



The Handbook for Residential Living:
**A Guide to Living &
Learning on Campus**

EXPECTATIONS AND POLICIES

2022-2023

This Book Belongs to:

ROOM #: _____

MY RA IS: _____

PHONE #: _____ ROOM #: _____

EMAIL: _____

MY RD IS: _____

PHONE #: _____ ROOM #: _____

EMAIL: _____



Belmont University • 1900 Belmont Boulevard • Nashville, TN 37212 • belmont.edu



@belmontadmissions



@belmontuniv



@belmontu



/belmontuniversity



/belmontu

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BELMONT UNIVERSITY MISSION

MISSION

We are a Christ-centered, student-focused community, developing diverse leaders of purpose, character, wisdom and transformational mindset, eager and equipped to make the world a better place.

VISION

To be the leading Christ-centered university in the world, radically championing the pursuit of life abundant for all people.

ASPIRATIONAL AIM FOR 2030

To be widely recognized as the leading Christ-centered university in the world, known for:

- Forming diverse leaders of character
- Equipping people to solve the world's complex problems through teaching, research and service
- Being radical champions for helping people and communities flourish

FIVE STRATEGIC PATHWAYS TO ACHIEVE THE ASPIRATIONAL AIM

1. Be the model for whole person formation, to teach and develop people of character, purpose, wisdom and transformational mindset.
2. Lead the way in data-informed social innovation to enable regions to thrive.
3. Champion an integrative approach to achieve better health and well-being for all.
4. Embrace hope and inclusive excellence to help reweave the social fabric.
5. Amplify storytelling to inspire the world with messages of truth, beauty and goodness.

RESIDENCE LIFE MISSION AND VISION STATEMENT

VISION

The Department of Residence Life at Belmont University is committed to fostering a Christian community that encourages students and staff to focus on personal and spiritual growth, as well as individual, communal and civil responsibility within an educational and purposeful living experience.

MISSION

Community Responsibility

- We promote respect for all people and property, as well as the rights and responsibilities of all individuals within the community.
- We serve as resources, committed to honest and effective communication with students, parents, alumni, colleagues and members of the greater community surrounding Belmont.

Challenge/Support

- We seek to provide a vibrant community rich with opportunities for both personal and professional growth emphasizing compassion, accountability and the development of the individual.

Commitment to Quality

- We value qualitative interactions, a timely response and a positive professional attitude in both individual and collaborative work.
- We seek to advance our work as representatives of the values and mission of Belmont University and the Student Affairs Division through authentic and consistent relationships.

Personal Development

- We seek to empower students to make successful personal and professional transitions.
- We foster a community that promotes an excitement for learning while encouraging respect for oneself and others.
- We strive to create an environment that will culminate in self-discovery and a strong sense of personal and community identity.

Service-Motivated

- We seek to serve students and our peers through respect, compassion and understanding guided by Belmont University's values, standards and expectations.

Spiritual Education and Integration

- We are committed to the development of a vibrant and dynamic Christian community upholding our dedication to the Christian values basic to personal growth and spiritual fulfillment.
- We commit to foster an environment open to the free exchange of spiritual ideas in the context of Christian education.



BELMONT UNIVERSITY COMMUNITY COMMITMENTS

Belmont University's success in achieving its mission and vision is highly dependent on the quality of the community it creates among its participants. Its high aspirations for students' experience and development rest upon and are reflected by high aspirations for individual and community interactions throughout University life. As part of the overall Code of Conduct, five commitments undergird the institution's policies and inform its expectations for members of the University community; these five commitments are: Individual Worth, Personal Integrity, Critical Thinking, Self-Control and Community Responsibility.

Students' behavior is expected to model these commitments. Each student's enrollment and participation in University life is conditioned upon behavior that is consistent with these commitments. Students who engage in behavior that betrays the University's Community Commitments or fails to conform to the policies based on them will be subject to disciplinary action. Refer to the jurisdiction statement under the Adjudication Process section of The Bruin Guide for the full extent to which student behavior may be addressed.

COMMUNITY COMMITMENTS

Individual Worth

The Belmont community is committed to the dignity and worth of every individual, recognizing that each person is unique and possesses both rights and responsibilities. This commitment to individuals' worth is expressed through respect for differing opinions, attitudes and cultures and fair and just treatment for all. Further, civil communications, interactions and resolutions of disagreements are essential to the recognition of another's dignity and worth.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: physical abuse, threats, intimidation (verbal or otherwise), harassment, hazing, coercion and/or other conduct that threatens or endangers the welfare, dignity or worth of any person.

Personal Integrity

The Belmont community is committed to personal integrity as the foundation of University life and the cornerstone of a premier educational experience. Mutual trust among its members is essential to scholarship and prerequisite to effective interactions and operations throughout the University.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such

behaviors include, but are not limited to: cheating; plagiarism; forgery; deliberate deception; furnishing false information; alteration or misuse of any official document, record or instrument of identification; abuse of computing resources and/or other conduct that betrays, impairs or diminishes trust among members of the University community.

Critical Thinking

The Belmont community is committed to the pursuit of truth and the communication of knowledge. It encourages individuals to develop the ongoing capacity for critical, independent thinking and judgment, both inside and outside the classroom. It affirms the individual's right to teach and to learn, and his/her responsibility to prepare adequately.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: disruption or obstruction of teaching, research, convocation, campus life programs and events, residential education, administration, disciplinary proceedings and/or other University activities including public-service functions or authorized non-University activities occurring on University premises.

Self-Control

The Belmont community is committed to self-control and to individuals' accountability for the effects their behaviors have on themselves and others. This recognition of personal responsibility prepares all individuals to develop intellectually, spiritually, socially, emotionally and physically.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: smoking, sexual conduct, failure to comply with University officials, infringing on others' use or enjoyment of university property or activities, violations of University policies regarding alcohol and drugs and/or acts that elevate individual desires or impulses to the detriment of others.

Community Responsibility

The Belmont community is committed to its students successfully living and learning together and to maintaining respectful interactions with individuals in the communities beyond our campus. For this reason, students are called to respect the rights and properties of others. Students are also expected to comply with the laws of society and the just administration of those laws. Finally, the University encourages responsible citizenship, service and stewardship of its resources.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience will be free from behaviors that compromise this commitment. Such

behaviors include, but are not limited to: gambling; attempted or actual theft; possession of stolen items; damage to public, private or personal property; unauthorized possession, duplication or use of keys to any University premises; unauthorized entry or use of University premises; disruptions of the residential living; visitation violations; fire hazards; tampering with security equipment; pets; encouraging prohibited behaviors or illegal acts and/or illegal or unauthorized possession of firearms, explosives, knives of unlawful length or other weapons or dangerous chemicals on University premises. In addition, students are expected to comply with all University policies, as well as with federal, state and local laws.

COMMUNITY COMMITMENT PLEDGE

Upon matriculating to Belmont, students pledge the following:

“As a member of the Belmont University community, I commit myself to affirm individual worth, uphold personal integrity, apply critical thinking, practice self-control and accept community responsibility. In committing myself to these principles, I agree to exemplify behavior which is consistent with the University’s Code of Conduct.”

BELMONT UNIVERSITY CONDUCT POLICIES

Based on these Community Commitments, Belmont University has developed policies to assist its members in understanding what is expected of them, and to assist the community at large in operating more smoothly, effectively and safely. Knowledge of these policies and/or expectations is the student’s responsibility and will enable her/him to navigate successfully within the University community. For more information on these policies, please review the Bruin Guide. The Bruin Guide is available online at belmont.edu/bruinguide.



RESIDENCE LIFE STAFF

The Residence Life program is a vital component of student life. Residents are supported and assisted by numerous professional and paraprofessional staff members, most of whom live on campus. Following is a brief description of the roles and responsibilities of the Residence Life staff members who are available to assist you.

ASSOCIATE DEAN OF STUDENTS FOR COMMUNITY LIVING & HOUSING:

The Associate Dean is a full-time professional staff member who oversees all of the functions of residential life on campus. They supervise the Assistant Directors and deal with strategic planning for the department.

ASSISTANT DIRECTORS OF RESIDENCE LIFE:

The Assistant Director is a full-time professional staff member who supervises the Residence Directors assigned to each complex but are also available to assist students with concerns.



RESIDENCE DIRECTORS (RDS): The Residence Director is a full-time professional staff member responsible for the general supervision and management of their assigned residence hall or apartment complex. Residence Directors live in their respective areas and are available to assist students with various academic, personal and social concerns. The Residence Director also supervises the Resident Assistants assigned to each complex.

RESIDENT ASSISTANTS (RAS): One of the first staff members you will meet is the Resident Assistant. RAs are assigned to each residence hall floor/apartment area and live with the students in the building/complex. The RAs are upperclass students who have been carefully selected for their commitment to helping and advising their peers. Each RA is trained in assisting and/or referring students with academic and personal concerns. The RA assumes many roles such as resource, consultant, program/activity coordinator, residence educator and community leader. The RA assists residents in planning, organizing and coordinating a variety of activities and educational programs designed to provide a positive, fun and educational environment in the residence halls and apartment complexes. The role of the RA is not to police the residence halls/apartment complexes but rather to respond to incidents and issues that create problems and challenges for the community. RAs ensure that University policies, regulations and community standards are upheld within the communities and assist residents in responding to conflicts, personal issues and disagreements that might arise. The RA works to build a cohesive community where individual residents will feel comfortable, valued and respected. Most importantly, the RA will strive to build a community everyone is proud to call home.

RESIDENCE LIFE STAFF: Residence Life (located on the ground floor of Wright Hall) is staffed by the Associate Dean of Students for Community Living and Housing, three Assistant Directors, an Office Manager, a Billing and Assignments Assistant and several student support staff members. These people are available to assist students and parents with concerns, issues or questions.

RESIDENCE LIFE STAFF DIRECTORY

RESIDENCE LIFE

1900 Belmont Boulevard, Nashville, Tennessee 37212-3757

615.460.5802 • Hours: 8 a.m.–4:30 p.m. (Monday–Friday)

Associate Dean of Students for Community Living & Housing	Dr. Anthony Donovan
Office Manager	Hannah Liles
Billing & Assignments Assistant	Kandra Merriweather
Assistant Director of Residence Life.....	Shelby Trice
Assistant Director of Residence Life.....	Cady Tice
Assistant Director of Residence Life.....	Danny Roselli
Residence Director (central office).....	Lauren Smith

FRESHMAN RESIDENCE HALLS | 2022–2023 RESIDENCE DIRECTORS

Hail Hall • 615.460.2296	Katie Masters
Heron Hall • 615.460.2295	Avery Smith
Kennedy Hall • 615.460.8817.....	Hannah Hanson
Maddox Hall • 615.460.2002	Mattison Chase
Potter Hall • 615.460.8601.....	Chad Clark
Patton/Bear House • 615.460.8604	Shelby DeLay
Pembroke Hall • 615.460.2301.....	Griffin Gardner
Wright Hall • 615.460.2198	Olivia Certain

UPPERCLASSMAN COMPLEXES | 2022–2023 RESIDENCE DIRECTORS

Belmont Commons • 615.460.2587	Brent Liles
Horrell Hall • 615.460.8721.....	Katherine McCann
Dickens Hall • 615.460.8701.....	Zachary Short
Lower Hillside (Bldg. 1, 2 & 5) • 615.460.5302	Avery Goodwin
Upper Hillside (Bldg. 6–9) • 615.460.5303	Cody Cline
Thraikill Hall • 615.460.2903	Jordan Anderson
Russell Hall • 615.460.8745.....	Elisabeth Bordulis
Tall Hall • 615.460.2503.....	Jessup Peterson
Caldwell Hall • 615.460.2522	Jordan Cooper

RESIDENTIAL COMPLEX FRONT DESKS

Belmont Commons • 615.460.2586

Dickens Hall • 615.460.8700

Hail Hall • 615.460.5999

Heron Hall • 615.460.2200

Horrell Hall • 615.460.8720

Kennedy Hall • 615.460.8800

Patton/Bear House • 615.460.8605

Caldwell Hall • 615.460.2520

Pembroke Hall • 615.460.2319

Potter Hall • 615.460.8600

The Hillside • 615.460.5961

Thrailkill Hall • 615.460.2885

Tall Hall • 615.460.2500

Russell Hall • 615.460.8740

Wright/Maddox Hall • 615.460.2000



SELECT ACADEMIC CALENDAR DATES

FALL SEMESTER 2022

August 18-22	Move-in days
August 24	First day of classes
September 5	Labor Day (no classes)
October 17-18	Fall Break (no classes)
November 23-25	Thanksgiving Break (no classes)
December 7-8	Academic Preparation Days
December 9-15	Final Exams*
December 17	Residence halls close for Winter Break at 3pm

SPRING SEMESTER 2023

January 9	Residence halls re-open at 9am
January 11	First day of classes
January 16	Martin Luther King, Jr. Day (no classes)
March 6-10	Spring Break (no classes)
April 6-10	Easter Break (no classes; break ends at 4pm on April 10)
April 26-27	Academic Preparation Days
April 28-May 4	Final Exams*
May 6	Residence halls close at 6pm

*In anticipation of hall closing, residents should plan to be out of their residential assignment within 24 hours of their last final exam unless participating in commencement activities. Only specific complexes may be granted permission to reside on campus during winter break. Residents do not have to remove their belongings for Winter break, but they will have to fully move out and check out at the end of the spring semester. Campus housing is open for Fall and Spring break.

For the full academic calendar, visit belmont.edu/academic.



HOUSING OCCUPANCY AGREEMENT 2022-2023

This is an Occupancy Agreement made by and between the student whose name appears on the statement of confirmation of this agreement (“Student”) and Belmont University (“Belmont”). It grants to the Student permission to occupy a residence hall or apartment space on campus for a specific period of time. This agreement is not a lease. The Student is not a tenant. Living in campus housing is a privilege that is part of the overall educational experience provided by the university. Students who live on campus are expected to make a commitment to contribute positively to the campus community by abiding by the responsibilities outlined in this Agreement and all associated guidelines and policies. Signing this Agreement is a prerequisite to living on campus.

All full-time, undergraduate, degree-seeking, unmarried students (without children residing with them) are eligible to live in campus housing. Belmont University requires all full-time, undergraduate students and incoming full-time, undergraduate transfer students with fewer than 60 credit hours by the start of the fall semester to live in campus housing unless Student is: 1) 21 years of age or over by August 24, 2022; 2) married and/or has custodial children residing with him/her; or 3) lives with parents, legal guardians, grandparents, or siblings over the age of 25 while attending Belmont.

THIS AGREEMENT IS LEGALLY BINDING. It incorporates and supports policies stated in The Bruin Guide, Belmont University’s student handbook, as well as the contents of The Handbook for Residential Living booklet. If Student is under age 18, a parent or legal guardian must sign the Agreement confirmation, along with Student. Student will be held accountable for the information in this Agreement. Please read carefully before signing this Agreement.

AGREEMENT

- 1. License Granted.** Belmont University grants to Student a nonexclusive and nontransferable license to occupy the assigned campus housing space.
- 2. Term of License.** The term of this Agreement shall be August 19, 2022, at 8:00 A.M. or upon authorized check-in through 6:00 P.M., Saturday, May 6, 2023, or upon authorized check-out. If this Agreement is for occupancy of a space in a residence hall, this license will be temporarily suspended while residence halls close during Christmas Break (December 17, 2022, 12:00 pm through January 9, 2023, 10:00 a.m.). Belmont reserves the right to, in its sole discretion, suspend this Agreement if necessary to protect the health and safety of its students, staff, or faculty. In addition, Belmont may cancel this Agreement at any time if Student violates Belmont policy and rules as set forth in the Statement of Values or rules concerning occupancy of on-campus housing found in this Agreement, the Handbook for Residential Living, University Catalogue and

The Bruin Guide. These rules and policies are incorporated into this Agreement by reference. A grant of a license under the terms of this Agreement does not imply that Student has the right to occupy campus housing in the future.

- 3. *Housing Fee.*** Student agrees to pay housing fees each semester according to the payment policy in the Undergraduate Bulletin. Housing fees due for the Fall and Spring semesters are placed on Student's account upon registration for classes for that semester. The University reserves the right to remove Student from university housing for non-payment of Student's account of charges (including but not limited to: tuition, bookstore charges, parking fines and meal plan fees).
- 4. *Housing Application Fee (New Student).*** An enrollment deposit of \$250 is paid to Belmont upon confirmation of enrollment to the university. Of this enrollment deposit, \$100 represents Student's housing application fee. This is a one-time fee that remains on Student's account and is nonrefundable.
- 5. *Enrollment.*** As a condition of occupancy, Student agrees to register for and remain eligible to complete a minimum of 12 credit hours each semester during the term of this Agreement. Students drop below 12 credit hours of active study must appeal to the Associate Dean of Students, Director of Residence Life to remain in campus housing.
- 6. *Cancellation Policy for New Students.*** For purposes of this Agreement, New Student is defined as such until the last day of registration in his/her first semester at Belmont. If New Student meets housing exemption requirements outlined in the Introduction and wishes to cancel this Agreement, he/she may only cancel according to the following criteria:

A. *Cancellation for Fall or Spring.*

If written notice of cancellation for Fall or Spring semesters is received by Residence Life on or before August 1, 2022 for Fall and December 18, 2022 for Spring, this Agreement is canceled with full refund of housing charges. Any cancellation after the above mentioned dates will result in a cancellation fee of 25% of their room rate and after August 30, 2022 for Fall and January 18, 2023 for Spring the student is subject to the proration table below after the first day of classes. The university enrollment deposit of \$250.00 is nonrefundable regardless of the date of cancellation. Any cancellation after the last day for registration will be subject to the terms of the cancellation policy for current students.

7. Cancellation Policy for Current Students. For purposes of this Agreement, Current Student is defined as any student not fitting the definition of New Student (see section 6).

A. Cancellation for Current Students for Fall.

If Current Student, who meets housing exemption requirements outlined in Introduction, wishes to cancel this Agreement but intends to remain enrolled at Belmont or if cancellation is necessitated by one or more of the following events: graduation, withdrawal (not including involuntary withdrawal), or academic ineligibility, he/she may cancel agreement provided that written notification is received by the Office of Residence Life. After August 25, 2022, Current Student may only cancel for Fall by withdrawal. The table below outlines Current Student’s responsibilities based on the date written notification is received in the Office of Residence Life.

<u>Date</u>	<u>Fall Cancellation Policy</u>
4/3/22–5/31/22	\$800 cancellation fee and full refund of meal plan cost
6/1/22–8/30/22	Cancellation fee is 25% of your semester housing rate and full refund of meal plan cost
8/31/22–9/4/22	60% refund of housing and meal plan cost
9/5/22–9/11/22	40% refund of housing and meal plan cost
9/12/22–9/18/22	20% refund of housing and meal plan cost
9/19/22–	No refund

* Please note: This table is independent of the University’s refund table for tuition and other fees.

Any student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed. The \$100 Housing Application fee is nonrefundable.

If Current Student does not meet housing exemption requirements and intends to continue enrollment and chooses to vacate from his/her space, he/she will be responsible for all terms of this Agreement, including housing charges for the academic year.

B. Cancellation for Spring.

The term of this agreement includes the Spring semester. Belmont expects Student to complete the term of the agreement. However, Belmont may make the following provisions for cancellation of the agreement.

- If a Current Student wishes to cancel this Agreement for Spring semester without penalty, he/she may do so only if cancellation is necessitated by one or more of

the following events: graduation, voluntary withdrawal, participation in a Belmont program that requires Student to live away from the main campus for Spring semester, or academic ineligibility. Written notice of cancellation must be submitted by Student to Residence Life by December 17, 2022 and Student must be checked out of his/her space no later than December 17, 2022. Refer to v. of this same section for cancellations after December 17, 2022.

- No exemptions will be granted for the Spring semester to Students seeking an exemption based on age (21 years of age or over by August 24, 2022) or by earning 60 credit hours before the start of the Fall semester. Other exemptions may be granted by submitting a written request online through the MyBelmont Housing page by December 17, 2022. If approved, student must be checked out of his/her space no later than December 17, 2022.
- Student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed.
- **If Student initiates a cancellation, or is subject to an involuntary withdrawal after December 17, 2022 Student is subject to a cancellation fee of \$400.**
- Any cancellation not outlined in i. and/or after December 17, 2022 cancellation deadline will be subject to the proration table below. All cancellation requests must be submitted in writing to the Office of Residence Life. The table below outlines Current Student’s responsibilities based on the date written notification is received in the Office of Residence Life.

DATE

SPRING CANCELLATION POLICY

12/17/2022–1/8/2023	\$400 cancellation fee and full refund of meal plan cost
1/9/23–1/17/23	Cancellation fee is 25% of your semester housing rate and full refund of meal plan cost
1/18/23–1/22/23	60% refund of housing and meal plan cost
1/23/23–1/29/23	40% refund of housing and meal plan cost
1/30/23–2/5/23	20% refund of housing and meal plan cost
2/6/22–	No refund

* Please note: This table is independent of the University’s refund table for tuition and other fees.

- If Current Student does not meet housing exemption requirements and intends to continue enrollment and chooses to vacate his/her space, he/she will be responsible for all terms of this Agreement, including housing charges for the term of the Agreement.

8. Assignment of Campus Housing Spaces and Roommates. Unless prior arrangements for late occupancy have been made with the Office of Residence Life, failure of Student to occupy his/her assigned campus housing space by the first day of classes (August 24, 2022 for Fall or January 11, 2023 for Spring) may result in loss of the assigned space.

Belmont reserves the right to make housing and roommate assignments and to require Student to relocate within campus housing when assignments or relocations are necessary to carry out Belmont's educational and/or administrative purposes. This right to make alternate assignments and require relocations includes the authority to take such action as part of disciplinary sanctions. Nothing in this Agreement shall be interpreted to guarantee Student the right to live with a specific individual or to occupy a specific residential space. Occupancy of spaces by fewer or greater Students than the intended number requires the approval of Residence Life. Student is expected to only occupy assigned space. Any attempt to move a space other than Student's assignment will result in referral to the University judicial system. If one Student moves from his or her assigned space, the remaining Student(s) will maintain the space in a manner that would permit another Student to be assigned immediately. Belmont also reserves the right to assign Students to temporary accommodations in the event that occupancy is exceeded.

9. Meal Plan Requirement. All students living on campus are required to have a meal plan. All freshmen living in residence halls are required to purchase a minimum meal plan 14 meals a week. Upperclassmen students are required to purchase a minimum meal plan of 7 meals per week. Meal plans can be altered within the requirements until the last day to drop/add in the fall semester and after drop/add are unalterable for the rest of the academic year. Please choose carefully as Student will have to keep the same plan for the entire year; however, Student will be able to add additional Bruin Bucks at any point in the semester.

10. Inventory and Inspection. Belmont completes a "Room Condition Report" (RCR) prior to Student occupying an assigned residence hall or apartment space. The RCR notes the presence and condition of furnishings, fixtures, and equipment. In addition, any unusual damage or excessive wear to the space is noted. When Student moves out, Belmont completes a RCR that notes any damage or unusual wear to the furnishings, fixtures, equipment and premises. Cleaning charges are assessed if Student does not leave residence hall or apartment space in a condition allowing immediate occupancy.

11. Checkout. Student agrees to follow posted checkout procedures specific to his/her residential facility. Belmont reserves the right to require students to move from their residence within 24 hours of Student's last final exam at the end of each semester, or 6:00 pm May 6, 2023, whichever occurs first.

If Student withdraws from Belmont prior to the expiration of the term of the agreement, Student agrees to notify Residence Life in writing of withdrawal and complete proper checkout procedures with the Residence Director of Student's facility within 48 hours of withdrawal from Belmont. Failure to check out within 48 hours of withdrawal or expiration of the license term will result in a \$100 per day late charge for each day. Any belongings left after this time period will be packed up and shipped to the student address on file with the University. Student will be responsible for all costs associated with the removal of personal belongings remaining in the space.

Students removed from Belmont Housing for disciplinary reasons will be required to complete proper checkout procedures within 48 hours following termination of this agreement. Failure to checkout by Student will result in a charge to change the lock on Student's former residential space based on current lock change rates. Any belongings left after this time period will be packed up and shipped to the student address on file with the University. Student will be responsible for all costs associated with the removal of personal belongings remaining in the space.

In the event of a university mandated removal from housing (excluding disciplinary reasons), with the approval from Residence Life, the student may request additional up to 2 weeks from the date of the notice to remove their belongings from their residential space. This only applies to their belongings; the student will not be able to live in the hall during this time. Any belongings left after this time period will be packed up and shipped to the student address on file with the university. Student will be responsible for all costs associated with the removal of personal belongings remaining in the space.

12. Furnishings, Additions and Alterations. Student agrees not to alter, remove, trade, or exchange any furnishings, fixtures, or equipment owned by Belmont located in Student's residence hall or apartment space or complex. Student shall make no alterations or additions to residential space(s).

13. Entry and Inspection. Belmont reserves the right to enter and inspect Student's campus housing space for reasons including, but not limited to: 1) investigating suspected illegal activity or violations of Belmont policy or regulations, 2) assessing conditions that pose potential threat to the health or safety of campus housing residents, 3) performing maintenance/facility management duties.

- 14. *Personal Property.*** Belmont assumes no responsibility for, and does not insure against the loss, theft, damage or destruction of, any of Student's personal property. Student is encouraged to carry personal property or renter's insurance. In addition, Belmont assumes no responsibility for any personal property (i.e. clothes, furniture, audio/video equipment, etc.) remaining in the housing space after the termination of this Agreement by Student or Belmont. Abandoned personal property will be disposed of at the sole discretion of Belmont, at Student's expense.
- 15. *Guests.*** Student is responsible for the actions of his/her guests while on Belmont's premises, including adherence to Belmont policies. Student is prohibited from accepting payment of any kind in exchange for use of Belmont premises by a guest, either directly or through an online platform such as Airbnb or Couchsurfing.
- 16. *Expenses of Enforcement.*** Student agrees that if it becomes necessary for Belmont to take action to enforce the terms and conditions of this Agreement, Student will pay all costs and expenses (including attorneys' fees) and any fines associated with its enforcement.
- 17. *Nondiscrimination.*** Belmont University is a Christian community. The University faculty, administration, and staff uphold Jesus as the Christ and as the measure for all things. As a community seeking to uphold Christian standards of morality, ethics, and conduct, Belmont University holds high expectations of each person who chooses to join the community. In compliance with federal law, including provisions of Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, Sections 504 of the Rehabilitation Act of 1973, Belmont University does not discriminate on the basis of race, sex, color, national or ethnic origin, age, disability, military service or sexual orientation in its administration of education policies programs or activities; its admissions policies; or employment. Consistent with applicable civil rights law, the University seeks employees of Christian faith who are committed to the mission of the University. The University has appointed the director of the Office of Human Resources to serve as coordinator of compliance with Title VII and IX issues and questions for staff and faculty. The Director of Title IX Compliance and Prevention Programs serves as coordinator of compliance for Title IX issues and questions for students.
- 18. *Assignment.*** Student may not transfer or assign the rights and interest granted by this Agreement to any other person.

GETTING SETTLED

FRONT DESK OPERATIONS

Each residential community's lobby or clubhouse has a front desk staffed by a Resident Assistant or Desk Assistant. This desk worker is responsible for monitoring visitation, answering questions and providing other support to visitors, students and residents. The front desk hours of operations are as follows:*

Upperclassman Complexes

10 a.m.–11 p.m. • Sun–Th

10 a.m.–1 a.m. • Fri & Sat

Freshman Residence Halls

Noon–11 p.m. • Sun–Th

Noon–1 a.m. • Fri & Sat

*May close early for special occasions, and/or during breaks

RA ON DUTY

Throughout the academic year there are Resident Assistants (RAs) on-call to provide assistance or support to residents. The RA on Duty is required to stay on campus and is on call from 6 p.m.–6 a.m. each night. The RA on Duty conducts rounds in their specific residential community and enforce policies in their residential communities to maintain the general welfare. If a resident cannot contact the RA on his or her floor or complex, the RA on Duty is available to help support the resident. Contact information for the RA on Duty will be posted each night at the front desk of each residential community's lobby or clubhouse. There is generally one RA on Duty in each complex. There is one RA on Duty in the North Lawn (Hail, Heron and Pembroke) and in Wright and Maddox.

ROOM CONDITION REPORT (RCR)

When you move into your residence hall room or apartment, a statement of the “condition at occupancy” is provided to you electronically. At that time, you are asked to note any discrepancies between the conditions noted on the Room Condition Report and those you actually find in your living space. You should be sure to note any discrepancies that you may find on your Room Condition Report in your Housing Portal through MyBelmont.

When you move out, the condition of your room will be compared with the information noted on your Room Condition Report. You are expected to return your room to its original, opening condition or to pay for damages which are present (beyond normal wear and tear) at checkout. Further, students are not allowed to repair significant damages to the room or make improvements. These should be left for Facilities to repair.

Since you are responsible for the condition of your living space, as well as its furnishings, it is most important that you tell appropriate staff (Resident Assistants or Residence Director) about damages at the time of their occurrence. This practice will be particularly important when you feel that the damage was not your responsibility.

FLOOR MEETINGS

For all students living on-campus, there will be mandatory floor meetings to attend each semester. The Resident Assistant of the hall or complex will notify all residents of a meeting a week or two in advance of the meeting time. Residents are expected to be in attendance at all meetings.

RAs conduct these meetings and provide residents with up-to-date information about living policies, contracts, housing draw and housing selection, Winter break closing, end of the year closing and other important information. Please plan on attending your hall's opening floor meeting which will take place prior to the first day of class (as listed on your Welcome Week schedule).

COMMUNITY COUNCILS

Community Council is a Residential Life governing body that allows students to improve the social, cultural, recreational and intellectual experience as it exists within their hall or apartment complex. Community Council seeks to support programs and activities that amplify residential living and provide recommendations to the Residence Director regarding policies related to residential matters. Members of the Community Council hold meetings regularly to organize opportunities that build community, to provide a forum for recommending improvements for their hall and to help communicate residence hall initiatives among the residents. Contact your RA for information about getting involved.

BLUE MOVING CART POLICY

Residence Life has a number of blue moving carts that are available for student use during designated move-in and move-out times. The use of these carts are restricted to students moving into, out of or among residence halls. Carts are not available throughout the year for other purposes. To use these carts, you must check them out at the front desk. If your move is happening in the middle of the semester, please contact your Residence Director to make arrangements to use a cart.

RESIDENCE LIFE EMPLOYMENT OPPORTUNITIES

As the largest student employer on campus, Residence Life offers several opportunities for you to earn money, all while developing work and leadership skills and enhancing your resume. There are three different positions available for students in Residence Life: Office Assistant, Desk Assistant and Resident Assistant. Visit jobs.belmont.edu for more information.

Office Assistant: Office Assistants are hired to work in Residence Life office on the ground floor of Wright Hall. Supervised by the Office Manager, Office Assistants help manage daily operations in the Office of Residence Life by answering phones, filing, preparing mail-outs and other administrative functions. Any student interested in working as an Office Assistant may contact the Office Manager at **615.460.5802**.

Desk Assistant: Desk Assistants are hired to work at each residential complex's front desk. Desk Assistants learn customer service and organizational skills while assisting residents with various questions, monitoring visitation, and performing other administrative tasks. Any student interested in working as a Desk Assistant in a residential area should contact the Residence Director of that complex.

Resident Assistant: The Resident Assistant position is one of the most unique student leadership opportunities on campus. The Resident Assistant lives on the floor or complex with residents and is hired to be a resource for the residents, do programming and community building and enforce University policies. Students who are interested in becoming a Resident Assistant are advised to begin talking with their RAs and RD in the fall to find out more about the position.

RESIDENTIAL KEY AND ACCESS AGREEMENT

Upon receipt of the key to my residential facility, I acknowledge my personal responsibility and compliance with the following safety policies. As a member of the Belmont University residential community, I understand that I am responsible for my own health and safety. Belmont has committed significant resources to establish a safe and secure campus environment. Card access permits a student to gain access only to his/her designated residential complex.

It is important for students to support the efforts for campus safety. In order to make Belmont residential communities as safe as possible, Residence Life has set the following expectations for campus residents. Violations of these may be processed through the University judicial system.

1. I agree to lock my residence hall/apartment door when I am not present.
2. I agree to immediately report the loss of my key(s) to Residence Life staff.
3. I agree not to loan or give my key(s) or Belmont University ID card to anyone, for any reason.
4. I agree to pay the cost of replacement for keys and locks should I lose my keys.
5. I agree not to prop open any outside entrance, lobby, stairwell or laundry room doors.
6. I agree to keep windows locked when my room/apartment is not occupied. I agree not to use windows as exits or entrances to any room.
7. I agree to report any suspicious person(s)/activities to the Office of Campus Security or a Residence Life staff member.
8. I agree not to activate a fire alarm or emergency alarm unless warranted by an emergency. I understand that this action is a prosecutable offense and will be addressed aggressively.
9. I agree not to leave guests unattended in my room/apartment.
10. I agree to abide by all Belmont University Residence Life policies and procedures that are found in the Housing Occupancy Agreement, The Bruin Guide (the student handbook) and The Handbook for Residential Living.

LIABILITY & RENTAL INSURANCE

The University is not responsible for personal property and is not liable for damages to students' property caused by vandalism, mischief or other students' negligence. The University is not liable for damages caused by electrical or mechanical failures or difficulties, or broken water pipes or flooding. Additionally, the University is not responsible for abandoned items and personal items left in common areas. Students are strongly encouraged to obtain insurance through their parent's or guardian's insurance company or purchase individual renter's insurance to cover possible losses. Coverage should include both losses of University property and losses of property owned by others, which a student may cause.

CHECKING OUT

MID-SEMESTER

If you are moving out of your residential room before the end of the semester, you must contact your Residence Director to arrange an official checkout time and room inspection. Please return your keys and remove all personal belongings from the room prior to checkout. Generally, room cost refunds are not available unless the Housing Occupancy Agreement covers an exemption.

MID-YEAR

Please note that the Housing and Meal Plan agreements you signed are for the entire academic year. Housing exemptions may not be requested mid-year, and meal plans may not be changed. Near the end of the Fall semester, students may have the opportunity to request a mid-semester assignment change based on available space. Watch your Belmont email for more information about this process.

Students who know they will not be returning to school for the Spring semester will need to arrange an official checkout time and room inspection with the Residence Director or Resident Assistant. They will provide you with the necessary paperwork and information to check out of your space efficiently. Students should not leave without filling out a University withdrawal form and completing a full checkout.

END OF YEAR

You should expect to check out 24 hours after your last final exam. You will receive written materials concerning checkout procedures closer to the end of the academic year. Any questions that are not clarified by the written materials should be directed to your Residence Director.

UNIVERSITY MAIL PROCEDURES

Students will no longer receive mail in their residence halls, and mailboxes located in residence hall lobbies will no longer be utilized. All mail and packages will be delivered to the on-campus Mail Center (the UPS Store located on the corner of 12th Ave S and Acklen Ave). The Mail Center is pleased to announce improvements in the student mail system effective Fall 2022. Belmont has installed a state-of-the-art mail locker system and acquired new mail/package tracking software. Each student will be assigned a unique “Bruin Mail Code” number that will remain for their entire residency. Students must address all mail/packages with their unique mail ID# using the following format:

Student Name/Bruin Mail Code

Belmont University

1900 Belmont Blvd

Nashville, TN 37212

Most student mail/packages will be sorted into lockers upon campus arrival and you will be notified via your Belmont email. The locker area in the mail center is accessible 24/7. (Not all packages/mail will be immediately available through the locker system.) Oversize packages will need to be picked up at the service window during normal UPS Store business hours once you receive that notification. Packages/mail will be held in the lockers for 48 hours after the student receives notification and after that will be available at the pickup window. Unclaimed mail/packages after 14 days will be returned to sender.

If you need summer storage, please visit www.premiercollegestorage.com for more information. If you have any questions about campus mail, please contact the Belmont UPS Store at **615.460.6638**

LIVING WITH A ROOMMATE

One of the most rewarding aspects of living on-campus is the opportunity to establish close friendships with people from a variety of backgrounds. Whether your roommate is a close friend from home or someone you are meeting for the first time, your roommate relationship can work and even be fun. For many, sharing a room is a new experience that may take some adjustment and compromise. To assist with this process, we require all freshmen to complete roommate agreements during the first couple weeks of classes using our online housing software called Roompact. By discussing the issues in the Roommate Agreement and completing it online, roommates will begin to develop the kind of relationship that is conducive to positive academic, community and personal growth. This process will also reduce or eliminate the possibility of conflict and increase communication between roommates. A step-by-step guide is included below.

- In your browser, type in www.roompact.com
- You will be prompted to type in your Belmont student email. After entering your email, enter your MyBelmont credentials when prompted in order to continue.
- When logging in to Roompact for the first time, you will be prompted to complete the Agreement Helper, which will ask you a series of questions. It is advised that you and your roommate fill out the agreement together, using one computer. Discussing and completing the Roommate Agreement in person is an important part of the process.
- After completing each question, you can review and modify your Agreement by clicking on the pencil icon on the right side of the term box.
- You can add additional custom terms that are specific to you and/or your roommate by typing in the text box at the top of the Agreement and clicking the green plus-sign button.
- After reviewing each term, you will sign and save your Agreement.
- At the bottom of the Agreement, a dialogue box will indicate that your roommate(s) have not signed yet. Click on the green button that says, "Yes, let my roommate sign, too!"
- Type in your roommates' Belmont email address and they will receive an email requesting them to sign the Roommate Agreement.
- At any point in the semester, you and your roommate(s) can review and revise your Roommate Agreement by clicking on Roommate Agreement on the left side of the Roompact home screen.

ROOMMATE BILL OF RIGHTS AND RESPONSIBILITIES

As a Belmont University residence hall community member, the following are the rights you can expect and have a responsibility to maintain:

- The right to read and study free from undue interference in one's room (unreasonable noise and other distractions inhibit the exercise of this right).
- The right to sleep without undue disturbance from noise, guests of a roommate, etc.
- 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 rooms and facilities without pressure from a roommate.
- The right to personal privacy.
- The right to host guests with the exception that guests are to respect the rights of the host's roommate(s), other complex residents and the visitation policy.
- The right to address grievances. Residence Life staff members are available for assistance in settling conflicts.
- The right to be free from fear of intimidation, physical and/or emotional harm and racial, sexual or other prejudicial harassment.

If you believe that your roommate has infringed upon your right, express your concern to him/her. By working together, you can eliminate the concern. If you need assistance in resolving the matter, please utilize the Roommate Agreement Form, or contact your Resident Assistant (RA).

In the end, sometimes no matter how hard you try, it just does not seem to be working out with you and your roommate. It is possible to change rooms if space is available on campus. In order to initiate a change, you and your roommate should contact your Resident Assistant (RA) and Residence Director (RD) to determine where vacancies exist.

EMERGENCY PROCEDURES

Belmont University is committed to equipping you with tools to aid in your safety in the event of an on-campus emergency. Below is a list of common emergency procedures; however, a detailed list of emergencies and procedures is available on My Belmont.

Earthquake: Should an earthquake occur, you should get under a piece of sturdy furniture or in a doorway. Stay away from windows and glass. Remain in building, if building is stable, unless notified by University official to vacate building to the designated area. Persons outside when an earthquake occurs should move to an open area away from electrical wires, tall structures, etc.

Fire Evacuation: Every time a fire alarm is activated, all residents must exit the building unless they have been notified prior to the event that it is not necessary to evacuate (as in testing of the alarms, etc.)

IF THERE IS A FIRE OR ACTIVATED ALARM IN THE BUILDING:

1. Evacuate the building using the stairs (NEVER use the elevator)
 - If the smoke is thick, crawl close to the floor to avoid smoke inhalation.
2. Make your way to the designated exterior gathering area and then alert emergency response personnel (if alarm has not been activated) by calling **615.460.6911**.
3. If reporting the emergency, state your name, building, location of fire (wing, floor, room, etc.) and nature of the fire (laundry, equipment, mattress, etc) if possible. Stay on the line for questions, if it is safe to do so. The Office of Campus Security will contact the Nashville Fire Department.

DESIGNATED EXTERIOR GATHERING AREA DURING A FIRE:

Belmont Commons: Parking lot of FMS Building or South Garage

Caldwell: Parking lot of building at the corner of 12th and Caldwell Ave

Dickens: The lawn near Bruin Creek beside 15th Ave.

Hail: Inner circle of campus/Quad

Heron: Inner circle of campus/Quad

Hillside: Buildings 1–5: 12th Ave. parking lot,

Buildings 7–9: parking lot between Lower and Upper Hillside

Horrell: The lawn near Bruin Creek

Kennedy: The lawn across from McWhorter

Potter & Patton/Bear House: The lawn across from McWhorter

Pembroke: Inner circle of campus/Quad

Russell: The lawn near Bruin Creek beside 15th Ave.
Tall Hall: The lawn near Bruin Creek beside 15th Ave.
Thrailkill: The lawn near Bruin Creek beside 15th Ave.
Wright/Maddox: The lawn across from McWhorter

IF YOU ARE TRAPPED IN A BUILDING DURING A FIRE

1. If you cannot get out of the building, go to the refuge area in the stairwell.
2. If there is a fire in the hallway, stay in your room, close the doors, dial **615.460.6911** and stand close to the window to signal for help.
3. Put something in the window to alert emergency responders to your location.
4. If smoke is entering the room through the cracks in the door, stuff wet clothes in the cracks.
5. Stay close to the floor to avoid smoke inhalation but continue to shout and peek out through the window to alert emergency responders.

Medical Emergency Information: In the event of a medical emergency, you should contact the Office of Campus Security at **615.460.6911**. Also, you should alert your Resident Assistant and/or your Residence Director.

Lockdown Procedures: A lockdown occurs when the safety of campus has been compromised due to dangerous activity near or on campus. A lockdown is initiated by the campus administration in an attempt to minimize residents' exposure to danger. After emergency personnel has been alerted to the potential threat, all of the exterior doors of each building are locked, which means that no one can get in or out once the lockdown procedures have been initiated.

Students are expected to:

1. Pay attention to campus text alerts as well as verbal instructions from Residence Hall Staff members, so that you are aware of the situation at hand and know the appropriate course of action.
2. Go to a secure area.
3. Lock the door and barricade yourself in the room away from the doors and windows.
4. Only let those in that can be identified (University officials, police, etc.).
5. Wait calmly until you are given the all-clear signal by a police officer, campus security or your Residence Director.

Tornado Emergency Procedures

- **Tornado WATCH:** A tornado watch is issued when the weather is conducive to the development of tornadoes. A tornado watch will be accompanied by information concerning the specific area under the watch and length of time it is in effect.

- **Tornado WARNING:** A tornado warning indicates that a tornado has touched down. A tornado warning will be accompanied by information concerning the anticipated areas in the path of the tornado. Because Davidson County is so large, it may not be necessary to evacuate to a safe location each time a warning is issued. If Belmont is in the direct path of a tornado, you will be notified via Belmont Alert text alert and by **Residence Life staff to evacuate to your designated shelter area. Residence Life strongly encourages residents to purchase a weather radio to provide an additional timely notification of impending severe weather. All students are to remain in the shelter area until the tornado warning has expired or until notified that the danger has passed by a University official.**

DESIGNATED INTERIOR GATHERING AREA DURING A TORNADO*

Belmont Commons: Interior downstairs closet, bathroom or hallway.
 Caldwell: Basement level away from windows
 Dickens: Elevator lobby of P2 and P3 (parking garage)
 Hail: First floor hallway—make sure all resident rooms and end doors are closed
 Heron: Basement of Heron
 Hillside: Interior room, closet, bathroom or bathroom tub of lower level apartment
 Horrell: Elevator lobby of P2 and P3 (parking garage)
 Kennedy: Basement of Kennedy
 Potter: Basement of Potter
 Patton/Bear House: Basement of Patton/Bear House
 Pembroke: Basement (laundry room) and first floor hallway
 Tall Hall: Basement and 1st floor hallway
 Thrailkill: Basement of Thrailkill
 Russell: Basement of Russell
 Wright/Maddox: 1st floor of Wright and 1st floor of Maddox

*If possible, cover self with blankets or cushions and get as low to the floor as possible. If no closet, interior room or other recommended place is available, get under sturdy furniture (such as a desk) as far away from glass as possible. If caught outside and you cannot enter a building, lie in a ditch or depression in the ground, unless the ditch has deep water that may be hazardous.

Other Threats: The campus is prepared for other threats and has developed detailed procedures for situations—see Emergency Management Plan (MyBelmont located under Campus Security & Safety). Additionally, our Residence Directors are educated and trained to handle various threats that occur in residential facilities or situations that threaten residential students. Students are expected to follow the directions and requests of Residence Life staff, Campus Security officers and University administrators.

RESIDENCE LIFE POLICIES A-Z

The following policies and regulations are specific to residential living and campus safety. All Belmont students who reside in or visit our residential facilities are expected to abide by these policies. Furthermore, students are expected to govern themselves according to the Community Commitments, as well as state, federal and local laws. Any alterations in these policies will be published in an addendum that will be provided to you and also published on the Residence Life website.

ALCOHOL AND OTHER DRUGS: Belmont assertively rejects alcohol and other drugs in its community. Please review Belmont's "Substance-Free Community Policy" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

CANDLE, INCENSE AND OPEN FLAME: Candles are not permitted within the residence halls or apartments. Any type of open flame or the presence of such items (candles, incense, tiki lamps and torches, etc.) is strictly prohibited. Even unused (decorative) candles/incense (with or without wicks) are prohibited in Belmont facilities. The presence of any type of open flame (or evidence of a flame) in University property will result in confiscation of the item and referral to the disciplinary system. Scentsy brand wax warmers are permitted.

CLEANING (AND REFER TO LITTERING/TRASH): Custodial service is provided for residence hall commons areas. Students are responsible for keeping their rooms/apartments orderly and sanitary and for cooperating in the upkeep of commons areas. Residence Life may refer any student not meeting the expectations of a clean/sanitary room to the disciplinary process, and the student may be subject to Health and Safety Fines for unsanitary conditions or severe neglect in the upkeep of a room, lobby or apartment entrance.

COLLECTIVE DAMAGES: Damage and vandalism are costly and undermine the quality of life in residence halls. The University expects members of the residential community to aid in the prevention of vandalism. Residents are jointly and separately responsible for damage to their living units and furnishings and are collectively responsible for damages to common areas. Residents of a building, or part thereof, may be assessed charges for repair of damage to common areas if no student comes forward to accept responsibility.

FAILURE TO COMPLY: Belmont students are expected to comply with instructions from residential staff. Please review Belmont's "Failure to Comply Policy" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

CONTRABAND ITEMS: Possession of local, state or federally owned property is prohibited, including street signs, realtor's signs, road signs and equipment owned by the Department of Transportation (unless proof of ownership is provided). Additionally, possession of Belmont owned property is prohibited, such as banners and signs (unless proof of ownership is provided). Violators will be referred to the Office of Campus Security and/or the disciplinary process. Contraband items will be confiscated by Residence Life staff, Campus Security or police.

DAMAGE TO PROPERTY AND PREMISES: The Belmont community respects the property and premises of others, including the University itself. Please review Belmont's "Damage to Property and Premises Policy" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide. Residential students may be held financially responsible for damages or losses resulting from accidents or negligence (ex. triggering interior sprinklers as a result of horseplay, or hanging objects from sprinkler heads). Carefully read the section on liability and renter's insurance, which directly relates to damages/vandalism.

ELECTRICAL APPLIANCES AND SAFETY: In order to insure maximum health and safety standards in residential areas, several categories of electrical appliances have been established:

- **Prohibited Household Appliances (which may NOT be used or stored in residence hall/ apartment bedrooms or suited bathrooms) including but not limited to:** coffee makers (with exposed heating element/warming plate), toasters, toaster ovens, convection ovens, electric skillets, waffle or crepe pans, hot plates, hamburger makers, space heaters, electric blankets and Easy Bake Ovens®. Instant Pot/pressure cookers and air fryers are also prohibited.
- **Approved Household appliances ONLY to be stored and used in apartment kitchens:** oil popcorn poppers, George Foreman® grills, coffee makers (with exposed heating element/warming plate), toasters, slow cookers and rice cookers.
- **Approved Room Appliances (which may be used and stored in student rooms):** musical instruments, hair dryers, fans, blenders, hot-air popcorn poppers, irons, heating pads and single cup coffee makers without an open heating surface.

- **Lighting Regulations and Safety:** The University does not permit the use of halogen lamps or any other light that produces excessive heat in the student residential areas. Overhead or room lights may not be covered with any material. Though neon lights are permitted within residential areas, they may not be placed in windows or be seen from the exterior of the building. LED and CFL lightbulbs are encouraged when possible. Due to the damage caused by installation and removal, the use of decorative LED rope, tube, or string lights is prohibited.
- Refrigerators which meet University standards (4.0 c.ft.) and are Energy Star® rated are permitted.
- Microwaves (between 700–800 watts) are allowed in residential areas.
- The University reserves the right to remove and/or confiscate any appliance or device it deems unsafe or problematic to a facility's electrical system. All confiscated items will be held by the Residence Director until arrangements are made to return the item to the student, at which time it must be permanently removed from campus, such as a University break or holiday.

ELECTRICAL EXTENSIONS: In accordance with the direction of the fire marshal, the use or possession of 2-prong extension cords, multiple plugs or multiple plug converters is prohibited within all of the residential areas. The fire marshal has approved the use of Underwriter's Laboratories (UL) approved power strips with circuit breakers. In addition 3-prong extension cords not longer than 12 feet in length are also permitted. Longer extension cords may be stored in residential rooms (e.g., as needed for musical equipment), but may not be in use. Please contact your Resident Assistant (RA) if you are unsure if your power strip or extension cord is permissible.

EMERGENCY ACTION: The University reserves the right to take action when a student poses a risk to the safety or orderly operation of the community. Please review Belmont's "Emergency Action Notice & Statement" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

BELMONT UNIVERSITY GENERAL LAWN AND GROUNDS POLICIES: The Belmont community seeks to preserve its natural green spaces for current and future generations of students. Please review Belmont's "Lawns and Grounds Notice and Statement" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

GRILLS: The Metropolitan Nashville–Davidson County Fire Code prohibits the use and storage of grills within 10 feet of any combustible materials on any balcony or patio of a multifamily dwelling. Therefore, Belmont prohibits the possession of a private grill of any type by its residents or in any residential facility.

Permanently affixed grills located throughout Belmont Commons may be used by residents,

provided that the following safety regulations are followed:

- Water or other appropriate extinguisher must be close at hand during use of any grill.
- Use only sufficient charcoal to cover the base of the barbecue to a depth of about two inches. The smallest necessary bag of charcoal should be purchased, since charcoal storage is not provided. Store any extra charcoal in a metal container with a tight-fitting lid, separate from the grill. Charcoal must be stored dry, as wet charcoal can spontaneously combust and start a fire.
- Use only recognized charcoal starter fluid. Use on cold briquettes only and use the minimum quantity necessary to start the charcoal. Adding fluid to burning or hot coals can cause a flash fire and result in serious burn injuries.
- If using charcoal lighter fluid, wait one minute after applying it to the coals before lighting. Keep the container well away from the area. Take care not to spill fluid on your clothing or the area surrounding the grill.
- Lighter fluids, gas cylinders/tanks or any other flammable grill items may not be stored inside any University building. Any leftover flammable items such as these must be safely discarded or stored in an off-campus location. Unused lighter fluid may be taken to the Metro Nashville and Davidson County Household Hazardous Waste Collection Facility (943 Dr. Richard G. Adams Dr., Nashville, TN 37207). Be sure to have your Belmont ID with you, as proof of Nashville residence is required for use of the disposal facility.
- After use, do not place hot coals in any garbage receptacle. Use a metal bucket full of water and safely immerse hot coals using long tongs. Dispose of coals only in non-combustible containers.
- Keep your combustible trash separate from the coals.
- Never leave the coals burning. Never dump the coals on the ground.
- Drip pans/grill pads MUST be used under the grill at all times, to prevent grease and other items from dropping and attracting vermin.
- Grease should be allowed to cool and harden, and then be disposed of in the trash, or it may be absorbed in an item such as a paper towel and then discarded

Failure to follow these guidelines will result in restricted grill use.

HALL LOBBY/CLUBHOUSE USAGE

- The lobby and clubhouse are common areas available for students to use as a social and/or study space. Therefore, these areas are not an acceptable area for storage of personal property (suitcases, boxes, bikes, etc.).
- Residents share responsibility for maintaining the cleanliness and order of shared spaces

such as lobbies and clubhouses. Housekeeping will perform basic cleaning, vacuuming and dusting on a weekly basis. Any egregious issues should be reported to Residence Life staff.

- Lobby/clubhouse furniture must not be removed at any time; it may not be used in student rooms.
- Formal inspections of the halls, lobbies, common areas and clubhouses will be conducted regularly by Residence Life staff.
- The hall lounges/apartment clubhouses areas may be reserved. Contact your individual front desk for specific policies. **Inappropriate use and/or maintenance of the common spaces may result in fines, billings or loss of lobby and clubhouse privileges to students.**

HEALTH AND SAFETY INSPECTIONS: To ensure the health and safety of our residential communities, Residence Life staff periodically conduct Health and Safety inspections. During this inspection, the Residence Life staff will enter every room, regardless if you are present or not, to check for the presence of potentially hazardous conditions and/or violation of University or Residence Life policies. Any items not allowed by University or Residence Life policy will be confiscated. The University is not required to announce the period of time allotted for Health and Safety inspections.

HOLIDAY DECORATIONS: Decorations used for seasonal or special events must be constructed of flame-retardant materials. Live Christmas trees are prohibited in all residential facilities. In addition, lights used for decorative purposes must be turned off when residents are not present in the room or apartment.

HOVERBOARDS: Batteries in hoverboard devices are dangerous and prone to explosion, creating a safety and fire risk. Until a time that the safety standard of these devices are improved, Residence Life has prohibited them from being in any of our residence halls. Effective immediately, *“the use, possession, or storage of Hoverboards, Swagways, IO Hawks, Skywalkers, and similar devices, is prohibited on campus until safety standards for them can be developed and implemented, and the prohibition lifted.”*

KEYS: (refer to the Residential Key & Access Agreement) Keys to residence hall rooms and other necessary keys, if any, are issued to residents upon check in; he/she is responsible for its proper use and maintenance. It is expected that the key is for his/her use only and students will be held accountable for “sharing/loaning” a key to another person. Duplication of keys is prohibited. If it is determined that a key has been duplicated or shared, the key and lock may be changed and the resident(s) charged for the change. If a key is lost, it is the responsibility of the student to inform a Residence Life staff member in his/her building immediately. Individual students are responsible for

the cost of lost or stolen keys and will be charged in addition to a \$5 fee to have your door unlocked by a member of the Residence Life staff.

LITTERING AND TRASH (AND REFER TO CLEANING): For safety, sanitary and aesthetic purposes, each resident is responsible for the cleanliness of his or her residence. No lumber, trash or combustible materials may be stored in a room, bathroom or other University residential facility. Common areas such as hallways, stairs, hall bathrooms, laundry rooms and lounges are to be kept clean and clear of trash at all times, including areas surrounding front doors and balconies of apartments and rooms of residence halls.

- Failure to maintain these areas in clean condition (as represented by the presence of litter or unsanitary conditions) can result in disciplinary action resulting in a Health and Safety fine or other sanctions.
- Various campus officials report incidents of excessive litter and unsanitary conditions to the Residence Life staff as soon as discovered. This includes any chalk marking/advertising on walls, sidewalks and roads. Residence Life staff will assess the area and make appropriate referrals to the disciplinary process.
- A fine may be assigned to the entire group of residents when individual violators cannot be identified (see Collective Damages).

NOISE AND DISRUPTIVE ACTIVITY POLICY: The residential environment is one meant to be supportive of the academic mission and focus of the University. As such, noise or other activities which are excessively loud and/or may be bothersome to other people are strictly prohibited.

Quiet Hours are in effect from 10 p.m.–10 a.m. every day of the week. Loud or excessive noise is strictly prohibited during these hours. An inappropriate noise level or bothersome noise during this time period is defined as noise above normal conversation levels. Additionally, playing loud music, loud talking in hallways or common spaces, social functions and slamming doors, are examples of inappropriate noise levels and activities. All residential members should respect the community in their behavior.

Practice Hours are in effect from 3 p.m.–7 p.m. daily. Instruments should not be played within the residential facilities outside this allotted time period. This policy may apply to vocal practice as well.

Band Practice is prohibited in individual rooms/apartments. On the weekends, students may practice with one accompanist during practice hours without violating the band practice policy. Roommates are allowed to play the same song within their room together. Students can reserve band practice rooms in the Wilson Music Building through the school of music office.

Final Exam Quiet Hours are in effect starting on the last day of classes each semester and

initiate a 24-hour quiet period until the last final of the University is concluded. This “24-hour Quiet Hour Period” is administered to accommodate studying during the exam period. Students needing to utilize practice hours for final exam purposes should adhere to the adjusted practice hour schedule announced during the final exam period.

Disruptive Activity Any activity that disrupts the atmosphere of a living and learning environment, such as sports, horseplay or activities that may be harmful or hostile to oneself or other students are strictly prohibited.

Personal Amplification Systems, such as stereos and radios, may not at any time be played loudly, placed in residential windows or be used to entertain people further-reaching than outside of the room in which it is played. Residence Life staff members will, in an effort to maintain an environment conducive to academic pursuits, confront and address all noise and disruptive activity issues brought to their attention. In addition, all members of the community are encouraged to actively confront others who may be in violation of the above policies. Courtesy Hours are in effect 24 hours a day, 7 days a week, meaning that students are expected to respond positively to any request by another student to lower noise levels.

OCCUPANCY ADJUSTMENT AND CONSOLIDATION: Residence Life has the authority to reassign students to another housing assignment. For example, Residence Life may require single occupants living in double rooms to move in together in order to open double rooms for others. Other circumstances may arise and occupancy adjustment and/or consolidation are at the discretion of the Associate Dean or designee.

PETS IN RESIDENCE: Students may not have pets and other animals in University residence halls. The only exceptions are fish in 10-gallon or smaller tanks and University-approved service animals. Students are also prohibited from keeping or providing for animals on University property, and visiting animals must be kept outdoors and leashed.

RESPONSIBILITIES FOR GUESTS ON CAMPUS: Members of the Belmont community bear ultimate responsibility for the actions and behaviors of guests they invite into our community. Please review Belmont’s “Responsibilities for Guests on Campus Policy” in the University’s student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

RIGHT OF ENTRY: The University respects the privacy of individuals, and when access is required, will make every reasonable effort to enter a resident’s room while the resident is present. However, authorized University personnel may enter a University residence at any reasonable time to:

- Inspect the health and safety of facilities.
- Provide maintenance to University property within a residence.
- Investigate suspected violations of University policies or unlawful activity.
- Address emergency conditions such as flooding, fire or threatening weather.
- Lock doors or windows or otherwise secure the buildings.

Students should be aware that Health and Safety Inspections are conducted at regularly scheduled intervals each semester (see Health and Safety Inspections for more information).

ROOM FINES: Residence Life may levy and collect fines separate from the disciplinary process for unauthorized use or alterations of rooms, equipment or buildings for special cleaning necessitated by improper care or use of rooms, common areas/spaces and equipment and for non-compliance with check-in or checkout procedures.

ROOM FURNISHINGS: University-provided furniture is unique to each hall/residential facility. The University may disallow furniture and fixtures which students add to the rooms if it is determined that those items present a health or safety hazard. Students should be aware of the following parameters:

- Per the Housing Occupancy Agreement, students agree not to alter, remove, trade, or exchange any furnishings, fixtures, or equipment owned by Belmont located in the student's residential space. This includes the unauthorized installation of appliances or systems such as water softeners/filtration systems, security/monitoring devices, etc.
- Painting is prohibited. Items cannot be nailed or drilled into the walls.
- Waterbeds are not allowed in residential facilities because of potential leakage and damage to property.
- Furnishings are not to be used for any function other than their intended purpose. University equipment, furniture or furnishings may not be removed or disassembled. Students will be charged for replacement or repair costs.
- The installation of furnishings or alterations such as loft systems, partitions and bed risers is prohibited. Approved loft systems are provided to you from Residence Life.
- Students are not permitted to repair damages which have occurred to University property or furnishings.
- Indoor furniture that is left outside overnight by students or groups may be considered a violation of the litter/trash policy.
- Lobby/clubhouse furniture may not be placed in students' rooms. If furniture is found within student rooms, residents will be referred to the disciplinary process.
- Cinder blocks are prohibited in all residential facilities.

- Students are not permitted to bring in any mattress that is not approved by the University due to the fire code.

If you are in doubt as to whether or not an item, decoration or furnishing is allowed, you should ask the Residence Director of your residential facility. Please note that students may provide draperies or other decorations that are hung with the approved mounting equipment (no nails, drills, etc.). Also, the University does not provide linens or pillows as a furnishing for residential facilities, although Residence Life does have a partnership with an outside vendor through which linens may be purchased for student convenience.

SCREENS AND WINDOW SAFETY: If your residential facility has window screens, they must be left in windows and are not to be removed. If your windows open, they are not to be used as entrances or exits, and personal belongings are not to be hung out the windows. If a screen is missing, individual students will be responsible for the replacement cost. Additionally, sitting on the window ledge of an open window in a residential facility is strictly prohibited.

SEARCH AND SEIZURE: A search of a student, a student's possessions or a student's on-campus residence, including personal vehicles, may be authorized by the Dean's of Students Office if there is reasonable cause to believe that prohibited or unlawful activity has occurred. Any items found that violate the Code of Conduct or any local, state or federal laws will be seized and reported to the appropriate authorities.

SOLICITATION: All solicitation in residential areas is prohibited for any person or group who is not affiliated with an approved student organization. Students are expected to report any individual violating this policy to a Residence Life staff member. Those found in violation will be removed from the campus. Any person found soliciting after once being removed from a residential area will be arrested for trespassing. Any student or student organization wishing to solicit in residence halls or apartments must request authorization from the Residence Director of the facility, and be in compliance with Belmont's "Business Ventures on Campus Notice," which is located at belmont.edu/bruinguide. Room-to-room solicitation is discouraged.

STORAGE: Because of space limitations, storage facilities are not available for residents. Residents should plan to store all personal belongings in their rooms. No summer storage is permitted on campus for students. If you do not have enough room or do not want to take belongings home in the summer, you should utilize off-campus storage options. Common areas such as hallways, stairs, hall bathrooms, laundry rooms and lounges are to be kept clean and clear of personal belongings at all times.

TOBACCO-FREE CAMPUS POLICY: The Belmont community has restricted the use of tobacco on campus. Please review Belmont’s “Tobacco-free Campus Policy” in the University’s student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

UNAUTHORIZED AREAS AND ENTRY: In the interest of student safety and successful living and learning, students should not enter unauthorized areas. Please review to Belmont’s “Unauthorized Areas and Entry Policy” in the University’s student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

VISITATION: All campus residents and guests are expected to follow the visitation rules and procedures. Visitation encompasses non-resident access to rooms, floor lobby or common areas (with the exception of the main lobby), hallways, balconies and stairwells. Additionally, campus residents are responsible for the conduct of any guest who fails to follow any university policy, including the visitation policy. During approved visitation hours, the rights of a resident to study or sleep outweigh the right of a roommate to have visitors and/or to socialize in the room with a visitor. The following is an outline of visitation policies and procedures:

Visitation Hours

- Sunday–Thursday, 10 a.m.–11 p.m. • Fri–Sat, 10 a.m.–1 a.m.

General Visitation Policy

- A **guest** or **visitor** is defined as any person entering a residential complex who does not live in that residential complex, or any opposite-sex resident of the same residential complex who is visiting a room or area assigned to the opposite sex. Visitors include non-resident parents, siblings and family members of residential students.
- Visitation in the residence halls and apartment complexes follows an honor system. Residents may have non-resident or opposite-sex guests visit within the posted visitation hours. All guests should be escorted out of the building by their hosts by the end of visitation hours each day unless registered as an overnight guest (see below). If a guest is found visiting outside the allotted visitation times or is left unattended at any time, both the host and the visitor will be referred to the disciplinary process.

Guest Escort Policy

- Visitors must be accompanied by their resident host at all times. This includes being escorted to and from residential areas in and out of the complex. Visitors should not be left unattended in a resident’s room at any time. If a visitor is left unattended or found unescorted, both the host and the visitor will be referred to the disciplinary process.

Exceptions and Loss of Privileges

- Visitation hours may be altered during certain periods (such as finals week) or for reasons that support the general welfare of the residential community. Changes to the policy will be advertised in writing and may supersede this policy. Visitation is also a privilege that may be suspended if a resident or guest fails to comply with the visitation policy.

Overnight Guests

- Residents seeking to host overnight guests must obtain authorization from all their roommates and should register their guest with their Residence Director. Additionally, residents may only host same-sex overnight guests. Any guest with whom the resident is romantically involved is not permitted to stay overnight. No one may serve as host in absentia. The University reserves the right to require that a guest vacate a room, residence hall, apartment or campus, for any reason at any time. Overnight guests are not permitted for more than three consecutive nights. Any guest staying for an extended period of time without permission will be asked to leave immediately, and the host will be referred to the disciplinary process.

WINDOW COVERINGS: In an effort to create a safe and welcoming campus environment, Belmont University prohibits the display of any items in the windows of residential complexes. This includes, but is not limited to, items such as pictures, posters, signs and decorative lights. Curtains and University-issued blinds are permitted.

WEAPONS-FREE CAMPUS POLICY: Belmont University is a weapon-free campus. Please review Belmont's "Weapons-free Campus Policy" in the University's student handbook (The Bruin Guide), which is located at belmont.edu/bruinguide.

CAMPUS SECURITY

The Office of Campus Security is located on the first floor of the Gabhart Student Center. You can get more information about the Office of Campus Security at belmont.edu/ocs.

Officers are on duty 24 hours a day, 365 days a year.

If you need to reach an officer in an emergency, you should either dial 615.460.6911 or find a “blue light” emergency telephone. Emergency telephones are located throughout campus. Please become familiar with both the location of your nearest emergency telephone as well as the location of Campus Security. Remember to report all suspicious behavior to both Campus Security and your RA staff.

For all emergency requests: **615.460.6911**

For all non-emergency requests: **615.460.6617**

The Office of Campus Security at Belmont University offers the following services for students on campus:

- 24-hour campus patrol
- Safety escort service (available 24/7 between two points on campus)
- Unlocking cars
- Jump-starting cars
- Vehicle registration
 - parking permits
 - temporary parking permits
- Issuing, replacing or activating student ID cards
- Completion of accident and crime reports on campus
- Information about parking, safety and maps

The Office of Campus Security also sponsors various safety programs and classes throughout the school year. Students can and often do make special requests to the Office of Campus Security to conduct self-defense, travel safety and other types of programs. Programs can be held for very small (even as few as 3–4 individuals) or substantially large groups for their residence hall/class/organization at night, during the day, on weekdays or on weekends throughout the calendar year. Students will be informed when opportunities to attend become available.

If you would like information about any of these above services, please call the Office of Campus Security at **615.460.6617**.

SAFETY & SECURITY MEASURES

Residence Life and Campus Security work hard to provide the safest environment possible in the residence halls and apartment communities. Students, in turn, must take responsibility for their own personal safety. If you have any questions, please contact your Resident Assistant (RA) or Residence Director (RD).

GENERAL SAFETY MEASURES

- A Resident Assistant in each building or area will be on-call for general concerns and emergencies from 6 p.m. until 6 a.m. Signs posting the contact information for the Resident Assistant On-Call should be posted in your lobby/clubhouse area.
- A Residence Director will be on emergency on-call duty for each residential area (freshman and upperclassmen) 24 hours a day, 7 days a week, 365 days a year. Students may reach the Residence Director on-call by contacting Campus Security at 615.460.6617.
- The front desk of each building and clubhouse of each apartment complex is staffed by a Desk Assistant during visitation hours.

BUILDING AND PERSONAL SAFETY

- Students who are not residents of a particular complex may enter during approved visitation hours, but must follow the visitation procedures. Failure to comply with procedures will result in disciplinary action.
- Non-resident guests may only visit during approved visitation time and must be escorted by the host students throughout the building at all times.
- Students are not permitted to grant access to the building to an unknown resident, non-residential students or off-campus visitor. Suspicious activity should be reported to Campus Security and Residence Life staff.
- Rooms should always be locked when residents are asleep or not present, even if only for a few minutes.
- Every hall is equipped with a basic security system: doors and locks. Additionally, all residence halls and apartment community gates are secured by a key card access system, which only allows residents of a particular complex to enter. These systems only work if a student properly uses them.
- All side doors will be locked to outside entrances and will be alarmed-activated. To help preserve the safety and security of all residential students, tampering with the door security systems will not be permitted. Additionally, door-propping and blocking of building exits/entrances or falsely activating an emergency alarm are violations of University policy and

will be addressed severely through the disciplinary process.

- Students are not permitted to tamper with doors/gates and locking systems in any way. Any damage that occurs due to tampering will be charged to the student.
- Personal items should not be left unattended in common areas. Valuables should be kept put away and out of sight. Report any potential theft immediately to Campus Security

IDENTIFICATION

- It is against University policy to loan out an ID card, make copies or bypass the card access systems in any building on campus. Violations will be referred to the disciplinary process.
- Any resident who loses or misplaces their ID card must report it to the Office of Campus Security and obtain a replacement card.
- Students who forget their ID cards may be prevented from gaining access to enter the building. Contact your Resident Assistant or the Office of Campus Security for further direction.

OFF-CAMPUS SAFETY REMINDERS

Although Belmont is a relatively safe campus, it is located in the heart of a major metropolitan city. As such, the surrounding community will harbor the same sorts of crimes as any other major city. By following some basic crime prevention techniques, you can help keep yourself and the campus safe:

- Walk in groups of three or more (especially at night) or call for a security escort.
- Avoid poorly lit and sparsely populated areas such as alleys
- Do not let strangers in to your residence.
- Do not give rides to strangers.
- Do not give money to panhandlers.
- Report suspicious activity immediately.

For more information on campus safety, please visit belmont.edu/ocs.

PARKING DECALS ASSIGNMENTS

Did You Know? Belmont's permits are now virtual with no physical permit/sticker and are tied to the vehicle's license plate. This removes the burden of issuing (including mailing or picking up), securing (no more lost/stolen permits) and displaying the physical permit. In essence, your license plate is your permit. A vehicle's license plate must be correct. Just one number or letter being incorrect or out of place will result in citations and/or towing.

PARKING DECALS A

Faculty, Staff, Commuters, Alumni, Contractors, and Vendors are permitted to park anywhere on campus except for reserved and/or guest parking or parking reserved for persons with disabilities. The Ayers Garage and Curb Garage are only for A permits, contractors and visitors.

PARKING DECALS B

Belmont Commons — Belmont Commons residents are required to park in the Belmont Commons or the South Garage.

PARKING DECALS C

C permits (Dickens, Horrell residents) are required to park in the Dickens/Horrell or Thraikill Garages.

PARKING DECALS D

D permits are issued to faculty / staff that have valid disability parking credentials displayed on their vehicle and have provided a copy of their state issued disability parking permit as well as documentation evidencing that the permit is issued in their name. D permits may park in any disability parking spaces on campus other than those in surface visitor parking lots.

PARKING DECALS E

E permits (Hillside residents) are required to park in the Hillside surface lots. Overflow parking for E permits is in the Thraikill garage.

PARKING DECALS F

F permits (Pembroke, Hail, Potter, Wright, Maddox, Kennedy, Russell Suites and Russell Apartments) are required to park on levels P3, P4, P5 and P6 of the Johnson Center garage.

PARKING DECALS G

G permits (Patton residents) are required to park on levels of P3 & P4 of the Inman/McWhorter garage.

PARKING DECALS H

H permits (Bear House and Heron residents) are required to park on levels P4 & P5 of the Baskin Garage.

PARKING DECALS I

I permits (Thraikill, Calldwell, and Tall Hall Suites and Apartments) are required to park in the Thraikill Garage. Overflow parking for I permits is in the Dickens/Horrell garage.

Residential students (B, C, E, F, G, H, I permits) may park in surface lots on the west side of campus between 4:30 p.m. and 8:00 a.m. Monday through Friday and from 4:30 p.m. on Friday until 8:00 a.m. Monday. Residential permits parked in surface lots after 8:00 a.m. are subject to being ticketed or towed at the owner's expense.

For a complete list of all traffic and parking regulations as well as potential fines and penalties, visit belmont.edu/ocs/parking.



TRANSPORTATION

Belmont University sits in the heart of Nashville and is a convenient walking or biking distance from numerous downtown shops, restaurants and other amenities. Many students also opt to take taxis and rideshare options around the downtown area or to the airport. There are also a couple of transportation options provided through the University:

NASHVILLE MTA (BUS SYSTEM)

As a benefit for Belmont Students and Employees, you can ride the MTA bus to and from Belmont and we'll pick up the tab. All students, faculty and staff can just get on the bus and swipe your Belmont ID card. Save on gas, sit back and enjoy the ride. For MTA schedules, please visit nashvillemta.org and click on "Bus Services" and then "Maps & Schedules."

NASHVILLE B-CYCLE

There are several Nashville B-stations close to campus. Nashville B-cycle is designed to encourage a healthy and environment-centered mode of transportation. With adjustable seat posts, a basket to stow belongings, automatic lights, three speeds and gear to keep clothes clean, these bikes are perfect for everyone to use.

BICYCLE POLICY

Registration of your bicycle increases the chances of recovery if it is stolen. Often when bikes are recovered, the owners cannot be located or cannot legally reclaim their property because they do not know the serial number of the bike. Therefore, the following rules will apply:

All bicycles on campus must be registered with the Office of Campus Security at no charge. Each bicycle must display a decal issued by OCS that is affixed to the bicycle on the permanent part of the frame just under the seat. Bicycles left outside on campus during Christmas break or Summer break will be assumed to be abandoned and will be impounded. Bicycles left on campus over summer break must have a decal and be registered with the Office of Campus Security. Students staying on campus during the summer must put their bicycles on the summer list with Campus Security or the property will be assumed to be abandoned and removed at the owner's expense.

Unattended bicycles are expected to be locked to a bicycle rack at all times. They are not to be left in public access areas, entrances or exits to buildings, or attached to any railings, landscaping or other areas not designated for bicycle use. Specifically, bicycles may not be stored in Residence Hall or Apartment hallways or individual rooms. Bicycles must follow the same laws as automobiles when on roadways. Failure to register your bicycle or violation of above rules will result in impoundment

at the owner's expense. Bicycles left outside on campus over summer break will be assumed to be abandoned and will be removed at the owner's expense.

To better protect your bike, use a quality U-bolt lock and properly secure it through the main frame and not just through a quick release wheel. If you have a more expensive bike model, you may want to consider one of several excellent technological devices that can send you a message if your bike is moved and/or can track your missing bike.

For more information regarding bicycles on campus, please visit belmont.edu/ocs.

FACILITIES MANAGEMENT SERVICES

Facilities Management Services (FMS) coordinates maintenance, pest control, housekeeping and landscaping. Students have the responsibility for submitting their own maintenance requests.

Please note that cable and Ethernet/internet issues should be reported to the IT Help Desk at **615.460.8888**. Key/lock change requests can only be submitted by an RD. If you lose the key to your room or apartment, please speak with a ResLife staff member immediately. Please see ResLife staff member (or the front desk) to report furniture concerns for room or lobby furniture.

NON-EMERGENCY MAINTENANCE REQUESTS

Office hours for FMS are 7 a.m.–3:30 p.m., Monday–Friday. During this time, maintenance requests can be made in three ways:

1. The preferred way is through the online “iService Desk.” This ensures that you will get email updates about your request, as well as a work order number. Go to my.belmont.edu/group/mycampus/fms and follow the “iService Desk” link.
2. Call the FMS office at **615.460.6670**. During office hours, call FMS with urgent requests.
3. Email the FMS office at fms@belmont.edu

Please note that outside of office hours, FMS does not see requests made through these channels.

EMERGENCY MAINTENANCE REQUESTS

The following situations are considered emergencies: water shortage or flooding (such as flowing through a pipe or overflowing from toilet), lack of heating/air conditioning, and electrical outages. For maintenance problems that require immediate attention during non-office hours, contact the Office of Campus Security at **615.460.6617**, the Resident Assistant on duty or your Residence Director.

PEST CONTROL

You may submit a request for pest control the same way that you submit a maintenance request. When reporting pest control issues, state specifically what kind of pest was seen and where in the room/apartment it was seen. We encourage you to not leave food/trash lying out in order to deter pests. Pest control is conducted weekly. Any requests received after 9 a.m. on Tuesday will be addressed the following Tuesday.

MAINTENANCE POLICES

1. FMS works through requests as quickly as possible, prioritizing emergency requests.
2. Maintenance does not enter residential areas before 9 a.m., except in the case of an

emergency. Workers will knock and announce themselves, and if there is no answer, they will key in. You do not have to be physically present for work to be completed.

3. A room entry slip will be left in rooms where work was completed, and maintenance will lock the door upon exit.
4. FMS will not handle room lockouts. Please contact a ResLife staff member if you are locked out.
5. FMS does not lend tools, work on vehicles or repair computers or personal items.

INFORMATION TECHNOLOGY SERVICES

Belmont's department of Library and Information Technology Services (LITS) provides Internet access and other technology services for all on-campus residents via the campus networks. In addition to Internet access and cable TV, these services include email, the productivity suite Microsoft Office 365 ProPlus, and an on-campus printing service. Many services are also accessible from anywhere using web access or mobile devices.

Resident students can access the campus networks by connecting to the Wi-Fi networks or the wired network using Ethernet cables and adapters, if necessary. Wi-Fi is available throughout residence halls and academic buildings. Wired ports are available in bedrooms and apartment common areas. It is recommended that residents with laptops that lack an Ethernet port bring an adapter and Ethernet cable. Students should not bring any wireless routers or access points, including Wi-Fi extenders.

An email account is provided by Belmont and is accessible using the MyBelmont portal and mobile devices. This email account is created during the setup of the MyBelmont account.

Currently enrolled students are entitled to a subscription for Microsoft Office 365 ProPlus. This includes desktop software for PCs and Macs and access to the mobile versions of the software for iOS and Android.

Printing services are provided using BruinPrint, Belmont's student print station system. Operating through a network of hi-speed printers located throughout the academic buildings and many of the dorms, BruinPrint allows students to send print jobs from their phones, tablets, personal laptops or from campus computer labs for pickup at any BruinPrint station on campus. There is a small, per-page fee for this service.

For more information on these and other technology services, please visit belmont.edu/lits.

CAMPUS CABLE TELEVISION

Cable TV Access: All residence halls and on-campus apartments are cable-ready*, receiving local channels as well as channels like Disney, MTV, Comedy Central, Animal Planet and Nickelodeon.

There is one cable connection per room in the residence halls and one connection per bedroom and living room in the on-campus apartments. The cost of cable is included in student housing fees. Students may not upgrade their service to include premium channels like HBO or Cinemax (see below for a complete list of channels). Students having issues with their cable connection should contact the Service Desk at 615.460.8888.

*Students must supply their own television sets and connection cables.

BTV CABLE CHANNELS

3	DSI Channel Guide	36	NBC Sports Network HD	49.1	SALE
5.1	Cheddar U	36.1	Newsmax	50	TBN
24	ABC – WKRN	37	CBS Sports Network HD	50	In Country
24	NBC – WSMV	37	NFL Network HD	51	Classic Arts Showcase
25	CBS – WTVF	38	NHL Network HD	51	Oxygen
25	FOX – WZTV	38	MLB Network HD	51-1	Hallmark Movies
26	PBS – WCTE	39	Golf Channel HD	52	OWN HD
26	PBS – WNPT	39	TNT HD	52	Lifetime HD
26.2	COOK	40	TBS HD	53	WE TV HD
27	CW – WNAB	40	USA HD	53	Syfy HD
27	MNT – WUXP	41	A&E HD	54	AXS HD
28	ION – WNPX	41	FX HD	54-1	Freeform
28	IND – WHTN	42	Tru-TV HD	55	MTV HD
29	IND – WJFB	42	Spike TV HD	55	VH1 HD
29	CNN HD	42.2	Paramount Network	56	Fuse HD
30	Headline News HD	43	BET HD	56	CMT HD
30	MSNBC HD	43	Comedy Central HD	57	The Weather Channel HD
31	Fox News HD	44	E! Entertainment HD	57	Travel Channel HD
31	CNBC HD	44	Animal Planet HD	58	TLC HD
32	Bloomberg Television HD	45	Food Network HD	58	National Geographic HD
32	NASA TV	45	HGTV HD	59	Discovery Channel HD
33	CSPAN	46	Bravo HD	59	History Channel HD
33	CSPAN2	46	Nickelodeon HD	60	Pursuit
34	ESPN HD	47	Cartoon HD	60	POP
34	ESPN 2 HD	47	Disney HD	61	ReelzChannel
35	ESPNU HD	48	TV Land	61	IFC HD
35	ESPNews HD	48	QVC	62	AMC HD
36	Fox Sports South HD	49	ShopNBC	62	Turner Classic Movies HD

DINING ON CAMPUS

All students living in Belmont's on-campus residence halls must purchase a meal plan. Freshmen must purchase an unlimited or 14 meal plan. Upperclassman students must purchase at least a 7 meal plan. Please note, all meal plan purchases are for the entire academic year and may not be changed mid-year.

Meal Plans available to all students:

Unlimited meals/week + 100 declining points

14 meals/week + 275 declining points

7 meals/week + 400 declining points

DECLINING POINTS VS. BRUIN BUCKS

Bruin Bucks are dollars that can be added to your Student ID Card and can be used at any of the campus dining facilities mentioned. They can also be used at certain off-campus locations. Bruin Bucks **WILL** roll over semester to semester. One Bruin Buck is equal to \$1.

Declining Points are included in meal plans and can only be used at on-campus facilities. They **WILL NOT** roll over semester to semester, and must be used by the time the semester ends. They are non-refundable.

In addition to **Harrington Place Dining**, Belmont provides a variety of dining options for students. Students can use their declining points at any of these locations, or purchase additional Bruin Bucks that can be used. Credit cards and cash are also accepted.

For questions or comments concerning Belmont food, please contact: @belmontdining Dining Services at **615.460.6780** or **belmont.sodexomyway.com**. Follow on social media (Facebook, Instagram, & Twitter) for dining events, specials, and promotions!



Scan this code for the most current hours of operation for our on-campus dining locations, or visit belmont.sodexomyway.com.

HEALTH & WELLNESS

The Department of Fitness and Recreation exists to provide the Belmont community with facilities, programs and services that educate, promote and support a healthy, active lifestyle. The first floor of the Fitness and Recreation Center, located in the Beaman Student Life Center, features a rock climbing wall, two regulation-size racquetball courts and full service men's and women's locker rooms. The second floor consists of a group exercise room with mirrored walls and beautiful views of Belmont's lawns; a recreational gymnasium featuring a full-sized basketball court; and a weight room featuring free weights, weight machines, treadmills, elliptical machines, functional fitness equipment and more.*

GROUP FITNESS

Group Fitness classes create an exciting and fun environment for exercisers of all stages to be physically active. Classes occur every day of the week at a variety of times in order to accommodate student class schedules. Class formats include...

[Spin](#) • [Zumba](#) • [Yoga](#) • [Barre](#) • [Bruin Bootcamp](#) ... and more!

INTRAMURAL SPORTS

Intramural Sports provides students with an opportunity to connect with the campus community and build new relationships. Available in men's, women's and open divisions, Intramural Sport offerings include...

[Basketball](#) • [Volleyball](#) • [Futsal](#) • [Tailgate Games](#) • [Pickleball](#) • [Tennis](#) • [Spikeball](#) ... and more!

PERSONAL TRAINING

Personal Training packages offer motivating and educational sessions for clients as they start or continue their fitness journey. Packages include half-hour or hour-long sessions and can be conducted one-on-one or with up to three friends. Other Personal Training services include...

[Equipment Orientations](#) • [Exercise Program Development](#) • [Fitness Assessment](#) • [Body Composition Test](#)

STAY CONNECTED

FitRec On the Go is the essential guide to all things FitRec and will help you navigate your fitness & recreation options at Belmont. FitRec's app offers an inside look to everything - from tracking facility occupancy, to favoriting and registering for your favorite Group Fitness classes, creating your roster for Intramural events, and even a barcode scanner for entry on those days you forget your BUID. Don't miss out on this useful app to enhance your FitRec experience!



FITNESS AND RECREATION CENTER HOURS*

Monday–Friday..... 6 a.m.–10 p.m.
Saturday..... 9 a.m.–8 p.m.
Sunday.....1 p.m.–8 p.m.

CALDWELL HALL FACILITY HOURS*

Monday–Friday 6 a.m.–10 p.m.
Saturday11 a.m.–10 p.m.
Sunday 1 p.m.–10 p.m.

For updates on FitRec hours of operation, download the FitRec On the Go app and enable notifications. For more information concerning FitRec facilities, programs, and services, call the Beaman Information Desk at **615.460.6313**, or connect through the following resources:



[Belmont.edu/fitrec](https://belmont.edu/fitrec)



[@bufitrec](https://www.instagram.com/bufitrec)



[@belmont.edu](https://www.belmont.edu)



TIMELYCARE

Belmont University offers 24/7 medical and mental telehealth for students!

Belmont University is excited to offer TimelyCare—a new telehealth program for students that provides access to free, 24/7/365 medical and mental virtual health care from anywhere in the United States.

Whether you're under the weather, anxious or overwhelmed, you will be able to talk to a licensed provider from your smartphone or any web-enabled device. Providers are available to offer medical and mental health support via phone or secure video visits. Check out the FAQs below to learn more.

How can students access TimelyCare?

Students can go to timelycare.com/belmont to register with their .edu email address. Students can then have visits from any web-enabled device – smartphone, laptop or desktop. TimelyCare is available from anywhere in the United States, and can also be used during Summer, Winter and Spring breaks.

What services are available?

- The following services are available, all at no cost:
- Medical: 24/7, on-demand or scheduled access to a medical provider that can treat a wide range of common illnesses like cold and flu, sinus infection, allergies and more
- TalkNow: 24/7, on-demand access to a mental health professional to talk about anything at anytime
- Counseling: scheduled appointments to meet with a licensed counselor
- Health Coaching: work on improving healthy lifestyle behaviors (body image, meal planning, sleep issues, etc.)
- Psychiatry: scheduled appointments available through referral from Belmont's counseling center

How much does a visit cost?

Zip, zero, zilch! TimelyCare services are free to all Belmont University students.

Get started with TimelyCare today! It's for students. For free.



HEALTH SERVICES AND PHARMACY

BELMONT UNIVERSITY HEALTH SERVICES

Belmont University Health Services is your on-campus source for treatment of common illnesses and injuries. Clinic visits are free for students with discounted fees for any testing or procedures. The clinic is located in McWhorter Hall next to the Belmont Pharmacy. When classes are in session, our hours are 8 a.m.–6 p.m. Monday–Friday and 8 a.m.–Noon on Saturday. During student breaks, we are open 8 a.m.–4:30 p.m. Monday–Friday.

Additional services include allergy injections, vaccinations, annual flu shots, lab testing, COVID-19 testing, wellness information, referrals and comprehensive travel consults. All services are provided confidentially in adherence with the FERPA laws.

Appointments may be made through the Health Portal or by phone. We recommend scheduling an appointment to minimize your wait time; however, we do accept “walk-in” appointments in the clinic. **Phone: 615.460.5506 • Fax: 615.460.6131 • belmont.edu/healthservices**

BELMONT UNIVERSITY PHARMACY

Belmont University Pharmacy is here to serve all your pharmacy needs. Conveniently located inside the front doors of McWhorter Hall in Room 106 and adjacent to the University Clinic. When classes are in session, our hours are 8 a.m.–6 p.m., Monday–Friday and 8 a.m.–Noon on Saturday. During student breaks, we are open 8 a.m.–4:30 p.m., Monday–Friday.

We offer professional counseling on all medications and over-the-counter items in a confidential and private setting. The pharmacy accepts all major insurances.

The pharmacy offers a variety of over-the-counter items (sun-care, first-aid, personal care items and much more). The pharmacy also carries a wide assortment of vitamin and herbal product for those seeking a more natural method to treat their health needs.

If you have any questions please stop by or call today to learn how we can meet your pharmacy needs!

Phone: 615.460.6040 • Fax: 615.460.5980 • belmont.edu/healthservices/pharmacy

COUNSELING SERVICES

All Are Welcome Here! BUCS provides free and confidential short-term mental health education and care for all BU students. All clinicians are licensed in the state of Tennessee, and we adhere to all applicable state and federal laws pertaining to clinical services.

We are here to listen when life gets complicated! Check out some of our services below.

ONLINE SELF-HELP (TAO) Activate your free TAO account by scanning the code and using your Belmont email address. There you will have access to a suite of evidence-based self-help tools including a mindfulness library.



TIMELYCARE Virtual care from anywhere. With Timely Care you have access to 24/7 on demand support as well as scheduled counseling appointments. You can also schedule medical visits and appointments with a certified health coach. Services are free and confidential! QR CODE



LET'S TALK Have a quick question, or want some advice? BUCS offers Let's Talk options at on campus events. Stop by and have a brief conversation with a counselor. No appointment; no commitment!

ASSESSMENT AND REFERRAL SERVICES Interested in Counseling, but not sure what you need? Schedule a consult through the health portal at a time that works for you! A clinician will meet with you and collaborate to make a plan of care that meets your needs.

GROUP THERAPY Join your peers in a confidential setting to gain skills and support around topics like: navigating relationships, practicing mindfulness or managing anxiety.

SHORT-TERM INDIVIDUAL THERAPY To schedule your first session, make a consultation appointment through the health portal or contact our front office for assistance. Scan the code to learn more about scheduling an appointment.



CRISIS INTERVENTION

We are here for you. Contact the office during business hours and BU Campus Security (615.460.6911) afterhours to get immediate assistance.

@belmontcounseling • www.belmont.edu/counseling •
615-460-6856 • counseling@belmont.edu

ADDITIONAL RESOURCES

CAREER & PROFESSIONAL DEVELOPMENT



The career development team empowers students and graduates to identify and pursue their passions and meet the needs of the world. Reach your professional goals with the help of your specialized career coach and exclusive resources, such as career assessments, practice interviews, resume review and more! Visit belmont.edu/careerdevelopment or follow [@BUCareerDevelop](https://twitter.com/BUCareerDevelop) for more information.

THE BELMONT STORE



Located at 1700 Portland Avenue (or online), the Belmont Store offers an extensive line of Belmont spirit apparel, tech accessories, school supplies and gifts. The Belmont Store has also partnered with MBS Direct to provide you with the Bruin Books program, designed to allow you to order your books from the comfort of your home without the hassle of waiting in line and charge them to your student account. For additional information, visit TheBelmontStore.com.

NASHVILLE AREA RESTAURANTS AND ATTRACTIONS



Looking for things to do, where to eat and great places to shop? Visit visitmusiccity.com to start exploring our dynamic, vibrant city!

Notes:



A mobile map and walking tour of campus is available on the Belmont App. Download at belmont.edu/mobile.



Campus Security 615.460.6617

University Operator 615.460.6000

05-31-2022

MERICAL LISTING

Fidelity Hall
 Freeman Hall
 Admissions Office
 Belmont Mansion
 Barbara Massey Hall
 Corner Court (dining)
 Jack C. Massey Business Center
 Copy Center
 Robert E. Mulloy Student Studios
 Gordon E. Inman Center (P)
 McWhorter Hall (P)
 Health Services
 Pharmacy
 Janet Ayers Academic Center (P)
 Chapel
 The Burrito Bowl (dining)
 We Proudly Brew Starbucks (dining)
 Randall & Sadie Baskin Center (P)
 R. Milton & Denice Johnson Center (P)
 Curb Music Business Center
 Harrington Place Dining (dining)
 Potter Hall
 Bear House
 Patton Hall
 Heron Hall
 Pembroke Hall
 Hall Hall
 Little Theatre
 Foutch Alumni House
 Kitty B. West Amphitheatre
 Hitch Building
 Massey Performing Arts Center
 Massey Concert Hall
 Harton Hall
 Wilson Music Building
 Lila D. Bunch Library
 Gallery of Iconic Guitars (GIG)
 Leu Art Gallery
 Leu Center for the Visual Arts
 The Belmont Store
 Gabhart Student Center
 Belmont Central, 1st Floor
 Campus Security, 1st Floor
 Multicultural Learning & Experience Office, 1st Floor
 University Ministries, 1st Floor
 Career & Professional Development, 2nd Floor
 Counseling Services, 2nd Floor
 Bell Tower
 Beaman Student Life Center
 What's Bruin (dining)
 Curb Event Center
 Maddox Grand Atrium
 Curb Café (dining)
 Chick-fil-A (dining)
 McAlister's Deli (dining)
 The Fisher Center for the Performing Arts
 Trout/Black Box Theater Complex
 Belmont Heights
 Dynamo Room
 McAfee Concert Hall
 Department of Sport Science
 Belmont Commons
 Facilities Management Services
 South Garage/Tennis Facility (P)
 Crockett Center for Athletic Excellence
 Guitars House, 1508 Compton
 Enactus, 1512 Compton
 Curb Garage (P)
 Wright Hall
 Residence Life Office
 Maddox Hall
 Kennedy Hall
 Russell Hall
 Thrailkill Garage (P)
 Thrailkill Hall
 Horrell Hall (P)
 Dickens Hall (P)
 Tall Hall
 Hillside
 Belmont Ministry Center
 Caldwell Hall and Addition to Thrailkill Garage (opening fall '22)
 Mail Services / UPS Store
 Thomas F. Frist, Jr. College of Medicine (under construction)

ALPHABETICAL LISTING

2 Admissions Office
 8 Ayers Academic Center, Janet (P)
 9 Baskin Center, Randall & Sadie (P)
 27 Beaman Student Life Center
 12 Bear House
 26 Bell Tower
 25 Belmont Central, 1st Floor Gabhart
 35 Belmont Commons
 31 Belmont Heights
 3 Belmont Mansion
 52 Belmont Ministry Center
 24 The Belmont Store
 22 Bunch Library, Lila D.
 8 The Burrito Bowl (dining)
 53 Caldwell Hall and Addition to Thrailkill Garage (opening fall '22)
 25 Campus Security, 1st Floor Gabhart
 25 Career & Professional Development, 2nd Floor Gabhart
 8 Chapel
 28 Chick-fil-A (dining)
 5 Copy Center
 4 Corner Court (dining)
 25 Counseling Services, 2nd Floor Gabhart
 38 Crockett Center for Athletic Excellence
 28 Curb Café (dining)
 28 Curb Event Center
 41 Curb Garage (P)
 10 Curb Music Business Center
 49 Dickens Hall (P)
 32 Dynamo Room
 40 Enactus, 1512 Compton
 36 Facilities Management Services
 1 Fidelity Hall
 29 The Fisher Center for the Performing Arts
 17 Foutch Alumni House
 2 Freeman Hall
 25 Gabhart Student Center
 22 Gallery of Iconic Guitars (GIG)
 39 Guitar House, 1508 Compton
 16 Hall Hall
 10 Harrington Place Dining (dining)
 20 Harton Hall
 7 Health Services
 14 Heron Hall
 51 Hillside
 19 Hitch Building
 48 Horrell Hall (P)
 6 Inman Center, Gordon E. (P)
 10 Johnson Center, R. Milton & Denice (P)
 44 Kennedy Hall
 22 Leu Art Gallery
 23 Leu Center for the Visual Arts
 16 Little Theatre
 28 Maddox Grand Atrium
 43 Maddox Hall
 54 Mail Services / UPS Store
 5 Massey Business Center, Jack C.
 20 Massey Concert Hall
 4 Massey Hall, Barbara
 20 Massey Performing Arts Center
 33 McAfee Concert Hall
 28 McAlister's Deli (dining)
 7 McWhorter Hall (P)
 5 Mulloy Student Studios, Robert E.
 25 Multicultural Learning & Experience Office, 1st Floor Gabhart
 13 Patton Hall
 15 Pembroke Hall
 7 Pharmacy
 11 Potter Hall
 40 Residence Life Office
 45 Russell Hall
 37 South Garage/Tennis Facility (P)
 34 Sport Science, Department of
 8 Starbucks, We Proudly Brew (dining)
 50 Tall Hall
 55 Thomas F. Frist, Jr. College of Medicine (under construction)
 46 Thrailkill Garage (P)
 47 Thrailkill Hall
 30 Trout/Black Box Theater Complex
 25 University Ministries, 1st Floor Gabhart
 18 West Amphitheatre, Kitty B.
 27 What's Bruin (dining)
 21 Wilson Music Building
 42 Wright Hall

(P) Parking Garages

