



UNIVERSITY OF
GEORGIA

University Housing

Student Affairs

2020-2021

COMMUNITY GUIDE

Revised and updated July 2020

If you have a disability and need to obtain this brochure in an alternative format, please contact University Housing at 706-542-1421 or housing@uga.edu.

Dear Bulldogs,

On behalf of all housing staff, I am so excited to welcome you to the University of Georgia. University Housing's mission is to provide comfortable, affordable and secure on-campus housing options in residential communities where the academic success and personal growth of residents are encouraged and supported. We are committed to continuing and broadening this work and will uphold our mission and values through action. As executive director, I know that this work needs to start with me and with the leadership team of housing—examining our policies, procedures, protocols and practices through an inclusive lens. We strive for our residence halls to be about access, inclusion and safety so that everyone who passes through the halls feels supported.

As we prepare for your arrival, know that we are also strategizing cleaning, programming and distancing initiatives to prevent the spread of COVID-19, while also providing the community and support you expect from us. A healthy environment is your responsibility, too. Habits such as wearing masks, staying six feet apart, limiting visitors and washing hands will be crucial to preventing illness from spreading. Every small act is a reminder that we're in this together.

Please enjoy the year and let us know how we can help you with meeting all your goals for your time at UGA.

Sincerely, and Go Dawgs!

Linda Kasper
Executive Director for University Housing

Table of Contents

ABOUT UNIVERSITY HOUSING	6
ASSURANCE OF COMPLIANCE	6
RIGHTS AND RESPONSIBILITIES OF RESIDENTS	6
POLICIES AND REGULATIONS	7
UNITED STATES CENSUS SURVEYS	7
COMMUNITY LIVING STANDARDS	8
OCCUPANCY	8
ACADEMIC HONESTY	8
STUDENT CONDUCT PROCEDURES	9
ROOMMATE BILL OF RIGHTS	9
THE RESIDENTIAL COMMUNITIES	10
HILL COMMUNITY	10
MYERS COMMUNITY	10
REED COMMUNITY	10
EAST CAMPUS VILLAGE (ECV)	10
UNIVERSITY VILLAGE	10
BRUMBY COMMUNITY	10
CRESWELL COMMUNITY	10
RUSSELL COMMUNITY	10
HEALTH SCIENCE CAMPUS (HSC): Area office in Brown Hall	11
UNIVERSITY HOUSING STAFF AND OFFICES	11
STAFF	11
Administrative Assistants	11
Assistant Directors	11
Building Services Workers (BSW)	11
C.L.A.S.S. Advocates (CA)	11
Desk Assistants (DA)	11
Graduate Residents (GR)	12
Office Assistants (OA)	12
Residence Hall Directors (RHD)	12
Resident Assistants (RA)	12
Residential Leadership Coordinator	12
Security Staff	12

Assistant Director for Health Sciences Campus and Conference Services	12
Skilled Trades Workers (STW)	13
OFFICES	13
Central Housing Office	13
GENERAL INFORMATION	14
ABANDONED ITEMS	14
AIR CONDITIONING, HEATING AND VENTILATION	14
AREA OFFICE	14
ASBESTOS AWARENESS	14
BULLDOG BUCKS	14
CABLE TELEVISION/IPTV	
CAMERAS	
COMMUNITY DESK	14
COMMON AREA ROOM RESERVATIONS	15
EMAIL COMMUNICATIONS	15
ENVIRONMENTAL SUSTAINABILITY	15
ICE AND VENDING MACHINES	16
INNOVATION SPACES	16
INTERNET CONNECTIVITY	16
LAUNDRY FACILITIES	16
MAIL AND PACKAGES	16
Residence Halls	16
McGowan Road, Kenny Road and University Village	17
WORK REQUESTS	17
RESPONSIBILITY FOR STUDENT PROPERTY	17
SERVICES FOR STUDENTS WITH DISABILITIES	18
Room Accommodations	18
Emotional Support Animals (ESA)	18
Raising/Training Service Animals	18
STAFF AVAILABILITY	18
STUDENT EMPLOYMENT	18
TOILETS (LOW FLOW)	19
TORNADO WATCH	19
TORNADO WARNING	19
UGAALERT	20
LIVE SAFE	20

POLICIES AND REGULATIONS	20
ACCESS CONTROL	20
ALCOHOL AND OTHER DRUGS	20
APPLIANCES/ELECTRONICS	21
BICYCLES/TRANSPORTING DEVICES/MOPEDS/MOTORCYCLES/SCOOTERS	22
Bicycles and Transporting Devices	22
Motorized Bicycle/Scooters/Motorcycles/Mopeds	22
COOKING, HEALTH AND SANITATION	22
DAMAGES/VANDALISM	23
DECORATIONS/MODIFICATIONS/ALTERATIONS	23
General Requirements	23
DISRUPTIVE BEHAVIOR	
DOOR CLOSURES AND EXIT DOORS	24
FIRE SAFETY	24
FIRE EQUIPMENT	25
FIRE HAZARDS	25
FIRE ALARMS	25
FIRE DRILLS	25
FIREARMS AND WEAPONS	25
HEALTH AND SAFETY	26
LOCK SECURITY	27
LOFTS	27
PETS	27
QUIET HOURS	27
RECYCLING AND TRASH	28
RESEARCH IN THE HALLS	28
ROOM/APARTMENT ENTRY	28
ROOM/APARTMENT FURNISHINGS	29
Residence Halls	29
Russell Hall	29
University Village	29
Kenny Road and McGowan Road	29
SMOKING	29

SOLICITATION	29
STAIRS, HALLWAYS, BREEZEWAYS, DECKS AND PATIOS	30
Specifically, at Gilmore Circle, Kenny Road, McGowan Road and University Village	30
<i>UNAUTHORIZED ENTRY OR USE OF UNIVERSITY FACILITIES</i>	30
VISITATION	30
Visitation Options	30
Overnight Guests	31
Host Responsibilities	31
Escorting Guests	31
WINDOWS and SCREENS	31
<i>COMMUNITY ACTIVITIES</i>	32
ENGAGEMENT OPPORTUNITIES	32
COMMUNITY COUNCILS	32
RESIDENCE HALL ASSOCIATION (RHA)	33
NATIONAL RESIDENCE HALL HONORARY (NRHH)	33
<i>HOUSING ASSIGNMENTS INFORMATION</i>	33
GENERAL INFORMATION	33
SUMMER HOUSING	33
<i>IMPORTANT NUMBERS</i>	33
ADMINISTRATIVE OFFICES	34
AREA OFFICES	34
OTHER IMPORTANT UNIVERSITY HOUSING NUMBERS	34
MEDICAL	35
SAFETY	35

ABOUT UNIVERSITY HOUSING

A part of the Division of Student Affairs, University Housing is home to more than 8,400 students who live in nine residential communities comprised of 22 residence halls, University Village apartments, Health Science Campus townhomes, and four Greek Park houses.

On-campus residents have unique opportunities to collaborate more, contribute more, connect more—and commute less. As a result, national studies consistently show that students who live on campus earn better grades, have higher graduation rates and report a higher level of satisfaction with their overall collegiate experience.

To this end, University Housing is committed to its mission of providing comfortable, affordable and secure on-campus housing options in residential communities where the academic success and personal growth of residents are encouraged and supported.

In support of this mission, University Housing employs more than 700 full and part-time employees within three comprehensive units – Administrative Services and Communications, Facilities, and Residential Programs and Services. As a self-supporting auxiliary, University Housing operates a \$50 million budget derived only from student housing fees and other non-state sources.

University Housing fosters a supportive and challenging inclusive environment through staff selection and training, community programming and contact with staff and students. Residents are part of a community that values and appreciates diversity and where individual rights and differences are recognized and respected.

ASSURANCE OF COMPLIANCE

RIGHTS AND RESPONSIBILITIES OF RESIDENTS

As a UGA student, you are guaranteed all of the rights, privileges and freedoms granted to all citizens; however, with these rights come responsibilities. UGA students are expected to abide by all federal, state and local laws. Alleged violations of these laws may be referred to the appropriate law enforcement authority. Violations of applicable laws may also result in UGA disciplinary action.

As stated in your University Housing contract, the University of Georgia policies, rules and regulations appearing in the online edition of the Community Guide, the University of Georgia Code of Conduct, and other documents that from time-to-time may be promulgated by University Housing or the Office of Student Conduct are made a part of your housing contract.

All residents are expected to read, understand and conduct themselves in accordance with the terms, conditions and policies set forth in the University Housing contract, this Community

Guide, and the University of Georgia Code of Conduct. Residents are also expected to adhere to the information shared through emails, posters, policy changes, or written/verbal correspondence issued by University Housing or its agents. Although visiting scholars are not students, the policies and procedures contained within this guide also apply.

Throughout this guide, the term “resident” is used to mean all individuals contracted to live in University Housing.

Should you have any questions regarding this publication please contact your area office.

NON-DISCRIMINATION AND ANTI-HARASSMENT POLICY

The University of Georgia (“the University”) is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law, University System of Georgia policy, and University policy, the University prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, genetic information, disability, or veteran status by any member of the University Community (as defined below) on campus, in connection with a University program or activity, or in a manner that creates a hostile environment for any member of the University Community. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal or expulsion from the University.

Bias based on the protected categories of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, genetic information, disability, or veteran status will not hinder employment, study or institutional services, programs or activities. Bias factors will not be permitted to have an adverse influence upon decisions regarding students, employees, applicants for admission, applicants for employment, contractors, or volunteers or participants in or users of institutional programs, services, and activities. The University of Georgia will continue in its efforts to maintain an institutional environment free of such bias and restates its policy prohibiting the interference of such bias.

The University will follow the Board of Regents Student Sexual Misconduct Policy 6.7 found at <http://www.usg.edu/policymanual/section6/C2655>. All allegations of discrimination and harassment not covered by the Board of Regents Student Sexual Misconduct Policy based on the protected categories will be handled pursuant to the University’s Non-Discrimination and Anti-Harassment Policy.

Questions regarding the Non-Discrimination and Anti-Harassment Policy should be directed to the UGA Equal Opportunity Office at (706) 542-7912 or ugaeoo@uga.edu.

FREEDOM OF EXPRESSION POLICY

No rights are more highly regarded at the University of Georgia than the First Amendment guarantees of freedom of speech and expression and the right to assemble peaceably. Such opportunities must be provided on an equal basis and adhere to the basic principle of the University's being neutral to the content and viewpoint of any expression. In order to achieve this objective, while at the same time fulfilling its educational mission, the University may regulate the time, place, and manner of expression as outlined in the University Freedom of Expression Policy (available at https://dos.uga.edu/content_page/freedom-of-expression-policy). These regulations are intended to facilitate expressive activity protected by the First

Amendment, while avoiding undue disruption of University activities, protecting and preserving University property, and providing a safe campus environment for all members of the University community and for individuals engaged in expressive activity.

Additional information regarding the Freedom of Expression Policy can be directed to the Office of the Dean of Students at (706) 542-7774.

UNITED STATES CENSUS SURVEYS

Residents in University Housing may be selected by the U.S. Census to participate in a variety of surveys (e.g., American Community Living Survey, Current Population Survey, National Crime Victimization Survey). If selected to participate, residents will be provided with a letter outlining the details of the specific survey. This letter is often delivered directly by a U.S. Census worker prior to conducting the survey. Some of these surveys are mandatory—required by law to be completed—while others are voluntary. Residents are encouraged to comply with all U.S. Census requests as required by law.

U.S. Census workers with proper identification are permitted in University Housing facilities without an escort in order to conduct official business. Residents may verify field representatives by entering in their name at <https://staff.commerce.gov/>.

COMMUNITY LIVING STANDARDS

As a member of UGA’s residential community, you are living in a richly diverse setting that encourages all people to realize their fullest potential. The very word “university” is from the Latin “universitas,” meaning the whole, the universe, a community, society. Such a community must allow for many opinions and beliefs, recognize and respect individual differences, and offer a level of personal security that fosters growth. We all arrive on campus with varying degrees of knowledge and understanding about people different from ourselves, and the opportunity to learn about others is one of the greatest benefits of life at a major university. University Housing offers a community that encourages residents to develop the personal skills and perspectives necessary to become positive and productive members of society. A key component of future success is the ability to acknowledge individual differences and ideas. The residential areas are comprised of students and staff of different backgrounds, religions, races, sexual orientations, abilities and cultures. As stated in the University of Georgia Non-Discrimination and Anti-Harassment Policy, the University prohibits harassment or discrimination against any person because of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, genetic information, disability, or veteran status by any member of the University Community (as defined below) on campus, in connection with a University program or activity, or in a manner that creates a hostile environment for any member of the University Community. We are all threads of a common fabric, and it is up to each of us to encourage productive interactions and relationships among our community residents; there is much to be taught, learned and shared. So, stretch yourself and get to know someone different from yourself. Learn about another culture. It will enrich your residential experience.

OCCUPANCY

Individuals may not occupy any space to which they have not been assigned (originally or through room swap, waitlist or other authorized process), even if it appears to be vacant.

Residents must ensure that any shared unassigned space, including furnishings, is in a condition ready for a new occupant at all times.

ACADEMIC HONESTY

The University of Georgia seeks to promote and ensure academic honesty and personal integrity among students and other members of the university community. A Culture of Honesty, UGA's academic honesty policy and procedures, was developed to serve these goals (view the entire policy at <https://honesty.uga.edu/Academic-Honesty-Policy/>). All members of the academic community are responsible for knowing the policy and procedures on academic honesty.

STUDENT CONDUCT PROCEDURES

In order to facilitate the desired environment and educational goals of the University and to protect the rights and privileges of its students, the University has adopted conduct regulations for individuals and organizations and has established a conduct process. When a student is suspected of violating a conduct regulation, the Office of Student Conduct is responsible for investigating alleged conduct regulation violations and coordinating the conduct process, unless another office is designated in the Code of Conduct.

Students are expected to abide by the conduct regulations in the Code of Conduct both on and off campus, including in the residence halls. The following actions are prohibited and constitute a violation of the Code of Conduct:

1. Academic Dishonesty
2. Other Acts of Dishonesty
3. Disorderly Conduct (including Sexual Harassment)
4. Alcohol and Other Drug Related Misconduct
5. Theft, Damage and Disregard for Property
6. Fire Safety and Sanitation
7. Weapons
8. Unauthorized Entry or Use
9. Student Housing
10. Computer Use
11. Gambling
12. Hazing
13. Interference with the Orderly Operation of the Conduct Process
14. Shared Responsibility for Violations

For further information regarding the regulations of the Code of Conduct and the Student Conduct process should be directed to the Office of Student Conduct at 706-542-1131 or conduct@uga.edu.

UNIVERSITY HOUSING PROCEDURES

In order to support the University Housing mission for our residents and provide an environment that is conducive to our students' academic success and personal growth, we have adopted policies to govern resident and guest behavior within University Housing facilities. These policies are located in this Community Guide. Residents and their guests are expected to abide by these policies. Violations of these policies may result in a residential policy review meeting with university housing staff and possible sanctions.

ROOMMATE BILL OF RIGHTS

A successful community in University Housing depends on thoughtful consideration and common courtesy among roommates and neighbors. The basic rights of a roommate include the following:

- The right to live in a clean building and room
- The right to expect that a roommate will respect one's personal belongings
- The right to a redress of grievances. Housing staff are available to assist in resolving conflicts
- The right to read and study without undue interference in one's room or apartment
Unreasonable noise and other distractions inhibit the exercise of this right
- The right to sleep without undue disturbance from noise, roommate's guests, etc.
- The right to free access to one's room and facilities without pressure from a roommate
- The right to personal privacy
- The right to have guests during visitation hours with the expectation that guests respect the rights of the host's roommate and other hall residents
- The right to expect reasonable cooperation in the use of the cable television services

Residents will complete a Roommate Success Plan. A Roommate Success Plan is intended to serve as a roadmap between you, your roommate, or suitemates to assist you in navigation the year living with another individual(s). Together, you and your roommate or suitemates will need to schedule a meeting with your resident assistant to go over this plan. Included in this plan are suggested topics to help you learn more about each other and to create a lifestyle in your room or suite.

THE RESIDENTIAL COMMUNITIES

Central Campus: Area office located in Myers Hall

HILL COMMUNITY

Boggs Hall: https://housing.uga.edu/site/housing_residence_boggshall

Church Hall: https://housing.uga.edu/site/housing_residence_churchhall

Hill Hall: https://housing.uga.edu/site/housing_residence_hillhall

Lipscomb Hall: https://housing.uga.edu/site/housing_residence_lipscombhall

Mell Hall: https://housing.uga.edu/site/housing_residence_mellhall

Morris Hall: https://housing.uga.edu/site/housing_residence_morrishall

Oglethorpe House: https://housing.uga.edu/site/housing_residence_oglethorpehouse

MYERS COMMUNITY

Mary Lyndon Hall: https://housing.uga.edu/site/housing_residence_marylyndonhall

Myers Hall: https://housing.uga.edu/site/housing_residence_myershall

Rutherford Hall: https://housing.uga.edu/site/housing_residence_rutherfordhall

Soule Hall: https://housing.uga.edu/site/housing_residence_soulehall

REED COMMUNITY

Payne Hall: https://housing.uga.edu/site/housing_residence_paynehall

Reed Hall: https://housing.uga.edu/site/housing_residence_reedhall

East Campus: Area office located in Rooker Hall

EAST CAMPUS VILLAGE (ECV)

Building 1516: https://housing.uga.edu/site/housing_residence_building1516

Busbee Hall: https://housing.uga.edu/site/housing_residence_busbeehall

McWhorter Hall: https://housing.uga.edu/site/housing_residence_mcwhorterhall

Rooker Hall: https://housing.uga.edu/site/housing_residence_rookerhall

Vandiver Hall: https://housing.uga.edu/site/housing_residence_vandiverhall

UNIVERSITY VILLAGE

Brandon Oaks: https://housing.uga.edu/site/housing_residence_brandonoaks

Rogers Road: https://housing.uga.edu/site/housing_residence_rogersroad

University Village: https://housing.uga.edu/site/housing_residence_universityvillage

West Campus: Area office located in Brumby Hall

BRUMBY COMMUNITY

Brumby Hall: https://housing.uga.edu/site/housing_residence_brumbyhall_reno

CRESWELL COMMUNITY

Creswell Hall: https://housing.uga.edu/site/housing_residence_creswellhall

RUSSELL COMMUNITY

Russell Hall: https://housing.uga.edu/site/housing_residence_russellhall

HEALTH SCIENCE CAMPUS (HSC): Area office in Brown Hall

Brown Hall: https://housing.uga.edu/site/housing_residence_brownhall

Gilmore Circle: https://housing.uga.edu/site/housing_residence_gilmorecircle

Kenny Road: https://housing.uga.edu/site/housing_residence_kennyroad

McGowan Road: https://housing.uga.edu/site/housing_residence_mcgowanroad

UNIVERSITY HOUSING STAFF AND OFFICES

University Housing is responsible for all residence hall matters, including student safety and security, physical facilities, staffing, programs, room assignments, budgeting, policy formulation and hall government advising. The following is a brief overview of select student and professional staff roles within the department.

STAFF

Administrative Assistants

Among a myriad of area office administrative duties, administrative assistants supervise the student office staff, oversee the office operations and provide administrative support for the full-time staff. Administrative assistants are also available to assist residents and guests with any questions or concerns they may have.

Assistant Directors

Assistant directors manage the comprehensive operations of one of four residential areas with approximately 2,000-3,000 students. They supervise residence hall directors, coordinate educational programs and activities spanning the halls and the university community, oversee student personnel, coordinate student conduct referrals, and manage the opening and closing of the residence halls.

Building Services Workers (BSW)

Building services workers are full-time staff members who clean offices and the common areas of the buildings to ensure a quality living environment for students.

C.L.A.S.S. Advocates (CA)

The Continuing the Legacy of African American Student Success (C.L.A.S.S.). The C.L.A.S.S. program responds to the concerns of African American students living on campus. Staffed by 14 live-in advocates, this residence hall program is designed to support and enrich the university experience of African American students and facilitate communication between staff and students. CAs are crucial to the department's ongoing efforts to respond to the needs of all students in the residence halls and to promote a culture of inclusion.

Community Services Assistants

Community services assistants are student workers who staff the community desks in all of the residential communities. They are responsible for numerous tasks that include, but are not limited to, checking the ID cards of residents, checking out temporary keys, giving hall tours and answering phone calls.

Graduate Residents (GR)

Graduate residents are graduate students responsible for the general supervision and management of their assigned residence hall. GRs provide basic academic, personal and disciplinary advising for individuals and groups of students, as well as assist in student development programming, facilities management, multicultural awareness efforts and other special projects. Some GRs supervise RAs and CSAs while others support academic and leadership efforts for University Housing.

Residence Hall Directors (RHD)

Residence hall directors are full-time, live-in professional staff members who supervise the community desks and community services assistants, advise hall and community councils, supervise RAs and CAs, coordinate educational programs and activities, and support the area or senior coordinator in the day-to-day administration of the residence halls and apartments. Some RHDs supervise GRs.

Resident Assistants (RA)

Resident assistants live in the community among the residents. These student staff members are selected for their skills, interests and campus activities, which enable them to help other students get the most from their UGA experience and promote a culture of inclusion. RAs are trained to assist and/or refer students with academic and personal concerns and to help maintain an academically supportive environment in the halls.

Residential Leadership Coordinator

The residential leadership coordinator oversees leadership initiatives within the residence halls such as hall council and serves as the advisor to student organizations including the Residence Hall Association (RHA) and the National Residence Hall Honorary (NRHH).

Security Staff

University Housing employs full-time security staff to assist with maintaining the security in and around its facilities. Security guards begin each night at 9 p.m. and remain on duty until 6 a.m. the following morning. Residents may expect to see security guards checking the grounds surrounding the buildings and the parking lots associated with residential facilities. They also

offer coverage for Greek Park during break periods. In addition to checking for propped and unsecured doors, the security guards report suspicious behavior to the UGA Police Department. Residents should feel free to introduce themselves and welcome these individuals into the community.

Skilled Trades Workers (STW)

These staff members deliver maintenance support services and technical expertise to all community residents through upkeep of building systems and infrastructure, including plumbing, heating/cooling, electrical, carpentry and appliances repair.

OFFICES

Central Housing Office

The central housing office, located in Russell Hall, is where the executive director's staff is housed. University Housing is organized into three primary areas:

Administrative Services and Communications

(assignments, billing, marketing, staff IT support, business and human resources operations)

Housing Assignments Office: 706-542-1421 or housing@uga.edu

Housing Business and Human Resources: 706-542-8279

These offices are located in Russell Hall.

Facilities

(day-to-day maintenance operations, capital projects and building services)

The Work Control Office receives and responds to work requests and maintenance issues.

To submit a work request contact 706-542-3999 or complete a request online at

<https://workrequest.housing.uga.edu/>.

These offices are located at the University Village Community Office.

Residential Programs and Services (RPS)

(academic initiatives, residence life operations, security program, Residence Hall Association, staff development activities and student conduct)

Residential Programs and Services: 706-542-6533

Security Program: can be contacted through the Residential Programs and Services office at 706-542-6533.

These offices are located in on the ground level, north wing of Creswell Hall. The RHA office is located in the Oglethorpe House basement.

GENERAL INFORMATION

ABANDONED ITEMS

When items are left in or around campus housing facilities after the owner has vacated or when there is no ownership indicated on items, the items will be considered abandoned. After reasonable attempts to contact the owner, UGA Surplus will be contacted to take the property. For lost belongings, please contact the appropriate area office.

AIR CONDITIONING, HEATING AND VENTILATION

A thermostat is located in select rooms and apartment units to monitor heating, ventilation and air conditioning. In most buildings, residents are allowed a range of control for the thermostat. If you have questions as to how to operate your thermostat, please contact your area office.

AREA OFFICE

The area office serves as the administrative center for one or more communities and houses the community administrative assistant. University Housing consists of four area offices (central, east, west and Health Sciences Campus), listed on page 31 of this Community Guide.

ASBESTOS AWARENESS

In support of a statement issued by the Office of Environmental Affairs of the University System of Georgia, University Housing wishes to notify building occupants and users that building materials containing asbestos may be present in UGA campus buildings, including residential facilities. Asbestos was commonly used as an insulating and fireproofing material throughout the nation into the late 20th century. Possible asbestos containing materials might include, pipe insulation, spray-applied ceilings, fireproofing, plaster, wall sealant and floor tile. Asbestos in an undisturbed state poses no significant health concerns. As such, residents should not grind, drill, sand or saw into any of the building materials in their rooms or anywhere else in the residence halls or apartments. Residents shall not drill, hammer or screw fasteners into residence hall or apartment walls.

BULLDOG BUCKS

Bulldog Bucks is an online account-based debit card program offered to the campus community. Bulldog Bucks are used as a payment method at participating on-campus locations such as dining, vending, and the UGA bookstore. In addition, Bulldog Bucks may be used to pay for printing and vending in the residence halls. Deposits may be made to your Bulldog Bucks account via the Bulldog Bucks website or at the One Stop Shop located outside the UGA Bookstore. For more information, please visit the Bulldog Bucks site at <https://bulldogbucks.uga.edu/>.

CABLE TELEVISION/IPTV

University Cablevision is the University of Georgia's all-digital on-campus cable TV system. It offers entertainment, news, international and instructional channels that support the overall collegiate experience of students living on campus, as well as the academic and continuing education needs of the university. New for 2020-2021, IPTV will be offered to residents once planning, installation of local equipment and testing have been completed. This will allow residents to view the majority of the traditional CATV channel line-up on any suitable internet-connected device while on the University of Georgia network. All concerns regarding cable should be directed to the EITS helpdesk at 706-542-3106. For further TV requirements and a current channel guide, visit: https://eits.uga.edu/network_and_phones/cable_tv/.

CAMERAS

University Housing has cameras in public areas inside the residence halls (including all secure access points, lobbies and stairwells) and along the exterior of buildings. The cameras send digital motion recordings to DVRs which store data for 30 days. These cameras allow for identifying safety and security issues throughout University Housing property and can be accessed by University Housing security staff and the UGA Police Department.

COMMUNITY DESK

The community desk serves as the central point of information for the residents of each community. Community desks are staffed 24 hours a day. Community services assistants (CSAs) provide information such as campus and community phone numbers, answers to questions

concerning policies and procedures, and assistance in emergency situations. In addition, CSAs have the authority to issue temporary keys to a student locked out of their room and provide building access (where applicable) to students who have lost their UGA OneCards. CSAs also monitor the access of buildings.

COMMON AREA ROOM RESERVATIONS

Designated common spaces in each community may be reserved for programs and meetings. For complete information about the available hours, guidelines and fees, call the appropriate area office or visit https://housing.uga.edu/site/contact_facilities_reservations. Spaces are available on a first-come, first-served basis and priority is given to residents and housing staff members.

COVID-19 Note:

Due to the pandemic, common area and community space reservations may be restricted for the health and wellbeing of our community. All requests will be received and evaluated by an assistant director based on the order they were received and the ability to abide by CDC, University System of Georgia and UGA guidelines.

EMAIL COMMUNICATIONS

Email is the University of Georgia's official method of communication. University Housing regularly distributes official communication to residents via their UGA email accounts. Residents should check their account regularly for important housing information regarding room sign-up, break schedules, checkout procedures, student conduct notifications and other announcements. Every student is responsible for information sent to them.

ENVIRONMENTAL SUSTAINABILITY

University Housing recommends its residents develop and maintain ecologically sustainable living habits. This includes, but is not limited to, turning off unnecessary electrical appliances and minimizing student use of water and recycling.

- Remember to bring your own water bottle/utensils/mugs to limit single-use plastics. Most of our residence halls have water refill stations with cold filtered water
- Many residence halls have compost bins and plastic film collection bins. Find locations and descriptions of what can and cannot be composted at: https://housing.uga.edu/site/about_sustainability
- Help conserve unnecessary electricity demands by turning down/off air conditioner or heat when not in use
- Never leave computers, stereos, televisions and lights on when not at home
- Recycle properly in convenient recycling bins located in each building. Bins with green lids are for recycling (paper, cardboard, aluminum, and most plastic products). Bins with black lids are for landfill waste (single use coffee cups, food, foam, and plastic film). Residents may also use our plastic bag recycling bins in each community. Refer to the chart at the end of this Community Guide for trash and recycling locations for each building
- The average shower uses 1 gallon of water per minute—take shorter showers to conserve water
- Report any leaks (e.g., dripping faucets, showers) to the Work Control Office at 706-542- 3999 or <https://workrequest.housing.uga.edu/>

- Use LED light bulbs where appropriate as they last longer than incandescent bulbs and use significantly less power
- Purchase energy efficient or ENERGY STAR®-compliant sound systems, alarm clocks, computers, refrigerators and televisions as certified by the U.S. Environmental Protection Agency. For more information visit <https://www.energystar.gov/>
- Contact the University Housing Sustainability Coordinator Christy Tweedy (ctweedy@uga.edu) if you have any questions or concerns about sustainability initiatives
- Develop good sustainable living habits and encourage friends to do the same. Everyone will benefit

For more information regarding sustainability efforts please visit https://housing.uga.edu/site/about_sustainability

ICE AND VENDING MACHINES

Ice and vending machines are located in most residence halls. For vending machine refunds or for other issues with the vending or ice machines, please contact your respective area office.

INNOVATION SPACES

Innovation spaces connecting to the campus' virtual lab (vLab) are located in some residential facilities. For more information on the software available through these machines or how to connect personal devices to the vLab, visit <https://eits.uga.edu/support/vlab/>. Documents can be printed using any of the Wepa print kiosks, the university's cloud-based printing service for students. For how to print and kiosk locations, visit https://eits.uga.edu/support/printing_kiosks/. To report a computer or kiosk problem, please contact EITS at 706-542-3106.

INTERNET CONNECTIVITY

All residence hall rooms and apartments are wired for high-speed internet connections with a switched Ethernet system. Students wishing to connect to the wired Ethernet ports will need a personal computer with an Ethernet card and cable, and may need to contact the EITS Helpdesk at helpdesk@uga.edu to activate the port. For internet connectivity issues, contact Student Technology Support at <https://eits.uga.edu/support/> or call student technical support at 706-542-3106.

Personal wireless access points and wireless routers are prohibited in all UGA residential facilities. Wireless coverage is provided by EITS through PAWS-Secure. If personal wireless routers are detected on the network, EITS may either block the IP or MAC address of the router or block the entire port in the room. Residents will then be contacted by EITS and may be referred to the Office of Student Conduct.

LAUNDRY FACILITIES

Washers and dryers are located throughout each community. Instructions for the use of community machines are posted in each laundry room. These machines may not be used in any manner or for any purpose other than for those for which they are designed and intended. There is no additional cost to use the machines. The university does not assume any liability for damage to, loss of or theft of personal property. Contact the UGA Police Department for any thefts that occur. To report damage or repair issues with the community laundry machines, call the laundry vendor, Caldwell and Gregory, at 1-800-927-9274 or email service@caldwellandgregory.com.

Damages or repair issues with laundry machines located within residential units should be reported by submitting a work request by calling 706-542-3999 or online at <https://workrequest.housing.uga.edu/>.

MAIL AND PACKAGES

Residence Halls

Resident mailboxes are provided in each residential community. U.S. mail is delivered and placed in resident mailboxes weekdays (Monday-Friday). U.S. mail is not delivered on weekends and holidays. First-class mail is forwarded for one year after checkout. All other mail is returned to the U.S. Postal Service for further handling. For questions regarding private delivery services (e.g., Amazon), contact the provider directly. Mail, packages and other correspondence sent to residents in traditional residence halls should be addressed using the following format:

{Resident's Name}
{Room/Unit Number and Building Name}
Street Number Street Name
University of Georgia
Athens, GA XXXXX – XXXX

Street numbers and zip codes can be found on the individual residence hall pages at housing.uga.edu. All packages are logged for tracking purposes. After the package is logged, the resident will receive a notification via email. Residents will be required to show their student identification when claiming a package. Packages may be picked up from the mailroom or community desk during designated hours. Please consult with the appropriate area office or 24-hour desk for further assistance or in emergency situations.

McGowan Road, Kenny Road and University Village

United States Postal Service (USPS) mail carriers place mail in central mailboxes assigned to each unit of the residential location. The assigned mailbox is the same number as the unit number. It is important that each resident who intends to receive mail have their name clearly labeled inside the mailbox so the USPS mail carrier can identify who lives in the unit. In shared units, residents will also share a mailbox. University Village residents access their mailbox with their apartment key. McGowan Road and Kenny Road residents should check out a mailbox key from the Health Sciences Campus community office in Brown Hall. Any outgoing mail should be placed in the separate box provided next to the mailboxes or dropped off at the community office. University Housing staff members do not have access to these boxes.

WORK REQUESTS

University Housing provides routine maintenance to the residence halls and apartments. Residents who wish to request routine repairs should submit a work request online at <https://workrequest.housing.uga.edu/>. If residents have an urgent daytime request, they should call the Work Control Office at 706-542-3999 or the community desk. In the event of an after-hours emergency, contact your 24-hour community desk immediately. Although there is no charge for routine maintenance, a fee may be assessed to the resident for repairs made for damages that go beyond normal wear and tear.

COVID-19 Note:

University Housing is committed to balancing a comfortable living environment with the public health challenges related to COVID-19. Housing staff members will wear a face covering and gloves (and shoe coverings, as needed) when they enter your living space. In addition, we ask

that all residents present maintain social distancing and also wear a face covering while technicians are present. Alternatively, if these steps are not possible, you may leave until the work is complete. These steps are an effort to keep both you and University Housing staff members as healthy as possible.

RESPONSIBILITY FOR STUDENT PROPERTY

Although every effort is made to optimize security, the university cannot assume responsibility for the loss or damage of student property; students or their parents are encouraged to carry appropriate insurance. The university is not responsible for the loss, damage or maintenance of items purchased or leased by students. Residents are encouraged to lock their doors to reduce the threat of theft of their belongings. Residents who believe the university may be responsible for damages/loss to personal property should consult with the area office staff.

SERVICES FOR STUDENTS WITH DISABILITIES

Room Accommodations

The university strives to reasonably accommodate persons with disabilities in accordance with applicable laws and policies. Students requesting housing accommodations due to a disability must also register with the Disability Resource Center (DRC). The DRC coordinator will communicate the appropriate housing accommodation needs to University Housing. The DRC procedures to request special housing assignments or accommodations can be found on the DRC website. For questions regarding special housing assignments or accommodations, contact University Housing at 706-542-1421 or housing@uga.edu.

Emotional Support Animals (ESA)

Students who wish to have an ESA in their residence hall or apartment first must register with the Disability Resource Center (DRC) to obtain approval for the animal. This approval is limited to one ESA and is granted for only the period of the student's current contract. Upon receiving notification from DRC, the associate director for assignments and contracts or their designee will send the resident a copy of the housing policy and an ESA agreement form. These must be read and signed prior to the animal residing on campus.

Service Animals

Residents accompanied by service animals must notify the associate director for assignments and contracts in writing at housing@uga.edu and sign the appropriate service animal verification form prior to the animal residing in University Housing.

Raising/Training Service Animals

All students who are serving as a trainer for a service animal must be sponsored by an agency that works with the training of service animals and must follow deadline dates established by housing policies. Students must also register with the Disability Resource Center. Upon receiving notification from the sponsoring agency, the associate director for assignments and contracts or their designee will send the resident a copy of the housing policy and a service animal in training agreement form. These must be read and signed prior to the animal residing on campus.

STAFF AVAILABILITY

The area offices are open 8 a.m. – 5 p.m., Monday through Friday. During these hours, the area administrative assistant, assistant director, residence hall director(s), maintenance staff, and

building services workers are accessible. Staff members will also be on duty 24-hours for weekends beginning at 5 p.m. on Friday and ending Monday at 8 a.m. Staff on duty respond to emergencies and major facilities issues. If residents cannot locate an RA for assistance, they may call their community desk to contact an available staff member.

STUDENT EMPLOYMENT

University Housing is one of the largest employers of students on campus. Student positions include (hourly student worker positions) community services assistants, maintenance assistants/painters, resident assistants, C.L.A.S.S. advocates, social media ambassadors, graduate residents and doctoral interns. For more information about these positions—which have specific application and selection processes—contact one of our area offices or check out the student employment section of our website at https://housing.uga.edu/site/about_employment.

TOILETS (LOW FLOW)

To prevent an overflow:

- Make sure limited amounts of paper are flushed at any one time
- Do not dispose of feminine products or personal wipes in the toilets
- If your toilet does not flush properly the first time, do not flush a second time. Doing so will cause an overflow
- Should the toilet overflow, turn off water using the cut-off valve under the toilet
- Turning off the water during an overflow will prevent a lot of water from flowing into your residence hall room or apartment unit
- If the problem is not resolved, call in a work request immediately at 706-542-3999 or contact your respective community desk

TORNADO WATCH

A tornado watch signifies that atmospheric conditions are such that a tornado could develop. The National Weather Service issues tornado watches for a specific time periods and geographic areas. Although a tornado watch does not represent imminent danger, it should not be treated lightly. Residents should monitor both television and radio weather bulletins and begin taking precautionary measures. Residents should take the time to review tornado warning procedures located on the Office of Emergency Preparedness website at <https://www.prepare.uga.edu/tornado-safety>.

TORNADO WARNING

A tornado warning indicates that a tornado has been sighted in the immediate area. The weather radio located at each community desk will sound an alarm when a tornado warning has been issued for Athens-Clarke County. UGAAlert is activated in the event of a tornado warning. City sirens may also sound at a steady blast or tone for three to five minutes to signal a tornado warning. Local FM or television stations may also be a source for tornado warning information. Staff and residents should proceed to the designated tornado shelter location at once—shelter locations for each building are located at the end of this Community Guide. Residents remain in the building in areas away from windows with doors closed. For the apartments, residents should proceed to the bathroom in their unit or other interior locations with no windows. Remain sheltered until the siren is silenced, indicating that the immediate danger has passed. UGAAlert will issue an “all clear” to notify residents in traditional residence halls of when the tornado warning has passed. Residents are encouraged to remain indoors during this critical time.

COVID-19 Note:

During a tornado warning, social distancing opportunities may be limited. Students are encouraged to keep their face coverings nearby in the event of an emergency and should practice social distancing in the nearest shelter location, as much as space permits.

UGAALERT

Every resident is encouraged to participate in UGAAlert, the emergency mass notification system employed by the University of Georgia Office of Emergency Preparedness to contact students, faculty and staff. Participants may submit up to three telephone numbers and two email addresses to be automatically contacted in the event that a severe threat to public safety and the health of the entire campus is identified. A valid UGA MyID is required to activate this service.

For more information and to sign up to participate, please visit <https://emergency.uga.edu/ugaalert/>.

LIVE SAFE

LiveSafe is a personal safety mobile app that provides a quick, convenient, and discreet way to communicate directly with University of Georgia officials, enhancing your overall safety and allowing the University of Georgia police to better protect you. For additional information, please visit <https://prepare.uga.edu/livesafeapp/>.

POLICIES AND REGULATIONS

The following policies and regulations govern resident and guest behavior within University Housing facilities. Certain allegations of policy violations can violate both the Code of Conduct and University Housing Policies and Regulations.

Alleged violations of university housing policies and regulations may result in the following actions: Residential Policy Review, referral to the Community Standards Board, University Housing Contract Review, referral to the Office of Student Conduct, and/or referral to law enforcement. These actions may occur simultaneously, separately and/or independently.

COVID-19 Note:

Effective July 15, 2020, the University of Georgia—along with all University System of Georgia (USG) institutions—will require all faculty, staff, students and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing. Face coverings will not be required when alone in an enclosed office or study room, in campus outdoor settings where social distancing requirements are met, or for students in their own residence hall rooms or suites. Anyone not using a face covering when required will be asked to wear one or must leave the area. Repeated refusal to comply with the requirement may result in discipline through the applicable conduct code for faculty, staff, or students. Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons; students should follow the Disability Resource Center's existing accommodations process.

ACCESS CONTROL

Residents must have their UGA OneCard at all times in order to gain entrance into their assigned residence hall. Residents must establish a personal identification number (PIN) through the [housing website](#) in order to access their residence hall. Upon entering the hall in which a resident is assigned, a resident holds their card near the reader, enters the four-digit PIN and press #. Residents having difficulty with their card should contact their area office.

Each residence hall is assigned a hologram sticker. Residents must have the appropriate hall sticker on their UGA OneCard.

Lost UGA OneCards must be replaced at the UGA OneCard Office in the Tate Student Center. At no time shall any resident, guest or staff member directly or indirectly bypass or disable residence hall access control systems through door propping, blocking of latches or any other method.

It is important to be mindful of the safety of students and their property. Residents must not allow non-residents to “tailgate” into a building by following them through access control points. Sharing your ID and/or PIN with others is prohibited.

COVID-19 Note:

To eliminate a frequent touch point during the pandemic, the PIN feature of the access control system will be disabled. Once it is determined we are out of the pandemic, the PIN feature will be reactivated.

ALCOHOL AND OTHER DRUGS

Under the Code of Conduct, the following actions pertaining to alcohol and other drugs are prohibited and constitute a violation of the Code of Conduct:

- Use or possession of alcoholic beverages except as permitted by law and university alcohol and other drug policies
- Providing, distributing, selling or facilitating the use or possession of alcoholic beverages except as permitted by law and university alcohol and other drug policies
- Disruptive or disorderly behavior related to the consumption of any alcoholic beverage
- Use or possession of narcotic or other controlled substances except as permitted by law and university alcohol and other drug policies
- Providing, distributing, selling or facilitating the use or possession of narcotic or other controlled substances except as permitted by law and university alcohol and other drug policies

In addition to the university’s alcohol and drug policies, University Housing staff will enforce the following policies:

- Underage students found in possession of alcoholic beverages will be asked to dispose of the alcohol under supervision of housing staff
- Common source containers containing liquid (e.g., kegs, punch bowls) are not allowed in the residence halls and apartments
- Residents of legal drinking age may consume alcoholic beverages in the privacy of their room or apartment unit; no alcoholic beverages may be consumed in any other areas of the community outside of the student room or apartment, including common areas

- No open containers of alcoholic beverages are permitted outside of individual residence hall rooms or apartment units

APPLIANCES/ELECTRONICS

The capacities of the residence hall and apartment building electrical systems are limited and overloading them can result in fire hazards. Additionally, there are certain types of electrical appliances that are dangerous in residence halls and apartments. Small appliances, electrical accessories and cords must be maintained in safe operating condition and marked with the Underwriters Laboratory (UL) approved label. The following guidelines govern the use of electrical appliances, outlets and extension cords in residence hall rooms:

Permitted:

- Extension cords may be used under the following conditions:
 - Only one extension cord is permitted to connect an appliance with an electrical outlet. Extension cords may not be connected in a series
 - Only properly grounded extension cords may be used with appliances that require grounding
- Multiple outlet adapter strips with built-in circuit breakers are recommended when the desired number of outlets exceeds the available number of outlets in student rooms or apartments
- Resident-owned refrigerators are allowed in residence hall rooms and apartments provided they do not exceed the following electrical requirements:
 - They operate at 118 volts (plus or minus 5 percent), 60 Hz and do not draw more than 1.5 amps or 180 watts of power
- Other appliances such as radios, stereos, desk lamps, computers, televisions and electric blankets are permitted, provided the total power requirements do not overload the room's electrical system
- Irons may only be used with ironing boards
- Microwaves (not to exceed 1 cubic foot and 700 watts)

Not Permitted:

- Electrical appliances with an exposed heating element
- Resident-owned air conditioners
- Outside antennas and satellite dishes
- Use of halogen light bulbs due to the danger of fire associated with these types of bulbs

For additional guidelines on appliances, refer to the COOKING, HEALTH AND SANATAION section below.

BICYCLES/TRANSPORTING DEVICES/MOPEDS/MOTORCYCLES/SCOOTERS

Bicycles and Transporting Devices

- Only non-motorized bicycles may be stored in student rooms, bicycle storage facilities or on bike racks and if storage is not impeding an egress
- No one may operate or store bicycles in hallways, stairwells or any public area inside the residence halls. Bicycles should not be attached to railings, trees or other exterior locations that obstruct access to stairways, sidewalks or entrances

- Bicycles left unattended within residence halls, other than in designated areas, will be removed and treated as abandoned property
- Any bicycle secured to an unapproved location inside or outside of the residence halls, will be removed and treated as abandoned property
- Transporting devices such as hoverboards and Segways may be stored in student rooms, but may not be operated within residence halls

Motorized Bicycle/Scooters/Motorcycles/Mopeds

- Motorized vehicles (e.g., scooters, mopeds, motorcycles or any item with a combustible engine) are not permitted inside residence halls due to fire safety concerns. In addition, these vehicles should not be parked near or against a building
- Motorized bicycles/scooters found parked in a non-designated area may be towed at the owner's expense
- Motorized vehicles found inside the residence halls must be removed immediately
- Residents who need scooters and/or electric wheelchairs as a medical necessity, must be registered through the Disability Resource Center

COOKING, HEALTH AND SANITATION

Cooking in residence hall rooms is limited to the following appliances, which should only be used for their intended purposes:

- Sealed-unit coffee makers
- Sealed-unit popcorn poppers
- Toasters
- Microwaves (not to exceed 1 cubic foot and 700 watts)

Kitchens are provided in each residence hall, the East Campus Village apartments, University Village apartments, Kenny Road and McGowan townhomes and the Gilmore Circle homes. As well as the appliances listed above, the following appliances can be used in the apartment kitchens.

- Hot pots
- Crock pots
- Instant pots

Food being prepared and cooked must not be left unattended.

Residents should keep combustible materials away from the cooking units as recommended by the manufacturer. Kitchens should be kept clean upon completion of use. Cleanliness is essential due to the problems that unsanitary conditions create (e.g., odors, pests). Residents are held responsible for any damages or excessive clean-up charges resulting from cooking.

Personal items should not be left in the residence hall kitchen areas after use.

DAMAGES/VANDALISM

Residents are responsible for the condition of their rooms or apartments and all the furnishings assigned to them. If University Housing property is damaged or lost, residents are financially responsible and shall be charged. Residents of an individual room, apartment unit, wing, floor, suite or residence hall may also be required to share the expense of repairing or replacing property in common area (such as hallways, studies, lobbies or areas immediately adjacent to the building) when such repairs are determined to be above and beyond normal wear and tear.

The intentional or reckless destruction or dismantling of any university property or equipment may result in student conduct proceedings. Charges for damages and cleaning will be determined solely by University Housing staff; repairs or replacement of items may not be done by residents. Residents who owe \$5 or more in damages may be assessed a charge through the Bursar and Treasury Services for group billing. Residents who fail to pay the assessed charges may have a hold placed on their student account, which prevents them from registering, obtaining transcripts or receiving grades.

Incidents of vandalism may be reported to the UGA police or other law enforcement.

DECORATIONS/MODIFICATIONS/ALTERATIONS

General Requirements

- All electrical accessories must carry an Underwriter's laboratory (UL) certification
- Extension cords may be used
- Electrical devices may not be spliced into existing wiring
- Residents working on room decorating projects are responsible for clean up; failure to do so will result in a clean-up charge. Clean-up requirements apply to construction of furniture
- When a resident moves out of a room that has been modified, the room must be returned to its original state
- All carpets must be rated fire-retardant Class A or B; all drapes are to be made of fire-retardant fabrics
- No contact paper may be applied to any university property. If contact paper is found in a residence hall room the residents of the room will be held financially responsible
- Sources of light should never be covered with paper or any other materials
- Due to the material used in construction of walls, limitations on the types of adhesives and wall hangers are designed to reduce possible damages. In all communities, adhesives such as command strips are appropriate. Residents should not make holes in the walls unless in a hall where the use of thumbtacks is permitted; residents should use the provided bulletin boards or tack strips whenever possible. Residents shall be charged for any damages to a room above and beyond normal wear and tear. Tape, nails, screws, poster mounts and screw mounts are not permitted.
- Residents may use thumbtacks and pushpins to hang lightweight items in Brumby Hall, Building 1516, Busbee Hall, McWhorter Hall, Rooker Hall, Russell Hall, Rutherford Hall and Vandiver Hall only
- No stickers other than the university inventory numbers should be placed on doors, furniture, glass surfaces or any university-owned property
- Residents may not paint their rooms
- No decorations should hang outside of windows
- No decorations should hang from hallway ceilings
- No items should cover the glass portion of a door in a way that blocks vision
- No modifications to plumbing or electrical fixtures are permitted
- No windows or doors that are part of a residence hall, including resident rooms, may be decorated in a manner that defaces or damages the property or creates a fire hazard
- Residents who do not follow these guidelines will be documented and may be referred through the student conduct process

Seasonal and Holiday Decorations

- All residents and staff are encouraged to be inclusive in selecting holiday decorations
- No live or metal trees are permitted anywhere in the residence halls
- Decorations in common areas should be approved by the community's professional and graduate staff
- Artificial snow or any other material that is difficult to remove or might result in damage when removed is not permitted. Should any damages occur, the residents of the room will be held financially responsible
- Leaves, grass, straw and other flammable, naturally occurring items should not be gathered and placed in common areas of residence halls or student rooms

DISRUPTIVE BEHAVIOR

Behavior that interferes with the normal functioning of a residential facility or unnecessarily impedes the rights of students or staff is prohibited. This includes but is not limited to: behavior where the safety of participants, other students, or property is compromised; hall sports, water fights, pranks, student displays/demonstrations that create a disruptive environment; lewd or indecent behavior; or where the actions of a person or group require the response of a housing staff member or other university employee.

DOOR CLOSURES AND EXIT DOORS

Automatic door closures and exit doors are in accordance with fire code. Students are not permitted to prop doors at any time. In addition, no modifications should be made to the door closures or exit doors at any time. This may compromise the safety and security of residents residing in the building.

FIRE SAFETY

All residence halls, apartments and townhomes are equipped with fire detection systems and alarms, which are linked to the UGA Police Department communication center. Additionally, rooms and apartments are equipped with automatic sprinkler system heads and smoke detectors.

FIRE EQUIPMENT

Tampering with fire extinguishers, smoke detectors, fire doors and other safety equipment is prohibited. Smoke detectors should never be disconnected or covered. If smoke detectors begin to beep, residents should submit a [work request](#) to have the battery replaced. If the sprinkler heads are tampered with (e.g., hanging items from them), they may engage the sprinkler system causing significant water damage to the building, university property and student possessions.

FIRE HAZARDS

The reckless obstruction of a fire exit in a residence hall/apartment or at a University Housing-sponsored activity is prohibited. Stairwell and other fire doors may not be propped open unless supported by a magnetic fire door closer. No combustibles or debris may be kept in corridors or stairwells. Burning candles, incense or any other open flame in the residence halls/apartments is prohibited. Halogen light bulbs are also prohibited.

FIRE ALARMS

In the event of an alarm, all residents and guests are expected to immediately evacuate the building. Exit the building as safely as possible through the closest means of egress.

Please note that residents must move away from the building and assemble in the “evacuation area” noted for that particular building. The designated evacuation area can be found in the chart at the end of this Community Guide. Police, fire and rescue personnel must not be impeded by residents. Anyone who requires assistance in the event of an evacuation due to a temporary or permanent disability should contact the staff in their area office immediately. Staff will share this information with the police and fire personnel, so they can assist.

COVID-19 Note:

It may be challenging to socially distance as you exit a building during an emergency evacuation. If your face covering is easily accessible, wear it as you exit the building. Be sure to stand at least six feet apart from others as you wait to return to the building.

FIRE DRILLS

In accordance with university regulations, fire drills are conducted in each residential building once per semester. Residents should follow the same procedures for fire drills as they would with any fire alarm and exit the building in a timely manner. All drills will be advertised a minimum of 24 hours in advance. Failure to evacuate in a timely manner may result in referral to the student conduct process.

FIREARMS AND WEAPONS

It is illegal to possess any explosive compound, firearm or weapon in any residential community at the University of Georgia, including residence halls, fraternity and sorority houses on campus. Examples of items prohibited by the weapons policy include, but are not limited to: pistol, revolver or any knife having a blade of two or more inches.

For information regarding prohibited items on campus, please refer to the [Weapons Prohibited on Campus Policy](#) and your University Housing contract.

HEALTH AND SAFETY

When the facilities close for breaks, staff will check the rooms for cleanliness, safety issues and any policy violations. These rooms are checked at least once each semester. During a health and safety check, a resident assistant, skilled trades worker, building services worker, residence hall director and/or an assistant director will enter each unit to check the condition against the Room/Apartment Inventory Card (RIC) that was completed at move in to resolve any potential facility or sanitation problems. All students will receive advance notice of scheduled health and safety checks. If there are items that warrant resident action, residents will be given a designated amount of time to correct the condition. Failure to comply within the allotted time may result in an assessment of an administrative fee. Any damages noted in an apartment may result in a charge to the resident for repairs and/or replacement.

COVID-19 Note:

During the pandemic, health and safety checks will be conducted once a semester throughout the year. We will inform students of when these will take place and will attempt to target times when occupancy in the residence halls is typically.

LOCK SECURITY

Residents should always lock their room and/or apartment doors in order to protect the security of their belongings. Keys may not be stored or hidden for use as a “hide-away” key. Residents are only given keys to their assigned room or apartment. If residents misplace their room or apartment key, they may sign out a temporary key for up to 24 hours at the appropriate community desk. If a temporary key is not returned within that prescribed period, the original key will be considered lost. Keys lost by residents, including mailbox keys, will result in a required lock change, which includes a lock security program fee. This fee is estimated to be \$45 per key per incident and is assessed even if the lost key is found. Excessively checking out a temporary key may result in a lock security program fee. University keys may not be duplicated or loaned to unauthorized individuals.

LOFTS

University Housing provides seventeen-position adjustable beds in most of the residence halls. Therefore, the construction and/or installation of lofts is not permitted. Residents may incur an administrative charge for removal of an unauthorized loft. Once they occupy the room, residents may submit a work request for housing staff to raise or lower 17-position adjustable beds.

PETS

Residents are only permitted to have fish in properly maintained aquariums of 20 gallons or less. Aquariums must be properly maintained and meet UL standards. Each resident is permitted no more than one aquarium.

Service animals residing in on-campus housing must be approved through University Housing. All emotional support animals and service animals in training residing in on-campus housing must be approved through both the Disability Resource Center and University Housing prior to residence. For more information, please reference the Services for Students with Disabilities section on page 17 of this guide.

QUIET HOURS

Quiet hours are periods when noise that is audible one door away from the source is too loud. Quiet hours are observed during the following times:

- Sunday 10 p.m. – 8 a.m. Monday
- Monday 10 p.m. – 8 a.m. Tuesday
- Tuesday 10 p.m. – 8 a.m. Wednesday
- Wednesday 10 p.m. – 8 a.m. Thursday
- Thursday 10 p.m. – 8 a.m. Friday
- Saturday 2 a.m. – 10 a.m. Saturday
- Sunday 2 a.m. – 10 a.m. Sunday

During final exam periods, 24-hour quiet hours are in effect.

Use of musical instruments in the residence halls is prohibited unless the use of the instrument is in a designated location (e.g., a piano in a programming room). However, these instruments still fall under the quiet-hours guidelines.

Residents are permitted to play an instrument in their room only if they can direct the sound from the instrument through headphones.

Placement of sound equipment or speakers in windows is prohibited.

Courtesy hours should always be observed when quiet hours are not in effect. During courtesy hours, noise should not be audible three doors away or outside the apartment unit at any given time.

Community councils may vote to modify quiet hours to a more restrictive schedule.

RECYCLING AND TRASH

Residents are responsible for the disposal of their trash in the hall's designated trash chute, the dumpsters outside the building or in the appropriate recycling bins. Residents who fail to properly dispose of trash will be assessed a minimum \$25 fee for trash removal. Residents are encouraged to participate in the community's recycling program. Recycling and trash locations are listed in the table at the end of this Community Guide. For more information about recycling with University Housing, please visit https://housing.uga.edu/site/about_sustainability.

RESEARCH IN THE HALLS

Research may be conducted in the residence halls only with the prior written approval of the assistant to the executive director of University Housing.

ROOM/APARTMENT ENTRY

The university reserves the right to enter resident rooms and apartments for the purposes of safety, occupancy verification, facility improvements, conducting routine maintenance, health and safety checks, managing rooms and apartments in the event of an epidemic or emergency that jeopardizes the well-being of the occupant or other students, and/or maintaining a quiet environment where residents may sleep and study. Students will not be given access to any student room or apartment to which they are not assigned. Student rooms and apartments may be searched for legal cause by civil authorities. In cases of suspected criminal violations, a search warrant issued by a magistrate will be used to authorize the search. Whenever possible, University Housing staff will attempt to notify residents of intended room or apartment entry. After leaving a room/apartment, staff will lock the entrance door.

ROOM/APARTMENT FURNISHINGS

Residence Halls

Each residence hall room is furnished with a bed frame and mattress, desk/table/pedestal and chair, waste basket, ladder chest/dresser/closet/wardrobe, high-speed Internet service and a cable TV outlet. Room size and window dimensions vary from room to room and apartment to apartment.

Residents are not permitted to remove any university furniture from their rooms. Residents may not move additional items into their rooms from public areas of the residence halls or other residents' rooms. University Housing does not provide storage space for resident belongings. For safety reasons, bed risers are not permitted.

Russell Hall

Russell Hall rooms are equipped with a microfridge (a small microwave/refrigerator combination unit).

University Village

Most University Village apartments are unfurnished, but are equipped with an electric stove, refrigerator and a fire extinguisher. Additionally, some apartments include a dishwasher, washer and dryer. Expanded University Village apartments do include bedroom furnishings.

Kenny Road and McGowan Road

The residential units located on Kenny Road and McGowan Road include basic furniture, kitchen appliances, washers and dryers.

SMOKING

The University System of Georgia prohibits tobacco products on all system campuses, including the University of Georgia. Use of any and all tobacco products is prohibited on the University of Georgia main campus and all property owned, leased, rented or in possession of UGA.

Prohibited products include cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes and any smoking device that uses tobacco such as hookahs or simulates the use of tobacco such as electronic cigarettes. For more information on this policy please refer to the University System of Georgia Tobacco-free Campus policy.

SOLICITATION

Solicitation is prohibited in the residence halls or apartments. Fundraising in residence halls and apartment buildings is limited to housing-sponsored fundraising organizations and may only take place in the public areas of the housing facilities. UGA police may be contacted to address any solicitation.

STAIRS, HALLWAYS, BREEZEWAYS, DECKS AND PATIOS

All stairs, hallways and breezeways must always be kept clean and free of obstructions. This includes keeping screen doors at Gilmore Circle, Kenny Road, McGowan Road and University Village properly shut. Refuse, loose paper, cans, bottles, furniture, etc., should not be placed in breezeways or grounds near or adjacent to the residence halls and apartments. Dirt, trash, garbage or waste should not be swept out doorways or thrown from windows, breezeways or decks/patios. Laundry, rugs, carpet, etc., may not be placed on breezeway or patio/deck railings at Kenny Road, McGowan Road and University Village. For apartments with private decks/patios, outdoor furniture may be placed in the area if it does not obstruct entrances/exits. The university reserves the right to remove any obstructions that might create unsafe conditions and/or are unsightly.

Specifically, at Gilmore Circle, Kenny Road, McGowan Road and University Village:

- Bicycles must not be stored in the breezeways or stairwells and must be stored either in the apartment or the bicycle racks provided near each building in accordance with housing policy
- Toys or other objects (e.g., hoses, furniture, planters) must not be left in the breezeways or stairwells and may be removed by staff
- The use of any type of outside clothesline or rack is prohibited
- Outdoor construction of any kind is prohibited

UNAUTHORIZED ENTRY OR USE OF UNIVERSITY FACILITIES

No student shall make or abet unauthorized entry into or use of any university facility, building, office, attic or onto any roof of university property. Residents shall not enter resident rooms/apartments to which they have been neither assigned nor invited.

VISITATION

Residents must abide by the visitation option designated for their respective residential facility and the policies set forth for overnight guests, host responsibilities and escorting guests. Consideration must be given to the individual rights and needs of roommates, suitemates and neighbors. Each traditional hall is designated either visitation 1 or 2. Residents in University Village, McGowan Road, Kenny Road and Gilmore Circle are designated visitation 2.

A guest is defined as any individual who has not executed a contract for the residential space they are visiting. This person is being hosted by the resident of that space.

Visitation Designations

Residence halls are assigned one of two visitation designations:

- Visitation 1: Visitation permitted Monday through Thursday from 10 a.m. to 2 a.m., and beginning at 10 a.m. Friday through Saturday and ending at 2 a.m. Monday (Sunday night).
- Visitation 2: Visitation permitted 24 hours a day, seven days a week.

Each of the visitation maximum parameters may be reduced, but not expanded, by a resident vote and approval of the executive director. This policy is designed to protect the privacy of each resident.

Roommate's rights have priority over guest's rights. Specific guest regulations are to be determined and mutually agreed upon by the roommates within each room, suite or unit. These regulations can further restrict the current visitation policy, but not broaden. If consensus cannot be met independently, staff will assist in creating a written agreement with the roommates.

Overnight Guests

Residents hosting guests overnight in their rooms must abide by the following conditions:

- The guest's stay does not exceed three consecutive nights; situations requiring additional nights must be approved by the hall's graduate or professional staff. The hosting student is a resident of where the guest will stay
- Each resident is limited to a total of nine nights per semester in which they may have guests stay overnight
- University Village residents who execute a contract for the entire unit are limited to 14 nights per semester in which they may have guests stay overnight. Overnight guests may stay no longer than five consecutive nights. Residents may request an extension of no more than nine consecutive nights for their guest by contacting the assistant director (AD) by email at least a month in advance of the date of the expected visit. The AC will decide whether the extension is granted and will contact the resident by email

Host Responsibilities

- Residents are responsible for the actions of their guests
- A resident may be found responsible for violating the host responsibility policy for any violations or infractions committed by their guests
- All residents have the responsibility of informing guests of any University Housing and University of Georgia policies

Escorting Guests

- All guests of the particular building they are visiting must be escorted by a resident of the building everywhere in the building 24 hours a day

- Guests should make prior arrangements to meet their host at the entry point prior to their arrival
- All residents are responsible for informing guests of the escort policy

COVID-19 Note:

During the pandemic, no visitors or guests are permitted within a resident's assigned space.

WINDOWS and SCREENS

Residents may not unlatch or remove window screens or window stoppers, throw items through windows or screens, or hang anything outside of a window. Entering and/or exiting any residence hall or apartment through a window is prohibited except in case of emergencies.

COMMUNITY ACTIVITIES

ENGAGEMENT OPPORTUNITIES

Residence hall communities provide an environment for students to live and learn together. Our staff facilitate programs and other engagement opportunities that allow students to interact and develop relationships with one another. Programs and activities may vary from hall to hall, however, each student regardless of residence hall will have an enriching, educational experience.

Residents are encouraged to take part in these programs or develop their own ideas to share their talents.

COMMUNITY COUNCILS

The primary governing bodies in our halls are community councils composed of elected officers and representatives of residents within that hall. Taking part in residence hall government is an excellent way to develop leadership skills and become involved in the community. These groups plan programs for the respective hall at regularly scheduled meetings.

Although governmental organization may vary slightly from community to community, each group's purpose is the same: to implement programs and activities that respond to the needs and requests of residents on issues that affect their living environments.

RESIDENCE HALL ASSOCIATION (RHA)

RHA is a coordinating body among the communities and consists of an executive board of residents and at least one elected representative from each community council. As an advocate for residents throughout campus, RHA works with housing staff and residents to help develop policies, procedures, programs and facilities. RHA sponsors many large-scale programs on campus such as "A Taste of Athens," holds leadership forums and co-sponsors many events on campus. In a cooperative effort with the community councils, RHA strives to foster camaraderie among residents and communities across campus. RHA also provides opportunities to travel around the country to attend leadership conferences. To learn more about RHA, visit the website at <https://housing.uga.edu/site/rha>.

NATIONAL RESIDENCE HALL HONORARY (NRHH)

NRHH is the recognition branch of the Residence Hall Association. NRHH membership at the University of Georgia is restricted to the top 1 percent of all hall residents and is considered a

mark of distinction and leadership. To learn more about NRHH, visit their website at <https://housing.uga.edu/site/nrhh>.

HOUSING ASSIGNMENTS INFORMATION

GENERAL INFORMATION

All students in University Housing are required to execute a contract. The contract defines the terms and conditions of occupancy, the housing rate and procedures for termination of the contract. It is each student's responsibility to be familiar with the content of the contract. A general version of the contract is available at https://housing.uga.edu/site/resources_contracts_fees_payments. Residents can view their specific contract by logging into [The Dawg House](#).

In addition to the contract, students should visit the housing website at <https://housing.uga.edu/> and check their UGA email accounts for important information regarding their assignment and the assignments process and policies, eligibility to live on campus, housing dates and break periods, and check-in and checkout procedures. For questions or clarification of information, please contact the central housing office located in Russell Hall at 706-542-1421 or <https://housing.uga.edu/>

COVID-19 Note:

The standard room change process is limited for the 2020-21 academic year. For any room changes that must be completed, a room change review process is in place. The most common type of room changes granted under the review process are related to facilities issues or safety or security issues. All room changes in the review process will need to be initiated with the hall staff in your community (RA/CA).

SUMMER HOUSING

A limited number of halls will be open to accommodate students enrolled in summer classes. Students who want to live in University Housing during this period must submit a summer housing application. Contact the central housing office 706-542-1421 or visit https://housing.uga.edu/site/register_summer for more information.

IMPORTANT NUMBERS

Athens-Clarke County and the University of Georgia operate within a ten-digit dialing system. The 706 area code must be dialed when making all local calls.

ADMINISTRATIVE OFFICES

Central Housing Office/Housing Assignments Office	706-542-1421
Fax.....	706-542-8595
Housing Business and Human Resources Office	706-542-8279
Residential Programs and Services	706-542-6533

AREA OFFICES

West Campus Area (Creswell, Russell and Brumby Communities)

Area Office..... 706-542-8250
 Brumby 24-hour Community Desk
 706-542-8357
 Creswell 24-hour Community Desk.....
 706-542-8289
 Russell 24-hour Community Desk.....
 706-542-1694

Central Campus Area (Myers, Hill and Reed Communities)

Area Office..... 706-542-5217
 Hill 24-hour Community Desk.....
 706-542-9424
 Morris Hall desk.....706-357-3311
 Myers 24-hour Community Desk.....
 706-542-8271
 Oglethorpe House 24-hour Community Desk..... 706-542-8384
 Reed 24-hour Community Desk..... 706-542-3753

East Campus Area (East Campus Village and University Village)

Area Office..... 706-542-2041
 ECV (Busbee, McWhorter, Rooker, Vandiver) 24-hour Community Desk
 706-542-1780
 Building 1516 24-hour Community Desk.....
 706-583-0277
 University Village 24-hour Community Desk.....
 706-542-1473

Health Sciences Campus (Brown Hall and HSC townhomes)

Area Office..... 706-713-
 2654
 24-hour Community Desk.....
 706-713-2654

OTHER IMPORTANT UNIVERSITY HOUSING NUMBERS

Residence Hall Association..... 706-542-1169
 Security.....706-542-4467
 Work Control Office..... 706-542-3999

MEDICAL

Piedmont Athens Regional Hospital706-475-7000
 Poison Control.....800-222-1222
 Rape Crisis Line706-353-1912
 St. Mary's Hospital.....706-389-3000

SAFETY

Athens Fire, Police and
 Ambulance.....911
 UGA Police Department706-542-2200

