



# RESIDENCE LIFE HANDBOOK

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STUDENT HOUSING &  
RESIDENCE LIFE

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The University of Alabama at Birmingham

# Mission, Vision, and Values

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## Our Mission

Student Housing and Residence Life supports students utilizing a residential curriculum approach in a safe and comfortable living-learning environment that is student-centered, inclusive, and focused on the holistic development of the student.

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## Our Vision

Provide a nationally recognized resident student experience, enhancing the personal, academic, and social growth of the individual.

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## Our Values

### Service

To meet students where they are and promote personal responsibility and community.

### Integrity

Integrating ethics into our practice and a commitment to treating others in a respectful, fair, and consistent manner.

### Collaboration

Supporting students' best interests by working together with other departments, divisions, faculty, and community agencies.

### Inclusion

Prepare students to thrive in a global society. Seek to understand all identities we serve and foster a community where students can engage in respectful dialogue and peacefully challenge individual assumptions.

### Stewardship

To use all resources through efficient, effective, and responsible means with the student's needs at the center of our decisions.

# Welcome Message

Dear Student:

Welcome to the University of Alabama at Birmingham. On behalf of Student Housing and Residence Life staff, we are excited that you have chosen to live on campus within our residential community. Our goal is to assist you with getting acclimated to our diverse campus. We have worked to create a welcoming, supportive environment for you and your family.

The residence halls are great places to find your niche on campus. Whether you are a new first-year, transfer, or a returning upper-class student, life on campus is full of opportunities to get engaged! When you live on campus, you have the distinct advantage to be surrounded by resources at your fingertips to help you achieve success. Research shows that living on campus provides significant opportunities for students to transition to college. Students who live on campus typically have higher GPAs and are more likely to return their second year of college. Also, on-campus students demonstrate higher graduation rates and benefit from the positive aspects of living in a community during their first year of college.

Our talented professional and student staff are here to serve you and create an atmosphere in which you will experience a safe living environment that promotes holistic learning and personal growth. Through our programs and services, we will challenge students to be engaged, community-minded, and academically successful. We hope to provide residents with the support and resources to promote successful transitions throughout their collegiate experiences.

Student Housing and Residence Life is committed to providing you with opportunities to develop leadership skills to equip you for a successful academic journey and professional career. We look forward to your engagement within your living environment.

Welcome, Home Blazers!

Sincerely,

A handwritten signature in black ink that reads "Marc Booker". The signature is written in a cursive, flowing style.

**Marc Booker**  
*Executive Director of Housing and Dining*

# Student Housing & Residence Life Offices

The Student Housing and Residence Life Offices manage all aspects of the university's on-campus housing and on-campus living.



## The Residence Life Office

oversees the experience of living on campus, offering live-in learning opportunities that empower students in their personal and academic growth while providing a welcoming and inclusive environment that is safe for all community members. The Residence Life Office is located in McMahon Hall.



1600 10th Street Avenue South.  
1100 McMahon Hall



205.975.4575

## The Housing Office

oversees all room assignments and manages the facilities operations of all university student residences. These responsibilities include all long-range planning, renovations, and major projects, managing housekeeping and maintenance efforts, and ensuring that all residence options are safe, secure, comfortable, and well-maintained. The Housing Office is located in Gold Hall.



900 17th Street South  
103 Gold Hall



205.996.0400



## Housing Police Precinct

The Office of Student Housing and Residence Life, in cooperation with the UAB Police Department, operates a Housing Police Precinct. The precinct is comprised of a police supervisor and a team of housing officers who routinely patrol the residence halls and parking areas. These officers are dedicated to aiding residents and staff while maintaining a safe and secure living-learning environment in the residence halls.



# RESIDENCE LIFE

## Staff

Residence Life staff live in each of the halls to help make the living experience a pleasant and enjoyable one. All staff members are trained to provide leadership, assistance, and support.

### Residence Life Coordinators (RLCs)

Residence Life Coordinators (RLCs) are full-time, professional staff who supervise the Resident Assistants (RAs) within their hall or area. Their primary job is to coordinate the operation of the area for which they are responsible and maintain an environment conducive to living, learning, and engaging.

### Graduate Assistants (GAs)

Graduate Assistants (GAs) are part-time professional staff who are enrolled in a graduate program at UAB. GAs oversee the development of Resident Assistants (RAs), provide assistance in carrying out the duties of the Residence Life Coordinators (RLCs), or work directly with facilities.



### Resident Assistants (RAs)

Resident Assistants (RAs) are full-time students who are chosen for their positive attitude, leadership potential, ability to relate interpersonally, and sense of commitment. The RA is the primary resource for information and assistance. RAs are on call evenings and on weekends to assist residents with problems or emergencies. Please refer to the index page for important contact information.



### Learning Community Mentors (LCMs)

Learning Community Mentors are full-time students who are nominated by their academic department to facilitate and promote the goals and initiatives of their Learning Community among on campus students.

### Peer Wellness Ambassadors (PWAs)

Peer Wellness Ambassadors (PWAs) are a committed group of students who understand the importance of health and wellness and the value of connecting students to resources on campus to be successful while at the University of Alabama at Birmingham. Through intentional collaboration and support from University resources and the Office of Student Housing and Residence Life, the Peer Wellness Ambassador helps to foster a healthy environment within first-year residence halls by connecting their peers with mental and physical health and wellness resources that allow each member of our community to thrive and sustain the challenges, rigors, and stress of pursuing an academic degree.

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## A Reminder

By signing the Student Housing Contract, a resident agrees to follow all policies contained in this handbook. It is the resident’s responsibility to be familiar with these policies and the Office of Student Housing and Residence Life’s expectations of resident behavior. Student Housing & Residence Life reserves the right to change and/or update policies at any time throughout the year.

## The UAB Inclusive Campus Commitment

I will strive to build an inclusive community at UAB. I believe that every student, faculty member, and staff member has the right to be treated with dignity, respect, and self-worth. I will work to ensure that my behavior and my actions do not harass or make fun of anyone due to their race, gender, culture, faith, class, sexual orientation, disability, or any other difference. Although I know I am not perfect, and I will make mistakes, I believe that it is my responsibility to act in a manner free of bias, exclusion, and discrimination. I believe I have the power to build an inclusive UAB!

# Student Housing Community Standards

The Office of Student Housing and Residence Life believes that the residential living experience significantly enhances academic success and overall satisfaction by balancing comfortable facilities, a comprehensive residence life program, and supportive services. While structured policies are necessary for community living, an ideal community is also guided by behavior rooted in respect for oneself, others, and the facilities. These community standards highlight policies detailed throughout this handbook and serve as a supplement to university policies found in the UAB Code of Conduct and the Student Housing Contract. All residents are responsible for being familiar with and following these expectations. Any resident found in violation of the standards may be subject to the conduct process.

## I. Respect and Inclusion

Residents must be mindful of the rights of others and avoid activities that unnecessarily disturb individuals or groups or interfere with the normal activities of the University. This includes, but is not limited to, intimidating behavior, physical assault, hazing, and unsuitable or boisterous conduct.

Residents will refrain from harassment and verbal abuse of other residents, which includes, but is not limited to harassment and verbal abuse through the internet.

The Office of Student Housing and Residence Life respects and celebrates the uniqueness of its residents. Acts of intolerance and /or harassment due to race, ethnicity, gender identity and expression, religion, disability, or sexual orientation are neither appropriate nor tolerated.

**Related Policies:** [Bias Incidents](#), [Community Disruption](#), [Harassment](#), [Noise](#), [Assault](#), [Inclusive Statement](#)

## II. Respect for Property

Residents are expected to respect Student Housing property as well as the property of other community members.

Residents are expected to respect the personal property of their roommate(s); taking, using, or damaging someone else's belongings without permission is unacceptable and will result in referral to the student conduct process.

Out of respect for community property, sports and horseplay are not permitted in the hallways, including rollerblading, skateboarding, and riding a bicycle or scooter.

Student Housing property may not be removed from student rooms or from public areas. Student Housing furniture is not to be kept or used on the balconies. Screens must remain in windows at all times. Students may not remove, alter, or tamper with door closures, peepholes, or locks. Additional locks may not be added to any door.

Residents will be financially liable for damages, alterations, or removals that they and their guest(s) cause to residence hall rooms, buildings, and other residents' property. If the responsible individual(s) cannot be identified, a community group may be held responsible (for example, an entire floor).

**Related Policies:** [Damage Policy](#), [Decorations](#), [Theft, Loss, or Damage of Personal Property](#), [Vandalism](#), [Windows/Balconies/Roofs](#), [Furniture](#)

## III. Guests and Visitation

Residents may host guests in their assigned space and are expected to adhere to the visitation policies outlined in this handbook. The visitation policies are designed to maintain a safe and secure living environment. It is important for residents to communicate with their roommates/suitemates regarding visitors to ensure mutual respect and comfort.

Residents who entertain visitors are expected to maintain appropriate group-living behavior standards; a roommate's right to privacy will take priority over the privilege to entertain a guest. Residents are responsible for the behavior of their guests at all times and must ensure that guests adhere to all community standards and SHRL policies. Residents are required to meet their guest(s) at the building entrance, sign their guest(s) in and out, and escort their guest(s) at all times while in the building. At no time should any resident provide entrance to the building to someone who is not their guest.

Each resident is allowed five (5) overnight guests in a calendar month. Overnight stays must be approved by roommates/suitemates ahead of the guest checking into the residence hall, so it is important that residents plan ahead and communicate with everyone in their shared space. Cohabitation, defined as visitors residing with a resident in excess of the five (5) allowed nights in a calendar month, is not permitted.

**Related Policies:** [Roommate Bill of Rights](#), [Visitation Policy](#)

## IV. Cleanliness and Hygiene

Maintaining a clean and hygienic living space is crucial for the health and well-being of all residents. Residents are responsible for the cleaning their own room and contributing to the cleanliness of shared spaces, like bathrooms, kitchens, laundry rooms, and lounges. Trash and recycling should be disposed of properly in the dumpster outside of the residence hall or the trash compactor in the residence hall. Residents may be referred to the conduct process and/or charged financially for special cleaning necessitated by improper care of rooms or disposal of trash.

Because of the health and sanitation problems they pose, pets are not permitted in the residence halls, including fish, preserved specimen, and bones. Exceptions are granted for Assistance and Service animals registered through DSS.

**Related Policies:** [Health and Safety Inspections](#), [Service & Assistance Animals](#)

## V. Alcohol and Drug Policy

The possession, consumption, or distribution of alcohol and drugs is strictly regulated on campus. Residents must comply with all local, state, and federal laws, as well as university policies regarding alcohol and drug use. No person under 21 years of age may possess or consume alcoholic beverages in the residence halls, including decorative container collections (e.g., bottles, cans, bottle caps, etc.). Alcohol is permitted in designated areas for residents 21 years of age and over. Residents 21 years of age and over are not permitted to consume or have open containers of alcohol in a common area, e.g., hallways, lounges, kitchens, bathrooms, elevators. Kegs, beer balls, funnels, bongos, and other devices that promote irresponsible drinking are not permitted in the residence halls.

Residents who display signs of intoxication (e.g., glazed eyes, slurred speech, unsteady gait, etc.) or residents who require staff assistance due to their consumption of alcohol will be subject to the conduct process.

The use, possession, or distribution of illegal drugs or drug paraphernalia is prohibited in the residence halls.

Smoking any type of tobacco product or product intended to mimic tobacco products or the smoking or vaping of any other substance is not permitted in the residence halls, including balconies, vestibules, etc. This includes but is not limited to cigarettes, cigars, cigarillos, smokeless tobacco, electronic cigarettes, pipes, bidis, and hookahs. UAB is a smoke-free campus. There is no smoking permitted in the residence halls near the exterior of the building.

Note: The legal age to sell or be in possession of any tobacco products including cigarettes, cigars and e-cigarettes is 21.

In addition to these restrictions, alcohol and illegal drugs are prohibited in Blazer Hall, Gold Hall, McMahon Hall, and other areas designated for first-year students.

**Related Policies:** [Alcohol](#), [Illegal Drugs/Drug Paraphernalia/Suspicion of Drug Usage](#), [Smoking](#)

## VI. Noise and Quiet Hours

Residents are expected to respect the rights of others by always maintaining a reasonable noise level. Quiet hours are established to ensure an environment conducive to studying and sleeping. Quiet hours are in effect from 8:00 PM until 9:00 AM Sunday through Thursday and midnight to 9:00 AM Friday and Saturday. During this time, no noise should be heard outside resident rooms and minimal sound through the walls between rooms, in hallways, common areas, and outside areas surrounding the building. Moderate noise levels that promote an atmosphere of academic success should be maintained during courtesy hours (all hours other than those designated as quiet). Residents should be considerate by observing these hours. If asked to lower their noise level, residents are expected to comply. Residents who fail to comply with this standard after being warned will be referred to the student conduct process.

**Related Policies:** [Noise Policy](#), [Community Disruption](#), [Roommate Bill of Rights](#)

## VII. Safety and Security

The safety and security of all residents is a top priority. Residents must adhere to all safety and security policies, including presenting their OneCard upon entering the building, locking doors and windows, refraining from propping open doors, and reporting any suspicious activity to UABPD or a Residence Life staff member.

Residents are not allowed to give their UAB ONE card or room keys to others. Residents are not to tamper with, remove, or hang any items from any fire or safety equipment, including smoke detectors, fire extinguishers, emergency doors marked "do not exit," and sprinkler systems/devices in the residence halls. During emergencies, residents must follow all evacuation procedures and cooperate fully with university staff and emergency personnel. Residents are encouraged to familiarize themselves with the locations of emergency exits and safety equipment within their residence hall. Use of emergency exits when no emergency is present is strictly prohibited.

Residents are prohibited from keeping or using firearms (including rifles, handguns, shotguns, pistols, etc.), ammunition, fireworks, explosives, weapons (including pellet guns, air guns, paintball guns, crossbows, non-culinary knives, etc.), or other dangerous articles or substances in Student Housing.

Student Housing and Residence Life Staff are tasked with ensuring the safety and security of the residence halls. Residents are expected to comply with reasonable requests from residence hall staff or other University officials: Residents will identify themselves when asked, provide true and accurate information when asked, and refrain from harassment and verbal abuse of staff members.

Failure to comply with safety and security policies will result in disciplinary actions or fines up to and including removal from Student Housing.

**Related Policies:** [Safety and Security](#), [Weapons, Firearms, and Explosive Devices](#)



## Living with Roommates

Living with a roommate means sharing not just a physical space, but also habits, schedules, and the emotional ups and downs of daily life. As unique individuals, roommates will inevitably encounter difference, making ongoing communication essential to a harmonious living situation. Building a positive relationship with your roommate requires sincere, mature effort to understand, accept, and respect each other's differences and ways of living.

The Office of Student Housing and Residence Life strongly encourages roommates to share the following information with each other as soon as possible:

- Sleep habits: Discuss how much sleep each resident needs and preferred sleep schedules.
- Cleanliness: Clarify the importance of cleanliness and what it means to each resident.
- Study habits: Share study schedules and preferences for quiet time.
- Sharing items: Define what is okay and not okay to borrow.
- Guests: Discuss feelings about having guests in the room and set expectations.
- Pet peeves: Identify any particular annoyances to avoid misunderstandings.

**To facilitate this process, Resident Assistants (RAs) will work with residents to complete a Roommate Agreement.** This document serves as a guide to establish and uphold standards for a shared living space. The Roommate Agreement is kept on file in the residence hall and can be referred to or amended as needed throughout the year.

### *Roommate Bill of Rights*

- The right to sleep and study free from undue interference in one's room. Unreasonable noise, guests, and other distractions inhibit the exercise of this right.
- The right to expect that a roommate will respect one's personal belongings.
- The right to a clean environment in which to live.
- The right to free access to one's room and facilities without pressure from a roommate.
- The right to privacy.
- The right to be free from fear of intimidation and physical and/or emotional harm.
- The right to expect cooperation in the use of "room-shared" appliances.
- The right to be free from peer pressure, discrimination, and ridicule if one's lifestyle differs from one's roommate.
- The right for redress of grievances. Residence Life staff members are available for assistance in settling conflicts.

### *Roommate Conflicts*

Learning to get along with others is an important part of a college education; therefore, The Office of Student Housing and Residence Life encourages roommates to try and work out their differences before requesting a room change. When disagreements arise, it's important for roommates to take the time to talk things out calmly and respectfully. Effective communication is vital for resolving conflicts and maintaining a positive living environment.

If you are struggling to handle a roommate concern yourself, Resident Assistants are trained and ready to assist in mediating conflicts and navigating difficult conversations between roommates. The RA will gather information about the situation and try to further mediate the process so both roommates can learn and grow from the experience.

Exceptions to the [room change process](#) due to ongoing conflict between roommates will be at the discretion of the Residence Life Coordinator for each residence hall. If neither student agrees to move after a mediation, the Residence Life Coordinator will determine who ultimately moves or require that both students move to different spaces.

### *Residents with Temporary Vacancies*

Residents who are paying a double occupancy rate but currently do not have a roommate or suitemate must keep the room ready to welcome a new roommate at any time. This means leaving the vacant side of the room clear and uncluttered, ensuring it is available for immediate use. Any personal belongings should be confined to one side of the room to ensure the new resident has adequate space for their items. It is essential to remain receptive and courteous when a new roommate is assigned, fostering a positive and welcoming atmosphere.

If it is determined that a student is occupying both sides of the room or using the vacant space for their belongings, a fine will be charged to the student's account. Additionally, disciplinary action may be taken through the Community Standards & Student Accountability process.

See also, [Consolidation, Room Change Week](#)

## Housing Assignments

### *Eligibility*

Access to Student Housing is limited to students who are admitted to UAB and not on academic or disciplinary suspension. As an additional eligibility requirement, an undergraduate student must be enrolled for 12 credit hours each term and graduate students for nine (9) credit hours per term. The Summer Term is treated under a separate contract. The resident will be required to satisfy these eligibility standards through the term of their contract and to inform the Office of Student Housing and Residence Life of any changes in their status, which may affect their eligibility. Exceptions must be approved by the Director of Student Housing and Dining Operations or their designee. As space allows, the Office of Student Housing and Residence Life may grant eligibility to Graduate and Professional Students, Interns, Residents, and Post-Doc Fellows after verifying that person's affiliation with the University.

### *Consolidation*

Consolidation is the process where students without roommates are paired together to combine partially filled suites/apartments. After the waiting list has been exhausted each term, residents assigned to any space that has one or more vacancies will be notified that they are required to participate in the consolidation process. Each resident involved in the process will be given a list of other students from which they may select a roommate within a specified amount of time. Residents who do not self-select by this deadline will be assigned a new roommate and may be required to move to a different suite/apartment in the building. Students without a roommate/suitemate should leave the empty room/space clear as a new roommate/suitemate can be assigned at any time. If it's determined a student is occupying both sides of the room or vacant space, a fine of \$50 will be charged to the student's account and disciplinary action may be taken via Community Standards & Student Accountability.

### *Room Change Week*

The formal room change process is initiated by your attendance at the mandatory information sessions for your respective residence hall within the first two weeks of each semester. Room change information sessions are required of all residents requesting a new assignment. The Office of Student Housing and Residence Life reserves the right to change the date for a room change. The room change request and moving process are offered to residents free of charge. However, a \$25 fee will be charged to those residents that submit a request, are approved, and then remove themselves from the process on their own accord. Room change requests are not guaranteed and must be approved by the Residence Life Coordinator. Residents who change rooms without following the proper room change procedure will be required to move back to their original room assignment, and all parties involved may be assessed an administrative fee of \$50 for an improper room change.

Exceptions to the room change process due to ongoing conflict between roommates will be at the discretion of the Residence Life Coordinator for each residence hall.

See also, [Living with Roommates](#).

### *Reapplication*

Since on-campus housing at UAB is limited, students should apply as early as possible, particularly if desired for the fall semester. Submitting a housing application does not guarantee a space for fall. Every effort will be made to inform applicants of availability. The application should be completed online at [www.uab.edu/housing](http://www.uab.edu/housing). Questions may be directed to [studenthousing@uab.edu](mailto:studenthousing@uab.edu) or by telephone at (205) 996-0400. For first time applicants, a \$25 non-refundable application fee is due along with a \$250 prepayment of the room fees for the fall term. Returning residents are also required to submit a \$250 prepayment at the time of application. Prepayments will be applied towards the fall housing balance owed and are refundable through June 1. Applicants will also electronically sign a Student Housing Contract at the time of application and prepayment.

The Office of Student Housing and Residence Life appreciates students who want to return to housing the following academic year. All on-campus students during the spring are encouraged to reapply for fall housing during the priority period, normally in February of each year. Information and instructions for the reapplication process will be emailed out to students before reapplication to assist students with the reapplication process.

Residents are encouraged to familiarize themselves with this information in advance so they can be familiar with how to reapply for housing. Reapplication mistakes may result in losing the room, roommate, and/or hall preferences or forfeiture of priority status.

If current, on-campus students do not apply for fall housing during the priority period, these students forfeit their priority status. The Office of Student Housing and Residence Life reserves the right to make changes to any information stated here regarding the reapplication process in the interest of making the process smoother and more effective for everyone involved.

### *Summer Accommodations*

Camps/Conferences are housed in Student Housing residence halls during the summer term. Residents who need to remain on campus for the summer term may be relocated to other residence halls. The Office of Student Housing and Residence Life reserves the right to relocate any student to another room or building at the beginning of the summer term.

## Amenities and Services

### *Garbage and Recycling*

Residents may dispose of trash using the trash compactor or dumpster conveniently located at their building. Each residence hall lobby has recycling bins to collect paper, plastic (nos. 1 and 2 only), and aluminum cans.

#### Dumpster Locations:

Blazer Hall, Gold Hall, McMahon Hall: 2<sup>nd</sup> Floor  
Camp Hall: 1<sup>st</sup> Floor, across from Laundry Room  
Rast Hall and Blount Hall: Outside parking lots

Residents are reminded to properly dispose of their household trash by depositing it inside the dumpster and not in the recycling bins, hallways, stairwells, and balconies. The minimum sanction for improper disposal of trash is a \$25 monetary fine and possible referral to the Office of Community Standards and Student Accountability. **If a building experiences consistent issues with improper disposal of trash and an individual resident causing the issue is not able to be identified, the Residence Life Coordinator may revoke visitation for the entire community after proper warning and time for improvement has been given.** Furniture, mattresses, and other large items that will not fit inside the dumpster are prohibited from being disposed of on campus. Any personal items accidentally thrown away are considered non-retrievable.

### *Laundry*

Each residence hall has laundry facilities for residents' use only. Laundry facilities are centrally located in each residence hall. The laundry machines run on a "credit" system. To use a washer or dryer, residents input the number of the washer or dryer that they wish to use and swipe their UAB ONE Card. Each swipe will register as a credit being used (1 credit= \$1). Each load costs \$1 to wash and \$1 to dry. Each week, on-campus residents will receive six complimentary credits to use for laundry. Please note that credits do not roll over from week to week, similar to meal plan swipes. In addition, once laundry credits have been used, students may elect to use their Blazer Bucks by swiping their card like normal. Credits will reset back to six on Monday mornings. Residents can check their laundry balance at [www.uab.edu/onecard](http://www.uab.edu/onecard). Please note, one week after each semester, all loose or left behind clothing will be bagged and donated.

Please use the trash cans in the laundry room to always keep it clean and orderly. Please use caution when operating machines. Overloading machines can cause tears to clothes being washed, as well as create the potential for an electrical fire. Residents are encouraged to stay with their laundry: neither UAB nor the Office of Student Housing and Residence Life is responsible for lost or stolen articles. If a washer or dryer stops working, please notify the front desk or the posted number in the laundry facility for service requests. For a refund for money lost in the laundry machine, please visit our online work order site, [www.uab.edu/fixit](http://www.uab.edu/fixit).

### *Mail Service*

Mailboxes are located in the lobby area of each residence hall for delivery of U.S. Postal Service Mail. Although mailbox keys are issued by the Office of Student Housing and Residence Life, only postal officials have access to mailboxes. Upon moving out or changing rooms/halls, a change of address should be completed and returned to the U.S. Post Office. Residents will not have access to mailboxes after checking out. Deliveries from florists, UPS, Federal Express, etc., should be sent to the building address. Deliveries to all six (6) residence halls will be automatically directed to the Package Room located in Blazer Hall. An email notification will be sent to the resident's UAB email account for the pickup of these deliveries. It is the resident's responsibility to collect deliveries in a timely manner.

### *Maintenance*

Any item in a room, suite/apartment, common space, or elevator, which requires repair or maintenance should be reported through the UAB Housing Maintenance Request website ([www.uab.edu/fixit](http://www.uab.edu/fixit)). Residents can sign in with their BlazerID and strong password. Failure to report issues promptly may result in disciplinary action. Note: Residents may incur charges or fines for any damage repairs or replacement of items not previously noted on the Room Condition Report (RCR) completed during move-in. The Office of Student Housing and Residence Life strives to address all maintenance concerns within two (2) business days whenever possible. The University reserves the right to allow staff members to enter any room or suite.

### *Print Stations*

Every Residence Hall at UAB has a WEPA print station located on the first floor. Each resident is able to upload their documents to the WEPA cloud from their phone, tablet, or computer. Once they have sent their document via the WEPA cloud, they can log in at any WEPA print station. Residence Hall print stations accept Blazer Bucks and WEPA print cards as methods of payment. For help and support with any of our WEPA Print Stations, log on to their website at [wepanow.com](http://wepanow.com), call at 1-800-675-7639, and email them at [help@wepanow.com](mailto:help@wepanow.com).

### *ResNet Services (Wi-Fi)*

Apogee Telecommunications provide high-speed internet and Wi-Fi services in the Residence Halls. Apogee provides wireless and wired internet access. You must sign up for this service by going to [www.myresnet.com](http://www.myresnet.com). Once you have created your account, you will have access to both services. Apogee provides tech support 24 hours a day, seven (7) days a week in case you have any questions or concerns. Call (877) 748-8858, live chat at [www.myresnet.com](http://www.myresnet.com) or email [support@myresnet.com](mailto:support@myresnet.com).

### *Utilities*

All residence halls include the following amenities and utilities: power, water, heating and air, cable television service, ethernet and wireless network connections, free online streaming service.

### *Vending Machines*

Vending machines are provided in each of the residence halls. If a vending machine malfunctions or a refund is needed, please contact the front desk.

# Meal Plans

Fall and Spring meal plan options are a combination of Meal Swipes and Dining Dollars.

**Meal Swipes** are accessed via your ONE Card and can be used at the Commons on The Green for all-you-care-to-eat meals. Individuals with Dragonfire plans have unlimited daily meal plan access (either 7 or 5 days per week depending on the plan chosen), and individuals with all other plans can use up to five meals per day. Meal swipes can also be used at any Simply to Go location through the “Take 3” program at the C-Store in Camp Hall and the newest dining location in the Business & Engineering Complex. For all plans, individuals may use one meal exchange at Simply to Go locations per meal period (Breakfast, Lunch, Dinner, and Late Night).

**Dining Dollars** is a declining balance account that can be used for purchases at all UAB dining destinations. At the conclusion of each semester, any unused funds in Dining Dollars will be removed from the individual's meal plan account one day following the last day of final exams.

**MVP Swipes** are available as an add-on with either Dragonfire and Green and Gold plans. When you select the MVP Swipes, you can use one meal swipe per day at select dining locations for a value of up to \$7.00. Any remaining balance can be paid with Dining Dollars, Dragon Cash, BlazerBucks, debit, or credit. MVP locations include Moe’s Southwest Grill, WOW American Eats, the Den by Denny’s, Einstein Bros. Bagels, and Magic City Eats food truck.

Meals on the Green & Gold plan will reset each week on Sunday night. Meals are exclusive to the meal plan holder aside from designated Guest Passes:

- Dragonfire and Gold Block Plans: You may use up to 15 meals per semester for your dining guests.
- Green & Gold Plan: You may use up to one of your meals each week for your dining guests.
- Dining Dollars may be used for guests at any time in the UAB Campus Dining destination.

**BlazerBucks** are a declining balance account that can be used anywhere the UAB ONE Card is accepted, including [select off-campus locations](#). Deposits are optional and can be made at any time, in any amount. BlazerBucks balances roll over continuously from year to year. Refund of any remaining Blazer Bucks balance is available by request after the student has left the University.

**Dragon Cash** is a declining balance account that can be used for purchases at all [UAB dining destinations](#). Each academic year, all enrolled students living on campus and all undergraduate students taking twelve (12) or more credit hours who do not reside on campus will be assessed a **\$225 Campus Dining Fee** during fall and spring semesters. Campus Dining Fee funds can be accessed through the students Dragon Cash account.

Funds in student Dragon Cash accounts will roll over through all three terms included in one academic year (i.e., fall to spring to summer). After the last class day of the summer semester, 25% of any remaining balance in student Dragon Cash accounts will be converted to Blazer Bucks, and the remainder of the funds removed.

**Any questions regarding meal plans should be directed to 996-0407 or visit [www.uab.edu/dining](http://www.uab.edu/dining) for more information.**



## Residential Wellness Programs

### *Peer Wellness Ambassadors and Peer Chats*

Peer Wellness Ambassadors (PWAs) are a committed group of students who understand the importance of **health and wellness** and the value of **connecting students to resources** on campus to be successful while at UAB. Through intentional collaboration and support from university resources and the Office of Student Housing and Residence Life, Peer Wellness Ambassadors help to foster a healthy environment within first-year and upperclassmen residence halls utilizing our two branches: **Peer Education and Peer Coaching**.

PWA Coaches are returning UAB students selected to serve in a peer coaching capacity for residential students. The primary responsibility for PWA Coaches is **Peer Chats**: our peer coaching program available exclusively to students living on campus. These team members prioritize creating a space for students to feel heard and understood by fellow students and connecting their peers with other mental and physical health and wellness resources on campus or in the Birmingham community.

Peer Chats are **private, nonjudgmental**, 1:1 chat sessions for **residential students** seeking assistance with concerns that affect **mental health** such as stress, test anxiety, sadness, loneliness, relational issues, and adjustment concerns.

Monday – Thursday, 6:00 - 9:00pm

Residents can text their **name** and **residence hall** to **(205) 201-0678** and a trained PWA Coach will outreach to coordinate the chat.



### *Counselor in Residence*

The Counselor in Residence (CIR) program at UAB is a collaborative effort between Student Counseling Services (SCS) and Student Housing and Residence Life (SHRL) to increase access to mental health services by providing walk-in initial consultations with a clinical counselor. Intentionally placing a licensed clinical counselor within the residence hall is a proactive approach to decreasing barriers to mental health support and increasing the availability and ease of access to counseling services.

The CIR program aims to:

- Increase access to mental health services by placing a licensed clinical counselor within the residence halls during after-hours.
- Increase appropriate referrals to mental health support services.
- Provide consultation services assist in addressing student concerns before it escalates to a crisis concern.

### **Blazers, Let's Talk! Drop-In Hours**

Monday to Thursday 4:00-5:00 pm, Friday 2:30-3:30 pm  
This service is designed to engage residential students by providing after hours walk-in initial consultations with the Counselor in Residence to discuss concerns and needs to allow for brief assessment and discussion of recommendations for services to best meet identified needs and concerns.

**How it works:** Blazers, Let's Talk is for on-campus residents only. Residents can access Blazers, Let's Talk by going to Camp Hall room 105. Residents will be seen individually on a first-come, first-served basis. No appointment needed. Wait times may vary as Blazers, Let's Talk drop-in sessions can last between 15 - 20 minutes

## Safety and Security

### *Residence Hall Front Desks*

All residence halls are locked 24 hours a day and require a UAB ONE Card for entry. Lobby desks are operated 24 hours a day, Monday through Sunday.

### *ONECards & Building Stickers*

Residents are required to always carry their UAB ONE Card with them and must surrender their UAB ONE Card at the request of a university official, Student Housing staff member for identification purposes at any time.

Residence Life Coordinators (RLCs) will place building-specific stickers on each resident's UAB ONE Card. Residents are expected to present their UAB ONE Card so that the picture and the building-specific sticker are visible to the staff member at the desk every time the resident enters the building. These stickers improve security and efficiency by allowing Residence Life staff to verify a student's residency without verifying the resident's information on the building's roster.

If the sticker is altered or copied, any residents involved may be subject to the conduct process for inhibiting the safety and security of the residence hall's community. If the sticker becomes damaged or the UAB ONE Card is replaced, it is the resident's responsibility to procure a new sticker from the RLC. Anyone caught sneaking visitors into the residence hall may be fined and referred to the Office of Community Standards and Student Accountability.

### *Residence Life Staff On Call*

To ensure that a staff member is available to residents nightly and on weekends and holidays, each residence hall will have a Resident Assistant (RA) on call in the building Monday through Friday from 5:00 PM – 8:00 AM and 24 hours a day over the weekend. Additionally, a Professional Staff member (RLCs and GAs) is available during business hours and on call after hours to support residents and RAs on call. If residents need assistance when their RA is not available, they are to contact the front desk at their residence hall. In the event of an emergency in the hall, contact the UAB Police Department at 934-3535 (emergency), 934-4434 (non-emergency), and the RA on call.

### *Police Department*

Residents who become a victim of or have witnessed a crime can contact the UAB Police Department at 911 from a campus phone. Residents who use cell phones to dial 911 will be routed to the Birmingham Police, who will contact UAB Police, which could delay response times. It is recommended that residents save the following phone numbers to their cell phones: for non-emergencies, call 934-4434, and for emergencies, call 934-3535.

### *Exit Doors/Propping*

Entrance through doors marked Exit Only is not permitted. Propping or otherwise obstructing exterior doors is prohibited. Residence Hall Staff monitors the access to the halls and enforces the visitation policy. These individuals are in communication with the UAB Police and Housing Precinct for immediate response to emergencies. Housing Police Precinct Coverage is through all the residence halls and surrounding areas 24 hours a day, seven (7) days a week.

Residents found propping open any door to a residence hall will be held responsible for endangering the safety of the residents living within the community. **Violation of this policy may result in a fine up to \$100.**

### *Elevator Safety*

All of the residence halls at UAB have elevators. If the elevator becomes impaired while in operation, residents should press the alarm button and remain inside the elevator until help arrives, even if the doors open between floors. UAB police officers and trained elevator personnel are the only people authorized to remove occupants trapped in an elevator. Under no circumstances should anyone else attempt to release trapped occupants or to force elevator doors open. In the event of inclement weather or a fire, do not use the elevator.

### *Emergency Notification System*

UAB's diverse community requires multiple, overlapping means of communicating with the campus. Communication plans are frequently reviewed to consider alternatives and enhancements in technology. UAB's response would depend upon the situation but might include any or all of the following: web and internet, announcements to the media, emergency message through telephone and email to building administrators, and direct communication from officers on the scene. Targeted announcements to faculty, staff, and students appear on the BlazerNet portal. Emergency alerts also appear on the UAB home page. Messages are sent to cell phones via the UAB Emergency Notification System. (To register with the system, log on to BlazerNet and fill out the form found on the Student Resources tab in the Registration Tools channel and on the Employee Resources page in the Policies & Forms channel). Mass emails are sent to all students, faculty, and staff. In emergency situations, residents are expected to comply with the directions from university staff, emergency responders such as police, and emergency notification systems such as "B-Alert" and tornado sirens.

## *Shelter In Place*

Should the situation arise, the Office of Student Housing and Residence Life and/or “B-Alert,” the UAB Emergency Notification System, may issue a “Shelter in Place” warning via text message and email. During this time, all residents and guests in a residence hall should report to their room, the room of their escort, or another safe place where they can close all blinds and lock doors. Residents should remain quiet in this room away from windows and doors until further instructions are disseminated and the warning lifted. Residents elsewhere on campus should find their closest safe spot and make no effort to return to their residence hall unless the hall is the closest shelter. Residents not on campus should not return to campus until the warning is lifted. Updates will be given through “B-Alert” and on the University homepage: [www.uab.edu](http://www.uab.edu).

## *Inclément Weather*

In the event of a tornado warning, all residence halls are marked as shelters. Follow the evacuation route in the building or go to the bottom two floors. Gathering points are marked with “Severe Weather Gathering Point” symbols.

### **Tornado Warning**

This means that one or more tornados have been sighted in the area and may strike at any time. TAKE SHELTER IMMEDIATELY when a tornado warning is issued. Jefferson County will sound a siren to warn of a tornado in the area and radio, and TV stations will also announce them. Basements, interior corridors, and underground shelters offer the best protection. If outside, lie flat in the nearest ditch, culvert, or low spot. Tornado sirens are tested on the first Wednesday of every month. In the event of a tornado on the test day, siren testing will be interrupted by an actual siren warning.

### **Tornado Watch**

This means that conditions are favorable for a tornado to form in the area. Please tune a radio or TV to a local station for information and advice from local authorities or the National Weather Service.

### **Winter Storms**

During winter months, with the possibility of snowstorms, WBHM 90.3 FM is the official radio station for closing information about the University.

## *Fire Safety*

### **Fire Drills**

To comply with state and local fire regulations and for fire safety education, unannounced fire drills are conducted each semester. All persons inside the residence hall during emergency drills are required to evacuate the building. Failure to evacuate the residence hall for any reason, including sleeping through an alarm, may result in disciplinary action.

### **Fire Safety Equipment**

All suites/apartments are equipped with smoke detectors. Each floor in each residence hall is equipped with fire extinguishers. Fire alarm pull stations are located on each corridor of each hall. Tampering with fire safety equipment or setting off a false alarm is against the law. It also will make the system ineffective and endanger the lives of other residents. **Any person who sets off a false alarm interferes with the operation of the alarm system, or damages or removes any part of the alarm system fire extinguishers, smoke detectors, or exit signs is subject to severe disciplinary action, including dismissal from the residence halls, possible suspension from the University, and/or criminal prosecution in addition to a \$100 fine.** If a smoke detector is detached from the wall for any reason, it is the responsibility of the resident to report it immediately. If not reported, all residents will be held responsible for tampering with fire safety equipment and will be referred to the office of Community Standards and Student Accountability.

### **Fire/Bomb Threats**

In the event of a fire/bomb threat, all residence hall buildings will be evacuated to protect the health and safety of the residents, guests, and visitors. When an alarm sounds, residents should assume there is an emergency and follow these steps:

1. Remain Calm.
2. Evacuate using the nearest safety exit stairway.
3. Do NOT use the elevators. Elevators will either automatically return to the first floor or the UAB Police will return them to the first floor.
4. Residents who cannot traverse stairs should exit through the main entrance if they are on that floor. If on a higher floor, these residents should report to the nearest stairwell and wait safely inside. Emergency personnel or Student Housing and Residence Life staff will help residents and guests waiting in the stairwell.
5. After departing the hall, proceed directly to the designated assembly point away from the building. Do not leave the assembly area until told to do so by a responsible official. A suitable emergency shelter will be provided as soon as possible.
6. Return to the hall ONLY when told by Fire Department Officials, UAB Police, or a Student Housing and Residence Life staff member.



## Fire Safety Regulations

It is essential that residents observe the following fire safety regulations:



1. All appliances, lights, and electrical cords must be UL approved.
2. Do not leave appliances unattended while in use.
3. Do not overload electrical circuits.
4. No open flames (candles, incense, kerosene lamps, etc.) or any incendiary devices, such as lighters and matches, are permitted in residence hall rooms/suites/apartments.
5. The storage or use of flammable liquid or substances is prohibited.
6. Fireworks are not permitted.
7. Electrical appliances (toaster ovens, hot plates, ceramic hot plates, and deep fryers) with exposed heating elements are prohibited. All appliances must be UL-approved.
8. The use of multi-outlet plugs is prohibited, except for those with built-in circuit breakers.
9. Motorcycles, motor scooters, and other internal combustion engines are not permitted inside or adjacent to the buildings. Consult the UAB Department of Transportation Services for approved parking areas.
10. Bicycles and scooters may not be kept in hallways/stairwells, attached to fire equipment, or placed in any manner that interferes with exiting from the building.
11. Smoking is prohibited in all University buildings, including residence hall balconies.
12. Cooking food must be attended at all times to prevent fires and unintentional fire alarms.
13. In the event of a grease or food fire on top of the stove eye, do not attempt to lift or move the container. Instead, turn off the stove eye and cover the pot with a metal lid. If the container is inside the oven, turn the oven off and leave the door closed. Grease should not be poured down the drain or over balconies. Grease must be disposed of properly in a trash receptacle after cooling completely.
14. Halogen lamps and medusa lamps (lamps with 3 or more bulb heads) are not permitted in the Residence Halls.
15. Hanging anything from the ceiling and/or balcony is not permitted. This includes, but is not limited to: hanging lights, string lights, and hanging baskets.
16. String hanging lights are not permitted outside apartments/suites, including balconies.
17. Fog machines are not permitted in the residence halls. This includes using fog machines for decorative purposes.
18. Any use of portable space heaters must be approved by the Office of Student Housing and Residence Life.

Kitchen Appliance	Status	Kitchen Appliance	Status	Kitchen Appliance	Status
Air Fryer	Allowed (Max 1500 watts)	Espresso Machine	Allowed	Pizza Oven	Prohibited
Bread Maker	Allowed	Extra Freezer	Prohibited	Pressure Cooker	Prohibited
Coffee Maker	Allowed	Extra Refrigerator	Must be 4.3 cubic feet or less	Rice Cooker	Allowed
Crockpot	Allowed	Fondue pot	Prohibited	Toaster	Prohibited
Deep Fryer	Prohibited	Food Dehydrator	Allowed	Toaster Oven	Prohibited
Electric Griddle	Allowed	Hot Plate	Prohibited	Toaster Oven Broiler	Allowed
Electric Kettle	Allowed	Instant Pot	Prohibited	Waffle Iron	Allowed
Electric Skillet/ Hot Pot	Prohibited	Panini Press	Prohibited		

## Theft, Loss, or Damage of Personal Property

The University is not responsible for loss or damage to personal property of residents. It is recommended that each resident check their parent or guardian's homeowner's policy to see if it covers property in the residence hall. If not, The Office of Student Housing and Residence Life encourages residents to purchase renter's insurance. Report all thefts, vandalism, or attempted thefts to the UAB Police Department. Be alert for persons who appear out of place or act in an unusual manner in the residence hall. Alert the UAB Police Department at 934-4434 of any suspicious persons immediately.

### Theft Prevention

Most thefts result from residents' carelessness. By observing the following precautions, residents can help protect personal property.

- Lock doors when leaving—even for just a few minutes. Keep doors locked when sleeping.
- Never lend room/suite/apartment or mailbox key to anyone.
- Keep valuables in a safe place. Do not leave valuables in the open and/or unattended.
- Report suspicious persons to residence hall staff or the UAB Police (934-4434).
- Do not prop-locked outside doors and stairwell doors. Be certain they close and lock after exiting.
- Residents should not hold doors open for anyone other than the guests for whom they are responsible.



- Do not remove security clips from windows.
- Report lost One Cards to One Stop immediately.
- Report lost keys immediately. Submit an online work order at [www.uab.edu/fixit](http://www.uab.edu/fixit) for any lost/broken residence hall keys.
- Keep vehicles locked at all times.
- Do not leave valuables in plain sight inside a vehicle.
- Report damage, loss, or theft of vehicles or property within vehicles to UAB Police immediately.

### *Violence*

The Office of Student Housing and Residence Life has a “zero tolerance” concerning acts of violence to self and or others inside the residence halls. Acts of violence are termed as physical acts that harm or have the potential to harm self and/or others, whether in courtship or domestic violence relationships. Physical assaults are also included in these acts. Any resident engaging in such behaviors will be subject to the following sanctions: Immediate dismissal from the residence hall with no refund of the semester’s housing fees—referral and enrollment in an anger management course at the cost of the resident. The Office of Student Housing and Residence Life, at its discretion, may refer residents being charged to the University’s Community Standards and Student Accountability Officer for additional investigation and sanctions. Once a resident’s contract has been terminated, the resident cannot reside in Student Housing. Residents interested in appealing should refer to the conduct process concerning appeals.

### *Weapons, Firearms, and Explosive Devices*

The University prohibits the possession, transportation, and use of firearms and other dangerous weapons on campus, including the residence halls. This policy applies to all persons on campus, including faculty, staff, students, contractors, patients, and visitors.

University students may not possess firearms at any time on campus. “Firearm” means a pistol, handgun, rifle, or shotgun, and any ammunition. A gun permit does not authorize a resident or visitor to bring firearms into a Residence Hall at any time (except as expressly authorized by the University Police Department “UABPD”).

Dangerous weapons are not allowed on campus at any time. Any dangerous weapons may be confiscated and the resident in possession referred to the Office of Community Standards and Student Accountability.

“Dangerous weapon” is defined to include:

- any device that shoots or delivers a bullet, BB, pellet, arrow, dart, flare, electrical charge, or other projectiles, whether loaded or unloaded, including those devices powered by CO<sub>2</sub>,
- any explosive device, including fireworks.
- any instruments/devices that are designed or may be used as a weapon to injure or threaten another individual, including non-culinary knives with a blade greater than four (4) inches.
- Other dangerous weapons include, but are not limited to, stun guns, asps, Tasers, bowie knives, daggers, slingshots, crossbows, leaded cans, switchblade knives, nun chucks, blackjacks, metallic knuckles, etc.

Residents possessing these items may be removed from the residence halls. Persons on campus and in violation of university policy are trespassers and may be dealt with accordingly, including, but not limited to, being removed from campus and receiving a written directive to remain off-campus. Student violations may be addressed in accordance with the Student Conduct Code through the Office of Community Standards and Student Accountability as well as other applicable policies and may include sanctions, up to and including removal from the residence hall and expulsion. Note: “Campus” means all property owned, leased or controlled by the University and any affiliated foundation or health care entity, including buildings and outdoor premises, such as parking lots and other outdoor property.

## *Emergency Exits*

### **BLAZER HALL**

Exit into the hallway to the nearest stairs. Take the stairs to the ground level and exit through the emergency exit door. Please go to the fountain on the green.

### **BLOUNT HALL**

Exit into the hallway to the nearest stairs. Take the stairs to the ground level and exit through the emergency exit door. Please go to the corner of 14<sup>th</sup> Street and 10<sup>th</sup> Avenue closest to the library or the Rast/Blount lawn.

### **CAMP HALL**

Exit into the hallway to the nearest stairs. Take the stairs to the ground level and exit through the emergency exit door. Please go to the campus green.

### **GOLD HALL**

Exit into the hallway nearest stairs, take the stairs to the ground level and exit through the emergency exit door. Please go across the street to the Den or across the street to the Student Health and Wellness parking lot.

### **McMAHON HALL**

Exit into the hallway nearest stairs, take the stairs to the ground level and exit through the emergency exit door or the main lobby doors. If you exit on the courtyard side, go up the stairs towards the Gold Hall courtyard. If you exit on the 10<sup>th</sup> street side, walk across the street towards the 16<sup>th</sup> street parking deck.

### **RAST HALL**

In case of fire, do not use elevators or exit through the lobby. Exit into the hallway to the nearest stairs. Take the stairs to the ground level and exit through the emergency exit door. Please go to the 16<sup>th</sup> street sidewalk closest to the tennis courts or to the Rast/Blount lawn area.

***Use of emergency exits when no emergency is present is strictly prohibited. Failure to comply will result in a monetary fine of \$100 per instance and referral to the student conduct process.***

## Residence Hall Conduct

The purpose of the University of Alabama at Birmingham (“University”) Community Standards and Student Accountability process is to support the vision, mission, and shared values of the University and the tenets of the University’s creed, The Blazer Way. Through a student-focused and learning-centered lens, the process strives to uphold individual and community standards; foster an environment of personal accountability for decisions; promote personal growth and development of life skills; and care for the well-being, health, safety, and property of all members of the University community.

The Community Standards and Student Accountability Code (“Code”) describes the standards of behavior for all students and student organizations and outlines students’ rights and the process for adjudicating alleged violations. All students and student organizations are expected to conduct themselves in accordance with the Code. The current version of the Code, which may be revised periodically, is available from the Office of Community Standards and Student Accountability or [online](#). In addition to the Student Code of Conduct, on campus residents are also subject to the policies and procedures contained in this handbook.

### Conduct Procedures

It is the responsibility of all members of the residential community to report violations. Violations can be documented by any member of the residential community or University staff. All violations which occur on the premises of the residence hall (including, but not limited to, outdoor grounds, parking areas, and outdoor recreation areas) may be adjudicated by the Office of Community Standards and Student Accountability. If the Director of Community Standards and Student Accountability or designee initiates the Conduct Procedures, a University Conduct Officer will deliver a written notice of referral to the Responding Party via the Responding Party’s official UAB email. The notice of referral will include the following:

- a. notice of the alleged violation(s) of the Code;
- b. information regarding next steps in the Conduct Procedures (e.g., a request that the Responding Party participate in a meeting with a University Conduct Officer to discuss details related to the alleged violation(s), or a referral to an investigation);
- c. a statement indicating that the Responding Party has the right to have a Support Individual present during the Conduct Procedures; and
- d. if a meeting is requested, notice that the Responding Party is required to respond to the meeting request within three (3) business days of delivery of the notice of referral.

A resident will be considered “notified” when Maxient sends them an email concerning the incident. It is the resident’s responsibility to check their email regularly and respond promptly. Student Housing and Residence Life or the Office of Community Standards and Student Accountability is not responsible for technological errors or residents not checking their email. A business day is defined as a day when the business offices of the University are in operation. It is the residents’ responsibility to schedule a Conduct Meeting with the Conduct Officer or designee. If the proper person(s) responsible cannot be identified after a reasonable effort is put forth, a community or the persons present when the incident occurred may be held responsible. In addition to the Conduct procedures defined above, violations of local, state, and federal codes and statutes are subject to criminal prosecution in the appropriate court.

For additional information regarding the conduct process, including [Sanctions](#), [Release of Conduct Information](#), and [Appeals](#), contact the office of [Community Standards & Student Accountability](#).

### Interim Actions

When the University determines that a student’s behavior (a) is potentially threatening, harmful, or dangerous to others or the University community; (b) poses a threat of significant property damage; (c) impacts the stability and continuity of normal University operations and activities; or (d) directly and substantially impedes the lawful activities of others, the Assistant Vice President or Director may take interim action. Interim actions include, but are not limited to, the following:

1. temporary suspension from the University.
2. exclusion or administrative ban from all or a portion of any University Premises or any University-related activity or system, including, but not limited to, removal from university housing;
3. an administrative no contact order with an individual; or
4. if a Student persists in disrupting a particular course in violation of [Section V.F.2.](#) of the Code after a warning or exclusion from class sessions by the instructor as described in [Section V.F.2.](#) of the Code, temporary suspension from that course only.

### Termination of Student Housing Contract

The Office of Student Housing and Residence Life has a responsibility to the resident and the community and will not hesitate to terminate the Student Housing Contract of a resident who disrupts the welfare of the residence hall community. The University of Alabama at Birmingham will not refund residents’ unused portion of the Student Housing Contract fees when termination results from dismissal for behavioral cause.

## Policies and Procedures

The policies and procedures outlined in this section aim to create a living environment that supports academic pursuits while adhering to local, state, and federal laws. Respectful conduct towards others, the University of Alabama at Birmingham (UAB), and the Office of Student Housing and Residence Life policies, procedures, and regulations is essential. Failure to uphold these standards may result in a referral to the Community Standards and Student Accountability Office.

### *Abandoned Property*

After residents have moved out of a space, Residence Life Staff will complete a Room Condition Report (RCR) to note any damages or other issues in the space, including the removal of items left behind by the former occupant. Abandoned property will be bagged and labeled with the room number and the name of the resident whom the items belong, if known. Residence Life staff will notify the owner of the items via email and the owner will have 14 days to collect the items. If the owner of the items is unclear, staff will email all occupants of the space asking for an individual to claim the property. If no claim to the property is made within the 14-day period, the items will be donated or disposed of as provided by Alabama State Law.

### *Alcohol*

Blazer Hall, Gold Hall, McMahan Hall, and any other designated freshman apartments/suites are substance-free areas. Alcohol is not allowed in these locations, whether the resident or guest is of legal age or not.

1. The use of alcoholic beverages must comply with federal, state, and local laws, including the regulations of the Alabama Alcoholic Beverage Control (ABC) Board. Use of alcoholic beverages must also comply with university regulations (see the Student Code of Conduct). Violations of the law or failure to comply with university policy may result in civil and/or University action with a minimum sanction or automatic probation.
2. Alabama State Law prohibits purchasing, consuming, or serving beer, wine, or distilled spirits by persons under the legal drinking age. It is also a violation of state law to purchase alcohol for or serve alcohol to persons under the legal drinking age. In Alabama, the legal drinking age is 21.
3. Underage residents/guests are expected to know and understand state and federal laws as well as UAB Student Housing policies as they pertain to alcohol.
4. Alcoholic beverages may not be stored, consumed, or served in public areas or in the common areas of apartments where underage residents reside and/or are present. Public areas are generally defined as hallways, stairwells, entranceways, lobby areas, lounges, recreation areas, or outside areas such as parking areas or sidewalks on University property.
5. Alcoholic beverages may be possessed and consumed by a person of legal age inside the resident's apartment with the exception of Blazer Hall, Gold Hall, McMahan Hall, and identified freshman apartments in other buildings.
6. Kegs or similar containers are prohibited. Containers larger than individual servings are not permitted at any time. Beer balls, funnels, bongs, and other devices that promote irresponsible drinking are not permitted in the residence halls.
7. Decorative container collections (e.g. bottles, cans, bottle caps, etc.) are not permitted.
8. Residents who display signs of intoxication (e.g., glazed eyes, slurred speech, unsteady gait, etc.) or students who require staff assistance due to their consumption of alcohol shall be subject to the conduct process.

### *Assault*

Residents who have been assaulted or have information regarding any type of assault should contact residence hall staff or UAB PD for more information about dealing with the situation properly.

### *Bias Incidents*

Student Housing and Residence Life values a diverse community where all members are able to participate fully in the Blazer Experience. Therefore, in Student Housing, one of our priorities is to establish inclusive, respectful, and caring communities.

- **What is a Bias-Related Incident?**  
A bias-related incident is any behavior or action directed toward an individual or group based upon actual or perceived identity characteristics or backgrounds, such as race, sex (including gender identity/expression), color, religion, ancestry, national origin, age, disability, veteran status, military status, or sexual orientation.
- **UAB Ethics Hotline**  
The hotline is staffed 24 hours a day, seven days a week, by trained professionals who take calls and ensure reports are made to appropriate university personnel for follow-up. The hotline is designed for use by all members of the UAB community – the University of Alabama at Birmingham, UAB Health System, University of Alabama Health Services Foundation (HSF), and other UAB affiliates. The hotline is administered by Navex, a third-party organization that has 30 years of expertise in the field of compliance and risk management. Communication Specialists with Navex are trained by compliance professionals to perform intake with empathy using intuitive interviewing techniques. The Hotline offers both anonymous and name reporting options, with support for secure data hosting configured to regional data privacy requirements.

- **Bias Incident Protocol in Student Housing**

- Witnesses of victims of a bias-related incident should report the details to a Residence Life professional or student staff member.
  - If the reported incident involves physical harm to the student or their property, contact your Resident Assistant or Residence Life Coordinator and file a police report with the University Police Department by calling (205) 934-3535.
- Call the UAB Ethics Hotline at 866.362.9476 or file an online report at <https://www.uab.edu/compliance/uab-hotline>
- In partnership with Student Housing and Residence Life, the University Compliance Office, and other university constituents, a response will be formulated and implemented.

Through voluntary participation in bias incident response team interventions, UAB intends to foster a sense of civility, the campus community, respect, and understanding to support a multicultural and diverse campus environment. It is intended that any bias-response intervention will be educational at its core. The intervention may involve a variety of activities, including discussion, mediation, training, counseling, and consensus-building.

### *Bicycles and Other Wheeled Mobility Devices*

Bicycle racks are located near each residence hall. Bicycles may not be chained to trees, signposts, railings, or any other University property other than the bicycle racks provided. Upon mutual consent of roommates, bicycles may be stored in common areas of residence hall rooms of Blount, Camp, and Rast Halls, provided the exit from the room is not obstructed. Bicycles may not be kept in hallways/stairwells, attached to fire equipment, or placed in any manner that blocks building exits. Blazer, McMahan, and Gold Halls do not permit residents to store bicycles in the building. Bicycle hooks or other physical alterations to the ceilings, walls, closets, or furniture may not be made to accommodate bicycle storage. Bicycle hooks or other physical alterations found in rooms will be removed at the resident's expense. Pedals and other protruding parts may scratch walls and cause personal injury to others.

When transporting bicycles indoors, avoid tracking dirt into the hall and causing congestion. Residents may not ride bicycles indoors. Violations of the Bicycle Policy may result in disciplinary action and loss of privilege to store bicycles indoors. The owner of the bicycle will be responsible for all expenses and fines associated with facilities damage and/or removal of the bicycle.

At the conclusion of the spring semester, all bicycles must be removed/relocated from racks around any residence hall, not housing students during the summer semester. Student Housing will tag all remaining bicycles approx. ten (10) days before commencement to encourage residents to make arrangements to get their bicycles to a safe place for the duration of the summer. Any bicycle left after move out will be considered abandoned. Student Housing reserves the right to remove any bicycles considered abandoned from racks and dispose of them according to the abandoned property policy. The University is not liable for any damage caused to locking mechanisms during removal.

### **Electric Bicycles and Electric Scooters**

Electric Bicycles and Electric Scooters are not permitted in any campus buildings.

### **Electronic Personal Assistive Mobility Devices (EPAMD)**

All EPAMDs (e.g., Segways, hoverboards, electric unicycles, etc.) must be operated in accordance with local, state, and UAB campus regulations, including [Section 32-19-1](#) of the Code of Alabama.

Riding EPAMDs inside buildings is prohibited except by UAB police, UAB Facilities staff, and individuals with disabilities who have been approved a reasonable accommodation for a documented need for use of the device. EPAMDs shall be stored in areas that do not block egress or ADA paths. They are not permitted to be stored in building public spaces, such as lobbies, stairwells, stair towers, corridors, and ramps inside or outside of buildings. EPAMDs may be walked inside buildings to approved and designated storage and/or charging areas, to be determined by the building administrator.

Individuals with disabilities who have been approved a reasonable accommodation for a documented need are permitted to use EPAMDs inside buildings. UAB considers requests of any faculty, student, or staff member wanting to use an EPAMD inside of buildings as a request for an accommodation under the Americans with Disabilities Act (ADA). As such, the person is required to provide appropriate documentation that they have a disability that requires the use of an EPAMD for mobility inside of buildings. For students, this request is placed with [Disability Support Services](#).

Hoverboards shall not be used, stored, or recharged in any building or covered structures (parking decks) owned or leased by UAB, see the [notice](#) from UAB Occupational and Health Safety.

Skateboards, in-line/roller skates, scooters, and similar coasting devices without electric motors are prohibited to be used inside buildings, though they may be stored in private spaces and carried within buildings.

### **Damaged Bicycles and Other Wheeled Mobility Devices**

UAB assumes no responsibility for the loss, damage, theft, care, or protection of any Bicycle, wheeled mobility device, or attached accessory, including locking devices or contents, at any time. Individuals who bring a Bicycle or other wheeled mobility device onto the University's campus assume all risk of loss or damage of the Bicycle or wheeled mobility device. All persons on campus should be reasonably aware of their own safety, whether as a pedestrian, cyclist, or other device operator.

For more information regarding the use and storage of bicycles and other mobility devices on campus, review the [Bicycle and Other Wheeled Mobility Devices Policy](#).

### ***Business from Rooms/Suites/Apartments***

Student Housing suites/apartments may not be used for business purposes of any nature. Commercial /for-profit solicitation is prohibited on university property. Student Housing residents may not act as agents for business firms requiring solicitation or the receiving of business offers or goods in the hall. Babysitting is prohibited in the residence halls (See also [Underage Guests](#)). Residents are not permitted to post signs on the doors to their suites/apartments to solicit business for goods or services.

### ***Cleaning***

Residents are responsible for cleaning their suite/apartments, including the kitchen and bathroom(s). In a group living situation, pest control can be an issue. Garbage, uncovered food, and empty cans and bottles provide excellent breeding areas for roaches and other pests. Please wrap food and dispose of garbage and recyclables regularly. Trash and garbage must be placed in designated receptacles only. The current residents must always keep the suite/apartment in an acceptable condition (i.e., cleanliness, adequate storage space, closet space, etc.) for receiving a new roommate. The suite/apartment must be left in a clean, acceptable condition upon moving out. This applies even if one roommate is moving, and the other is staying. Failure to maintain a clean and sanitary environment may result in cleaning fees and referral to the student conduct process.

See also: [Health and Safety Inspections](#), [Garbage and Recycling](#), [Pest Control](#)

### ***Community Disruption***

Because of the potential for damages to the facilities, personal injury, and disruption of the sleep/study atmosphere, the playing of hall sports within the hallways or common areas of the residence halls is prohibited. This includes, but is not limited to, bike riding, rollerblading, bouncing balls, pranks, horse playing, or any activity that hinders the educational community. See also, [Noise Policy](#).

### ***Computer Software Copying and Usage***

No illegally obtained or illegally copied ("pirated") computer software is allowed at UAB. UAB and Apogee, Student Housing's internet provider, will not condone illegal copying of computer software nor the use of illegally copied or obtained computer software. Any questions regarding computer usage within the Residence Halls should be directed to UAB Student Housing's Apogee Program Coordinator. Should you be caught illegally copying, distributing, or using any software, you will be subject to the Student Housing Conduct Process and the loss of your internet privileges.

### ***Damage Policy***

Roommate(s) are responsible for the condition of the furnishings and the condition of the suite/apartment. In the event of damage or abuse of furnishings or common areas (wall, doors, windows, etc.), unless a responsible party is identified, charges for damages will be divided equally among the resident(s) of the suite/apartment. Residents are expected to report all damages to the Office of Student Housing and Residence Life immediately. All bills will include the cost of both labor and materials. Failure to make payment may result in the University instituting standard collection procedures that may include placing a hold on the student's records and possible eviction. Upon moving out, RAs will conduct an initial check for damages; however, the RLC will conduct a final walkthrough and assess charges for any damages. Damages identified after a student's departure will be billed to the student. Residents are not allowed to do their own repair work or bring an outside person or company in to do the work.

### **Damage Billing**

Damage billing is used to address all vandalism in public areas. These areas include lobbies, hallways, social and student lounges, recreation rooms, bathrooms, and elevators. When public areas are vandalized or University property is damaged, a group of students, a floor, or a building where students live in close proximity to the damage will be assessed fees for the damages if no one resident or group of residents accept responsibility. Each time an incident occurs, a Resident Assistant, Residence Life Coordinator, or a Facilities staff member will document it.

There are two types of damage billing:

**Individual Damage Billing:** Individual damage billing refers to damages to an individual residence hall room whereby the resident of a room is responsible for the costs associated with any repair or replacement within their room.

**Community Damage Billing:** The philosophy behind community damage billing is that all residents in housing are part of a larger community on campus. Therefore, residents of housing are not only responsible for their personal accommodations but also the community areas they share with fellow residents. One unfortunate aspect of this responsibility is the damage that may occur in common areas. It is our hope that students will create a sense of ownership and pride in their community. As a result, residents will work to prevent damage and address incidents as they occur. Instead of requiring a damage deposit from each resident, we choose to bill the students for individual incidents. Depending on the building and the physical configuration, as well as the nature of the incident, our staff will determine whether the incident should be shared by all members of the building or by members of a particular floor, wing, or section.

### Community Damage Billing Process

Prior to posting community damage charges, residential students will have an opportunity to assist Student Housing and Residence Life in identifying those responsible for the vandalism. An email will be sent to your UAB email account, reporting the damage and associated billing charges. Students will have until a predetermined date to either accept responsibility for all or part of the damage or provide information leading to the adjudication of the person(s) responsible for the damage. If no community member steps forward, the charges will be distributed among all members of the community. Fees will not be placed on your student accounts until a minimum of \$5.00 has been reached. This may occur immediately, at the end of the semester, or even at the end of the academic year, pending the number of unidentified damages within your area. Please contact your Residence Life Coordinator if you have any pertinent information. Residents who wish to appeal may do so within 20 days of receiving the charge on their student account by contacting their Residence Life Coordinator.

### Decorations

Residents are encouraged to personalize their rooms. Decorations can transform a room into a comfortable home, but certain restrictions are necessary. The Office of Student Housing and Residence Life strives to create a positive environment within the Residence Halls. Materials that are found inappropriate or offensive to members of the community are prohibited in any common spaces, including windows and balcony doors. Student Housing reserves the right to remove anything not conducive to an educational environment and to define what is conducive to an educational environment.

All decorations must be flameproof or fire retardant. Check package labels to ensure fire safety. Materials not generally flameproof include natural leaves, tree branches, corn stalks, hay, cotton, and batting. Electrical devices, such as lights, appliances, lamps, etc., must be UL approved. Electrical cords must not have frayed parts or loose connector

Alcohol and other drug paraphernalia are not permitted for decorations, including decorative, alcohol-container collections (e.g., bottles, cans, bottle caps. etc.).

#### Lighting

- Colored light bulbs, including black lights, are not permitted in university-provided light fixtures.
- LED light strips are not permitted in the residence halls. If it has been determined LED lights were added to university fixture the student will be financially responsible for any damage.
- String hanging lights are not permitted outside apartments/suites, including balconies.
- Turn off all decorative lights before leaving the room/apartment.
- Electrical devices, such as light, etc., must be UL approved.
- Halogen lamps and medusa lamps (lamps with more than 2 bulbs) are not permitted.

#### Hanging Decorations

- Wall murals are not permitted.
- Double-sided tape, contact paper, and wallpaper are not permitted. Please take care to hang items so that walls and doors are not damaged.
- Hanging anything from the ceiling and/or fire safety equipment devices is not permitted.
- Provide a safe distance between all displays, and do not string decorations from room to room or from hallway to hallway.

#### Plants and Holiday Decorations

- Only artificial trees are permitted. Bring trees in by stairwells or elevators. Do not allow lighting wires to come in contact with metallic parts of the tree.
- Live trees and cut vegetation are prohibited except for small house plants and cut flowers that can sit on a table and are no taller than 3 ft.
- Any decoration with an open flame, such as candles, incense, and gas or oil-filled lanterns, is prohibited.

**Student Housing reserves the right to place further restrictions on room decorations if necessary.** See also, [Fire Safety](#)

## *Email*

All residents are required to have a UAB Blazer ID email account. Per UAB's policies, the Office of Student Housing and Residence Life uses this as an official form of communication. Failure to keep up with email correspondence could result in missing important notices, updates, deadlines or schedules, and/or policy changes/updates. It is the residents' responsibility to read all Student Housing email correspondence. Any appeals to the Office of Student Housing and Residence Life based on not seeing, reading, or adhering to information provided in an email will be denied. The Office of Student Housing and Residence Life's official conduct notification system is Maxient, which notifies residents via UAB email accounts regarding conduct matters. Residents are responsible for all official correspondence.

## *Facility Reservation and Usage*

First preference for all Student Housing and Residence Life spaces (Blazer RLC, Gold: Underground, Steel City Lounge, Cahaba Rooms, Rast/Blount Lawn, Blount Gazebo, and McMahan Hall Courtyard) is given to UAB Student Housing and Residence Life. UAB Departments and registered student organizations may request to reserve these spaces via the Engage event submission process; however, approval is at the discretion of the Director of Residence Life. Some areas taken into consideration is the purpose of the event, whether it is open to all residential students, and how residential students will benefit from the program, event, or activity.

## *Furniture*

Stacking furniture is not allowed. Furniture may not be modified, dismantled, or moved out of the room. Furniture may be rearranged, but it is required that residents return the furniture to the original room and position before checkout (i.e., beds in the bedroom, sofa in the living room, etc.). University furniture is not permitted on balconies. Furniture may not be transferred from one apartment/suite to another. Violation of this policy will result in a \$25.00 fine to all residents of each apartment/suite. In the event furniture cannot be accounted for, the replacement cost of the furniture will be assessed to the resident's student account. Because of potential damage to the floor, liquid-filled furniture is not permitted. Only manufactured bed risers are permitted, no cement blocks.

### **Bed Bunking**

Residents are requested to notify the Office of Student Housing and Residence Life should they desire to have their beds bunked within the first three (3) weeks of each semester. Requests should be submitted via the UAB Housing Maintenance Request system ([www.uab.edu/fixit](http://www.uab.edu/fixit)). After the first three (3) weeks, a \$25.00 charge will be assessed to all students who submit a request to have their beds bunked. Safety rails are not provided by the Office of Student Housing and Residence Life; however, students may lease approved safety rails from Collegiate Bed Loft Company, Inc. ([www.cblorder.com](http://www.cblorder.com)). Collegiate Bed Loft Company will remove leased items after the resident moves out.

### **Bed Lofting**

Lofting of beds is permitted in all residence halls. Only free-standing lofts leased directly from Collegiate Bed Loft Company ([www.cblorder.com](http://www.cblorder.com)) are permitted. Under no circumstances are residents allowed to construct their own lofts. The Office of Student Housing and Residence Life assumes no liability for injury or damages due to lofts.

## *Inclusive Statement*

Student Housing and Residence Life is dedicated to fostering a welcoming environment in the residence halls for all students. We prioritize the academic and social success of every resident. Our community values respect and appreciation for individual identities. Each year, residence hall staff receive training on the diverse needs of our residents. Residence Life aims to connect students with campus and community resources that support their personal, academic, and social development.

## *Housing Needs Statement*

UAB Student Housing and Residence Life aims to address a variety of student needs, including those related to physical ability and medical conditions. To support students who require specific accommodations, it is important for UAB Student Housing and Residence Life to be informed of those needs. Current and incoming residence hall students with any concerns related to their individual circumstances are encouraged to communicate with UAB Housing staff. Staff will only request necessary information to address housing needs, and all disclosed information will remain confidential.

Recognizing the uniqueness among students, UAB Student Housing and Residence Life evaluates concerns on a case-by-case basis. We are dedicated to providing reasonable accommodations to ensure that all students have a safe and comfortable housing assignment. We will work collaboratively with students to identify appropriate accommodations that support their academic and personal development.

Student Housing and Residence Life is available to answer questions and provide information about housing options. Please contact



our office if you have specific needs or concerns. Early communication will enhance our ability to assist you effectively in exploring different housing options.

UAB is committed to providing an environment that is free of bias, discrimination, and harassment. Title IX's sex discrimination prohibition extends to discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. For more information about Title IX, policy, reporting, protections, resources, and supports, please visit <http://www.uab.edu/titleix> for UAB's Title IX Policy.

### *Grounds*

The grounds around Student Housing are maintained by Campus Services. The removal of existing plants or setting out of additional plants must be approved by the Office of Student Housing and Residence Life. The University reserves the right to remove hazardous or unsightly items.

### *Harassment*

Harassment is defined as an attempt made to threaten another person(s) physically, emotionally, or mentally by using verbal language, or electronic communication, including, but not limited to, text messaging and social networking sites. For further information on UAB's Policy on Sexual Harassment and Sexual Misconduct, please visit [the Title IX website](#). Harassment involving any UAB student is not tolerated and is grounds for disciplinary action. The Office of Student Housing and Residence Life will not allow its staff members to be verbally abused while handling crisis situations and confronting potential policy violations. Those who choose to communicate in this manner will be subject to disciplinary action.

### *Health and Safety Inspections*

The Office of Student Housing and Residence Life expects all rooms/suites/apartments to always maintain basic health and safety standards. These inspections are conducted monthly and are unannounced. Conflicts between roommates regarding shared cleaning responsibilities must be resolved before the beginning of the inspection process.

The following is a list of expectations for Health and Safety Inspections:

- Floors must be swept, mopped, and cleared of objects that may obscure a pathway for entrance or exit. There must be a clear pathway from the door to the window and, where applicable, balcony door.
- Dishes must be washed.
- Food in the refrigerator and freezer must be covered or in a closed container.
- Trash must be taken out regularly.
- Bathtubs and sinks must be cleaned regularly to prevent soap scum and mildew.
- Any other policy violations will be noted and sanctioned during health and safety inspections.

**Note:** Residence Life staff are permitted to open any university-owned fixtures, including but not limited to cabinets, refrigerators, and freezers, to ensure student rooms comply with rules and regulations.

Notification of pass/fail will occur by email. Residents whose suite/apartment does not pass inspection have at least 48 hours to correct infractions. A second inspection will occur after 48 hours. If the suite/apartment fails to pass the second inspection, a \$25 fine will be added to each resident's student account. Failure to correct these infractions after further inspections may result in referral to the conduct process. Repeated failures can result in probation and/or the termination of a resident's Student Housing Contract.

The Office of Student Housing and Residence Life staff may confiscate personal items causing a health and safety violation or in violation of a Student Housing policy, including, but not limited to, alcohol, drugs, weapons, candles, and appliances left on like an iron or curling iron. Confiscations may also occur inside of health and safety inspections.

### *Illegal Drugs/Drug Paraphernalia/Suspicion of Drug Usage*

It is against the law, and University regulations for students to use, sell, and/or possess illegal or controlled drugs. These drugs are strictly prohibited in Student Housing. Residents violating this policy may lose Student Housing privileges and be disciplined by the University in accordance with its policies. Residents in violation of this policy also face criminal prosecution.

The Office of Student Housing and Residence Life has a "zero tolerance" policy for the possession or use of illegal drugs/drug paraphernalia. Failure to comply with the University's and the Office of Student Housing and Residence Life's drug policy may result in the following sanctions:

- Termination of Student Housing Contract.
- Referral to Student Counseling Services or Substance Abuse Agency.
- Referral to the Office of Community Standards and Student Accountability for further sanctioning, including possible suspension or removal from UAB.

Residence Life staff members also have authority to conduct a “plain view” search of suite(s), apartment(s) or area(s) (including a hall or building) as necessary when reasonable suspicion (smell, towels underneath the doors, etc.) is present. A search may be conducted with or without a resident present. All residents/students are responsible for reporting violations. All involved individuals will be held responsible for any illegal substances found in the suite/apartment or area. UAB PD will determine if further action is necessary.

### *Keys*

All residents receive keys at check-in. Each resident is responsible for their keys and should always carry them when leaving their room. Do not lend keys, including UAB ONE Card, room keys, and mailbox keys. All keys are the property of The University of Alabama at Birmingham and may not be duplicated under any circumstances. Violation of the key policy will result in action through the conduct process. Students may not remove, alter, or tamper with door closures, peepholes, or locks. Additional locks may not be added to any door.

#### **Lost or Stolen Keys**

Please immediately report lost or stolen keys to the Residence Life Coordinator responsible for the building. Please note, any keys/ID's lost via dumpsters or trash compactors will not be retrieved by the Housing and Residence Life Staff. Residents are responsible for the replacement cost of any key or UAB ONE Card. **Residents will be charged a \$15.00 key replacement fee OR a lock change fee for a minimum of \$150.00. Lock change fees vary by building.**

Contact a Residence Life staff member in the appropriate building if a resident is locked out of their room, apartment/suite, or residence hall. **There will be an administrative fee assessed to the resident's student account for every lockout.** During the opening of the academic year, there may be lockouts as students adjust to a new environment. During the first week of fall classes, lockout fees are waived, ending on the Monday following the first day of classes. Please note that a lockout is not life-threatening and will be handled when a staff member is available.

### *Married Housing*

Married housing may be provided upon presentation of a valid marriage certificate, based on availability. At least one member of the marriage must be a current UAB student. A formal application to request married housing must be completed through the Housing Office at least sixty (60) days before planned residence.

### *Moving In*

Before check-in, each room is inspected, and preexisting conditions are noted on the electronic Room Condition Report (RCR). When the resident arrives to check in with their Resident Assistant, an email will automatically be sent to their UAB email account. The resident has 48 hours from the time of check-in to review their RCR and make any necessary edits. **NOTE:** All modifications will be reviewed by the building's Residence Life Coordinator before they are added to the RCR.

Residence Life Staff reserves the right to make any adjustments if necessary. Failure to review the RCR within 48 hours of the check-in will result in the acceptance of the RCR and waiving the right to challenge any discrepancies.

### *Moving Out*

Signing a Student Housing Contract commits residents to live in a university residence hall through the end of the contracted period. However, residents may request a release from the contract as outlined in the contract. Release is not automatic and will only be granted in extreme circumstances. A cancellation fee will be assessed.

A Request for Release may be submitted online by logging into MyHousing. It should include any requested documentation. An email response will be sent to the student's UAB email account. If the request is approved, a move-out deadline and check out procedures will be included in the email. Students who vacate their space without notice or move out after their request is denied will be responsible for the full balance of room fees through the end of the contract.

At the end of the contracted period, residents must notify the staff of their residence hall of the specific day they will vacate the suite/apartment. In the spring (e.g., April), residents are expected to move out of their assigned space 24 hours after their last exam. Failure to vacate the suite/apartment on the date specified will place the resident in default of the Student Housing Contract and the resident will be liable for all costs incurred and/or damages suffered by UAB as a result of the default. Also, there will be a minimum charge of \$50 for each day held over the vacate day. Check out procedures are also available from RAs.

Upon moving out, residents are required to schedule an appointment with an RA for a preliminary inspection of the suite/apartment for damages, cleanliness, and removal of all personal belongings. The RA will complete the “checkout” portion of the Room Condition Report (RCR) at this time. It is the resident's responsibility to carefully review the RCR, note any discrepancies in the check-out condition of the space, and sign the form to properly check out of their assigned space. All keys should be returned to the RA. Any charges will be posted to the student's account. A cleaning fee will be assessed to the appropriate student accounts if the room/suite/apartment, including all appliances and fixtures, is not left in a clean condition. Residents are responsible for

appropriate trash removal and disposal. Furniture, bedding, and household appliances may not be disposed of in the University trash dumpsters.

The RA's inspection is preliminary. The RLC will complete a second inspection after all roommates have moved out of the room and enter additional information on the "checkout" portion of the RCR.

The Office of Student Housing and Residence Life will bill residents for damages, removal of belongings, or cleaning found during this final inspection by the RLC, even in cases where these items are not indicated on the RCR. Residents will be notified via email of any charges to their student accounts from the preliminary or final inspection.

The Office of Student Housing and Residence Life encourages residents to donate gently used items. A local donation center places large collection bins in the lobby of each residence hall during move out.

### Express Check Out vs Traditional Checkout

<b>Traditional Checkout</b>	<b>Express Checkout</b>
<p>Traditional Checkout allows you to discuss discrepancies and damages with staff during the room inspection.</p> <ol style="list-style-type: none"><li><b>STEP 1:</b> Sign up for a checkout appointment at least 24 hours in advance. Failure to do so could result in a \$100 improper checkout charge.</li><li><b>STEP 2:</b> Before your checkout appointment, be sure to complete the following:<ol style="list-style-type: none"><li>Remove all personal belongings</li><li>Clean your room/bathroom/suite (including all appliances, drawers, and closets) per your Suite Cleaning Agreement.</li><li>Be prepared to return your room/mailbox keys</li><li>Failure to complete these items above could result in charges.</li></ol></li><li><b>STEP 3:</b> Be in the room at the scheduled time of appointment. An RA will walk through the space with you to notate and discuss any damages.</li></ol>	<p>Residents may choose to skip the traditional room checkout process with their Resident Assistant by signing up for an Express-Check-out. This method is designated to make your departure as fast and easy as possible. To utilize this method, the following steps must be taken:</p> <ol style="list-style-type: none"><li>Sign up for an Express Check-Out with your RA. This informs your RA that you will not need to schedule an appointment for a traditional walkthrough with them.</li><li>Completely move out of your room. This includes removing all belongings and trash and returning the room to its original condition before you moved in.</li><li>Clean your room/apartment/suite (including bathroom, kitchen, appliances, floors, drawers, and closets as applicable).</li><li>When leaving the room, the final time, be sure your blinds and window(s) are closed, drawers and closets doors opened, and lock the door behind you.</li><li>Complete the Express Check-Out Form and submit your completed form AND key(s) to the front desk in the provided sealed envelope.</li></ol> <p>It should be noted that by signing up for Express Check-Out that the student waives their right to be present while their room is being checked for cleanliness and/or damages and to appeal any associated charges.</p> <p>In addition, the student will be billed for any damaged or missing items at the current cost of labor and/or materials needed to repair/replace the item. By signing up for Express Check-Out the student waives their right to contest all associated damage and/or cleaning charges.</p>

Residents will receive several notices that include instructions for check-out. It is the student's responsibility to reach out to their RA and setup a check-out time. Leaving keys at the front desk will result in the assessment of an improper check-out fee.

### Improper Checkout

An improper checkout has occurred in any of the following situations:

- Resident signs up for a check-out time but does not show up for their assigned time and leaves without checking out.
- Resident does not sign up for a check-out time and leaves without checking out.
- Resident shows up to check-out without previously scheduling a time with their RA, and no Student Housing Staff member is available to complete the resident's check-out.

### Noise Policy

Since one of the purposes of the University is to foster learning, the Office of Student Housing and Residence Life and its staff promote and uphold a quiet environment, respecting a resident's right to study and sleep in their assigned

room/suite/apartment without disruption. Therefore, noise or other distractions that interfere with this right are prohibited. The Department also realizes that community living involves socializing and that at times there will be noise. It is the dual responsibility of staff and residents to monitor the level of noise, keeping it at an appropriate level at all times. A staff member or resident has the right at any time to request that the noise level be lowered. In order to properly balance a resident's rights to quiet and the noises associated with community living, the halls uphold the following policies regarding noise.

### Quiet Hours

- A. 8:00 PM – 9:00 AM Sunday through Thursday and from midnight to 9:00 AM Friday and Saturday.
- B. Quiet Hours are enforced both inside and outside of the residence halls.
- C. Loud conversation, loud music, or any other interference is prohibited.
- D. If a resident's right to sleep or study during Quiet Hours is violated, the student should:
  - i. Politely ask those causing the disturbance to stop.
  - ii. If the noise continues, Call the RA On Call for the respective building to report the disturbance while the noise is still occurring or stop by the front desk and speak to a staff member while the noise is still occurring.
  - iii. Residents who receive excessive noise complaint warnings will be subject to the conduct process.
- E. During the week before and continuing through final exams, 24-hour Quiet Hours are enforced in the residence halls, the Residence Life Center, and designated study areas.
- F. Rast Hall and Blazer Hall have a study room where quiet is always observed. 24-hour quiet hours will be observed year-round in all designated study areas.

### Courtesy Hours

Courtesy hours are always in effect. It is important that residents are aware of their responsibility to monitor their behavior, regardless of the time of day, so as not to interfere with other residents' right to sleep or study in their own rooms. This includes noise both inside and outside, whether part of an organized activity or not. If a staff member asks residents to lower their volume, compliance is expected. Those who violate this policy will be subject to the conduct process.

### Amplified Sound

Residents must be respectful when playing stereos or other audio equipment in the residence halls. Stereos and studio equipment must be played at a reasonable time and volume that will not interfere with other residents' right to sleep or study. Stereos and audio equipment may not be directed out of windows, balconies, or patio doors. Failure to comply with these expectations will result in the immediate removal of the stereo or audio equipment from suites/apartments/rooms and/or further disciplinary action.

### *Pandemic Influenza*

In the event of a pandemic flu outbreak, the Office of Student Housing and Residence Life in conjunction with the University will communicate a response plan and up-to-the-minute, detailed information and instructions regarding classes, living arrangements, safeguarding measures, and other relevant information for minimizing health risks to the campus community. Residents are encouraged to familiarize themselves with the concept of "social distancing," as it will be employed as a first step in mitigating a localized flu outbreak.

Maintaining a safe and healthy environment is a shared responsibility. We must all do our part to make sure that we protect ourselves and our fellow Blazers.

Members of the UAB Housing community can reduce their risk of being exposed to an outbreak by following these measures:

- Cover nose and mouth with a tissue when coughing/sneezing. Dispose of tissue in the trash after use.
- Frequently wash hands with soap and water for at least 20 seconds.
- Use hand sanitizer, at least 60% alcohol, if soap and water are unavailable.
- Limit close contact with individuals.
- Do not share food and drinks with others.
- Disinfect common, shared household objects often.

### *Pest Control*

Each residence hall is treated for pest control regularly. If there are special problems, please complete a maintenance request through the UAB Housing Maintenance Request website: [www.uab.edu/fixit](http://www.uab.edu/fixit). Problems will be responded to as quickly as possible and will require the resident's cooperation in ensuring that the treatment is effective (cleaning out kitchen cabinets, windowsills, etc.). Residents play the most important role in pest control. Since loose garbage attracts

insects and makes pest control difficult, place garbage in a sealed, plastic trash bag before throwing it out. Dispose of garbage and trash properly and timely in the designated area for the building. See also, [Garbage and Recycling](#)

### *Posting*

Only Student Housing staff members may post and remove banners, posters, flyers, and other printed materials in the residence halls. Residents are not permitted to post signs on the doors to their suites/apartments to solicit business for goods or services. The distribution of flyers or any other promotional materials within the residence halls and/or parking lots/decks is prohibited.

Advertisements from recognized student clubs/organizations may be submitted to the Office of Student Housing and Residence Life. Advertisements may be provided in one of the following quantities.

- one banner/poster for posting in each lobby area of the residence halls (6)
- one flyer/poster per residence hall floor (50) or
- one flyer (8½" x 11") per staff member (101)
  - Blazer Hall - 22 Flyers
  - Blount Hall - 12 Flyers
  - Camp Hall - 10 Flyers
  - Gold Hall - 24 Flyers
  - McMahan Hall - 21 Flyers
  - Rast Hall - 12 Flyers

Advertisements left with the Department that are beyond this number or in different forms risk being disposed of at the discretion of the Department. Student Housing and Residence Life may use discretion in what will be displayed, based on space in the buildings, posting them no sooner than two weeks before an event date and removing flyers with no end date after two weeks. Residents are encouraged to see the TV screens in the building lobbies for announcements and other postings.

During USGA elections, the Department will limit advertisements to one (1) flyer (8.5" x 11") per candidate/ticket, per residence hall (6 total), to be displayed in the building lobbies. Candidates must follow posting policies for campaign materials. All candidates should consult with the USGA advisor for posting regulations.

### *Room Temperature*

The temperature in Camp and Rast Halls are controlled through a central heating and cooling system. As a result of this system, there are times of the year that the building temperature can fluctuate depending on the outside temperature. Switching the system in the fall (from cooling to heating) and spring (from heating to cooling) will be changed in a time that is closely monitored by UAB Maintenance and The Office of Student Housing and Residence Life.

### *Service & Assistance Animals*

Because of the health and sanitation problems they pose, pets are not permitted in the residence halls, including fish, preserved specimen, and bones. Exceptions are granted for Assistance and Service animals registered through DSS.

If a student desires a service or assistance animal lives in Student Housing, the student should notify Disability Support Services within a reasonable amount of time (at least 60 days is preferred) before the desired move-in date so that Student Housing & Residence Life can best accommodate the student and the animal. If all other criteria are met, as set forth by DSS, the student will be asked to schedule a meeting with the Office of Student Housing & Residence Life to review the Assistance Animal Owner Agreement and Expectations. Students will also be asked to submit documentation to DSS from a licensed veterinarian dated within the last year, stating that the animal is in good health and has been immunized against diseases common to that type of animal.

Guest(s) of residential students who require an assistance animal should submit documentation, before their arrival, from a licensed veterinarian dated within the last year stating that the animal is in good health and has been immunized against diseases common to that type of animal. In addition, guest(s) must provide disability documentation that specifically addresses their need for an Assistance Animal. This information can be faxed or emailed to the Student Housing and Residence Life office at 205-975-7297 or [studenthousing@uab.edu](mailto:studenthousing@uab.edu). Once the supporting documentation has been submitted and reviewed by Disability Support Services personnel, the resident will be notified of the decision regarding their guest request.

Per the Fair Housing Act, Student Housing & Residence Life is not required to permit a service or assistance animal if the animal would pose a direct threat to the health and safety of others; would cause substantial physical damage to the property of others; would pose an undue financial or administrative burden or would fundamentally alter the nature of Student Housing & Residence Life's operations.

## Rules of Conduct:

- Animals must not be allowed to disrupt others or unduly interfere with the routine activities of others in the residence hall. No animal is allowed to become a nuisance to the members of the residence hall community. A nuisance is defined as but is not limited to excessive noise, physical harm to humans or other animals, destruction of property, and acts otherwise deemed by the Office of Student Housing and Residence Life. Animals attacking other animals or humans will not be tolerated. The matter will be referred for disciplinary action, and removal of the animal may be required.
- The owner is responsible for ensuring the animal is contained when the owner is not present during the day.
- Owners are responsible for proper clean-up and removal of waste. All cats must be litter box trained.
- Owners must ensure the animal is healthy, clean, and in a safe environment. Additional cleaning charges will be applied to the student's account for deep cleaning done by a professional cleaning company, including the cost of removing animal odors.
- Owners are prohibited from transferring control of the animal to another person. Animals may not be left overnight in UAB housing to be cared for by any individual other than the owner. If the owner will be absent from the residence hall overnight or longer, the animal must accompany the owner.
- Regardless of the circumstances, the animal owner is ultimately responsible for the actions of the animal. Owners are liable for any injury caused by the animal and any associated costs.
- Owners are liable for any damage caused by the animal beyond reasonable wear and tear and are responsible for any associated costs. Inspections of rooms and the assessment of damages will occur at least twice a year by Student Housing and Residence Life staff. Any pet supplies that obstruct the prompt and efficient completion of the maintenance will be moved and may or may not be moved back by a maintenance technician, depending on the nature of the repair.
- Owners must ensure animals are up to date on all flea, tick, and other pest preventatives. If fleas, ticks, or other pests are detected through inspection, UAB will treat the residence hall using a university-approved fumigation method. The owner will be billed for the expense of any pest treatment above and beyond standard pest management in the residence halls.
- Animals must stay in compliance with city, county, and state regulations regarding health, vaccination, and care. UAB has the right to request documentation of compliance with such regulations.

For additional information about requesting accommodations for an assistance or support animal, contact Disability Support Services at [dss@uab.edu](mailto:dss@uab.edu) or visit their [website](#).

## *Smoking*

UAB is dedicated to providing a smoke-free campus, both inside and outside of campus buildings. This includes all UAB residential facilities. Smoking (including, but not limited to, cigarettes, cigars, cigarillos, smokeless tobacco/chewing tobacco, vaping, electronic cigarettes, pipes, bidis, and hookahs) is not permitted in the residence halls, including balconies, vestibules, etc.

If a resident is found in violation of smoking on a balcony, the balcony door will be locked, and an administrative charge will be assessed to the resident(s)' student account for securing the door. The resident will also be referred to the conduct process. The door will remain locked until the resident(s) vacates the apartment. Hookahs and other smoking related paraphernalia may not be used for decoration in any residence hall space.

## *Solicitation*

Door-to-door solicitation is not permitted in the residence halls. The distribution of flyers or any other promotional materials within the residence halls and/or parking lots/decks without prior approval from the Department is also prohibited. If a resident encounters solicitor, the student should ask the solicitor to leave the building immediately, then contact a Student Housing staff member or the front desk.

## *Suicide Threats or Attempts*

Suicide is the leading cause of death of university students. Additionally, suicide, attempted suicide, and suicidal gestures have detrimental effects on residential life staff, the student of concern, and other students in the residential community. Student Housing and Residence Life strives to foster residential communities that are free from personal abuse, directed at oneself or others. Student Housing and Residence Life commit its resources to the following two-fold process: 1) to educate and promote discussion about self-abuse and violence and 2) to provide crisis intervention.

## PREVENTION

The goal of educational programming is to promote understanding concerning the dynamics of suicide and to recognize behaviors that may signal suicidal intent. Periodic programming will be provided regarding depression, general principles about mental health, stress, and related topics to student concerns. The educational programs will involve staff from the UAB Student Counseling Center, Wellness Promotion, Student Housing and Residence Life, and various other staff working with students in areas across campus.

#### **REPORTING**

Early identification of persons at risk for suicide is essential. Help should be sought when individuals are talking about suicide or have taken any actions that could be interpreted as leading to a possible suicide attempt. Residential students are asked to contact Residence Life staff if they are experiencing thoughts of suicide or know someone who is.

#### **PARENTAL NOTIFICATION**

Suicide ideation or attempt is considered an EMERGENCY EXCEPTION TO CONFIDENTIALITY. Appropriate family members will be contacted, if necessary. The Family Education Rights and Privacy Act provide for the release of normally protected student data when it's believed the student represents a health or safety risk to self or others.

#### **ATTEMPT OR IDEATION VIA ELECTRONIC DEVICE**

In instances where students communicate suicide ideation or attempt via an electronic device (i.e., text message, social media, etc.) a Student Housing and Residence Life professional staff member will attempt to call the student on the number that was used to make the threat, or the number listed on the student's emergency contact card.

If the student does not answer or does not call back within 5-7 minutes, the Director of Community Standards and Student Accountability (or designee) or the Director of Residence Life (or designee) may contact the student's emergency contact as indicated on the Student Housing and Residence Life emergency contact card.

When learning a student is threatening or attempting suicide:

1. Emergency/Immediate Threat: Contact UAB PD (205.934.3535) to dispatch assistance as appropriate.
2. Non-Emergency/Non-immediate Threat: Contact any member of the Student Housing and Residence Life Staff and the UAB Police Department (205.934.4434)
3. The University Police Department will write a police report and:
  - a. Contact the on-call member of the Crisis Response Team.
  - b. Complete an involuntary emergency transport to the hospital (dependent upon the situation).
4. The family of the student who threatened or attempted suicide may, depending on the severity of the incident, be contacted by the Director of Community Standards and Student Accountability (or designee) at the appropriate time. Support will be rendered to the family members and significant others as needed.
5. A student who has attempted suicide will be required to provide a release to the Director of Community Standards and Student Accountability from a mental health provider before returning to campus.

#### ***Title IX & Sexual Misconduct***

The University of Alabama at Birmingham is committed to providing an environment for employees, students, and campus visitors that is free from illegal harassment based on race, color, religion, ethnicity, national origin, sex, sexual orientation, age, disability, or veteran status. The University will not tolerate and will take action against individuals who retaliate against individuals who report violations of this policy or participate in investigations related to such policy violations.

Any student or applicant who has concerns about gender discrimination or sexual harassment, sexual assault, or sexual violence is encouraged to seek the assistance of the Title IX office.

**Sexual Misconduct:** any physical contact or other non-physical conduct of a sexual nature in the absence of clear, knowing, and voluntary consent, but not limited to:

- A. Non-consensual sexual intercourse, defined as any sexual penetration (anal, oral, vaginal), however slight, with any body part or object, by any person upon another person that is without consent and/or force.
- B. Non-consensual sexual contact, defined as any intentional sexual touching, however slight, with any body part or object, by any person upon another person that is without consent and/or by force.
- C. Sexual exploitation, defined as taking non-consensual, unjust or abusive sexual advantage of another for their own advantage or benefit, or to benefit or advantage anyone other than the one being exploited.
- D. Sexual harassment of any person, defined as unwelcome, gender-based verbal or physical conduct that is sufficiently severe, pervasive and objectively offensive that it unreasonably interferes with, limits or deprives someone of the ability to participate in or benefit from the University's educational program and/or activities and is based on power differentials, the creation of a hostile environment or retaliation.

Student Housing and Residence Life encourages students who have experienced sexual misconduct to report what occurred so they can get the support they need, and the university can respond appropriately. The Residence Life Staff (including Resident Assistants) has been trained to initially respond to incidents of sexual misconduct. Due to the nature of

the job responsibilities of the Residence Life staff, all incidents of sexual misconduct will be reported to the UAB Title IX Office.

For more information regarding Title IX, reporting protections, to report an incident, and to find resources available for those affected by sexual misconduct, please refer to the UAB Title IX office website at [www.uab.edu/titleix/](http://www.uab.edu/titleix/).

### *Vandalism*

There is no acceptable excuse for damaging, altering, replacing, or removing University or another's personal property. Any resident who commits an act of vandalism will be charged for the damage and will face strict disciplinary action, up to and including dismissal from the residence hall.

### *Visitation Policy*

Visitors are permitted in the residence halls 24 hours a day. All residence halls have 24-hour desk coverage. Residents must sign in visitors at the front desk of each residence hall. Proper sign-in for all residence halls includes room number and name of the resident, name of the visitor, and arrival and departure time. Visitors and residents must present a university ID or valid photo ID with the date of birth to the staff person on duty at the front desk when signing in. Each visitor must be signed in every time the student enters the hall and Residents must always accompany their visitors.

Residents are limited to no more than four (4) guests checked in at one time. The Office of Student Housing and Residence Life reserves the right to further limit the number of guests each resident, apartment, and/or suite can entertain at a time.

Residents who entertain visitors are expected to maintain standards of appropriate, group-living behavior. All visitors must obey all Student Housing and University rules and regulations. Residents are responsible for the conduct of their visitors. Residents must inform visitors of pertinent residence hall policies and procedures, and they must always accompany visitors. A roommate's right to privacy will take priority over the privilege to entertain a guest.

### **Overnight Guest Policy**

Each resident may have five (5) overnight guests in a calendar month. An overnight guest is defined as a guest checking into the building between 1 - 6 am.

#### *STUDENT HOUSING OVERNIGHT REQUEST PROCESS*

- Overnight Visitation requests **MUST** be submitted **no later than 48 hours** of the desired date of request
- Occupants (roommates) have the right to deny an overnight request
- The student requesting an overnight guest must inform roommate(s)/suite(s) that an e-mail request will be coming their way and be on the lookout for it.
- Residents without roommates must still submit an overnight guest request and are limited to the same number (5) of overnight guests per calendar month.

A student requesting an overnight visitor must submit their request via the overnight request form in MyHousing. All occupants who live within the student's room/apartment/suite (roommate/suite(s)) will be notified and asked to approve the request.

An overnight visitation request **IS NOT APPROVED** until all occupants in the room/apartment/suite have approved the request. Once all occupants have followed the instructions in the notification email and have approved the overnight request, the overnight guest will be officially approved. The student will receive an approval email, which the student must show to the residence hall front desk staff when signing in an overnight guest.

### **Cohabitation**

Cohabitation is not permitted in the residence halls. Cohabitation is defined as visitors residing with a resident in excess of the five (5) allowed nights in a calendar month. Any resident found having an individual (other than roommates assigned by the Office of Student Housing and Residence Life) living with them is subject to immediate eviction.

The Office of Student Housing and Residence Life reserves the right to distinguish visitors from residents. Residence Life Staff are permitted to enter resident rooms/suites to perform a Health and Safety Check if a violation of the visitation policy is suspected. Student Housing reserves the right to impose further restrictions through the conduct process for actions and patterns of behavior that follow these policies but still disrespect the rights of a roommate(s).

### **Underage Guests**

For the safety and security of small children and the privacy of the residents, **persons under the age of 16 are only permitted in the residence halls for a maximum of 4 hours between the hours of 10:00 AM and 8:00 PM.** All underage guests **must be accompanied and supervised by a nonresident parent or guardian 21 years of age or older for the duration of their visit.** If a resident is planning to have an underage guest, they must fill out the Underage Guest Form. Residents can fill out this form at the front desk of their respective residence hall. The Underage Guest Form should be completed and approved before the underage guest's arrival, when practical. **Under no circumstances will an underage guest be permitted to stay overnight in the residence halls.** The parent or guardian of an underage guest may request



an extension of the hours or time limitations for visits by contacting the Director of Residence Life in advance of the visit. Such requests will be granted only in limited circumstances, based on the need and reason for the visit

### *Windows/Balconies/Roofs*

Residents residing in areas that have balconies are expected to keep them clean and orderly at all times. University furniture is not permitted on the balcony. Balconies cannot be used for storage. Grills, lighter fluid, and charcoal are not permitted in the residence halls and cannot be used or stored on balconies or in the resident's room. Residents can use the university-provided grills located at the Rast/Blount gazebo. Because of the potential of serious injury, throwing, pouring, or dropping objects or substances from the balcony, windows, or roof is strictly prohibited. Residents are required to maintain reasonable levels of noise when using their balcony so as not to disturb others.

As a safety feature, certain windows in the apartments have been equipped with devices to limit the distance they can be opened. It is vital that these clips not be removed or altered. Removal will result in a replacement charge. Screens and blinds must not be removed. Displays of any form of window covering may not be placed between blinds and windows or hung outside the window. The Office of Student Housing and Residence Life reserves the right to require residents to remove anything not conducive to an educational environment and to define what is conducive to an educational environment. The throwing of objects, including trash, from windows is strictly prohibited. Failure to comply will result in disciplinary action.

Improper use of the balconies/windows (i.e., climbing over balconies, smoking, loud noise or music disturbing others, throwing objects, displaying unapproved banners, or storing trash, debris, paper products, or University property) will result in locking the door/window(s). Also, an administrative charge of \$200.00 will be assessed to the resident(s)' student account to defray the expense of securing the door/window(s), as well as referral to the Student Housing conduct process. Unless a responsible party is identified, charges will be divided equally among the resident(s) of the suite/apartment. The door will remain locked until the resident(s) vacates the apartment. Please report any dangerous behaviors or concerns for a person's well-being to your Residence Life staff immediately.

## Campus Services

### Disability Support Services

Disability Support Services (DSS) is located in Hill Student Center. DSS serves as the central campus resource for students with disabilities. The main purpose of DSS is to provide a physically and educationally accessible environment that ensures that the individual is viewed on the basis of ability, not disability. For more information, please contact DSS at 934-4205 (voice) or 934-4248 (TDD).

### One Stop

The One Stop aims to be every student's first stop for information and assistance regarding financial aid, registration, and student account. Students can contact the One Stop on the first floor of the HSC, Monday through

Thursday, 8:00 A.M. -5:00 P.M., and Fridays 9:00 A.M. – 5:00 P.M.

Students can also call, email, or visit the One-Stop website: **(205) 934-4300, toll-free at (855) UAB-1STP (822-1787), [onestop@uab.edu](mailto:onestop@uab.edu), <https://www.uab.edu/students/one-stop>.**

### Student Counseling Services

Student Counseling Service (934-5816), located in the Student Health & Wellness Center, can provide students with confidential counseling, educational materials, and a variety of programs focusing on overall health. The Center's philosophy comes from a personality model that identifies five dimensions of optimal health: physical, emotional, social, intellectual, and spiritual. The Office of Student Housing and Residence Life and the Student Counseling Services believes that wellness is dependent on a conscious commitment to grow and seek improvement in all of these areas.

### Wellness Promotion

Wellness is primarily being in good physical and mental health. Because mental health and physical health are so closely linked, problems in one area can impact the other. At the same time, improving your physical health can also benefit your mental health and other life domains, and vice versa. It is important to be aware that wellness is an intentional, ongoing, and holistic approach to making healthy life choices.

Wellness Promotion is committed to equipping and empowering students with the information and resources needed to achieve healthy and balanced lifestyles. Located within the Student Health & Wellness Center, the mission of Wellness Promotion is to provide students and the UAB campus with programs, education, and resources toward personal wellness.

### Student Health Services

Residents who participate in optional Student Health Services or who have major medical insurance through Viva Health Optional Student Health Plan may schedule appointments through UAB Student Health Services at 1714 9<sup>th</sup> Ave South, 934-3580, or online at [uab.edu/studenthealth](http://uab.edu/studenthealth).

Office hours are Monday through Thursday, 8:00 AM – 5:00 PM, and Friday 8:00 AM – 4:30 PM (closed daily 12:00 PM to 1:00 PM). On evenings, weekends, and holidays, when Student Health Services is closed, residents participating in Optional Student Health or who have major medical insurance through Viva Health Optional Student Health Plan may contact the physician on call for Student Health (instructions on how to reach the physician on call may be obtained by calling 934-3580); or for emergency services, go to the UAB Hospital Emergency Department located on 18<sup>th</sup> Street South between 5<sup>th</sup> and 6<sup>th</sup> Avenues. (Students should consult their insurance policy for specific coverage.)

There are several clinics in the area, including UAB Medicine Urgent Care, 125 20<sup>th</sup> Street South, 205-801-5251, that are available to treat illnesses. Some of the clinics require appointments, and some see patients as necessary. Consult the Yellow Pages for a complete listing of clinics. (Residents should consult their individual policy for coverage of outpatient care). Residents who have no insurance coverage may use the services available through Cooper Green Hospital, 1516 6<sup>th</sup> Avenue South, 930-3200.

UAB HEALTHFINDER- 934-9999, is a service available to UAB students who need assistance in locating suitable health care. Regardless of health coverage, the qualified attendant will assess needs, including urgency, and make an appropriate referral. The hours available are Monday through Friday, from 8:00 AM – 5:00 PM.

### University Recreation

UAB University Recreation (URec) provides fitness, wellness, and recreational opportunities for the UAB community and beyond. URec makes this possible by offering a variety of fun programs and quality services within state-of-the-art facilities. The Campus Recreation Center gives UAB Students and URec members the opportunity to access a large aquatic center, fitness center, studio space, indoor 36-foot-high climbing wall, four gym courts, multipurpose gym, four racquetball courts, squash court, and indoor track. URec also offers over 50 Group Exercise classes each week, massage therapy, fitness and health assessments, personal training and so much more. All of this is located in the heart of UAB's campus.

## Important Dates

<b>Fall 2024</b>	
Classes Begin	August 26
Last Day of Classes	December 6
Final Exams End	December 13
Last Day to Move-Out for Fall 2024	December 14
<b>Spring 2025</b>	
Classes Begin	January 13
Last Day of Classes	April 25
Final Exams End	May 2
Move-Out	24 hours after last final exam
Residence Halls Close/ Deadline to Move Out	Sunday, May 4 at noon
<b>Summer 2025</b>	
<b><i>Summer 14 Week Session</i></b>	
Classes Begin	May 12
Last Day of Classes	August 8
Final Exams End	August 15
Move-Out	24 hours after last final exam
Final Deadline to Move Out	August 16
<b><i>Summer May Session</i></b>	
Classes Begin	May 12
Last Day of Classes	May 29
Final Exams End	May 30
Move-Out	24 hours after last final exam
Final Deadline to Move Out	May 31
<b><i>Summer 10-Week Session</i></b>	
Classes Begin	June 2
Last Day of Classes	August 8
Final Exams End	August 15
Move-Out	24 hours after last final exam
Final Deadline to Move Out	August 16
<b><i>Summer A Session</i></b>	
Classes Begin	May 12
Last Day of Classes	June 25
Final Exams End	June 27
Move-Out	24 hours after last final exam
Final Deadline to Move Out	June 28
<b><i>Summer B Session</i></b>	
Classes Begin	June 30
Last Day of Classes	August 13
Final Exams End	August 15
Move-Out	24 hours after last final exam
Final Deadline to Move Out	August 16

## Important Contact Information

Residence Life Coordinators		Residence Hall Front Desks	
Blazer Hall	996-6715	Blazer Hall	996-5710
Blount Hall	934-3735	Blount Hall	934-6228
Camp Hall	975-4018	Camp Hall	934-5062
Gold Hall	975-4946	Gold Hall	996-0401
McMahon Hall	975-4571	McMahon Hall	975-4586
Rast Hall	975-3797	Rast Hall	975-3798
Campus Offices			
AskIT	996-5555	<a href="#">AskIT Website</a>	
Blazer Kitchen at Hill Student Center	975-9509	<a href="#">Blazer Kitchen HSC Website</a>	
Bookstore	996-2665	<a href="#">UAB Bookstore Website</a>	
Campus Dining	996-6567	<a href="#">Campus Dining Website</a>	
Community Standards & Student Accountability	996-1512	<a href="#">CSSA Website</a>	
Disability Support Services	934-4205	<a href="#">Disability Support Services Website</a>	
Safety Escort Service	934-8772	<a href="#">Safety Escort Website</a>	
Financial Aid Office	934-8223	<a href="#">Financial Aid Website</a>	
Graduate School	934-8227	<a href="#">Graduate School Website</a>	
Lister Hill Library	934-2230	<a href="#">UAB Libraries Website</a>	
Lost and Found (University Police)	934-4649		
Motorist Assistance Roadside Service (MARS)	975-6277	<a href="#">MARS Website</a>	
Mervyn Sterne Library	934-4338	<a href="#">UAB Libraries Website</a>	
One-Stop Student Services	934-4300	<a href="#">OneStop Website</a>	
Rape Response	323-7273	<a href="#">Crisis Center Website</a>	
Student Accounting	934-3570	<a href="#">Email Student Accounting</a>	
Student Assistance and Support	996-9509	<a href="#">Student Assistance and Support Website</a>	
Student Counseling Services	934-5816	<a href="#">Student Counseling Services Website</a>	
Student Health	934-3580	<a href="#">Student Health Services Website</a>	
Student Involvement and Leadership	934-4175	<a href="#">Student Involvement and Leadership Website</a>	
Transportation Services	934-3513	<a href="#">Transportation Website</a>	
TRIO Academic Services	934-2729	<a href="#">TRIO Website</a>	
UAB Career Center	934-4324	<a href="#">Career Services Website</a>	
UAB Police (non-emergency)	934-4434		
UAB Police (emergency)	934-3535		
UAB Police Housing Precinct	996-0411		
Undergraduate Admissions	934-8221	<a href="#">Undergraduate Admissions Website</a>	
University Recreation	934-8224	<a href="#">University Recreation Website</a>	
Veterans Services	934-8115	<a href="#">Veterans Services Website</a>	

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