the 25th class day.

In addition to the percentage of housing charges outlined above, if a student terminates this Contract after the spring semester starts but before the 16th class day, the student will be charged a prorated per diem rate for those days.

CHARGES FOR THE SPRING SEMESTER (New Spring Assigned Students Only):
- 25% of housing charges for termination between 7 (seven) calendar days after the space assignment has been released by the Housing Assignments Office and the 15th class day.
- 50% of housing charges for termination between the 16th class day and the 20th class day.
- 75% of housing charges for termination between the 21st class day and the 25th class day.
- 100% of housing charges for termination after the 25th class day.

In addition to the percentage of housing charges outlined above, if a student terminates this Contract after the spring semester starts but before the 16th class day, the student will be charged a prorated per diem rate for those days.

Exceptions will be granted for students who will graduate at the end of the fall semester or who will participate in cooperative education, student teaching, or study abroad programs for the spring semester, provided written notification is received in the Housing Assignments Office no later than 5:00 p.m., December 1. Written verification for exceptions must be provided. Exceptions will also be made for students who are academically restricted from re-enrollment or who become medically unable to return for the spring semester as long as written notification and verification is received prior to the beginning of classes for the spring semester. The actual housing contract can be found here: reslife.tamu.edu/onlineServices/contracts.

Changing Addresses
Always be sure to update any address changes with the Admissions and Records Office or through the Howdy portal. It is vital you keep your address current in order to receive your class schedules, fee statements, and other University communications in a timely manner.

Consolidation
The Department of Residence Life reserves the right to require single occupants of rooms, except those who have reserved their rooms on a private or single basis, to move together when doing so will: (1) make room for students housed in temporary assignments, (2) facilitate cleaning, (3) make space available for the housing of special groups, or (4) support the private room policy.

If you are in a room without a roommate and all temporarily assigned residents have been placed, your residence hall staff will give you the Room Consolidation Form. This form gives you the option of renting the room at the private room rate, requesting a specific student be consolidated into your room, or moving in with another resident who does not currently have a roommate. Should consolidation not occur and you are allowed to stay in your current room without a roommate, you are required to leave 1/2 of the room free of your belongings, and to accept the next roommate who is assigned to your room. This will only happen if you are the last person in your living unit without a roommate. Be aware that you may receive a new roommate at any time during each semester. If a student is assigned to your room and cannot move in because of lack of space, you will automatically be billed for a private room from the first day of each semester.

Contract Renewal and Cancellation
Contract renewal and contract cancellation for current residence hall students for the next academic year will take place in January/February. If students wish to remain on campus for the next year, they will be requested to go online and complete a housing contract and housing decision form listing their future housing preferences. This same online process also allows students to cancel their contract for the next academic year if that is their intention. This form can be filled out electronically by visiting the Residence Life website at reslife.tamu.edu. Your residence hall staff will hold meetings to inform you of this process during the spring semester. If you do not complete this process, your on-campus housing will be cancelled for the following year.

Co-oping/Study Abroad
If you plan to participate in the Cooperative Education or Study Abroad Program at Texas A&M University, you will need to contact the Housing Assignments Office for specific guidelines regarding your future housing reservation or refund. You must submit a letter from the related University office confirming your employment or trip to the Housing Assignments Office.

Hall Changes and Room Changes
A hall change request (a request to move to a different building) will be accepted beginning the first day of class each semester. However, room changes within the same hall can be requested with the CD/GHD when the halls open. The CD/GHD will approve room changes if space is available. Hall and room changes made without approval will be subject to disciplinary charges and the loss of future moving privileges.

Hall Change Process and Procedure
The Housing Assignments Office will process all hall changes. On the first day of class each semester, there will be an online process for requesting a hall change. At any other time, please contact the Housing Assignments Office with any requests. CD/GHDs are not able to make hall changes.
General Information
1. Priority is given according to housing application date.
2. Students approved to change halls must pay any difference in rental fees, or will receive a refund if the rent is lower.
3. All students receiving an approval slip MUST make the hall change because their current room will be reassigned. If a student does not want to accept the hall change, he/she MUST go to the Housing Assignments Office to decline.
4. After the deadline, hall change requests will only be accepted for students with extenuating circumstances. These students will need to discuss their reasons for needing a hall change with their respective Community Director/Graduate Hall Director and Coordinator of Residence Life.
5. During the semester, a student doing a hall change MUST have a “Hall Change Approval” form from the Housing Assignments Office to check out of their old hall and into their new hall.

Room Change Process and Procedure
Room changes may take place from the day the halls open through the end of the first week of classes. Requests for room changes are submitted to the CD/GHD by filling out a “Request for Room Change” form. Room changes will be made only if all parties are present and agree to the change, provided the change is approved by the CD/GHD of the hall. Room changes may be made after the end of the room change period, but only with the approval of the Coordinator of Residence Life. Approval/disapproval notices will be distributed by the hall staff for room changes. No student will be allowed to move until an approval notice has been issued.

Housing Accommodations for Students with Disabilities
Specially equipped rooms are available for students with disabilities in a majority of the halls on campus. For information, contact Disabilities Services located in room B118 of Cain Hall or call 979-845-1637.

Housing Deposit
A $300 deposit must accompany all housing applications and is retained by the University as long as the student resides on campus. Upon completion of the contract, the full deposit or any remaining portion will be refunded. The deposit is used to ensure against damages and contract violations (i.e., late cancellations, no-shows, etc.). Deposits are refundable if the student is denied admission or requests a refund before the cancellation deadline. Students who are removed from housing for disciplinary reasons automatically forfeit their housing deposit. Damages or billing charges will be deducted from the housing deposit as necessary.

Interim Housing
Interim housing is temporary housing available for the summer school residents who need a place to live or store their belongings when halls are not open. Interim housing is only available during two time periods: Between spring and summer semester, and between summer and fall semesters. All interim housing students live and/or store their belongings in one hall for the period, and they must sign up and pay for the entire interim period. To sign up for Interim Housing, and for information on cost, go online at reslife.tamu.edu.

Notifications and Refunds
Generally, housing notices and housing correspondence will be emailed to the student’s email account. All refunds will go directly back to the account setup in Howdy. Students who have changed addresses need to notify the Admissions & Records Office in the General Services Complex and the Housing Assignments Office.

Private Rooms and Single Rooms
Private rooms are rooms designed to hold two occupants, but are rented by one occupant. Private rooms are available, as space permits. Private rooms in the Century and Heritage rate halls are $850 extra each semester or $1250 extra each semester for Legacy and Reveille rate halls. Any person receiving a private room must reapply at the beginning of the next semester. At the end of each semester, 1/2 of the room must be cleaned and made available in the event the second space is assigned to another student.

Single rooms are rooms designed specifically for one occupant. Single rooms can be rented for the entire academic year and the cost is dependent upon hall type. A small number of single rooms are available in Hughes Hall, Davis-Gary Hall, Walton Hall, Schuhmacher Hall, Hullabaloo Hall, and Hart Hall; you must request these halls and indicate you want a single room when renewing your contract in the spring.

Room Assignment
The Department of Residence Life reserves the right to make all hall and room assignments and to make any subsequent changes considered advisable or necessary. Once a contract is offered and signed, the Department of Residence Life guarantees students a space (not a particular room or residence hall) on campus. During all semesters, the Department of Residence Life reserves the right to require individual occupants of double rooms (except those who have reserved their rooms on a paid private basis) to move in together.

Room Rent
Your room rent will be included on your student account from Student Business Services at the time of registration, and is payable to the University according to the published deadlines. Room fees may be paid either in full prior to the beginning of classes or may be paid through an installment plan of three equal payments. Failure
to pay room rent accordingly could result in immediate removal from housing, loss of future housing priority, and/or registration and transcript blocks. The housing contract is for the full academic year but room rent is billed each semester.

**Summer School Housing**

Summer school housing for each session is usually available for all applicants. A separate housing application for summer school is available beginning early March and is accepted until the beginning of classes. Although there is no deadline for summer applications, early applicants receive priority concerning hall requests. Applicants should be certain of their plans if applying after summer cancellation deadlines. Cancellations after these deadlines will result in a forfeiture of the housing deposit and loss of future housing reservations. Hall assignments for summer school are completely independent of fall/spring assignments. Students may contract to live in summer on-campus housing as long as they are enrolled in a minimum of one class hour per summer session. To request summer housing information, please visit reslife.tamu.edu.

**Temporary Assignments**

At the beginning of each fall and spring semester, the occupancy of the halls may need to be expanded through the assignment of students to study rooms, recreation rooms, and/or the “tripling” of what are normally double occupancy rooms. All first year students and other new assignments should be prepared to have a third person in their room at the beginning of each semester. Normally, within the first three (3) weeks of classes these over-assigned students are relocated to permanent assignments as rooms become available. In some instances, rooms have remained over assigned for longer than three weeks. If this does occur, all students will receive a prorated rent adjustment for the period of time the student and roommates remain over assigned. Students assigned into over-assignment accommodations are responsible for the over-assignment furniture in their room. This furniture should not be removed from the room.

**Withdrawal**

If you are thinking of withdrawing from the university, talk to your residence hall staff. If after talking to hall staff you have decided to withdraw from the University, contact the dean of your college. You must check out of your room within 48 hours, unless an extension is granted by your Coordinator of Residence Life. Be sure to contact your residence hall staff to check-out properly and return your room key. Be sure to go to the Housing Assignments Office to cancel your on-campus housing contract. When you withdraw from the University, a refund of your tuition and fees will be added in accordance with the schedule outlined in the University Student Rules Handbook.

Students will be expected to become familiar with and responsibly follow all published procedures, policies, rules and regulations in this handbook and in the TAMU Student Rules. It is also expected that residents will respect the rights of other residents in the residence hall community. Each resident is responsible and held accountable for his or her behavior, as well as for the behavior of their guest(s). Rules and regulations will be consistently and strictly enforced by University officials. Violation of any of the following rules and regulations may result in disciplinary action. The TAMU Student Rules can be found at student-rules.tamu.edu.

---

**Roommate Conflicts**

The Department of Residence Life strongly encourages roommates to work to resolve any conflict themselves. If needed, assistance can be given by the residence hall staff, or the staff at Student Conduct Office in Cain Hall, 979-847-7272; studentlife.tamu.edu/sco. Roommates are encouraged to use a “Roommate Agreement” as a means of communication and compromise tool regarding potential personality and life style conflicts which need to be discussed and resolved. The residence hall staff can provide you with a copy.

Generally, it is the responsibility of the student, if conflicts cannot be resolved between roommates, to contact a staff member to issue a formal complaint for additional staff follow-up and intervention to occur. In situations where roommates are unable or unwilling to resolve conflicts, it is the discretion of the CD/GHD and/or Coordinator of Residence Life to relocate one or both residents to other available residence hall spaces. This alternative is considered only after residents have tried to resolve the conflict themselves.

**You Are Your Roommate’s Roommate**

In the event that you have a problem with your roommate or a guest during your time as a resident, please follow the procedures as outlined below to resolve your concern.

**Step 1** - Address your concern directly with the individual(s) involved. Be specific about what you want to happen or change as a result of your concern and your expectations for the future.

**Step 2** - If you do not get the results you want or the change that you desire, take your concern to your RA. Explain the steps you have taken to resolve your concern. Be specific about what action you want your RA to take. Please know that RAs have a variety of tools at their disposal to help you.

**Step 3** - If you are still not satisfied, take your concern to your CD/GHD. Be specific about what action you want your CD/GHD to take. The CD/GHD reports to a Coordinator of Residence Life who can also be of assistance.

If your concern is of a sensitive nature and you do not feel comfortable sharing your concern directly with your residence hall staff, please call or send a note marked “personal and confidential” to the following address and your concern will be addressed in the proper manner. Please understand that some things you share (i.e. hazing, suicide threat, criminal act, etc.) may not be held confidential and must be acted upon.

For students living on the Southside: Residence Life South Area Office 1253 TAMU; Phone: 979-845-2235

For students living on the Northside: Residence Life North Area Office 1253 TAMU; Phone: 979-845-4768
Student Conduct

Philosophy
Residence hall students are responsible for their actions and that living in a densely populated environment requires maturity and good judgment. To maintain a positive educational environment, there are conditions that are part of the residence hall contract which govern acceptable and unacceptable behavior. These conditions allow the Residence Life staff to terminate your contract or take other action if you do not live up to your part of the contract. The residence hall staff will confront you if your actions appear contrary to regulations or community standards. Our sincerest desire is that by calling attention to your behavior and its consequences, better judgment will be exercised and future problems can be avoided. The conduct system is a proactive approach to problems that may arise in a community environment.

Residence Hall Conduct Procedures
When an apparent violation of Texas A&M University Student Rules or residence hall regulations occurs, an incident report is filed. Violations which would warrant minor sanctions are forwarded to the CD/GHD for review and adjudication. Violations which may warrant more severe sanctions are forwarded to Student Conduct Office for co-adjudication by a University Conduct Officer and a representative from Residence Life. For a complete listing of rights and responsibilities go to: student-rules.tamu.edu/rule26. For a complete listing of sanctions go to student-rules.tamu.edu/rule27.

Student Conflict Office Conduct Proceedings
When a resident is alleged to have been involved in a major infraction, he/she will be referred to Student Conduct Office for a student conduct conference. The purpose of the conference will be to determine responsibility and an appropriate sanction, if any. The atmosphere of the conference is as informal as possible while respecting the student’s right to due process. Regardless of the type of conference, a Student Conduct Officer and a representative from the Department of Residence Life will be present for the conduct conference. For a list of types of proceedings, sanctions, rights and responsibilities go to studentlife.tamu.edu/sco.

Appeals
Every student is entitled to an appeal conference. An appeal must be submitted in written form to the appropriate university official within five (5) working days of being notified of the sanction by the conduct officer. An appeal must be based upon some specific aspect of the previous conference, for example, unjust sanction, new information, or violation of due process. Appeals based on a student’s standing with the Department of Residence Life or their housing status will be heard by the Director of Residence Life or his/her designee.

Residence Hall Rules and Regulations

Abandoned Property
Texas A&M University, the Department of Residence Life and any of its staff are not responsible for any student property left in residence hall rooms or public areas of residence halls. In the event that student property is left in residence halls after the housing contract period is over, the property will be removed at the owner’s expense. The student will be notified by email to arrange a pick-up date. The Department of Residence Life will maintain abandoned property for at least 30 days, after which the property will be turned over to the University Lost and Found or to a charitable organization in the community.

Alcohol
Residents and their guests are required to comply with state and local statutes as well as university and residence hall rules concerning possession, sale, and distribution of alcoholic beverages. Public intoxication by residents and their guests that disrupts others will not be tolerated. This behavior will be confronted by the residence hall staff and residents may be found responsible for violating the residence hall and university rules and regulations. In addition to this,
1. In order for alcohol to be allowed in the room, all of the residents assigned to the room must be of legal age (21 or older). In addition to this, all guests present when alcohol is being consumed must be of legal age, which is defined as an individual of the age of 21 or older.
2. Alcoholic beverages may be possessed or consumed, but not sold or manufactured, in the privacy of eligible rooms by those residents of legal age and their invited guests who are of legal age.
3. All alcohol transported through public areas must be unopened. Possession of open containers or consumption of alcoholic beverages is not permitted in hallways, balconies, lounges, stairways, courtyards, community bathrooms, parking lots, or any public areas on campus.
4. Bulk or common source alcohol containers (for example, kegs or party balls) are not allowed in the residence halls. Residents will dispose of ALL alcohol in bulk or common source containers in the presence of staff members. Kegs, even when empty, are not permitted in the residence halls.
5. If any minor is found consuming and/or possessing alcohol in the room of legal age residents, ALL alcohol in that room will be disposed of. Any alcohol belonging to individuals of legal age that may have been confiscated may be claimed from the CD/GHD after student conduct proceedings have been completed unless it is determined that the alcohol was being distributed by the legal age resident(s) to minors. In the latter case, disposal of the alcohol will occur.
6. Alcohol found in a room where alcohol consumption is prohibited will be disposed of, and ALL persons present in the room will be subject to disciplinary
charges. If alcohol bottles or containers appear empty but contain small amounts or alcohol residue, they will be treated as a violation of the alcohol policy. If the alcohol bottles have been emptied and cleaned out and are being used as decorations, they are allowed.

7. Open access to alcohol may be considered to have occurred when bulk or common source alcohol containers are available or when more open containers exist than legal age persons present.

Those found in violation of Texas A&M University Student Rules regarding alcohol will, at a minimum, receive a disciplinary sanction (most likely conduct probation or higher) and be required to meet with Student Conflict Resolution Services (SCRS) or their CD/GHD. Those found in violation will also be referred to the Alcohol and Drug Education Program (ADEP) for required participation in an alcohol education program. If an underage student is found responsible for violating an alcohol or drug rule on campus, a letter indicating as much will be sent to their parents or legal guardian by the Dean of Student Life. A student who is transported to a medical facility for alcohol issues may receive a mandated referral to Student Counseling Services.

Appliances and Equipment

Prohibited appliances and equipment include but are not limited to the following:

- Air conditioners (with the exception of Walton Hall and Hart Hall where the University provides permanently installed window units)
- Camping stoves, electric skillets
- Ceiling fans
- Electric power tools (with the exception of storage for use outside the halls)
- Gas power tools
- Griddles, grills (George Foreman type, charcoal or propane)
- Halogen torchiere lamps
- Hot oil popcorn poppers
- Hot plates, oven broilers, sandwich makers, toasters, or anything with an open heating element
- Induction cooking appliances
- Space heaters
- Wireless routers not issued by the University (ok if wireless feature is disabled)

The residence halls are not wired to handle these types of appliances and usage may cause damage to the building. Personal wireless routers interfere with the University Wifi and will slow down the connection speeds. Prohibited or misused appliances or equipment will be confiscated by the hall staff, and individuals responsible will be subject to disciplinary action.

Arson/Campfires

Starting a fire within a residence hall or within the immediate surroundings outside a residence hall is strictly prohibited at all times. Violations of this rule, which may also be considered violations of state law, include setting fire to items on a room door or bulletin board or any other flammable material in the hall, as well as starting outdoor fires in non-designated areas. Grilling in designated grill areas is permitted.

Bicycles/Motorcycles

Bicycle and motorcycle parking should be restricted to available motorcycle lots and bicycle racks. These vehicles may be impounded if they are left in walkways, breezeways, sidewalks, or hallways. Motorcycles and other motor vehicles are not allowed to be driven on any non-roadway area, pathway, sidewalk, handicapped ramp, etc. Mopeds are considered the same as motorcycles and should follow the same regulations. Although bicycles may be stored in residence hall rooms with the consent of the roommate, motorcycles, mopeds, motor scooters, and other internal combustion engine vehicles should never be brought into the residence halls. Gasoline cans should never be stored in the residence halls.

Business/Personal Enterprise

Students are not allowed to conduct a business or personal enterprise from their residence hall or room. This would include such items as beautician, repairman, babysitting, etc. For clarification and/or questions, talk to your Graduate Hall Director or Community Director.

Campaigning

Campaigning rules and regulations are governed by the Student Government Association and the Residential Housing Association. If you have any questions or concerns with campaigning in the residence halls, please contact your residence hall staff or visit the RHA website at rha.tamu.edu.

Candles/Incense/Wax Warmers/Open Flames

Candles, candle warmers, incense, oil lamps, and other devices which use an open flame (including potpourri pots) are prohibited in residence halls. Items will be confiscated and residents will be subject to disciplinary action. Use or possession of these items is a violation of Fire Life Safety Regulations. Wax warmers are allowed to be used, but the wax used must be manufactured for use in the wax warmers and it must be heated with a 25 watt light bulb that is housed in a ceramic enclosure. Wax warmers should never be left unattended.

Chalking

The use of chalk on any surface other than an approved chalkboard is strictly prohibited. Students should refrain from using chalk on sidewalks, walls of buildings, and residence hall room doors. Necessary clean up may be billed back to the residents of the hall.

Christmas or Holiday Trees

Cut/live Christmas/holiday trees are not permitted in residence halls. Community Councils may purchase one artificial tree for common area display. Contact your Hall Staff for more information.

Computing Guidelines

Abusers of computing privileges may lose their computer access or be subject to more serious penalties, including disciplinary action by the University and referral to law enforcement agencies.
• Student Rules on Computing Resources (student-rules.tamu.edu/rule22) The Texas A&M University Student Rules also set forth expectations about responsible computer use.

• Reporting Inappropriate Use (it.tamu.edu/Help_and_Consulting/Help_Resources/File_A_Complaint/index.php) To report inappropriate use of computer resources or suspected illegal activity.

• File Sharing (it.tamu.edu/Help_and_Consulting/Help_Resources/File_A_Complaint/index.php) Students should also be aware of the potential liabilities in using Texas A&M computing resources for file-sharing activities. Utilizing programs to swap songs, movies, or other forms of media may place one at risk of violating both copyright protection laws and Texas A&M University Student Rules.

Contact Paper
With signed permission from your CD/GHD, contact paper may be applied to all non-painted wooden or Formica surfaces in the room. Contact paper may NOT be applied to the floors, windows, doors, ceilings, walls or any other painted surfaces. A residence hall contact paper agreement form must be signed by both residents and approved by the RA by the end of the second week of classes before any paper may be applied. All contact paper must be removed prior to checkout. In addition, all sticky residues must be removed from the contact papered surface. Contact your residence hall staff for more information.

Cooking
Residents are responsible while cooking in the residence halls to ensure that proper sanitation, ventilation, and fire safety precautions are taken. Any damages resulting from improper food disposal will be billed to the individuals responsible. Students are responsible for cleaning up after themselves when using public spaces.

Cooperation with University Officials
Your residence hall staff members are University officials. Residents must immediately comply with any lawful directions from any University official. Verbal and/or physical abuse directed toward any University staff member will not be tolerated and violations may result in disciplinary action being taken.

Damage to University Property
Damage to or littering on University property is not permitted. Damage will be billed to individuals or groups as necessary and may also result in University discipline and/or criminal charges being pursued. Your assistance in properly utilizing the grounds outside the residence halls is expected. This is best accomplished by avoiding large scale activities on the grounds during wet or rainy periods when the turf is likely to be damaged.

Decorations
No decorations may hinder the use of or restrict access to hallways, doorways, stairs, corridors, or fire related equipment. Do not attach anything to or tamper with light fixtures or exit signs. Combustible material (posters, cloth) should not be attached to room ceilings. Wall decorations should be at least 18 inches from the ceiling. Do not cover your entire door with decorations; this serves as a fuel source for fires. Decorative lighting should never be attached using tacks and nails. These restrictions apply to student rooms, as well as public areas. Contact the residence hall staff for further details. Decorations violating this regulation may be removed by the hall staff and/or billed to the student for removal. Decorations may not be used in stairwells.

Please use approved adhesive products to decorate your room. Approved products are painters tape, masking tape, Gaffer’s tape, poster putty and 3M Command Strips (3M Command Strips may damage the walls in Hullabaloo so one of the other approved products is highly recommended). These items must be removed with care. Failure to remove these items properly per the manufacturers instructions can cause damage to walls, doors and other building fixtures which you will be charged for. The following products are NOT allowed: duct tape, packing tape, scotch tape, liquid adhesives, super glue, foam tape, 3M Command hooks, nails, screws, or metal tacks.

Disorderly Conduct
Conduct which is disorderly, lewd, indecent, or a disturbance of the peace on University premises or at University-sponsored activities will be confronted by the residence hall staff and may be addressed through the student conduct process.

Disruptive Activity
Participation in any activity in or around the residence halls which interferes with teaching, research, administration, disciplinary proceedings, other University missions, processes, or functions including public-service function or other University activities will be confronted by residence hall staff and when appropriate referred to the student conduct process.

Drugs
Residents and their guests are required to comply with state and local statutes as well as University and residence hall rules concerning possession and use of prescription and illegal drugs. The University prohibits the manufacturing, possessing, selling, transmitting, using or being a party to any illegal drug, controlled substance, or drug paraphernalia on University premises, including the residence halls, or at University-sponsored activities. Please refer to the Texas A&M University student rules (student-rules.tamu.edu) for the full regulation and sanctions for violations. Residents found violating this rule may be removed from University housing.
Electrical Power Strips and Extension Cords
When additional electrical outlets are needed, residents must use U.L. approved electrical power strips with built-in circuit breakers. Multiple plug adapters and extension cords are not permitted. A power strip should never be plugged into another power strip. Power strips should never be placed above the ceiling tiles, underneath carpet or stapled or pinched in any way. Running power strips underneath mattresses is also prohibited. Use or possession of these items is a violation of Fire Life Safety Regulations. Bed risers or lamps with built-in outlets must be UL approved and have a built-in circuit breaker.

Emergency/Safety Equipment
Tampering, damaging, or inhibiting the use of emergency/safety equipment, including exterior residence hall doors, in any residence hall is prohibited. Residents may not use emergency equipment for any purpose other than emergency use. Residents involved in such activities will be subject to disciplinary action and may be removed from University housing. This regulation includes, but is not limited to, fire extinguishers, heat and smoke detectors, exit signs, fire alarm pull stations, automatic door closures, and locked exterior doors.

Exterior Door Locking
All exterior residence hall doors are locked 24 hours a day. Propping of exterior doors and/or tampering with locks is a serious security violation. Residents involved in such activities may be removed from University housing.

Fighting and Physical Abuse
Physical fighting, attempting to, or causing injury to an individual will not be tolerated in the residence halls.

Fireworks/Explosives/Hazardous Materials
Students may NOT possess or use any fireworks, explosives, specific materials used to make explosives, sparklers, ammunition, gun powder, gasoline, hazardous chemicals, flammable liquids or any other related materials in the residence halls. Possession of fireworks or explosives implies intent to use them. If found, UPD will be notified and disciplinary action will be taken. Use or possession of these items is a violation of Fire Life Safety Regulations.

Gambling
The Texas Penal Code, Title 10, Chapter 47, states that a person commits a gambling offense if he/she “plays and bets for money or other thing of value at any game played with cards, dice, balls, or any other gambling device.” The only defense to prosecution is if the game is held in a private place, there is no financial gain except for personal winnings, and all players have equal odds of winning.

In accordance with the TAMU Residence Hall Rules and by Texas State Penal Code definition, gambling of all forms is not permitted in any public area of any residence hall. A public area is defined as, but not limited to: all lobbies, game rooms, lounges, television rooms, study rooms, laundry rooms, kitchens, computer rooms, meeting rooms, hallways, stairways, and any outdoor spaces adjacent to the residence halls.

Grills
Grills and other outdoor cooking equipment may be used outside only, and cannot be stored in residence hall rooms or common areas. Charcoal, lighter fluid and other combustibles may not be stored in residence hall rooms or common areas.

Guest Policies & Visitation Hours
A guest is defined as a person who does not live in the residence hall room. This includes other students/residents, friends, parents, siblings, or other relatives of the residents of that room. Residence hall students are allowed to host guests in their residence hall rooms according to the policies outlined below. However, violating a roommate’s or suitemate’s right of entry into the room, or hindering a roommate’s/suitemate’s ability to study and/or sleep within their room (because of a guest’s presence) is considered a violation of guest privileges.

Host Responsibility
Hosts are responsible for the behavior of their guest(s) at all times and are obligated to inform the guest(s) of all University and residence hall rules and regulations. Violation of any rule or regulation by a guest may result in disciplinary action being taken against both the host and guest.

Escorting Guests
Guests in a residence hall must be escorted at all times by a resident of the building (host). The following guidelines apply to escorting guests:
1. Residents must escort all guests into and out of the building.
2. Residents must remain with all guests at all times while in the residence hall. Guests left unattended or found to be unescorted may be documented and escorted out of the building. In addition to this, their hosts may be documented for leaving guests unattended. Residents should never agree to escort a person they do not know personally. This includes opening the door to allow unknown visitors to enter a residence hall. Guests who reside in the same residence hall are not required to be escorted.

Bathrooms and Showers
In residence halls with community bathrooms, opposite gender guests must use the bathroom designated for their gender. Showers in residence halls with community bathrooms are not available for opposite gender guests.

Overnight Guests
Overnight guest(s) spending the night (sleeping over) must be of the same gender,
only with the permission of the roommate and only if they do not create a disturbance or violate any rule or regulation. Overnight guest(s) may not stay in a room for more than two (2) consecutive nights, without the approval of both the roommate(s), suitemates, and the CD/GHD.

Cohabitation
Cohabitation is not allowed in the residence halls. Cohabitation is defined as a person using a residence hall room as if that person were living in the room but not actually being assigned as a resident of that room/suite. Examples of this may include, but are not limited to, keeping clothing and other personal belongings in the room/suite, and sleeping overnight in the room/suite on a regular basis and using the bathroom and shower facilities as if they lived in that room/suite. Violating a roommate’s right of entry into their room or hindering a roommate’s ability to study and/or sleep within their room because of a guest’s continual presence, is considered a violation of this rule.

Visitation Hours for CoEd Halls
CoEd residence halls will have 24-hour visitation starting on the opening day of the academic year. 24-hour visitation is for visitation purposes only. The cohabitation policy, escort policy, and overnight guest policy still apply to residence halls with 24-hour visitation.

Group Billings/Assignment of Communal Damage Charges
Financial charges relating to the cleaning of, damage to, or theft of University property are billed to the specific individual(s) responsible whenever such individuals can be identified. However, when damage or theft cannot be assigned to a specific individual(s), the charges may be divided equally among the residents of the affected floor, ramp, building, or area. Monthly damage listings are posted in each hall when there are damage billings to report. If you have information concerning any of the damages or stolen property listed, please contact your hall staff. At the end of each semester, residents will be billed on their student account their share of any unaccounted damages.

Halogen Torchiere Lamps/Halogen Bulbs
This type of halogen torchiere lamps/bulbs can pose a serious fire hazard and therefore is not permitted inside the residence halls. Halogen torchiere fixtures found in student rooms may be confiscated and residents may face disciplinary charges. Use or possession of these items is a violation of Fire Life Safety Regulations.

Harassment or Discrimination
Texas A&M is committed to the fundamental principles of academic freedom, equality of opportunity and human dignity. To fulfill its multiple missions as an institution of higher learning, Texas A&M encourages a climate that values and nurtures collegiality, diversity, pluralism and the uniqueness of the individual within our state, nation and world. All decisions and actions involving students and employees should be based on applicable law and individual merit. Texas A&M University, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status.

Visitation for Hall Opening, Hall Closing and Break Periods
During hall opening week and hall closing week (finals), visitation will begin at 8 a.m. (in halls with restricted visitation) to allow family and friends to help residents move in or out of the halls.

Visitation Hours for Single Gender Halls
Beginning with fall semester opening week, in single gender halls, the maximum hours during which a residence hall room or public area is open to members of the opposite gender are 9 a.m. until 2 a.m.

A visitation option vote will be conducted by the residence hall staff during the fall semester hall opening week and will be completed by the end of the first day of classes. Residents will be given the option to choose 24-Hour Visitation or “restricted visitation” (9 a.m. until 2 a.m.). It is very important to cast your vote.

75 percent of your residence hall must vote in order for the vote to count as valid. Of the people that vote in your hall, 75 percent must vote “In favor of a policy change” to change the policy to 24-Hour Visitation. If a residence hall does not gain 75 percent approval of 24-Hour Visitation, then the maximum visitation hours of 9 a.m. until 2 a.m. for the opposite gender will continue to be applied to all student rooms and public areas for the remainder of the academic year.

It is important to note that 24-Hour Visitation is for visitation purposes and does not permit an opposite gender guest to sleep over. The cohabitation policy, escort policy, and overnight guest policy still apply to residence halls with 24-Hour Visitation.

Visitation Hours for Hall Opening, Hall Closing and Break Periods
During hall opening week and hall closing week (finals), visitation will begin at 8 a.m. (in halls with restricted visitation) to allow family and friends to help residents move in or out of the halls.

Visitation for Single Gender Halls
Beginning with fall semester opening week, in single gender halls, the maximum hours during which a residence hall room or public area is open to members of the opposite gender are 9 a.m. until 2 a.m.

A visitation option vote will be conducted by the residence hall staff during the fall semester hall opening week and will be completed by the end of the first day of classes. Residents will be given the option to choose 24-Hour Visitation or “restricted visitation” (9 a.m. until 2 a.m.). It is very important to cast your vote.

75 percent of your residence hall must vote in order for the vote to count as valid. Of the people that vote in your hall, 75 percent must vote “In favor of a policy change” to change the policy to 24-Hour Visitation. If a residence hall does not gain 75 percent approval of 24-Hour Visitation, then the maximum visitation hours of 9 a.m. until 2 a.m. for the opposite gender will continue to be applied to all student rooms and public areas for the remainder of the academic year.

It is important to note that 24-Hour Visitation is for visitation purposes and does not permit an opposite gender guest to sleep over. The cohabitation policy, escort policy, and overnight guest policy still apply to residence halls with 24-Hour Visitation.

Visitation for CoEd Halls
CoEd residence halls will have 24-hour visitation starting on the opening day of the academic year. 24-hour visitation is for visitation purposes only. The cohabitation policy, escort policy, and overnight guest policy still apply to residence halls with 24-hour visitation.

Group Billings/Assignment of Communal Damage Charges
Financial charges relating to the cleaning of, damage to, or theft of University property are billed to the specific individual(s) responsible whenever such individuals can be identified. However, when damage or theft cannot be assigned to a specific individual(s), the charges may be divided equally among the residents of the affected floor, ramp, building, or area. Monthly damage listings are posted in each hall when there are damage billings to report. If you have information concerning any of the damages or stolen property listed, please contact your hall staff. At the end of each semester, residents will be billed on their student account their share of any unaccounted damages.
It is not a defense that the person (or group) against whom the hazing was directed consented to, or acquiesced to, the behavior in question.

Examples of such behavior include but are not limited to:
• Misuse of authority by virtue of one’s class rank or leadership position
• Striking another student by hand or with any instrument
• Any form of physical bondage of a student
• Taking of a student to an outlying area and dropping him/her off
• Forcing a student into a violation of the law or a university rule such as indecent exposure, trespassing, violation of visitation, etc.
• Any form of “quadding”
• Having firsthand knowledge of the planning of such activities or firsthand knowledge that an incident of this type has occurred and failing to report it to appropriate university officials (The Dean of Student Life and/or the University Police Department) is also a violation under this section.

The hazing rule is not intended to prohibit the following conduct:

a. Customary public athletic events, contests, or competitions that are sponsored by the University or the organized and supervised practices associated with such events
b. Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program or a legitimate military training program as defined and approved by the university

Hazing is also a violation of Texas state law. See the Texas Education Code, sections 37.151 and 51.936 and/or Appendix VI of the Student Rules, student-rules.tamu.edu/append6.

Identification

All Texas A&M University students are required to have their University I.D. in their possession at all times. Failure to identify yourself to a University staff member upon request is a violation of Texas A&M University Student Rules.

Keys and Access Cards

Any assigned keys, I.D.’s and access cards should be kept in your possession at all times; do not lend them to anyone. Giving your key or access card to others may result in disciplinary action. Duplication of University keys is strictly prohibited.

Lofts

All beds in the residence halls have the ability to be lofted. Therefore, students may not build or rent their own lofts. Lofted beds must be at least 24” from the sprinkler head (for wall mounted sprinklers) or ceiling (for ceiling mounted sprinklers).

Lounge Furniture

Lounge furnishings must remain in their designated areas. If lounge furniture is missing and attempts to locate it fail, the Department of Residence Life reserves the option to do a residence hall room search. Any such searches will be publicized at least 24 hours in advance. Students who are found in possession of public area furniture will be subject to University disciplinary action. Any lounge furniture not accounted for will be assessed as a group billing. Do not move lounge furniture.

Lounge Usage and Facility Guidelines

Lounges are community space and are considered public areas. Lounges have been provided so that residents may study, work on class assignments, watch TV, hold community events, and visit with friends. Lounges are not intended for such uses as sleeping, weekly club meetings, gaming or other such activities that dominate the lounge for long periods of time and prevent use by the greater community, unless they are Department of Residence Life sponsored. Please properly dispose of trash in these lounges.

Only Resident Advisors, Hall Councils, and Living Learning Community staff may reserve the lounges located inside the residence halls. This may be done through the Hall Offices, and only for meetings and events related to the residence halls and the learning communities. However, several meeting and/or event spaces are available for any residence hall student to reserve in the Northside Commons on the 1st floor of Hullabaloo Hall, and in the University Apartments Community Center. Please call 979-845-4768 (Northside Commons), or 979-845-2261 (University Apartments) for more information about reservation rules and for specific information about what spaces are available to be reserved.

Microwaves/Refrigerators

Residents may have a maximum of one microwave and two refrigerators per room (single rooms may have one microwave and one refrigerator). A combination refrigerator/freezer/microwave appliance will be counted as one microwave and one refrigerator. In addition, the following conditions apply to microwaves and refrigerators in the residence halls:
• Microwaves must be U.L. approved and may not exceed a stated FCC rating of 700 watts (FCC rating placard must be intact).
• Refrigerators must be U.L. approved and the total size of the refrigerator and freezer combined may not exceed 4.4 cubic feet.
• Refrigerators must be kept clean for sanitation reasons.
• Refrigerators must be cleaned, defrosted, and unplugged between semesters.
• Refrigerators must be removed from the room prior to check-out unless rented from the University.
• Microwaves and refrigerators may not be plugged in and placed inside a room closet.
Microwaves and refrigerators must be plugged directly into a wall outlet. Residents in balcony style halls are the only exception to this due to the location of the outlets in the balcony style halls.

For information regarding renting a combination refrigerator/freezer/microwave appliance, contact your residence hall staff.

Noise

Quiet Hours
Designated quiet hours are posted in each hall, and are from 8 p.m. until 7 a.m. daily, Sunday through Thursday. The residents of the hall may select to extend these quiet hours on a permanent or temporary basis, but the residents may not decrease the amount of time designated for quiet hours. During quiet hours, residents should keep the level of noise to a point where it cannot be heard in another student’s room or hallways.

Courtesy Hours
Courtesy hours are in effect at all times. It is important that residents are aware of their responsibility to monitor their behavior, regardless of the time of day, so as not to interfere with the life-styles of others. If a student or hall staff member asks you to be quieter, regardless of the time of day, your compliance is expected.

24 Hour Quiet Hours
During finals week, 24-hour quiet hours are observed to facilitate a study atmosphere. Students remaining in the halls after their last final exam and alleged to be responsible for causing a disturbance may be required to leave the residence halls immediately.

Offensive Odors
An offensive odor is ANY odor or aroma of such intensity that it becomes apparent and is offensive to others. Any odor can become offensive when it is too strong. Some examples are: perfume, air freshening spray, or large amounts of dirty laundry. Offensive odors will be addressed by residence hall staff when complaints are received. Residents identified as being responsible for the offensive odor will be asked to eliminate the cause of the odor. (Note: incense is not permitted in the residence halls.)

Offensive Printed Materials
If printed material and/or posters of an offensive nature are displayed on a student’s door or in a student’s room or bathroom and create a threatening or otherwise degrading environment for custodial staff working in the building, the student(s) will be asked to remove the objectionable item from display or cover the item on the days the bathroom is scheduled to be cleaned. No disciplinary action will be taken if students refuse to remove the materials.

Painting
With the approval of your CD/GHD, painting is permitted in all buildings with the exception of Clements, Eppright, Fowler, Hughes, Keathley and Hullabaloo halls. All painting must be completed by the end of the second week of classes. Rooms that have been painted within the past two (2) years are not eligible for repainting. You must use interior semi gloss latex enamel acrylic paint in Aggie White or pastel colors. Before buying any materials, please obtain a copy of the Residence Hall Painting Regulations and Guidelines from the Residence Life website at reslife.tamu.edu/livingOnCampus/amenities/painting

Personal Furniture/Items and Clothing
All personal items should be kept within the student rooms and should not be stored or kept in any public areas. Personal items or clothing left in public areas will be treated as trash items and may be removed.

Pets and Service/Assistance Animals
The only animals allowed in residence halls or apartments are fish living in an aquarium (20 gallon maximum), service animals (as defined by the Americans with Disabilities Act), assistance animals (as defined by the Fair Housing Act), and the official university mascot. Assistance animals (as defined by the Fair Housing Act) are only allowed in a student’s room or apartment after a request has been submitted and permission has been granted by the Department of Residence Life. Requests for assistance animals must be approved in writing before the student brings the animal into the hall or apartment. Requests for assistance animals should be directed to the following individuals:

Residence Halls & Corps of Cadets - Jeff Wilson, Associate Director, Housing Assignments Office
University Apartments - Kate Kiernat, Coordinator of Apartment Services, Community Center Office

Posting
The posting of signs, handbills, and flyers in the residence halls at Texas A&M University will be limited to residence hall staff, recognized student organizations, departments of the University, and other groups as approved by the Department of Residence Life.

To obtain approval for posting, a representative of the sponsoring group must bring all materials to be posted to an area office. RHA and Community Councils may obtain approval from their advisor.

Practical Jokes/Pranks
Practical jokes and pranks may damage property or injure other students. Practical jokes and pranks can also increase the noise level and disturb non-involved residents.
Students who engage in practical jokes and pranks will be held responsible for damages and disciplinary action may be taken.

**Projectiles**

Propelling devices, such as rockets, catapults, slingshots, Nerf-type guns or any homemade device for the purpose of launching an object, are prohibited. Objects may not be thrown into or out of windows or onto or off of balconies.

**Recycling**

Any collected materials in residence halls should be washed out properly and stored in area(s) approved by the CD/GHD. Excessive amounts of empty cans or newspapers should not be kept in student rooms. For fire and life safety reasons, paper and glass may not be collected in some public areas. Many of the halls have been approved to participate in the University recycling effort. Recycling containers will be installed and there are multiple containers on campus for usage. For additional information, please contact a staff member or visit utilities.tamu.edu.

**Roofs/Exterior Walls**

University building roofs and exterior walls are considered restricted University property and are off limits to students. If something is lost on a roof, contact the area office to have it recovered.

**Room Entry/Room Search**

The University recognizes residents’ desire for privacy, particularly in the context of their group living situation, and will do all it can to protect and guarantee their privacy. However, the University, through a residence hall staff member, reserves the right to enter a resident’s room at any time for the following purposes:

- To determine compliance with all relevant health and safety regulations
- To provide cleaning and/or pest control
- To conduct an inventory of University property
- To silence unattended loud alarms and music
- There is an indication of imminent danger to life, health, and/or property
- There is a reasonable cause to believe that a violation of University or Housing Regulations is occurring
- To search for missing university property
- To perform maintenance work

A room search by a designated Residence Life staff member is possible but rare. For such a search to take place, the conditions for room entry must exist. Permission for a room search is determined at the Coordinator of Residence Life level and above. Items that violate university or housing regulations will be confiscated.

A room search by law enforcement officials must be accomplished through the use of a valid search warrant, or the student may sign a release to be searched at his or her own approval.

**Room Furniture**

The residence halls are equipped with movable and loftable furniture, which allows residents the flexibility to arrange furniture creatively within their rooms. When rearranging furniture, students should not block access to windows, air vents, air conditioning or heating units. Students may be billed if these items have to be moved. Water beds are not allowed in any style residence hall. Under no circumstances should residents remove any University property from their room. Students will be billed for any missing furniture at the time of their check-out from their residence hall room.

**Room Modifications**

All modifications must be approved by the CD/GHD. Permanent fixtures and construction are not permitted. All items in the room must be free standing. Modifying electrical, cable or telephone wiring, the ceiling, walls, doors, plumbing, HVAC, Ethernet, and closet doors are prohibited. Under no circumstances should nails, screws or wall anchors be used to affix items to walls. Any materials used to affix items to walls or doors must be completely removed upon checkout (including all tape residue). See Decorations on page 43 for specific details.

**Room Occupancy**

The Department of Residence Life reserves the right to limit the number of individuals in a room or at a residence hall event in cases where the safety of occupants may be a concern or where the noise level in the room violates either the quiet hours or courtesy hours rules.

**Smoking**

Texas A&M University is a smoke-free campus, which means smoking is not permitted in any indoor space, including residence halls. While smoking outside near entry ways, please be considerate of others. You may be asked to move if your smoke begins to travel indoors. Smoking is prohibited on the balconies (including first floor) of the balcony-style halls. Furthermore, smoking is prohibited in the following locations:

- A. All buildings and vehicles, regardless of location, that are owned or leased under the administrative purview of the president of Texas A&M University, will be entirely smoke-free. This smoke-free rule will apply to all indoor air space, including foyers, entryways/classrooms, individual faculty, and administrative offices.

- B. All indoor air space of university-owned athletic facilities will be smoke-free. Outdoor public seating areas in athletic arenas and theaters will be smoke-free.

- C. University-owned and leased housing (apartments, residence halls) and eating areas (dining halls, cafeterias, food courts, snack bars, University Club) will be smoke-free.

**Solicitation**

The term “solicit” is defined as advertising, the taking of orders, sales, donations, proselytizing, campaigning (political or other), collection and distribution of literature. Door-to-door solicitation by individuals, non-residence hall organizations or companies, is prohibited in the residence halls. If you are approached by sales personnel, do NOT allow them to enter your hall or room and inform the UPD or residence hall staff immediately.
Theft
Stealing of public or private property is not tolerated. Individuals accused of theft of public or private property as well as university services may be referred to both the University Police Department and Student Conduct Office. Please assist in protecting the community by reporting suspicious behavior, and securing exterior and room doors.

Video Copyright Guidelines
Due to federal copyright laws and court cases concerning viewing videos in public areas, the Department of Residence Life does not permit group viewing of copyrighted videos (tapes, DVD, downloaded, etc.) in lounges or public areas without specific authorization from the owner of the copyright. However, you may view videos in the privacy of your room.

Water Fights
Water fights, water balloons, or any activities historically associated with water fights (throwing mud, rocks, or use of scalding water) are not allowed in or near the residence halls. Water shall not be thrown inside the hall, onto or from balconies, stoops, or windows. Additionally, instigation or participation in such activities could result in disciplinary action and/or billing of damages.

Weapons/Firearms
Students may NOT bring into the residence halls, for any reason, any firearm, illegal knife, club, or any other weapon (not restricted to legal definitions) that may be hazardous to the health or safety of residents. This includes, but is not limited to: rifles (including drill rifles), pistols, shotguns, pellet guns, BB guns, taser/stun guns, bows and arrows, sling shots, martial arts weapons such as nun chucks or throwing stars, axes machetes, swords, spears, switchblades, or knives with a blade four inches or longer. Residence hall staff or University Police may confiscate these items.

In addition, the following items are prohibited from being used inside of any residence hall room or public area: Airsoft guns, paintball guns and nerf-type guns. These items may be stored in a residence hall room, but may not be used anywhere inside of a residence hall.

Residents found violating any part of this rule may be subject to both University and criminal charges and may be removed from University housing.

Windows
Windows in air-conditioned buildings are not to be opened except in Legett and the corridor/balcony halls. Window screens are not to be removed so as to minimize damage and/or loss. Nothing should be propelled or thrown out of a window. Any attachments outside room windows must be approved in advance by the Director of Residence Life.

Campus Resources

Absence from class notification Contact Student Assistance Services at 979-845-3113, studentaffairs.tamu.edu/SAS.

Acts of insensitivity Contact your hall staff; the Department of Multicultural Services, 979-845-4551, stophate.tamu.edu; or Women's Resource Center, 979-845-8784, wrc.tamu.edu.

Alcohol or drug issue Contact Student Life’s Alcohol and Drug Education Programs for information regarding AA, NA, ACOA or other support groups and resources, 979-845-0280, studentlife.tamu.edu/adep.

CARPOOL Call 979-845-3051, carpool.tamu.edu.

Counseling Student Counseling Service at 979-862-4383, scs.tamu.edu.

Difficult personal situation Contact a residence hall staff member, Student Counseling Service, 979-845-4427, scs.tamu.edu or HelpLine at 979-845-2700.

Harassment (sexual, racial, etc.) Contact your hall staff or Student Assistance Services at 979-845-3113, studentaffairs.tamu.edu/SAS.

Hazing incident Visit stophazing.tamu.edu.

Illness or Injury For emergencies, call 9-911 from campus phone or 911 on a cell. For non-emergencies, call Student Health Services at 979-458-8316, shs.tamu.edu.

Intramural information Call Recreational Sports at 979-845-7826, recsports.tamu.edu.

Mentor ATMentors at atmentors.tamu.edu.

Sexual assault or rape Contact the University Police Department, 979-845-2345; Green Dot at greendot.tamu.edu; Texas A&M Student Counseling Center’s Helpline, 979-845-2700; Residence Hall Staff; Student Assistance Services, 979-845-3113; Sexual Assault Resource Center, 979-731-1000; or Women's Resource Center, 979-845-8784, wrc.tamu.edu.

Student escort Contact the Corps Guard Room at 979-845-6789.

Theft Contact the Residence Hall Staff and the University Police Department, 979-845-2345, to file a report.

Tell Somebody Is there someone you are worried about? Visit tellsomebody.tamu.edu to file a report.

Withdrawing from school Contact the dean of your college for authorization and appropriate paper work.
### Fall Semester 2015

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halls open</td>
<td>Sunday, August 23 at 8 a.m.</td>
</tr>
<tr>
<td>Room change requests</td>
<td>Starts on Sunday, August 23</td>
</tr>
<tr>
<td>Undergraduate Convocation</td>
<td>Sunday, August 30</td>
</tr>
<tr>
<td>First day of Fall Semester classes/Hall changes</td>
<td>Monday, August 31</td>
</tr>
<tr>
<td>Last day for adding/dropping courses for Fall Semester</td>
<td>Friday, September 4 at 5 p.m.</td>
</tr>
<tr>
<td>Academic Convocation</td>
<td>Thursday, September 10</td>
</tr>
<tr>
<td>Last day to officially withdraw from the University</td>
<td>Friday, November 20 at 5 p.m.</td>
</tr>
<tr>
<td>Preregistration for 2016 Spring Semester</td>
<td>November 12 - December 1</td>
</tr>
<tr>
<td>Thanksgiving holiday</td>
<td>November 26 and November 27</td>
</tr>
<tr>
<td>Last day of Fall Semester Classes</td>
<td>Wednesday, December 9</td>
</tr>
<tr>
<td>Reading Day</td>
<td>December 10</td>
</tr>
<tr>
<td>Final Exams</td>
<td>December 11, 14 - 16</td>
</tr>
<tr>
<td>Halls Close</td>
<td>Saturday, December 19 at 12 p.m. (noon)</td>
</tr>
</tbody>
</table>

### Spring Semester 2016

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halls open</td>
<td>Thursday, January 14 at 8 a.m.</td>
</tr>
<tr>
<td>Room change requests</td>
<td>Starts on Thursday, January 14</td>
</tr>
<tr>
<td>Last day to register for Spring Semester classes and pay fees</td>
<td>Friday, January 15</td>
</tr>
<tr>
<td>First day of Spring Semester classes/Hall changes</td>
<td>Tuesday, January 19</td>
</tr>
<tr>
<td>Martin Luther King, Jr. Day</td>
<td>Monday, January 18</td>
</tr>
<tr>
<td>Last day for adding/dropping courses for the Spring Semester</td>
<td>Monday, January 25</td>
</tr>
<tr>
<td>Spring break</td>
<td>March 14 - March 18</td>
</tr>
<tr>
<td>Reading Day, No classes</td>
<td>Friday, March 25</td>
</tr>
<tr>
<td>Preregistration for the 2016 Fall Semester</td>
<td>April 7 - April 22</td>
</tr>
<tr>
<td>Muster</td>
<td>Thursday, April 21</td>
</tr>
<tr>
<td>Last day of Spring Semester classes</td>
<td>Tuesday, May 3</td>
</tr>
<tr>
<td>Reading Day</td>
<td>Wednesday, May 4</td>
</tr>
<tr>
<td>Final exams</td>
<td>May 5-6, 9-10</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 12 - May 14</td>
</tr>
<tr>
<td>Halls close</td>
<td>Saturday, May 14 at 12 p.m. (noon)</td>
</tr>
</tbody>
</table>

### Summer I 2016

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halls open</td>
<td>Friday, May 27 at 12 p.m. (noon)</td>
</tr>
<tr>
<td>First day of Summer I and 10-week classes</td>
<td>Tuesday, May 31</td>
</tr>
<tr>
<td>Last day for adding/dropping courses for Summer I and 10-week classes</td>
<td>Friday, June 3</td>
</tr>
<tr>
<td>Last day of Summer I classes</td>
<td>Friday, July 1</td>
</tr>
<tr>
<td>Independence Day</td>
<td>Monday, July 4</td>
</tr>
<tr>
<td>Final exams</td>
<td>Tuesday, July 5</td>
</tr>
<tr>
<td>Halls close</td>
<td>Tuesday, July 5 at 5 p.m.</td>
</tr>
</tbody>
</table>

### Summer II 2016

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halls open</td>
<td>Tuesday, July 5 at 8 a.m.</td>
</tr>
<tr>
<td>First day of Summer II classes</td>
<td>Wednesday, July 6</td>
</tr>
<tr>
<td>Last day for adding/dropping courses for Summer II</td>
<td>Monday, July 11</td>
</tr>
<tr>
<td>Last day of Summer II and 10-week classes</td>
<td>Monday, August 8</td>
</tr>
<tr>
<td>Final exams</td>
<td>August 9 and 10</td>
</tr>
<tr>
<td>Halls close</td>
<td>Friday, August 12 at 5 p.m.</td>
</tr>
</tbody>
</table>
# Index

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 Hour Service Desks</td>
<td>7</td>
</tr>
<tr>
<td>Abandoned Property</td>
<td>39</td>
</tr>
<tr>
<td>Abuse, Physical</td>
<td>44</td>
</tr>
<tr>
<td>Academics in the Residence Halls</td>
<td>25</td>
</tr>
<tr>
<td>Access Card System</td>
<td>14</td>
</tr>
<tr>
<td>Access Cards</td>
<td>9, 48</td>
</tr>
<tr>
<td>Addresses, Changing</td>
<td>32</td>
</tr>
<tr>
<td>Aggie Eco Reps</td>
<td>28</td>
</tr>
<tr>
<td>Alcohol</td>
<td>39-40</td>
</tr>
<tr>
<td>Appliances</td>
<td>7</td>
</tr>
<tr>
<td>Area Offices</td>
<td>40</td>
</tr>
<tr>
<td>Arson</td>
<td>40</td>
</tr>
<tr>
<td>Bathrooms &amp; Showers, Guests</td>
<td>45</td>
</tr>
<tr>
<td>Beds</td>
<td>14-15</td>
</tr>
<tr>
<td>Bedbugs</td>
<td>15</td>
</tr>
<tr>
<td>Bicycles</td>
<td>41</td>
</tr>
<tr>
<td>Business/Personal Enterprise</td>
<td>41</td>
</tr>
<tr>
<td>Cable Television</td>
<td>7</td>
</tr>
<tr>
<td>Calendars</td>
<td>56-57</td>
</tr>
<tr>
<td>Campaigning</td>
<td>41</td>
</tr>
<tr>
<td>Campfires</td>
<td>40</td>
</tr>
<tr>
<td>Campus Resources</td>
<td>55</td>
</tr>
<tr>
<td>Cancellation of Room Assignment</td>
<td>31</td>
</tr>
<tr>
<td>Candles</td>
<td>41</td>
</tr>
<tr>
<td>CARPOOL</td>
<td>55</td>
</tr>
<tr>
<td>Chalking</td>
<td>41</td>
</tr>
<tr>
<td>Check-In/Check-Out</td>
<td>31</td>
</tr>
<tr>
<td>Christmas Trees</td>
<td>41</td>
</tr>
<tr>
<td>Code Maroon</td>
<td>13</td>
</tr>
<tr>
<td>Cohabitation</td>
<td>46</td>
</tr>
<tr>
<td>Communal Damage</td>
<td>46</td>
</tr>
<tr>
<td>Communicable Diseases</td>
<td>17</td>
</tr>
<tr>
<td>Community Councils, Residence Hall</td>
<td>26</td>
</tr>
<tr>
<td>Community Director/GHD</td>
<td>6</td>
</tr>
<tr>
<td>Community Living Creed</td>
<td>4</td>
</tr>
<tr>
<td>Computing Guidelines</td>
<td>41-42</td>
</tr>
<tr>
<td>Conduct Procedures</td>
<td>38</td>
</tr>
<tr>
<td>Consolidation</td>
<td>32-33</td>
</tr>
<tr>
<td>Contact Paper</td>
<td>42</td>
</tr>
<tr>
<td>Contract Renewal and Cancellation</td>
<td>33</td>
</tr>
<tr>
<td>Cooking</td>
<td>42</td>
</tr>
<tr>
<td>Cooperation with University Officials</td>
<td>42</td>
</tr>
<tr>
<td>Co-oping</td>
<td>33</td>
</tr>
<tr>
<td>Coordinator of Residence Life</td>
<td>6</td>
</tr>
<tr>
<td>Courtesy Hours</td>
<td>50</td>
</tr>
<tr>
<td>Custodial &amp; Maintenance</td>
<td>7</td>
</tr>
<tr>
<td>Damage to University Property</td>
<td>43</td>
</tr>
<tr>
<td>Decorations</td>
<td>43</td>
</tr>
<tr>
<td>Digital Image</td>
<td>22</td>
</tr>
<tr>
<td>Dining Services</td>
<td>8</td>
</tr>
<tr>
<td>Disabled Student Accommodations</td>
<td>34</td>
</tr>
<tr>
<td>Disorderly Conduct</td>
<td>43</td>
</tr>
<tr>
<td>Disruptive Activity</td>
<td>43</td>
</tr>
<tr>
<td>Doors, Self-Closing</td>
<td>22</td>
</tr>
<tr>
<td>Drugs</td>
<td>43</td>
</tr>
<tr>
<td>Emergency Contacts, personal</td>
<td>17</td>
</tr>
<tr>
<td>Emergency Equipment</td>
<td>44</td>
</tr>
<tr>
<td>Emergency Phones</td>
<td>12</td>
</tr>
<tr>
<td>Emergency Preparedness</td>
<td>18</td>
</tr>
<tr>
<td>ERASE</td>
<td>27</td>
</tr>
<tr>
<td>Escorting Guests</td>
<td>45</td>
</tr>
<tr>
<td>Evacuation Areas</td>
<td>18</td>
</tr>
<tr>
<td>Explosives</td>
<td>44</td>
</tr>
<tr>
<td>Extension Cords</td>
<td>44</td>
</tr>
<tr>
<td>Exterior Door Locking</td>
<td>44</td>
</tr>
<tr>
<td>Exterior Walls</td>
<td>52</td>
</tr>
<tr>
<td>Facility Usage</td>
<td>49</td>
</tr>
<tr>
<td>Fighting</td>
<td>44</td>
</tr>
<tr>
<td>Fire Alarms</td>
<td>19</td>
</tr>
<tr>
<td>Fire Life Safety Inspection</td>
<td>19</td>
</tr>
<tr>
<td>Firearms</td>
<td>54</td>
</tr>
<tr>
<td>Fireworks</td>
<td>44</td>
</tr>
<tr>
<td>Gambling</td>
<td>44</td>
</tr>
<tr>
<td>Grills</td>
<td>45</td>
</tr>
<tr>
<td>Group Billings</td>
<td>46</td>
</tr>
<tr>
<td>Guest Policies</td>
<td>46</td>
</tr>
<tr>
<td>Hall Changes</td>
<td>33</td>
</tr>
<tr>
<td>Halogen Lamps</td>
<td>47</td>
</tr>
<tr>
<td>Harassment</td>
<td>23, 47, 55</td>
</tr>
<tr>
<td>Hazardous Materials</td>
<td>44</td>
</tr>
<tr>
<td>Hazing</td>
<td>47</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>21</td>
</tr>
<tr>
<td>Holiday Trees</td>
<td>41</td>
</tr>
<tr>
<td>Host Responsibility</td>
<td>45</td>
</tr>
<tr>
<td>Housing Assignments &amp; Contract Issues</td>
<td>31</td>
</tr>
<tr>
<td>Housing Assignments Office</td>
<td>6</td>
</tr>
<tr>
<td>Housing Deposit</td>
<td>34</td>
</tr>
<tr>
<td>Identification</td>
<td>48</td>
</tr>
<tr>
<td>Illness and Injury</td>
<td>20</td>
</tr>
<tr>
<td>Important Numbers</td>
<td>2</td>
</tr>
<tr>
<td>Incense</td>
<td>41</td>
</tr>
<tr>
<td>Insurance Information</td>
<td>21</td>
</tr>
<tr>
<td>Interim Housing</td>
<td>34</td>
</tr>
<tr>
<td>Internet Communities</td>
<td>22</td>
</tr>
<tr>
<td>Internet Connections</td>
<td>9</td>
</tr>
<tr>
<td>Keys</td>
<td>48</td>
</tr>
<tr>
<td>Laundry</td>
<td>9</td>
</tr>
<tr>
<td>Leadership Opportunities</td>
<td>26</td>
</tr>
<tr>
<td>Lightning Prediction</td>
<td>22</td>
</tr>
<tr>
<td>Lock Outs</td>
<td>9</td>
</tr>
<tr>
<td>Lofts</td>
<td>48</td>
</tr>
<tr>
<td>Lost Keys</td>
<td>9</td>
</tr>
<tr>
<td>Lounge Furniture</td>
<td>48</td>
</tr>
<tr>
<td>Mail Services</td>
<td>9-10</td>
</tr>
<tr>
<td>Microwave Ovens</td>
<td>10, 49</td>
</tr>
<tr>
<td>Microwave/Fridge Combinations</td>
<td>10</td>
</tr>
<tr>
<td>Missing Persons</td>
<td>17</td>
</tr>
<tr>
<td>Motorcycles</td>
<td>41</td>
</tr>
<tr>
<td>Noise</td>
<td>50</td>
</tr>
<tr>
<td>Notifications</td>
<td>35</td>
</tr>
<tr>
<td>NRHH</td>
<td>27</td>
</tr>
<tr>
<td>Offensive Odors</td>
<td>50</td>
</tr>
<tr>
<td>Offensive Printed Materials</td>
<td>50</td>
</tr>
<tr>
<td>Open Flames</td>
<td>41</td>
</tr>
<tr>
<td>Overnight Guests</td>
<td>45-46</td>
</tr>
<tr>
<td>Painting</td>
<td>50-51</td>
</tr>
<tr>
<td>Parking</td>
<td>10</td>
</tr>
<tr>
<td>Personal Items</td>
<td>51</td>
</tr>
<tr>
<td>Pets</td>
<td>51</td>
</tr>
<tr>
<td>Phones</td>
<td>11-12</td>
</tr>
<tr>
<td>Police Department</td>
<td>55</td>
</tr>
<tr>
<td>Posting</td>
<td>51</td>
</tr>
<tr>
<td>Power Strips</td>
<td>44</td>
</tr>
<tr>
<td>Practical Jokes/Pranks</td>
<td>51</td>
</tr>
<tr>
<td>Private Rooms</td>
<td>35</td>
</tr>
<tr>
<td>Projectiles</td>
<td>52</td>
</tr>
<tr>
<td>Property Insurance</td>
<td>21</td>
</tr>
<tr>
<td>Quiet Hours</td>
<td>50</td>
</tr>
<tr>
<td>Recreation</td>
<td>11</td>
</tr>
<tr>
<td>Recycling</td>
<td>52</td>
</tr>
<tr>
<td>Refrigerators</td>
<td>10, 49</td>
</tr>
<tr>
<td>Refunds</td>
<td>35</td>
</tr>
<tr>
<td>Renters Insurance</td>
<td>21</td>
</tr>
<tr>
<td>Res Life Mission &amp; Inclusivity Statement</td>
<td>5</td>
</tr>
<tr>
<td>Residence Life Staff</td>
<td>6</td>
</tr>
<tr>
<td>Resident Advisor</td>
<td>6</td>
</tr>
<tr>
<td>RHA</td>
<td>26</td>
</tr>
<tr>
<td>Roofs</td>
<td>52</td>
</tr>
<tr>
<td>Room Assignment</td>
<td>35</td>
</tr>
<tr>
<td>Room Changes</td>
<td>34</td>
</tr>
<tr>
<td>Room Entry</td>
<td>52</td>
</tr>
<tr>
<td>Room Furniture</td>
<td>53</td>
</tr>
<tr>
<td>Room Modifications</td>
<td>53</td>
</tr>
<tr>
<td>Room Occupancy</td>
<td>53</td>
</tr>
<tr>
<td>Room Rent</td>
<td>35</td>
</tr>
<tr>
<td>Room Search</td>
<td>52</td>
</tr>
<tr>
<td>Roommate Conflicts</td>
<td>37</td>
</tr>
<tr>
<td>Rules and Regulations</td>
<td>39</td>
</tr>
<tr>
<td>Safety Equipment</td>
<td>44</td>
</tr>
<tr>
<td>Severe Weather</td>
<td>22</td>
</tr>
<tr>
<td>Sexual Assault/Assaultment/Rape</td>
<td>23</td>
</tr>
<tr>
<td>Shelters, Emergencies</td>
<td>18</td>
</tr>
<tr>
<td>Shipping Services</td>
<td>10</td>
</tr>
<tr>
<td>Single Rooms</td>
<td>35</td>
</tr>
<tr>
<td>Smoking</td>
<td>53</td>
</tr>
<tr>
<td>Solicitation</td>
<td>53</td>
</tr>
<tr>
<td>Staff on Duty</td>
<td>6</td>
</tr>
<tr>
<td>Stop Hate</td>
<td>13</td>
</tr>
<tr>
<td>Study Abroad</td>
<td>33</td>
</tr>
<tr>
<td>Summer School Housing</td>
<td>36</td>
</tr>
<tr>
<td>Sustainability</td>
<td>28</td>
</tr>
<tr>
<td>Table of contents</td>
<td>3</td>
</tr>
<tr>
<td>Telephone Service</td>
<td>11</td>
</tr>
<tr>
<td>Tell Somebody Campaign</td>
<td>13</td>
</tr>
<tr>
<td>Temporary Assignments</td>
<td>36</td>
</tr>
<tr>
<td>Theft</td>
<td>54</td>
</tr>
<tr>
<td>Title IX Reporting</td>
<td>24</td>
</tr>
<tr>
<td>Tutoring</td>
<td>12</td>
</tr>
<tr>
<td>TV Lounge</td>
<td>12</td>
</tr>
<tr>
<td>University Officials, Cooperation with</td>
<td>42</td>
</tr>
<tr>
<td>Vending Machines</td>
<td>12</td>
</tr>
<tr>
<td>Video Copyright Guidelines</td>
<td>54</td>
</tr>
<tr>
<td>Visitation during special times</td>
<td>46</td>
</tr>
<tr>
<td>Visitation for CoEd Halls</td>
<td>46</td>
</tr>
<tr>
<td>Visitation for Single Gender Halls</td>
<td>46</td>
</tr>
<tr>
<td>Visitation Policies</td>
<td>45</td>
</tr>
<tr>
<td>Water Fights</td>
<td>54</td>
</tr>
<tr>
<td>Wax Warmers</td>
<td>41</td>
</tr>
<tr>
<td>Weapons</td>
<td>54</td>
</tr>
<tr>
<td>Weather</td>
<td>22-23</td>
</tr>
<tr>
<td>Wellness Living</td>
<td>27</td>
</tr>
<tr>
<td>Windows</td>
<td>54</td>
</tr>
<tr>
<td>Withdrawal</td>
<td>36</td>
</tr>
<tr>
<td>Work Orders</td>
<td>12</td>
</tr>
</tbody>
</table>
Living at the Heart of the Aggie Experience

Department of Residence Life
Texas A&M University • 1253 TAMU
College Station, Texas 77843-1253
(979) 862-3158 • Fax (979) 862-2434
Website: reslife.tamu.edu • E-mail: housing@tamu.edu
Facebook: facebook.com/tamuReshalls • Instagram & Twitter: @tamureslife