

Residential Life Guidelines



Bethel College

Meet the Residential Life Staff



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RESIDENTIAL LIFE

MISSION OF RESIDENTIAL LIFE

Residential life is an important aspect of the Christian academic community that Bethel College seeks to foster. It exists to enhance the learning experience by providing a safe and supportive community that is Christ centered and student focused.

RESIDENTIAL LIFE REQUIRED

It is for educational and developmental reasons that all unmarried, full-time students under the age of 21 and not living with parents are required to live in the college's residential housing and participate in the meal plan, as are most students who receive scholarship assistance from the college. Students under 21 who have lived on campus for four semesters may apply to move off campus before their fifth semester, provided they are not receiving scholarship assistance. Housing preference is given to single students between the ages of 18-24, and to international students receiving scholarships from the college.

RESIDENTIAL LIFE GUIDELINES

Antennas

No antennas, satellite dishes or similar devices may be placed or installed on the exterior of the residential facilities.

Air Conditioners

No air conditioners may be installed in the residential facilities.

Bicycles, Skateboards, Rollerblades

The safe use of bicycles, skateboards and the like is permitted on the campus. These may at no time be used within the residential facilities. Bicycles may not be stored within the residential facilities except as specifically arranged with the resident director. Students are responsible for the security of bicycles which they bring onto the campus. Students shall remove bicycles from the campus at the end of the school year. Bicycles left behind after move-out will be disposed of.

Cable TV

Some of the residential facilities have cable TV connections available. Within those facilities, it is the student's responsibility to contact the cable TV programming provider and arrange for service and to pay for the service that they have purchased from the provider. At no time shall prohibited programming be purchased or viewed on the campus. Any misuse of the cable TV equipment or programming is prohibited. *See also: Movies/Medi.*

Candles and Incense

The use of candles is prohibited; this includes wickless gel candles and candle warmers. Decorative candles with unburned wicks may be permitted if approved by the resident director. All forms of incense are prohibited.

Check-In and Check-Out

Each student shall fill out a check-in form and turn it in to the resident assistant or resident director directly after moving into the residential facility. Upon leaving the residential facility, whether it be at the end of the school year, or in the case of a withdrawal or in the case of changing rooms, each student must officially check-out with the RA or RD. The official check-out involves the removal of all the student's possessions from the facility, the thorough cleaning of the room and its furnishings, the return of the student's key to campus safety, and the review of the state of the vacated room with the RA or RD, including completion of the check-out form. Prior to the room review, students must schedule the check-out with the RA or RD. Failure to officially check-out of the residential facility will result in forfeiture of the student's dorm damage deposit. The costs of any damage to the residential facilities or college furniture will be charged to the student's dorm damage deposit, with any excess costs applied to the student's school bill.

Changing Rooms

Room changes are typically not allowed during the semester. Upon appeal to the resident director, room changes can be made at semester break provided all parties involved in the change are in agreement and the change has been approved by the RD. The check-out and check-in procedures shall be followed in the event of a room change.

Cleaning and Dorm Checks

Students are responsible for maintaining a reasonable state of cleanliness in their rooms. This includes sweeping regularly, removing trash, keeping any appliances clean, properly disposing expired food products, doing laundry regularly, cleaning bathroom facilities regularly (if applicable) and maintaining general tidiness. With advance notice to the students, the resident director shall perform dorm checks regularly throughout the school year to monitor living conditions within the rooms of the residential facilities. If the condition of a room is found to be unacceptable in any way, the students will be given 24 hours to correct the deficiencies. If upon the second check the deficiencies have not been corrected, the residents of the room shall be fined \$25. This fine shall be assessed against their dorm damage deposit. Upon repeated offenses of the dorm check process, the RD may choose to apply any necessary fines upon the initial check of the room.

Additionally, authorized college personnel may enter a student's room for reasons of health, safety and general welfare, or to make necessary repairs to the room or room equipment. No room will be searched except by approval of the vice president for student development or the director of student life. "Reasonable cause to believe" (not the protected criminal law standard of "probable cause") is justification for search by college officials. A student who lives in campus housing waives objection to reasonable searches by college authorities charged with the responsibility of maintaining discipline and order.

Curfew

All students are required to be in the residence facilities by 12:30 am Sunday night through Thursday night, and by 2 am on Friday and Saturday nights. Students are expected to remain in the residential facilities until the following morning. If a student is going to be late for curfew, prior arrangement should be made with the resident director or resident assistant. Curfew violations shall be handled by the RD and may include disciplinary action commensurate with the level of the violation. *See also: Overnight Absence/Staying Off-Campus.*

Damage and Accountability

Students living in the college's residential facilities are required to pay a \$100 dorm damage deposit. Students are responsible for any damage they cause to the residential facilities or to any college property. The costs for repair of any such damage will be charged to the student's dorm damage deposit. In the event that costs exceed the amount of the dorm damage deposit, the excess will be charged to the student's account. In the case where damage within a room, suite, apartment or house cannot be attributed to an individual occupant, the costs will be equally split between the residents. In the case where damage to common areas within a residential facility cannot be attributed to an individual student or students, the costs will be equally split between the residents of a hall, a floor or the entire facility, as deemed applicable by the resident director. Prior to the beginning of each school year, students who have had charges made to their dorm damage deposit in the previous year shall pay the additional funds necessary to bring their dorm damage deposit back to the full \$100 before they will be permitted to move back into the residential facilities.

Decorating

Students are allowed to decorate their rooms if they so choose. Decorations shall be appropriate to the college's standards and never suggest an "R" rating. Select fasteners that will not damage wall or furniture surfaces, nor leave residue when removed must be used. No items should be hung from exposed pipes or fixtures. Students should consult their resident director if unsure of the appropriateness of their decorations and/or fasteners. Because of the potential fire hazard, live Christmas trees, wreaths, etc., are not permitted.

Early Arrival/Delayed Move-Out

Students are not permitted to move into the residential facilities prior to the posted dates and times, nor stay beyond the posted move-out dates and times. This applies to the beginning and end of the school year, as well as to breaks when the residential facilities are closed. Violations of this policy warrant a fine of \$50 per day.

Electrical Appliances

The use of electrical appliances is limited because of sanitation, safety and circuit overload considerations. Hot plates, "Foreman" grills, griddles, electric frying pans, crock pots, space heaters, halogen lamps, sun lamps or infrared lamps are not permitted in the residential facilities. Microwaves, small refrigerators, coffee makers, hot-air popcorn makers, blenders and fans are permitted, provided they are UL listed appliances. All extension cords shall be heavy duty and UL listed. Appliances not directly plugged into a wall receptacle shall be plugged into a UL listed power strip with overload protection.

Emergency Procedures

Fire drills will be held throughout the school year to ensure that residents will be able to evacuate the facilities quickly and safely. Fire and tornado procedures are posted in the residential facilities. Students who are present at the time are required to participate in fire drills. Failure to responsibly participate will result in a \$50 fine and may result in disciplinary action. *See also: Security/Safety.*

Fire Arms/Weapons/Explosives

The possession of firearms, weapons and explosives on campus is prohibited. Refer to the Student Handbook for details. Nonlethal weapons, such as air-soft guns and paintball guns may not be used on campus or stored in the residential facilities.

Furniture

Each student living in a residential facility is provided with the minimum of a desk, chair, bed and dresser. In the case where closets are not available, a wardrobe is provided. This furniture may not be removed from the room, disassembled or modified in any way by the student, though placement of the furniture within the room may be changed as the student desires. Some of this furniture is designed to be arranged in several configurations and, at the beginning of the school year, the residence life staff or maintenance staff will configure it as closely as possible to the student's request. Students are not allowed to modify the furniture configuration on their own unless approved by the resident director. *See also: Personal Furniture Agreement.*

Gambling

Gambling in any form is prohibited, including online wagering.

Guests

Students are allowed to have same-gender guests (regardless of age) stay with them in the residential facilities. In consideration of the roommate(s) and other residents of the facility, students are only allowed to have guests a total of three nights in one semester. If a student appeals to the resident director to have a guest beyond the total of three nights in a semester and the appeal is approved, the student shall pay a fee of \$10 per night beyond the original three. This overnight guest policy also applies to other campus residents staying overnight in rooms other than the one assigned to them. Guests must be registered with the RD or RA. Guests are required to comply with the requirements of the residential life guidelines, and hosts are responsible for the behavior of their guests.

Hallways/Stairwells

The hallways and stairwells of the residential facilities provide emergency egress for the residents and must be kept clear at all times. Students may not place personal possessions or trash in these areas at any time.

Holidays/Breaks

All residential facilities are closed during semester break and spring break. There will be no access to the residential facilities during these breaks. There will be no food service during fall break, Thanksgiving break, semester break, spring break and Easter break, and most campus facilities are closed during these breaks. Students are encouraged to make plans to spend all breaks away from campus. Those who choose to stay on campus during fall, Thanksgiving and Easter breaks must notify the resident director that they will be staying in their rooms. All residential life guidelines remain in effect during breaks.

ID Cards

Each student is issued a college ID card. This card is required to access most of the residential facilities, as well as certain other facilities on the campus. The card is required when utilizing the student's meal plan. Students are responsible for maintaining possession of their ID card at all times. Lost, stolen or damaged ID cards may be replaced in the student development office for a fee of \$10. A card that is defective due to normal wear may be replaced at no charge if brought to the student development office.

Keys

All students are issued keys to their rooms, apartments or houses. Students are responsible for maintaining possession of their keys at all times. In the event of a lost key, the student shall report the loss to the resident director and go to campus safety to get a replacement key. Each key requires the student to pay a deposit of \$25. Deposits are returned to the students when keys are returned to campus safety.

Laundry

Free laundry facilities are available to all campus residents. Students should remove their items from the machines in a timely fashion, clean up detergent /softener spills, clean out lint traps with each use, dispose of dryer sheets and follow posted instructions for machine use and detergent /softener use.

Lounges

A number of the residential facilities have lounges (common areas) which are open to members of the opposite sex as follows:

Shupe Hall:

Daily, from noon to midnight

Founders' Village, Logan Village, The Lodge and perimeter houses:

Monday – Friday, from 6 pm to midnight

Saturday & Sunday, from noon to midnight

Sailor Residence Center (Acorn and Great Room):

Daily, from 6 am until curfew

Perimeter houses and Logan Village apartments must keep window blinds to the common areas fully open when members of the opposite sex are present.

Maintenance Requests

Students shall report any problems with the residential facilities to their resident assistant or resident director. The resident director will file a maintenance request to have the problems corrected. Students should notify the RD if the problems are not corrected within a reasonable amount of time.

Motor Vehicles

Freshmen are not permitted to have vehicles on campus except as specifically approved by student development and registered as necessary. All other students are permitted to have vehicles on campus provided they are properly registered with campus safety. Students are required to follow the college's motor vehicle regulations, published in the student handbook, at all times. It is the student's responsibility to be familiar with the college's detailed parking regulations, which are available at campus safety. Any violation of these regulations may result in a citation being issued. Fines for citations shall be paid in the student development office.

Movies/Media

Possession or viewing of films rated R, X, NC-17 and unrated, and video games rated "mature" or "adults only" is prohibited on campus. The playing of music with offensive lyrics in the presence of others is prohibited. Illegal downloading of any type of media or possession of such is prohibited. *See also: Cable TV.*

Open Dorms

"Open dorms" is the only time that members of the opposite sex are permitted in the residential facilities, other than in the lounges.

"Open Dorms" hours are as follows:

Men's residences: Friday & Sunday, 6 pm until midnight

Women's residences: Saturday & Sunday, 6 pm until midnight

During open dorm hours, all residents of the facility must be modestly clothed while in the facility's common areas, or in their rooms if the door is open. When members of the opposite sex are present, room doors shall be fully open and the overhead light shall be on. The window blinds to the common areas in the perimeter houses and Logan Village must be fully open when members of the opposite sex are present. Inappropriate activities including making out, overlapping and blanketing are not permitted. Any violation of the "open dorm" policy will result in disciplinary action. Repeated violations of the policy may result in the suspension of "open dorms" for individuals, select rooms/apartments or the entire residential facility for a period of time, as determined by the resident director.

Overnight Absence (Staying Off Campus)

Students must notify their resident director or resident assistant whenever they wish to spend a night off campus, and shall provide an address and phone number where they can be reached. Students are not permitted to stay overnight with a member of the opposite sex except in the case of preapproved, supervised situations.

Personal Furniture Agreement

Students who bring their own furniture into the residential facilities must complete the “personal furniture agreement” portion of the check-in form with their resident director or resident assistant. Students are responsible for the removal, storage or disposal of any furniture they bring to the campus. If the furniture is left behind, the student is responsible for the disposal costs. *See also: Furniture.*

Pets

Pets are not permitted in the residential facilities, except for small fish.

Phones

The college provides phones in the residential facilities. These phones do not have voice mail. Students may provide their own answering machines if they wish. The college phones also function as a part of the emergency notification system, and therefore must remain plugged in at their original location at all times, with the volume at an easily audible setting.

Quiet Hours

Since study and proper rest are vital factors for success in college, quiet hours have been established as a necessary part of community life. Quiet hours are from 11 pm until 7 am, and from midnight until 8 am on open dorm nights.

Residential Facility Meetings

There will be a meeting for all the residents of each residential facility at the beginning of each school year to review residential facility and college policies, announce upcoming events and answer questions. The resident director may call additional residential facility meetings as necessary during the year. Attendance at these meetings is mandatory unless excused by the resident director.

Security/Safety

For reasons of both security and safety, most of the residential facilities have controlled access entries. Tampering with, disabling or overriding a security, access or safety system — including individual door/room locks — is prohibited and will result in a fine of \$50 and/or disciplinary action.

Students are cautioned not to let strangers into the residential facilities and should call their resident director or campus safety whenever unsure. Students are cautioned to keep their rooms locked at all times when not present; students are encouraged to contact their resident director, resident assistant or campus safety if they notice strangers in the residential facilities. Students should keep records of the serial numbers of their valuables and never leave cash, purses or wallets in plain sight. Campus safety provides an engraving service for students' valuables, and certain valuables may be left with the resident director for safe keeping for limited periods of time.

Storage

Some of the residential facilities have limited storage space which may be used by students if approved by the resident director. Students are responsible for removal of stored possessions at the end of the school year. Anything left behind is subject to disposal, and a fine may be assessed to the student's account. There is limited storage space available over the summer for possessions of International students and students who live more than 400 miles from the campus. Furniture and carpeting may not be stored. The college assumes no responsibility for the possessions of any student while stored in the residential facility.

Sunbathing

Sunbathing is not permitted on the campus. Modest attire is expected of all students when not in the privacy of the Residential facilities.

Water Balloons/Squirt Guns

Water balloons, squirt guns, water fights and snowball fights are not permitted in the residential facilities.

Windows and Screens

Students are not permitted to remove window screens at any time. Entering or exiting a building through a window is prohibited and will result in a fine of \$25 and/or disciplinary action except in the case of an emergency.