



Department of Housing & Residential Life Policies 2022-2023

A. Housing and Residential Life Agreement

1. When a student signs a housing agreement for on-campus housing accommodations, the student agrees to respect and adhere to all policies and regulations pertaining to University housing as outlined in this document and any other document containing University housing rules and regulations including - but not limited to - the Housing Agreement and affiliated addendums, the Housing & Residential Life website, Housing Portal, Student Rights and Responsibilities Handbook, Department of Housing and Residential Life (HRL) publications, and/or HRL communications.
2. Each student is responsible for knowing these regulations and conducting themselves accordingly. Students who do not adhere to Housing policies may be subject to administrative action that may include fines, educational sanctions, costs of restoration and/or replacement, reassignment(s) to other residential areas, or the termination of residency. Repeated or serious violations of Housing policies and/or violations of policies outlined in the Student Rights and Responsibilities Handbook will result in disciplinary action including but not limited to removal from Housing.
3. Student residents are responsible for rule violations occurring in their respective room, apartment, or suite, including but not limited to bathrooms and other living spaces owned by the University (herein referred to as residential spaces) and common areas and may be subject to disciplinary action for such violations.
4. The University and HRL reserves the right to refuse to enter into any agreement for University housing accommodations with any student.
5. Where the health, safety or academic environment may be compromised, the University reserves the right to make changes such as room changes and reassignment(s) to other residential areas or the termination of residency. Students who are charged with a violation of regulations may also be temporarily moved pending adjudication of charges.

B. Residency Requirements

1. All nonlocal first-year students are required to live in University housing for two academic semesters, as long as space is available. This policy does not apply to first-year students living with parents or legal guardians in Miami-Dade or Broward counties. Historically, the University has been able to accommodate all those incoming first-year fall students who apply by the fall housing priority deadline of May 15. Incoming first-year fall students who apply after the fall housing priority deadline will be added to a housing waitlist. Housing beyond the first year is not guaranteed.
2. Undergraduate students residing in University housing must be regularly enrolled students of the University, taking a minimum of 12 credit

hours each semester. Graduate students (when housed by exception) must carry a minimum of nine credit hours per semester.

To apply and sign-up for University Village apartments, students must have 45 or more completed academic credits. In order to move into University Village, students must have 60 or more completed academic credits or have completed 4 academic semesters at the University and be achieving satisfactory academic progress as defined by the University Bulletin.

C. Occupancy

1. Occupancy begins when the student checks in to their assigned University housing accommodations. Occupancy of a room is limited to a properly assigned resident and to the period for which the housing fee has been assessed as outlined in the terms and conditions of the housing agreement.
2. Residents are not permitted to sublease or rent their residential space to another.
3. No student is permitted to enter another student's room/suite or apartment without permission from the occupant.
4. Students may not change or exchange rooms without prior approval from the HRL Office.
5. Residents may only occupy one side of their assigned double room. The other half of the space must remain empty at all times if the space is unoccupied. In the case of the University Village and Lakeside Village, residents may only occupy their assigned bedroom.
6. All University owned and provided furniture must remain in your room at all times.
7. Questions regarding occupancy should be directed to HRL central office staff.

D. Directions by the University regarding COVID-19 or any other health emergency presented on campus

1. Students must follow all requests made by University officials including directions given to mitigate the health and safety risks that the COVID-19 virus or any other pandemic/health crisis presents. Any violation of these directives will result in immediate disciplinary action, including but not limited to housing re-assignment or removal.
2. Students who test positive for COVID-19 or who are identified as a close contact of someone who tested positive for COVID-19 or any other health emergency that is directed by Student Health Services to isolate or quarantine, must abide by all directives and University policies.

E. Inspections

The University reserves the right to inspect rooms at any time. Such checks include but are not limited to those made to inspect for the presence of unauthorized persons, damages, verify residency, repair facilities, health and safety, and compliance with University and Department of Housing and Residential Life policies and regulations, the Students Rights and Responsibilities Handbook, as well as public laws.

In University Village and Lakeside Village, the inspection of apartments and individual bedrooms will take place on a regular basis; may be as often as once-a-month during the fall

and spring semesters and more often during the transitional summer months of June and July.

F. Search and Seizure

In the event that there are facts and circumstances that lead a reasonable person to believe that contraband items or unauthorized persons are located in a residential space, HRL professional staff members and/or the Dean of Students Office have the right to initiate the Administrative Search and Seizure process. During an administrative search the possessions of all residents residing in the residential space and all individuals present in the residential space will be searched.

G. Contraband Items

In the event any item that is prohibited by University regulation or state or local laws is discovered in a University housing residential space, all residents assigned to that residential space where the contraband is found may be considered in possession of the item(s) for disciplinary reasons.

H. Emergency Powers

In the event that the Senior Vice President for Student Affairs (or their designee) reasonably believes that there is a clear and present danger to the health and/or safety of any person or persons as a result of conditions or events on or originating from the campus of the University of Miami, it shall be within the discretion of that official to invoke emergency powers and waive the delineated procedures, duties, and rights associated with search and seizure and to authorize a controlled and orderly search of the University of Miami campus and/or any unit thereof by authorized agent of the University of Miami. Any and all evidence resulting from the search and procedure shall be considered admissible for any and all University discipline and prosecutorial purpose.

I. Guests

In order to ensure adequate security in University housing, students and guests may be required to present identification upon request. Between 10:00 p.m. and 7:00 a.m. in the residential colleges and apartment areas, students and their guests must present picture identification to any student or professional HRL staff member or university official. Refusal to present identification will result in denial of admittance to University housing. HRL staff reserves the right to ask any guest to leave at any time.

1. Guests may visit students' rooms/apartments only by invitation. The resident shall at all times be responsible for the conduct of their guests.
 - a. A guest is defined as any non-resident of an assigned space that is granted access by a host or signed in as a guest with HRL staff by a residential student.
2. A resident shall be permitted to entertain guests only with the express permission of their roommate(s).
3. When accompanied by the resident, guests may visit halls, lounges, courtyards, and other common spaces. In areas where bathrooms are shared by the floor, guests must use restrooms that align with their gender identity. In accommodations where a private or semi-private restroom is available, guests may use that facility only if the roommate and/or suitemates/apartment-mates grant permission.
4. Each resident is permitted to have up to 3 guests per resident.
5. The Area Director or designee is authorized to impose an administrative charge and/or suspend visitation rights when it is determined that a resident has violated HRL policies and/or Student Rights & Responsibilities policies.

6. In light of COVID-19, students are expected to refrain from hosting guests who are ill or displaying symptoms. If your guest falls ill at any time during their visit, they are expected to leave the residential community immediately.

Overnight Guests

An overnight guest is considered to be a visitor utilizing the room/apartment of a resident student as a place of temporary lodging.

- A. A resident is permitted to have overnight guests only with express permission of each roommate/suitemate/apartment-mate.
- B. Overnight guests are permitted for a maximum of seven days per semester.
- C. Due to limited room/apartment space, the number of total overnight guests permitted in any residence should not exceed one per resident.
- D. The resident accepts full responsibility for their overnight guest(s).

J. Care of Rooms and Facilities

1. It is expected that all residents will maintain reasonable standards of cleanliness and sanitizing in their room/apartment, and that rooms will be kept clear of trash and waste. Other conditions that contribute to substandard health and safety of the residents and that necessitate subsequent maintenance attention may subject the student to a fine, disciplinary action, and/or payment for the cost of cleaning and maintenance.
2. Each resident is responsible for the University property and furnishings in their room or apartment. All University property and furnishings must remain inside the room/apartment. For any damage to University property and furnishings that occur, the student (s) responsible will be charged the full cost of replacement and/or repair of the damages ensued. In the event that no one resident comes forward accepting the cost of damage, then all occupants of the space will share the expenses equally.
3. Alterations of the physical structure or property of the residence halls by students is not permitted without the written authorization from HRL.
4. Placing mattresses on the floor is not permitted.
5. Objects may not be placed on windowsills or ledges.

K. Pets

Pets, other than aquarium fish and University approved service and emotional support animals, are not permitted in any residential college room or in University or Lakeside Village. This pertains to visiting pets as well as those of the residents of the residential space. Aquariums cannot exceed a 10-gallon capacity.

L. Service Animals

The Americans with Disabilities Act recognizes the use of "service dogs" which are specially trained to assist persons with visual disabilities, hearing impairments, or mobility impairments by performing specific tasks. The University of Miami follows the provisions of the ADA with regard to service dogs as an accommodation.

The owner/partner/handler of a service animal is responsible for the safety and care of the animal. A service animal may be excluded from the campus when that animal's behavior poses a direct threat to the health and safety of others. The owner/partner/handler of a service animal must maintain the animal on a leash at all times and must be in full control of the animal at all times. The animal should wear an identification symbol which is commonly recognized as indicating a service animal.

M. Emotional Support Animals

Approval requests for emotional support animals (ESA) must be coordinated and approved by the Office of Disability Services *prior* to a student moving to campus housing through written request (**Request Deadlines: June 1st for Fall semester and December 1st for Spring semester**). Additionally, owners are expected to follow the guidelines outlined below:

1. Students are expected to abide by the Assistance Animals policies posted on the Office of Disability Services [website](#).
2. The owner of an approved service animal or ESA may be asked to temporarily remove an animal from an assigned space or be present in order to facilitate services such as pest control or maintenance.
3. HRL Staff reserves the right to ask the owner of an approved or unapproved service animal or ESA to remove the animal from a particular space or housing assignment.
 - a. Individuals who fail to submit a written request to the Office of Disabilities but nonetheless bring an animal in to University housing are subject to disciplinary action in accordance with the terms of their housing contract and/or the policies and procedures of the Department of Housing and Residential Life. Violations of this policy may result in the cancellation of a student's housing assignment.
 - Examples of warranted requests for removal include, but are not limited to, evidence of mistreatment or abuse, display of aggressive behavior, excessive barking or noise, unhealthy or excessively dirty living conditions, violations of Housing & Residential Life Policies & Procedures, and/or violations of the Student Rights & Responsibilities Handbook.
 - b. In case of an emergency where residential students are evacuated to a temporary shelter, only service animals will be allowed into the shelter. Alternate accommodations must be found for emotional support animals.
 - c. These policies, procedures, and protocols will be applied and interpreted in accordance with applicable state and federal statutes and regulations.

N. Trash

Residents are responsible for disposing or recycling their trash in designated receptacles on their floor or apartment area. Leaving trash outside of a residential space door is not permitted at any time. Failure to comply may result in a fine or disciplinary action.

O. Decorations

While there is opportunity for students to express individuality in decorating their residential spaces, all residents are expected to follow these guidelines at all times:

1. Combustible materials are prohibited such as: straw, hay, palm fronds, cane reeds, vines, branches, leaves, and Spanish moss.
2. Lava lamps and other halogen lamps are prohibited.
3. The use of adhesive substances such as contact paper, glue, or decals on walls, ceilings, floors, doors, or furnishings may result in damage to existing surfaces and is therefore prohibited. Items such as sheets, flags, aluminum foil, tapestries, fish nets, beads and parachutes may not be suspended overhead in students' rooms or hung from exterior windows, entrance ways, sprinkler systems or hallways. Hammocks and other suspended chairs are also prohibited.
4. Students assigned to a University residential space are responsible for any decorations that alter, ruin, or otherwise damage University property within that residence. Students are prohibited from painting any part of their residential space, including, but not limited to, doors, entrance ways, hallways, or bathrooms.
5. Students are prohibited from decorating public areas, including floor lounges, without permission from HRL.
6. Decorative lights, including holiday lights, must be U.L. rated and approved for use. Electric lights or electrically operated ornaments shall not be hung on pipes or used on

metal, aluminum, or any other similar metal which could induce electric shock. Decorative lights or cords may not be routed under rugs, carpets, through doorways, or in any manner that could present a fall or trip hazard or impede egress. Holiday lights must be turned off or unplugged when no one is present in the room. Only artificial holiday trees can be used and must be made of a non-combustible material.

P. Electrical Appliances for the Residential Areas

In order to comply with local fire and safety regulations, the following restrictions have been imposed. Additionally, if a resident violates the following policies, HRL staff have the right to confiscate such items, which may be held indefinitely. At the discretion of the Assistant/Area Director, confiscated items may be returned upon request and should be immediately removed from the residential area upon retrieval.

Students are expected to care for, maintain and properly use University provided appliances within their apartment or suite. Misuse or damage done to these appliances will result in disciplinary action, including but not limited to, repair/replacement costs charged back to the student. The following guidelines should be adhered:

1. Barbecue grills and other cooking utensils shall not be used or kept on balconies, terraces, bathrooms, lobbies, porches, stairwells, or residential spaces.
2. Cooking is not permitted in student rooms except for the use of coffee pots, popcorn poppers, microwave ovens and hot pots (all four with encased heating units). Cooking is permitted only in designated student kitchen areas
3. Coffee pots, hot pots and popcorn poppers with encased heating units are permitted. They may be used only for the express purpose of heating liquids. Popcorn poppers may only be used for the purpose of making popcorn. All open coil appliances including toaster ovens and portable burners are prohibited. This includes but is not limited to George Foreman-type grills, toasters, induction burners, and the like. Devices with flammable lithium-ion batteries are also prohibited.
4. Residents in the apartment areas are permitted to use appliances which do not exceed 7.5 amps or 900 watts. All residential students are advised to use caution with such items and be mindful not to allow amperage or wattage to exceed a particular circuit's capacity.
5. Electrical extension cords are not permitted. Residents should utilize power strips that monitor the flow of electricity (such as models made by Tripp-Lite or GoldX) for their appliances and electronic devices. (120 volt, U.L. approved; built-in manual reset; 15-amp circuit breaker; maximum length of cord six (6) feet; maximum six (6) outlets at end of cord).
6. Multi-outlet electrical plugs that are attachable to a permanent outlet are also prohibited. All electrical appliances must be attached directly to a permanent outlet or onto a power strip as noted above.
7. The possession or use of gasoline or flammable petroleum products and canned heat units within University housing living units is prohibited.
8. Drums and electrically amplified musical instruments, including microphones, may not be used in student rooms/apartments.
9. Refrigerators other than those meeting HRL specifications, found in the [Guide to Living on Campus](#), are prohibited.
10. Motorcycles, motor scooters, motor bikes and petroleum powered all-terrain vehicles are prohibited in all University housing areas.

Q. Candles

The possession or use of candles or incense within a residential space is prohibited. The possession or use of plug-in candle warmers is also prohibited. Other alternatives are

available that would avoid fire hazard or risk; reed diffusers, battery operated flameless LED scented candles or battery-operated candle warmers.

R. Modification/Relocation of University Property

All room furnishings are the property of HRL and may vary due to inventory. HRL and University property may not be removed from University housing or from the public areas without written authorization from HRL. Students missing assigned property or found with furnishings from the public areas of the University in their residential space are subject to fines and disciplinary action.

S. Locks & Keys

1. All locks, keys, electronic locks, and issued temporary access cards are the property of the University and are not to be repaired, changed, or duplicated except by University facilities personnel.
2. Residents are not to borrow keys/access cards from other residents nor lend keys/access cards to anyone.
3. If a student's key/access card is lost or stolen, or if for any other reason a student wishes to have his/her lock changed/re-programmed, the student will be responsible for the cost of re-keying the room/apartment or re-programming the lock.
4. Controlled access points (doors and gates) are provided in all residential areas to control access. The access door/gate alone is not a guarantee of your personal safety or security, nor is it a guarantee against criminal activity.
5. Residents and/or their guests should not impair the use or function of the access doors/gates.
6. Residents are solely responsible for the control of visitor access to their residential space.
7. Students are expected to carry their Cane Cards at all times. The full Cane Card policy is available on the Parking & Transportation [website](#). In the event that a student has locked themselves out of their building/room or have lost their Cane Card, they can request to be issued a temporary access card at their area's reception desk. Students are granted three free lockouts per academic year. After using the three free lockouts, students may be charged a \$25.00 lockout fee for every lockout thereafter. Students are expected to return their temporary access card to their area front desk within 2 hours of issuance for a lockout, or if the access card is issued because of a lost Cane Card, the next business day. Failure to return the temporary access card may result in an additional \$25.00 card replacement fee.
8. Any resident who accrues eight or more lockouts is subject to a disciplinary action.

T. Quiet Hours

Residents and their guests and invitees shall, at all times, maintain order and reasonable quiet at all times in residential areas. Loud, offensive, disturbing or objectionable noises, boisterous activities or conduct that unreasonably disturbs the ability to study, sleep or the enjoyment of a residential area by other residents and their guests (including unreasonable uses of televisions, radios, alarms, stereos or other electronic equipment, amplifiers, guitars, pianos, keyboards or other musical instruments, or computers) or unreasonably disturbs the surrounding neighbors is prohibited. Residents shall comply with all local rules and regulations relating to noise and nuisances.

1. Quiet hours are Sunday through Thursday from 10pm-8am and from 12am-10am on Friday and Saturday.
2. A 24 quiet hours period goes into effect during the final exam periods, beginning on reading day through the closure of housing for that academic period.
3. In cases where residents violate the quiet hours of a floor/apartment area, HRL

reserves the right to make room changes or terminate residency.

4. Music of any type may not be directed or broadcasted outside of rooms/apartments.

U. Restricted Areas/Special Living Areas

1. Students are not permitted in mechanical rooms, electrical closets, utility spaces, window ledges, or the roofs of any University buildings. Failure to comply may result in disciplinary action up to immediate removal from housing.
2. In cases where special living areas have been designated, the policies and regulations governing these specific areas will be outlined and distributed by HRL. Unless specifically stated, all policies in this guide shall apply to these special living areas.

V. Bicycles

Bicycles may only be stored in student rooms or exterior bicycle racks. Bicycles stored illegally may be confiscated by authorized University personnel, and disciplinary action taken. Bicycles may not be ridden inside University buildings. All bicycles are required to be registered with UMPD as part of the [Bicycle Safety Program](#).

W. Skateboarding, Roller Skating, Rollerblading, and Use of Scooters

Skateboarding, roller skating, rollerblading, hover boards, and the use of scooters is prohibited inside University housing buildings, hallways, common spaces or apartments.

X. Hall Sports

Residents may not engage in any sport or sport related activities within University housing rooms/apartments, lounges, hallways, stairwells, or other public areas. Sports or sports related activities include, but are not limited to: Frisbee, floor hockey, golf, bowling, football, soccer, baseball, rollerblading/skating, scooters and basketball. Students may not use water pistols, super soakers, or any other mechanism that projects water in the above-mentioned areas. Also, students may not use foam or projectile style toy guns or any other device that resembles a weapon.

Y. Waterbeds, Water Furniture, Hot Tubs, Tanning Beds, and Spas

Waterbeds, water furniture, hot tubs, tanning beds, and spas are prohibited in all areas inside and immediately outside University housing.

Z. Windows and Exteriors of Residential Buildings

Objects shall not be thrown from any window, doorway, landing, or stairwell. No object or material may be placed in, on, or hung from, in front of, or behind windows which block transparency or alters the appearance of the windows or the exterior of the building. Also, no object (i.e., signs, banners, aluminum foil, towels, sheets, ropes, wires, etc.) may be placed on the exterior of the building. Specific to the apartment areas, all draperies, drapery linings, shutters, or blinds visible from the exterior must show white or off-white so as to give a generally uniform appearance. Exceptions to this regulation may only be made by HRL.

AA. Distribution of Materials

No materials may be distributed under, on, against, or in front of doors to student rooms/apartment in University housing. Solicitation, canvassing and/or distribution of flyers or any other materials is prohibited anywhere in residential areas as well as on the exterior of buildings and including in the two University Village parking garages.

1. Solicitation Within or Near Campus Housing Facilities

With the exception of communications from the Department of Housing & Residential Life (HRL) or the Office of Conference Services (OCS), no paper fliers are to be hung inside or on the exterior of any campus housing facility. Furthermore, under no circumstances may fliers, brochures, pamphlets, etc. be distributed within or near campus housing facilities, including being left on tables, placed in resident mailboxes, or hung on resident doors.

2. Digital Signage Policy

Digital display monitors within campus housing facilities are only to be used by HRL and OCS to inform resident students and conference guests of important deadlines/updates and events hosted or sponsored by HRL or OCS. With the exception of the Emergency Notification Network, these digital display monitors are not intended for communicating campus-wide events or other notifications.

3. Student organizations and campus departments are encouraged to promote their events through Engage, their respective social media platforms, appropriate newsletters, the University's events calendar, or other channels of communication. Review the [Campus Marketing Toolkit](#) for more information.

BB. Alcohol Policy

All residents must abide by the alcohol policies outlined in the Student Rights & Responsibilities Handbook including the following:

1. Alcohol is permitted to be consumed in residential student rooms only by students who are 21 years of age or older. In the event where a roommate is under the age of 21, the alcohol belonging to the resident who is of legal drinking age must be clearly kept on that resident's side of the room, or, if in an apartment/suite, to whom the alcohol belongs must be clearly evident. Non-UM affiliated guests of students who are under the age of 21 are not permitted to bring alcohol into the residential colleges
2. The consumption of alcohol or possession of an open container is prohibited in all common areas of the residential colleges and apartment areas. A public area is any area outside of a student's room/apartment, such as, but not limited to, grounds, corridors, stairways, courtyards, or any other public areas in and around residential buildings.

CC. Emergency Equipment & Procedures

1. Directions for evacuation of University buildings, including all residential areas, in cases of emergency are posted throughout each building. All students are required to participate in building evacuations and fire drills. Any time that a fire alarm is triggered in a building, all students must exit the building in the requisite amount of time of five (5) minutes deemed appropriate by Coral Gables Fire Rescue. Failure to do so will result in disciplinary action. During building evacuations and fire drills, students may not return to buildings until authorization is given by the police, fire department, or other appropriate University staff member.

DD. Roommate Rights & Responsibilities

In full support of the educational mission of the university, students living on-campus are expected to view academic responsibilities as their primary goal. Therefore, the purpose of a student's room is primarily for study and sleep, which take precedence over social privileges. Residents are expected to facilitate this environment for others around

them. Each resident should also take responsibility for communicating concerns in a timely and productive manner to their roommate(s), an RA/CA, or other staff member so that concerns can be addressed.

1. Roommate Rights:

- The right to feel safe from harm
- The right to have an environment conducive to sleep
- The right to study in one's room free of unreasonable noise and distractions
- The right to a clean and well-maintained space
- The right to privacy and respect for one's personal space and belongings
- The right to communicate and resolve grievances

2. Upon moving into a new space with a roommate, every resident will have the opportunity to initiate the completion of a roommate agreement with the RA/CA. Once set, the agreement will be like any other policies or expectations, but does not supersede HRL Policies or the Student Rights & Responsibilities Handbook. You can work with your RA/CA to address concerns and revise this agreement at any time throughout the year.

3. Steps for Addressing Concerns

- Communicate with your roommate(s):
 - Respectfully, in person, openly
 - Reference your roommate agreement
- Notify your RA/CA of unresolved concerns.
- Participate in a mediated meeting with your roommate(s) and RA.
- Amend your agreement and set guidelines for moving forward.
- Engage in room change process via Housing Portal.
- Utilize area professional staff as needed.

4. Accountability

At any time, a resident has the ability to reach out to the Area Director for support. If a conflict is unable to be resolved, an Area Director will step in to address concerns. This may result in continued mediation, addressing policy violations, or an administrative room change of one or more residents. The Area Director is authorized to conduct an administrative room change for any resident who is violating policies, not following the guidelines and rules of a roommate agreement or mediation agreement or is found interfering with the roommate rights and responsibilities.

Department of Housing & Residential Life Fines & Charges

(Fees are subject to change and not complete list)

\$25	
Temp key/card after 3 issuances Failure to Show Cane Card after 3 entries Missing in-room Emergency Guide Electrical Cords violation	Trash removal from outside of door Room decorations violation Stolen community decorations/signage Unapproved aquarium
\$50	\$75
Candle in room Repeat Fire Drill Violation Late equipment rental return	Stolen furniture/UM property Missing/Damaged Ceiling Tile Tampered smoke detector
\$100	
Improper checkout Failure to roll up carpeting Unauthorized room change Room cleaning (following checkout) Excessively dirty/messy room	Packing and removal of student belongings from Room (starting at \$100) Overnight charge of approved extended stay (per night) Unauthorized pet in University housing (additional cleaning fees may also apply)
\$150	\$300
Removal of TV mount (following checkout) Missing/damaged fire extinguisher	Lost/unreturned luggage cart Missing Damaged wireless access point equipment
\$500	
Early Termination of Contract	