LIBERTY
UNIVERSITY
OFFICE *of* STUDENT LIFE

ON-CAMPUS LIVING GUIDE

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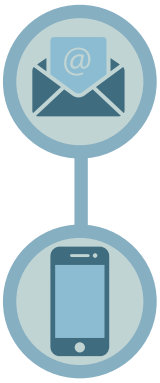
WELCOME

to the On-Campus Living Guide, a tool to help you navigate college life on campus here at Liberty University! Residence Life has created this document to serve as a handbook outlining the various resources, policies, and procedures relevant to students living on our campus. All students should review this document and familiarize themselves with its content regarding campus expectations.

For questions or additional information on anything contained in this document, please contact us at:



Phone: (434) 592-4139
Email: residencelife@liberty.edu
Location: Residential Commons 2, Terrace Level Lobby

Website: Liberty.edu/ResidenceLife
Instagram: @LibertyResLife
Facebook: Liberty University Office of Residence Life

ON AND OFF-CAMPUS **ELIGIBILITY**

PHILOSOPHY OF LIVING

To learn more about the foundation for our housing policies, read our Philosophy of Living (PDF) document.

ON-CAMPUS RESIDENCE REQUIREMENTS & AGE LIMIT

Liberty University requires all unmarried undergraduate students under the age of 21 to live on campus. On-campus residents must be currently enrolled in a residential degree program, taking a full-time course load, and attending at least 1 in-person class that runs the whole semester. For each semester they reside on campus, all students must complete Financial Check-In prior to occupancy and agree to the terms and policies as outlined in the On-Campus Housing Contract.

> *Note: Students who are age **25 or older** (at any time during the semester) or are married are not allowed to live on campus.*

ROOM ASSIGNMENTS

Residence Life is responsible for making all room assignments. Rooms are assigned on a first-come, first-served basis, and all room assignments are final unless Residence Life authorizes a room change. All students must agree to the policies as set forth in the On-Campus Housing Contract to be eligible to live in the Residence Halls.

The University reserves the right at any time to: (a) alter, change, or cancel a housing assignment; (b) change any room assignment or rate; (c) enter residences during reasonable hours at your request or for routine maintenance, inspections, repairs, or housekeeping duties; (d) enter residences at any time for an emergency; (e) control the residences in the event of an emergency; (f) terminate the Housing Assignment for violation of University policies and regulations, for health or social reasons, or for other reasons deemed sufficient by the University.

MARRIAGE

Married students are not permitted to live in the residence halls.

EVICTION/DISRUPTION TO RESIDENT COMMUNITY

Any student who is disruptive to the resident community may be removed from campus. A student may be evicted from the residence halls for any of the following reasons:

- Not completing Financial Check-In
- Having an outstanding student account balance
- Not being registered for residential courses
- Due to administrative withdrawal
- Student is ineligible for housing (marital status/age requirements)

OFF-CAMPUS ELIGIBILITY

Qualifications for Living Off-Campus

At least one of the following requirements must be met before a student will be granted permission to reside off-campus:

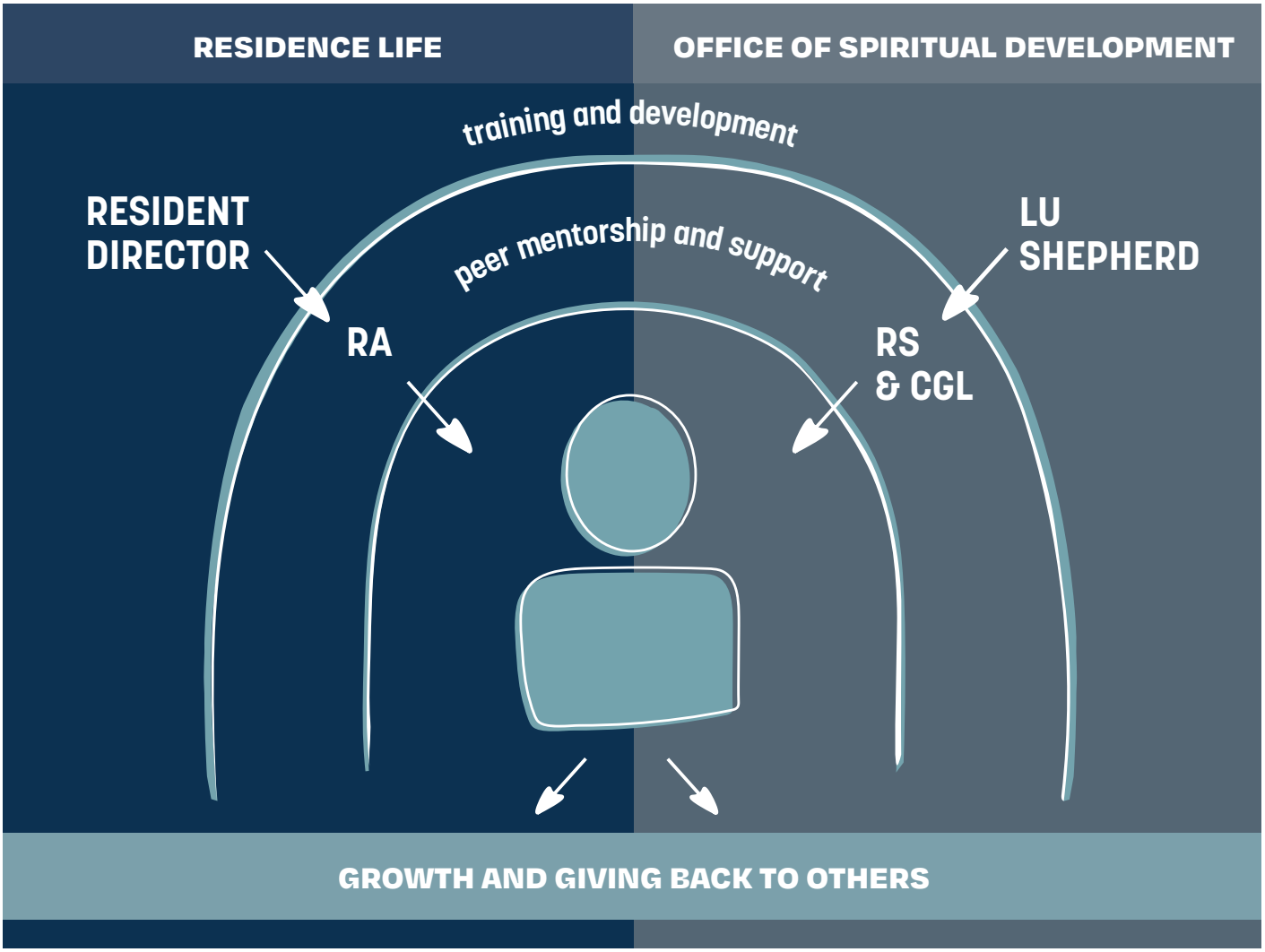
- Must be 21 years of age or older by December 31 for the fall semester or by May 31 for the spring semester, and cannot be on disciplinary probation through The Office of Community Life.
- Must be living with a parent or a sibling who is over the age of 21.

Off-Campus Agreement

- Off-campus and on-campus resident students are subject to the same rules, regulations, and policies, except for those that specifically pertain to residence hall living. Additionally, off-campus students are responsible for all information contained in the Off-Campus Living Guide. The University defines an off-campus student as one who resides within driving distance of the campus and attends classes weekly during the fall, spring, and/or summer sessions.
- Off-campus students are responsible for their own off-campus housing arrangements. Single coed living arrangements are not in keeping with Liberty's philosophy and purpose. Exceptions to this policy are for immediate family members only (brothers/sisters).
- It is each student's responsibility to have his/her local address and telephone number on file with Commuter Life within seven days from the beginning of classes. Any changes in information must be reported to the office within seven calendar days. Failure to file or report changes in information may result in a $100 fine.
- If a student moves off-campus at any point during the semester, their housing fee will be prorated accordingly at a weekly rate based on the room price. Please check with Residence Life for the exact amount that will be charged to your student account.
- Approval to live off-campus must be obtained from Residence Life before signing a lease. Any unmarried student, under the age of 25, who is placed on disciplinary probation through The Office of Community Life while living off-campus may be required to move back on-campus or live with a parent the following semester of attendance and will be responsible for handling all lease and roommate arrangements.
- Any falsification of information on the off-campus application or subsequent paperwork may result in automatic denial.

RESIDENCE HALL **LEADERSHIP**

Liberty University has a unique structure for residence hall leadership, created to foster support, friendship, and personal development throughout your time on campus. Each hall is equipped with one or two Resident Assistants (RAs) and a team of Resident Shepherds (RSs) and Community Group Leaders (CGLs), here to help you grow and make connections on campus.



Resident Assistants

Resident Assistants (RAs) are mature students whose responsibility is to supervise each residence hall. They provide leadership for the residence halls and assist in the relational, social, and academic development of resident students. They also provide referrals in the area of discipline and counseling.

Resident Directors

Resident Directors (RDs) are Residence Life staff members who live on campus in residence hall apartments. Their primary duty is to oversee several residence halls by managing the facilities of their residence halls, leading a team of

RAs, administering disciplinary actions, and caring for the academic, social, and physical well-being of the students on their halls. They ensure that the mission of Liberty University and Residence Life is carried out through their personal interactions with the students of their halls.

OTHER LEADERSHIP

The LU Shepherd office oversees the following residence hall leadership positions:

Community Group Leaders

Community Group Leaders lead a small group (Community Group) of an average of 3-6 students on their residence hall. Throughout the week, CGLs are encouraged to develop strong relationships, pray for, and foster a community of Christ-centered discipleship among the students in their group. The CGL facilitates biblical discussion around the teaching of Campus Community on Wednesday nights, going deeper into God's Word.

Community Groups

Community Groups, held weekly on Wednesday nights, offer students a small group setting to discuss the message just shared in Campus Community. This small group time allows students to cultivate meaningful relationships and promotes personal spiritual growth through Bible study, prayer, confession and repentance, and service.

Resident Shepherds

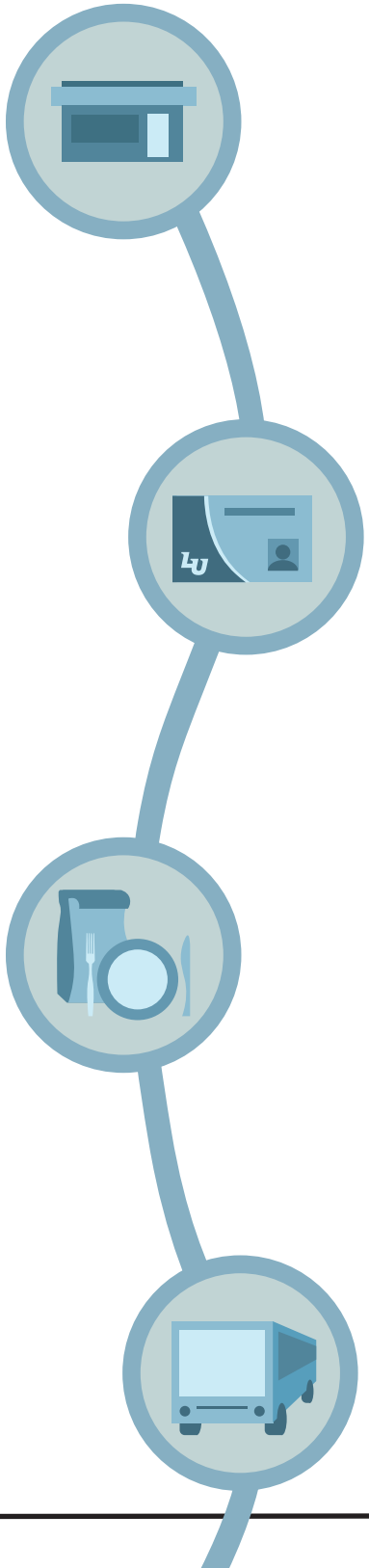
Resident Shepherds serve students on their hall by nurturing the spiritual maturity of students through elevating the priority of gospel-centered discipleship and giving expression to love for God, love for one another, and a love for the nations. Resident Shepherds model Christ-like holiness, while creating a sense of home for the students in the residence hall.

THE LIBERTY WAY:
STUDENT HONOR CODE

Liberty University abides by a set of community guidelines to set expectations and guidelines for life in a Christian educational community. All students are responsible for knowing and complying with the terms of The Liberty Way. The Liberty Way can be found at: https://www.liberty.edu/students/honor-code/

ON-CAMPUS **RESOURCES**

RESOURCES FOR YOU!
LU has many departments and resources available to you as a student, for your success. This section of the On-Campus Living Guide will help you navigate through a variety of resources offered to you.



RESIDENCE LIFE

Residence Life seeks to provide students with a quality on-campus living experience that fosters a diverse community, academic growth, and the holistic development of students. In addition to its housing services, Residence Life oversees residence hall leaders and offers students opportunities to grow and develop through our Resident Assistant and Converge leadership programs.

ID & CAMPUS SERVICES

All Liberty University students, faculty, and staff are issued a Flames Pass by the ID & Campus Services department. The Flames Pass is the official campus ID card, which provides access to many activities and services both on-campus and off-campus, including access to your residence hall. It is also used for entry to a variety of campus recreation centers, meal plan/dining access, and printing around campus.

Students are required to have access to their Flames Pass at all times and to comply with requests from University officials to present this identification at any time. Students should not lend their Flames Pass to others, unless instructed to do so by a University official. Violation of this policy jeopardizes the security of the Liberty community; violators may be subject to disciplinary action, as outlined in The Liberty Way.

For more information on your Flames Pass, please visit the ID & Campus Services webpage.

LIBERTY DINING SERVICES

Liberty University collaborates with Sodexo, our dining partner, to provide a variety of culinary options across campus. Meal plans are required for all students who live on campus and may be accessed via the Flames Pass for entry into the dining hall or for payment at approved locations.

Students are expected to be considerate of dining staff and display respect in their conduct at dining locations at all times. Furthermore, while students are permitted as much food as they would like in the Reber Thomas Dining Hall, they are not permitted to take food to-go, unless an official takeout option is provided.

For more information on meal plans and dining options, please visit the Liberty Dining Services webpage.

TRANSIT SERVICES

Liberty University provides transit services for students through bus routes and the On Demand Ride program. For more information, please visit the Transit Services webpage.

LIBERTY UNIVERSITY POLICE DEPARTMENT

LUPD is a full-service law enforcement agency and is staffed by professional, highly trained personnel 24 hours a day, 7 days a week. In addition to providing our campus with safety and security systems, LUPD also enforces traffic and parking policies for all students, faculty, staff, and visitors.

For more information on safety and security practices, see the Safety, Security, & Emergency Management section of this document. For more information on vehicle registration, parking decal basics, and towing policies, please visit the LUPD Parking & Traffic webpage.

POSTAL SERVICES

All residential students at LU are assigned a Flames Box number based on their residence hall and room location; mailing addresses can be found in the Res Life Portal under "View Room Details." For more information on sending or receiving mail on campus, please visit the Postal Services webpage.

OFFICE OF SPIRITUAL DEVELOPMENT

The Office of Spiritual Development consists of several sub-departments that serve students' spiritual needs in a variety of ways.

- LU Stages delivers weekly Convocation and Campus Community services.
- LU Send provides students with opportunities to travel globally or study abroad.
- LU Shepherd offers students mentorship, pastoral care, and life-skills training.
- LU Serve creates opportunities for students to serve in both local and broader communities.

For more information, please visit the Office of Spiritual Development webpage.

STUDENT HEALTH SERVICES

Student Health Records, in the Office of Student Life, processes the student health form. The Student Health Form consists of three sections: Immunizations, Tuberculosis Questionnaire, and Medical History Questions, and is completed by all incoming residential students. Liberty University also partners with the CVFP Medical Group to provide medical services at the LU Student Health Center, available to all current residential students.

For more information about Student Health Records or the Student Health Center, please visit the Student Health Services webpage.

COUNSELING AND PSYCHOLOGICAL SERVICES

Counseling and Psychological Services provides mental health support to students through group counseling, individual counseling, educational programs, and other resources. To learn more about these services and others, visit the Counseling and Psychological Services webpage.

TIMELYCARE

Liberty University offers TimelyCare as a resource to provide students with a comprehensive virtual health and well-being platform. This service offers 24/7 access to care at no cost, giving students immediate support whenever they need it. TimelyCare is designed to help students manage stress, navigate challenges, and care for their overall well-being through convenient, on-demand virtual services. Students can select a counselor based on their spiritual preferences and wellness needs.

How to Access TimelyCare:

- Download the TimelyCare app from your device's app store
- Register using your Liberty University email address
- Begin visits from any web-enabled device (smartphone, tablet, laptop, or desktop)

LIBERTY PASTORAL COUNSELING & CARE (LPCC)

Liberty Pastoral Counseling & Care (LPCC) understands Training Champions for Christ is a whole-person endeavor. LPCC office focuses on fostering the spiritual and practical well-being of the student body. This is accomplished through one-on-one biblical counseling and various small groups. Pastoral counseling is facilitated by full-time staff members overseeing a team of well-trained master's level students and is available for all residential students. LPCC also oversees Intercultural Care, providing pastoral support for our Third-Culture Kids, Cross-Cultural Kids, Students Abroad and International Student population.

OFFICE OF DISABILITY ACCOMMODATION SUPPORT

The Office of Disability Accommodation Support (ODAS) exists to provide equal access to students with documented disabilities and temporary medical conditions, striving to ensure that discrimination on the basis of disability does not occur. For more information about accommodations, please visit the ODAS webpage or read more about residence hall-specific accommodations below.

OFFICE OF COMMUNITY LIFE

The Office of Community Life engages students to actively experience a holistic community through abiding by the code of conduct and through mentorship, conflict resolution, and other restorative practices. To learn more about available programs and resources, visit the Community Life webpage.

SPEAK UP

Liberty University is committed to providing a safe learning, living, and working environment for the Liberty community and encourages its members to Speak Up about concerning activities. If you have a concern related to sex-based discrimination or discrimination regarding another protected class, you may submit a Title IX report or visit the Office of Equity & Compliance website for more information.

If you are concerned about the safety or well-being of yourself or another, you may report concerning behavior by submitting a CARE referral or learn more about other resources on the CARE and Support Team website.

POLICIES & **PROCEDURES**

RESIDENCE HALL POLICIES

In this section, you'll find important **policies** to keep in mind as a student living on campus at Liberty University.

INSTITUTIONAL LIABILITY

During the Financial Check-In process, students are required to review and acknowledge the On Campus Housing Contract that includes the Institutional Liability Policy. The policy reads as follows:

> The University will not be responsible for damage to or loss of personal belongings, which are a result of fungus, fire, wind, water, insects, rodents, vandalism or theft. However, when damage or loss is reported, the University will take reasonable steps to attempt to resolve the problem.

Students residing in the residence halls are encouraged to make sure personal belongings are covered by their parent's homeowner's policy or a renter's insurance policy. The University encourages students residing off-campus to obtain homeowner's or renter's insurance to protect themselves against unforeseen circumstances.

Liberty University seeks to provide a safe and caring environment, but, like your home, it requires forethought about protecting personal belongings. Students are encouraged to speak to an insurance agent and consider some form of renter's insurance. The University does not recommend or endorse any individual insurance company.

SAFETY VIOLATIONS

It is necessary for every resident to share the responsibility for the safety and security of their residence hall. Should a student's action create a safety or security concern for themselves or others, a $100 fine may be assessed. For a list of possible Safety Violations, please see the Appendix.

CONVOCATION

All undergraduate and graduate students living on campus are required to attend Convocation on Wednesdays and Fridays. Students living off-campus (Commuter Students) are encouraged to attend Convocation either in the Vines Center or Commuter Lounge (GH 1875). All on-campus students check in by tapping their Flames Pass with an RA on the concourse in order to be counted as present. Failure to attend may result in the issuance of a $25 fine for the first two offenses. The third and subsequent absences may result in a $50 fine. Further, students are not permitted to leave Convocation before the official dismissal; failure to stay for the entire time may result in the student being marked absent.

CONVOCATION EXEMPTION

Because Convocation is an important piece of each student's educational experience, exemptions from Convocation will be given on a very limited basis. Additionally, being signed out on the Overnight Sign-Out Sheet does not excuse a student from Convocation. To seek permission to miss Convocation for a recurring reason, students should submit the Permission Form found on the Residence Life webpage.

Students are given one Convocation "skip" per semester. In order for the skip to be valid, the student must inform their Resident Assistant of his/her intent to use the skip at least 24 hours before Convocation begins.

ACADEMIC ATMOSPHERE

The atmosphere in the residence halls should be conducive to individual study at all times. Residents are expected to show respect and consideration towards hall mates by keeping noise levels to a minimum during the day, and especially at night:

- Study Hours will be observed from 9 p.m. until midnight on weeknights (Sunday-Thursday).
- Quiet Hours will be observed from midnight until 7 a.m. every day of the week.

Noise that results in a disturbance on the hall may result in a violation of the Statement on Personal and Community Respect, as outlined in The Liberty Way.

CURFEW & SIGNING OUT

Liberty University observes a nightly curfew, requiring all students to be in their residence halls by a particular time each night:

- Sunday, Monday, Tuesday, and Thursday – 12 a.m. (midnight)
- Wednesday – 10 p.m.
- Friday and Saturday – 12:30 a.m.

Please see the Breaks & Summer Policies section below for curfew information during University breaks.

Residence Life provides students with several avenues for signing out past curfew for a variety of scenarios. Sign-out sheets can be found on the Res Life Portal, and must be filled out completely to warrant valid permission.

LATE NIGHT SIGN-OUT

If a student plans to attend a University-approved event after curfew (i.e., late night activities, library/computer lab work, etc.), they must complete the Late Night Sign-Out sheet prior to curfew, and should swipe in and out of those events or locations after curfew in order to verify their presence.

AFTER HOURS SIGN-OUT

Students age 20 or older are permitted to stay out past curfew, provided that they have filled out the After Hours Sign-Out sheet prior to curfew that evening. Residence Life and/or Community Life reserves the right to revoke this privilege on a case-by-case basis at any time.

Liberty University believes in the importance of Community Groups to foster the spiritual development of students on the residence halls. Therefore, After Hours Sign-Outs will not be allowed from 10-11:30 p.m. on Wednesday nights.

OVERNIGHT SIGN-OUT

Any time a residential student plans to be out of the residence hall overnight, it is imperative that they complete the Overnight Sign-Out sheet, which may only be used for the following conditions:

- When a student goes to his/her own home, where their parent presently resides
- When a student stays in a local hotel or home with a family member (parent, grandparent, or married brother/sister)
- When a student stays off-campus overnight with a married couple
- When a student of senior status (72+ credit hours) or 21 years of age signs out to stay overnight with single individuals of the same gender

Exceptions to this policy must be requested through email to Residence Life.

RESTRICTIONS TO THE OVERNIGHT SIGN-OUT SHEET:

- Students should not arrive or leave campus between curfew and 5 a.m.
- Signing out overnight does not excuse a student from missing Convocation or a class.
- If the student wishes to spend the night on another hall with a friend, they must request permission by submitting an Overnight Visitor request.
- Students may only sign out up to 3 nights per week (week starting on Sunday and ending on Saturday).

Please note that failure to abide by these policies may result in disciplinary action, as outlined in The Liberty Way.

To seek permission to miss curfew for a recurring reason, students should communicate with their should communicate with their RA and RD

MANDATORY HALL MEETING

Hall Meeting is held four times a semester to inform students of relevant announcements and information pertaining to living in the residence halls/on campus and to provide a forum for personal and social growth. Resident Assistants conduct these meetings, held on Wednesday nights at 10 p.m. All residential students are required to attend Hall Meeting on the dates provided by the Residence Life.

ROOM/CLEANLINESS CHECKS

Residence hall rooms are to be kept neat and clean at all times. Should a room not meet cleanliness standards, the students will be given a Cleanliness Warning slip. After three warnings, students may receive discipline and/or fines as outlined in The Liberty Way. The following will be checked on a consistent basis during Convocation.

- Bed must be clean and orderly
- Carpet must be vacuumed
- Trash must be emptied
- Sink and mirror must be clean
- Dresser tops and other stands dusted and in order
- All personal belongings neat and organized

Additionally, students residing in East Campus, The Annex, and The Commons are required to clean their bathrooms as well. This includes sink and mirror, counter-tops, toilet, bathtub, and floors. Students residing in East Campus and the Quads are required to keep their common areas neat and clean. Duties pertaining to the common areas will be assigned to students and will rotate on a regular basis.

VISITORS

All visitors to the residence halls on campus must be accompanied by a resident of the building. A visitation curfew of midnight will remain in effect, unless the visitor is of age 16-25 and the student has received prior approval from Residence Life via the Overnight Visitor request. An individual visitor is only permitted to stay on campus a maximum of five nights per semester (whether consecutive or non-consecutive). Under no circumstances should any person enter the bedroom of a person of the opposite sex. Overnight visitors are restricted during the first and last two weeks of each semester.

FOOD DELIVERIES

Students may have food delivered to their residence hall on campus, but should always meet outside the building to accept their delivery. Students should ask their RA for the exact building address to ensure items are delivered to the right location.

CHECK-IN & CHECKOUT

The official residence hall open and close dates for each semester are specified in the Academic Calendar. White Glove instructions are located on the ResLife Portal. For information related to checking in or out of the residence halls, please visit the Residence Life Move-In/Move-Out webpage.

KEYS

Upon arrival to their residence hall at the start of the semester, students will be issued a physical key and/or given badge access to their hall or room via their Flames Pass. Physical room keys must not be duplicated and must be returned to Residence Life immediately upon withdrawal, checkout, or change of room. Lost keys should be reported to Residence Life immediately so that a new key can be issued. Lost or non-returned keys may result in a charge to your student account ($25 for the first occurrence; $50 for subsequent occurrences).

It is the responsibility of all residents to carry their room key at all times, to deny entrance to any person not authorized to enter the building, and to promptly report unescorted guests or nonresidents to residence hall staff (RA or RD) and to LUPD.

If a student is locked out of their room, they may seek assistance from hall leadership (RAs). If unavailable, please call LUPD non-emergency at (434) 582-7641 for assistance. There may be a charge by Residence Life or LUPD for lockouts.

WITHDRAWALS

When students withdraw from the University, it is imperative that they go through the proper procedures as outlined in the University's Course Catalog. Students living on campus who withdraw or move off campus during the middle of the semester should inform their RA and schedule a Checkout Appointment as soon as possible.

Students' housing bill will be prorated based on the time that they have lived in the residence hall, ending on the day they have removed all of their belongings for an early withdrawal.

PREGNANT STUDENTS

In keeping with its mission of training "Champions for Christ" and its pro-life stance, Liberty University is committed to supporting life, in all its stages. Thus, Liberty is dedicated to supporting and offering resources that promote life to students who become pregnant. Students facing an unplanned pregnancy are encouraged to speak with either the LU Shepherd office or Counseling and Psychological Services.

Pregnant students are permitted to remain in the residence hall, if they choose. However, they will also be automatically approved to move off campus, if they wish to pursue that avenue. Liberty stands ready to assist students as they make these decisions.

Note: The residence halls are set up for single students of the same gender; thus, infants and children are not permitted to live in the residence halls.

ROOM SEARCH POLICY

Designated Student Affairs staff may search a room for evidence when there is a reasonable indication that a student is in violation of school policy or regulations.

APPROVED & PROHIBITED ITEMS

THE FOLLOWING ITEMS ARE NOT PERMITTED IN THE RESIDENCE HALLS:

- Electric stoves
- Air conditioners
- Space heaters
- Hot plates
- Restaurant-style or commercial coffee makers
- Fire places/fire pits
- Candles
- Candle warmers (with the exception of bulb warmers)
- Lava lamps
- Halogen bulbs
- Any open-coiled appliance
- Toaster ovens*
- Toasters*
- Crock pots*
- Sandwich makers*
- Rice makers*
- George Foreman-type grills*
- Griddles*

*Starred items ARE permitted only in residence halls with full kitchens (Campus East and the Quads).

APPLIANCES

Appliances should be plugged directly into a wall outlet. Please use caution when plugging electrical devices into an outlet near a water source.

MICROWAVES & MINI-FRIDGES

Microwaves are allowed in student rooms, and may not exceed 1000 watts. Mini-fridges, or combination refrigerator/microwave units, are allowed in student rooms as long as they bear the UL approved seal and the refrigerator portion does not exceed 4 cubic feet, 1.5 amps, and 100 watts.

Rooms located in the Residential Commons come equipped with a compact micro-fridge unit provided; therefore, no additional microwaves or refrigerators are allowed in these rooms.

EXTENSION CORDS

Grounded extension cords with a maximum 15-ampere rated surge protector and an integral circuit breaker are the only type of extension cord allowed in residence halls.

DECORATIONS

Curtains, draperies, hangings, and other flammable materials are permitted to be hung on residence hall walls, but must not exceed 50% of the aggregate wall space in a given room. No hangings of any kind may be attached to the ceiling, light fixtures, or fire sprinklers, alarm panels, or extinguishers in any building. Furthermore, students are not permitted to hang flags or banners of any kind outside their window.

Decorative lights are allowed, but must be LED and UL certified. Lights should be hung safely to avoid trip or fire hazards.

All decorations, posters, and pictures present in the residence halls should coincide with the standards and policies of the University related to music, movies, videos, dress, and conduct. No road, traffic, or office signs may be displayed or stored in the residence halls. Resident Directors and Resident Assistants will give guidance and answer questions as needed.

Students are encouraged to use small thumb tacks and/ or push pins to affix decorative items to their walls. Command strips, adhesives, nails, hooks, racks, and/ or other items that could damage the walls are not permitted.

CHRISTMAS DECOR

Only artificial trees and wreaths are permitted in or around the residence halls. Christmas decorations must be removed during checkout procedures at the end of the fall semester.

SKATEBOARDS & SCOOTERS

Skateboards and scooters are permitted on-campus; however, they are prohibited to be ridden, operated, or stored in residence hall hallways or common areas. Students should store these items in their rooms, ensuring they do not block emergency egress (e.g., store them out of the way, under the bed).

Skateboards and/or scooters found to be stored in a residence hall hallway or ridden or operated in a residence hall may result in a Safety Violation. Additionally, residence hall damage caused by the riding, operating, or storage of skateboards and scooters may result in a damage billing charge to your student account.

NOTE: To mitigate risks associated with the operation and charging of e-battery and fuel-operated pedestrian transportation devices, these devices are strictly prohibited on all campus property, including but not limited to walkways, buildings, dormitories, and parking areas.

This policy does not regulate accessibility-dependent devices such as wheelchairs or motorized chairs."

BICYCLES & MOTORCYCLES

Motorized vehicles and fuel are not permitted in the residence halls at any time. Bikes may be stored in designated areas outside the residence halls or inside a student's room, provided that they do not block emergency egress (e.g., store them out of the way, under the bed).

GRILLS

Students are permitted to bring grills to campus, but they must register them with Residence Life and store them outside with the registration decal placed visibly. Students may register their grill and pick up a decal by visiting Residence Life, located in Residential Commons II Terrace Level. For fire safety regulations, please view the Safety & Security section below.

SLACKLINE USE

Students may use slack lines on campus, but must do so only in designated areas as some trees on campus can be harmed if used for slacklining purposes.

ABANDONED ITEMS

Any personal property left in the residence hall room, common area, or in any storage area after termination of the housing contract occupancy period is considered abandoned. The University does not assume responsibility for the shipping and handling of personal property and is not responsible for personal items left on campus. If personal property is left in the residence halls/ rooms, fees may be assessed. The University reserves the right to dispose of any items considered abandoned. The University assumes no liability for damage or loss of any abandoned property on its premises.

PETS

Only fish and hermit crabs are approved pets in the residence hall. Only one tank per student is permitted in the room. No visiting animals are allowed on the hall (pet sitting, visiting friend with animal, humane society dogs, etc.)

SERVICE ANIMALS & EMOTIONAL SUPPORT ANIMALS

Students are permitted to have a Service Animal or an Emotional Support Animal (ESA) in the residence halls. All policy documents and request forms can be found under 'Disability Accommodations' on the Residence Life webpage.

BULLETIN BOARDS & DISTRIBUTION OF LITERATURE

BULLETIN BOARDS IN RESIDENCE HALLS

Bulletin Boards in the residence halls are provided to make students aware of University events and important information. Students should not post their own materials on bulletin boards without permission from their RAs, and should never place any materials on windows, walls, or doors in or around the residence halls. Any materials placed on bulletin boards without approval, or placed on windows, walls, or doors, will be removed.

BULLETIN BOARDS IN ACADEMIC AND ADMINISTRATIVE BUILDINGS

Bulletin Boards are present throughout campus for student and club/organization use. Students must seek permission from Commuter Life (Green Hall Room 1887) in order to post events and materials on these boards. Unapproved materials posted around campus on bulletin boards or in other locations will be removed.

DISTRIBUTION OF LITERATURE

Distribution of pamphlets, flyers, or other literature in the residence halls requires written approval from Residence Life.

ENTERPRISING, SOLICITATION, & FUNDRAISING

PRIVATE ENTERPRISE

Students are not permitted to engage in private enterprise in the residence halls.

FUNDRAISING IN RESIDENCE HALLS

Residence Life must approve all residence hall fundraising projects. At no time will Liberty University be represented as being associated with a fundraising project taking place on the residence hall. Once approval is received, scheduling must be done through the appropriate channels.

SOLICITATION

Solicitation by salespersons, students, staff members or members of the community is prohibited in the residence halls. Residence Life will answer any questions regarding this matter.

SPEAKERS FOR RESIDENCE HALL EVENTS

Residence Life must approve all guest speakers who are not on the faculty or staff of Liberty University before any invitation to speak or perform at any residence hall function is issued.

MAINTENANCE & FURNITURE POLICIES

WORK ORDERS

Students should report custodial or maintenance issues on the residence halls to Facilities Management by submitting a Work Order. Situations that warrant an immediate response should be brought to the attention of the RA. Facilities Management will work to address the issue(s) as soon as possible, but please exercise patience and remember that some repairs across campus may take precedence over others. When submitting a Work Order, fill out the form completely and be as specific as possible in describing the issue and location.

Maintenance personnel and Residence Life Facilities personnel may enter the residence halls in order to perform necessary work and are required to be in uniform when doing so. Additionally, they will announce themselves audibly when entering a residence hall and before knocking on a student's door. If the room is unoccupied, the maintenance staff will enter and may leave behind a courtesy card or send an update via email once the work is complete.

CUSTODIAL

Routine cleaning of common areas in the residence halls is accomplished by Facilities Management.

All shower liners and curtains that have been provided by the university must remain up, and in the bathrooms. Students may add a decorative curtain to the liner/curtain that is in place. Do not remove the original liner/curtain. Bathmats are prohibited from group bathrooms that are cleaned by custodial services.

- Hill, Circle, and South Tower – custodial services are provided for common areas and bathrooms (including cleaning, disinfecting, and toilet paper provision).
- Quads – custodial services are provided for hall bathrooms, therefore students will need to remove all personal items on posted cleaning days.
- Commons and The Annex – custodial services are provided for common areas only.
- East Campus – custodial services are not provided in these apartments.

Custodial services will not be provided for student rooms unless a Residence Life and/or Facilities Management staff deem necessary.

DAMAGE BILLING

Students are responsible for any damage or loss caused to their rooms, common areas, or the residence halls, including furnishings and fixtures. Students found responsible for damage, whether accidental or intentional, will be charged for replacement or repair.

If the University cannot determine who is responsible for the damage or loss, the cost will be divided and assessed equally among the residents of the apartment, quad space, common

area, floor, or building as applicable. The location of the damage and the nature of the circumstances surrounding the damage incident will determine the group billed.

If you feel that you were inaccurately billed for damage, you may appeal the charges to Residence Life via email. All appeals must be received within 30 days of the date the charges are posted to your account.

AIR CONDITIONING

All residence halls are air-conditioned, and students are not permitted to bring additional heating or cooling units. Tampering with air conditioning units or thermostats is not permitted and may result in a Safety Violation or discipline as outlined in The Liberty Way. The temperature setpoints 68' to 76' of university heating and air systems are remotely managed for all residence hall buildings.

Residence halls on The Hill and South Tower are equipped with air conditioning units that sit low to the ground; airflow must not be restricted to these units. Students should ensure that all belongings and furnishings remain at least 48" (Hill) or 24" (South Tower) away from the units. Failure to do so may result in a fine.

All students should periodically dust the air return grille on the unit in their room to prevent dust accumulation.

PEST CONTROL

Routine extermination services are provided in residence halls year-round. If you experience an issue with pests, please submit a Work Order.

Pests may be attracted by environments that provide food, warmth, and moisture. Students should practice good housekeeping in the residence halls to help deter pests.

With regard to bed bugs specifically, Residence Life will ensure that a pest control specialist inspects the room within two business days. A Residence Life staff member will be present during the inspection, and it is strongly recommended that at least one student from the room is also present. If bed bugs are confirmed, Residence Life will provide communication and information regarding next steps. Generally, all belongings will need to be thoroughly washed and dried, and students will be assigned to a temporary new housing location until the affected room has been treated and cleaned.

FURNITURE POLICY

Students without a roommate should not use the second (or third) set of vacant furniture, as it must be ready to be used by another student. When a student is assigned to a room, the physical furnishings are assigned individually (e.g., wardrobe, dresser, desk, chair, bed, closet, etc.). Students approved for Bed Buyout may use the extra furnishings in the room, but furniture should not be removed from the room.

FURNITURE, BEDS, & ROOM MODIFICATIONS

Standard configuration for beds in rooms varies across campus. Beds may either be placed on the floor, bunked on top of one another, or lofted (in three-person rooms). Loft Kits are available by request for students in two-person rooms for a fee of $75.

Whether a bed is bunked or lofted, all elevated beds must be secured with furniture pins and a safety rail. These items, as well as stabilizer bars for lofted beds, are exclusively provided by Residence Life.

Students should only use University-supplied parts for bed modifications and are permitted to make the adjustments themselves at their own risk. Please visit the Residence Life website to view video tutorials on how to make bed adjustments or submit a Work Order for professional assistance. Please note that Commons residence hall bedsprings may not be placed on the top rung.

Students are not permitted to make modifications to the physical room or its fixtures. All furniture should stay assembled and remain in the room at all times. Please direct any questions about residence hall furnishings or fixtures to your RD or RA. Finally, hammocks are permitted for outdoor use on campus, but should not be attached to walls, ceilings, or furniture within the residence halls.

ACCOMMODATIONS

LAUNDRY FACILITIES

Residence halls across campus are equipped with laundry facilities. Please view the Residence Life website for more information on locations and cost.

Please note that students in East Campus apartments are not permitted to let students from other areas of campus use their laundry machines.

VENDING MACHINES

Vending machines are available on many residence halls. Shaking, tipping, or tampering with these machines is considered vandalism and may result in a fine. Should any problems arise with vending machines, please report them to vending@liberty.edu.

DISABILITY ACCOMMODATIONS

Liberty University is committed to meeting the needs of persons with disabilities by adhering to the requirements and codes of The Americans with Disabilities Act and other applicable regulations. Residence Life partners with the Office of Disability Accommodation Support (ODAS) to provide reasonable accommodations; students seeking accommodations should review policy and request forms linked on the Residence Life homepage.

BREAKS & SUMMER POLICIES

UNIVERSITY BREAKS

Residence halls will remain open throughout the academic year and during all breaks, with the exception of Christmas break, as specified in the Academic Calendar. Students desiring to leave early or arrive later than scheduled breaks permit must notify their RA and sign out from the hall as necessary. All University regulations and policies are in effect all times, including during breaks.

Please note that curfew will be 12:30 a.m. throughout official University breaks and summer, and that the University's room and board plan does not include meals during Thanksgiving, Christmas, or Spring break.

COMMENCEMENT HOUSING

Some rooms on campus may be used for Commencement purposes. Typically, Campus East apartments and Residential Commons rooms are used for Commencement Housing. Students living in these rooms may be required to move to temporary alternate locations to accommodate our guests."

SUMMER HOUSING

Residence Life provides housing availability over the summer at a weekly rate. Please view the Summer Housing webpage for current information.

CENSUS

The federal government requires the University to survey ten students per month, at random, from selected residence halls. Resident Directors will work with students to collect survey information as needed. The census process is time-sensitive and cooperation is greatly appreciated.

EXCEPTIONS TO NORMAL POLICIES & PROCEDURES

If a student feels they have legitimate cause to warrant an exception to normal policy and procedure, they may request advance approval from Residence Life during regular business hours. The Division of Student Affairs reserves the right to grant or reject the request.

SAFETY, SECURITY, & **EMERGENCY RESPONSE**

LUPD

The Liberty University Police Department is a full-service law enforcement agency that services our campus. They are staffed 24 hours, 7 days a week, and should be contacted in the case of major safety or security concerns, or in the event of an emergency. In all cases, please collect as much information as possible (specific names, location(s), and nature of an emergency, etc.).

- **LUPD Emergency:** (434) 592-3911
- **LUPD Non-Emergency:** (434) 592-7641 | LUPD@liberty.edu

Champion Safe is the official safety app of Liberty University. This app will send you important safety alerts and provide instant access to campus safety resource. LUPD provides a SafeRide Program to ensure that students do not have to walk on campus alone after dark. To request a ride, call the LUPD Non-Emergency number and be ready to provide your LU ID number and location.

Residence Life employs full-time Resident Directors, who are scheduled to provide an on-call representative at all times. To reach them, please contact LUPD Non-Emergency and ask to speak with the RD On-Call.

SAFETY & SECURITY PRACTICES

Residence Life, along with LUPD and the department of Emergency Management, takes the safety and security of our campus as a primary concern. Liberty University is committed to ensuring a safe and enjoyable community and asks that all students actively contribute to their own safety and that of others.

Your situational awareness is a choice you have to make. It is your primary responsibility to be situationally aware, not only in your ability to notice when things are out of place or potentially dangerous, but also in your ability to quickly make complex, informed decisions based on the information you have in a given situation.

Please review all of the information in the following sections thoroughly. All students are expected to be aware of the safety, security, and emergency response procedures outlined in this document. Failure to abide by these policies could result in a Safety Violation.

RESIDENCE HALL SAFETY

Safety in the residence halls is a community concern, as well as an individual one. Please be aware of the following safety policies for residence hall living.

DOOR SECURITY Exterior doors to the residence halls remain locked 24 hours a day, 7 days a week. Students should never prop doors open and should be vigilant to close and secure any they find open. Additionally, students should be sure to close and lock their room doors any time they leave.

FIRE SAFETY

A fire may include visible flames, smoke, or strong orders of burning. In the event of any of these concerns, evacuate the building immediately and contact LUPD.

When a fire alarm sounds, every person is required to exit the building and move at least 150 feet away to their designated muster point, as indicated by your RA at the beginning of the semester. No one should reenter the building until instructed to do so by a University official.

Fire drills will be conducted on each residence hall twice per semester by the building's RD in coordination with LUPD and Emergency Management. As with any building alarm, students are required to immediately evacuate the building.

Fire safety is of paramount importance within the residence halls. Your actions could affect the life and property of other students in your community. Please be aware of your actions and observe all health, fire, and personal safety policies.

FIRE SAFETY EQUIPMENT

All residence halls are equipped with fire safety equipment (smoke detectors, sprinkler systems, fire alarms, fire extinguishers, etc.). All fire safety systems and equipment is checked by University personnel routinely. If you notice a problem with any equipment, please submit a Work Order and notify your RA.

Fire extinguishers should only be used in the case of an emergency, and are only effective in the beginning stages of a fire. Tampering with, covering, or vandalizing any fire safety equipment may result in a Safety Violation.

KITCHEN SAFETY

Students who live in residence halls with kitchens should be present and monitor all appliances while cooking. Failure to do so may result in a Safety Violation.

GRILL SAFETY

Operators of grills are responsible for their safe operation at all times. Gas grills may not exceed a propane tank of 20 pounds, and all grills must have metal covers or lids. All fires must be contained within the grill, and the grill should be at least 10 feet away from all buildings or structures. Grills are prohibited on brick pavers unless specifically approved.

Only self-starting charcoal is permitted for charcoal/wood grills; accelerants (e.g., lighter fluid) are not permitted. Charcoal grills must be completely extinguished before leaving the grill unattended, and embers must be appropriately disposed of.

All grills must be fully cooled prior to storage. Portable grills are permitted to be stored inside a residence hall building, but flammable supplies such as propane tanks/bottles, charcoal, and lighters are not (including hallways and stairwells).

FIRE PITS

Residence halls on the Hill, Commons & Circle have access to fire pits outside their buildings, which may be turned on using a key held by RAs and RDs. Students should not place or throw any items on or above the fire pits. Abuse of the fire pits may result in a Safety Violation.

HALLWAYS & STAIRWELLS

Personal belongings of any kind should not be left in hallways, stairwells, or outside student room doors. All corridors must be kept free of any obstruction. Housing may confiscate personal items and they can be picked up at the Residence Life Office. Students found responsible for dropping items down a stairwell will receive a safety violation and will be required to meet with a Liberty University representative.

HEALTH CONCERNS

Students residing on campus who become ill should visit the LU Student Health Center or a local doctor. If unable to do so, please report your illness or condition to your RA or RD, or by calling the Student Health Center. Under no circumstances should a student remain in their room ill without notifying someone. A sick tray for meals can be arranged through the RA as needed.

Students should notify their RA, RD, or Residence Life in the event that they have been medically diagnosed with a highly contagious illness (e.g., MRSA, meningitis, flu, lice, etc.). Your voluntary participation is greatly appreciated; confidentiality will be respected.

Finally, students are responsible for providing their own transportation to and from medical facilities.

MEDICAL EMERGENCIES

If you experience or witness a medical emergency, please contact LUPD.

ON-CAMPUS SAFETY

Students are urged to promote safe practices and to contribute to the overall safety of the University community.

- Exercise – when walking or jogging on campus, do so in pairs or groups and stay in well-lit areas. Runners are advised to always face traffic and run single file.
- Parking Lots – try to park in well-lit areas, where possible, and remember to close and lock vehicle doors and windows. If you find yourself alone after dark and need a ride to your residence hall, please utilize the LUPD SafeRide Program.
- Suspicious Persons/Activity – immediately report any crime or suspicious activity to LUPD.
- Missing Persons – all reports of missing students should be directed to LUPD for investigation. Please also notify your RA/RD.

CAMPUS RESTRICTED AREAS

Students may not enter any residence hall of the opposite sex, and should not be alone with an individual of the opposite sex in academic classrooms, offices, or unlit areas of campus.

WEAPONS

Please see the University Weapons policy. Approved non-lethal weapons such as knives (of less than 3 inches in length) or stun guns are permitted on campus but must be stored in a secure location. The following weapons are not permitted in the residence halls:

- Knives of three or more inches in length
- BB/pellet guns
- Bows and arrows
- Wrist rockets/sling shots
- Etc.

Liberty University has permitted concealed carry permit holders to exercise their right of self-protection on Liberty's campus. Students with an approved concealed carry permit may store their firearm inside the residence hall, but must do so in a University-provided safe.

ALCOHOL, DRUGS, SMOKING, & VAPING

Liberty University prohibits the possession, use, manufacture, or distribution of alcoholic beverages, tobacco, nicotine, illegal drugs, and non-prescribed controlled substances by its students, regardless of whether it occurs on- or off- campus. This prohibition also includes the possession, use, or distribution of prescription medication not prescribed to the student by a licensed medical physician and the abuse or distribution of medication prescribed to the student by a licensed medical physician.

Additionally, Liberty University is a smoke and vape-free campus. Students are not permitted to smoke, vape, or be in possession of related materials on campus.

OFF CAMPUS SAFETY

Students are expected to use caution when participating in off-campus activities and should always observe safety laws. Particularly dangerous areas that students should exercise caution around include:

- The James River, near the Scott's Mill Dam. This area is very dangerous and is therefore off-limits for swimming.
- The train trestle over the James River. Access to the train trestle is strictly off-limits, as noted by "No Trespassing" signs posted in the vicinity.

Additionally, many of Central Virginia's popular hiking spots and other outdoor activities involve risk (e.g., Crab Tree Falls, Panther Falls); students should observe safe practices and follow instructions on all posted signs. Negligence regarding any of the above activities may result in a Safety Violation.

EMERGENCY RESPONSE

Even when safe practices are generally observed, things can still go wrong. Please familiarize yourself with the following information in order to be prepared in the case of an emergency. In the event of any emergency or threat to physical harm, please contact LUPD and be prepared to share as much information as possible.

EMERGENCY NOTIFICATION SYSTEMS

Liberty University is equipped with a variety of emergency warning systems to notify students, faculty, and staff, should any potential danger or threats to our campus community arise.

- Campus Warning Siren – this siren will sound to alert the University community in the event of an emergency, such as an active shooter or hazardous weather conditions. If you hear the siren, go inside immediately, and stay away from windows while you wait for further instruction. Stay inside until you hear the "All Clear" announcement.
- Emergency Text Messaging – to receive emergency alerts by text message and/or email, visit your myLU page and complete the emergency notification section on your profile.

EMERGENCY PREPAREDNESS

Students are encouraged to be mentally and physically prepared in the event of an emergency. Students who are not personally at risk from an emergency should plan to carry on without some services for a period of time, and should follow the directions of LUPD and any other University officials.

Additionally, students are encouraged to prepare a small kit to include short-term food and medical supplies, such as snacks and water, first-aid items, flashlights/batteries, etc.

In the event of an evacuation, all students should remain calm, move quickly, and stay out of the way of emergency personnel and associated equipment while moving at least 150 feet away from the building, and to a designated muster spot, as specified. If you are unable to exit the building for any reason during an evacuation, remain calm and immediately inform LUPD of your location.

BUILDING ALARMS

In the event of a building alarm of any kind (fire alarm, carbon monoxide alarm, etc.), students should immediately evacuate and seek fresh air, not reentering the building until instructed to do so by a University official.

INCLEMENT WEATHER

Central Virginia experiences a variety of weather events that may include storms involving heavy rain or snow, tornadoes, thunderstorms, and/or earthquakes. In the event of severe inclement weather, exercise safe practices to seek shelter inside, stay away from exterior windows, avoid elevators, and be cautious using electronics. To learn more about best practices related to weather disasters and other emergencies, visit Ready.gov.

In some cases, inclement weather may cause the University to close. Students should monitor their Champion Safe app, myLU page, email, texts, local radio/TV stations, and/or ask their RA for more information.

VIOLENT INCIDENTS

Acts of terrorism, active threats, assaults, or other violent incidents can occur on Liberty University's campus or in surrounding communities with little or no warning. In the event of an active shooter or other violent threat, try your best to remain calm, and:

1. Run and escape, if possible.
2. Hide if escape is not possible.
3. Fight as an absolute last resort.

When safe, contact LUPD to describe the violent incident, location, and weapons. Learn more about the Run, Hide, Fight model on LUPD's Emergency Information webpage. Or, learn more about responding to violent incidents at Ready.gov.

MAINTENANCE EMERGENCIES

In the event of any emergencies related to the maintenance of your residence hall room or building, please notify your RA or RD. For life-threatening issues, call LUPD. In any case that extensive repairs are needed in a student's room, Residence Life will relocate the students either temporarily or permanently.

BIOHAZARDS

"Biohazards such as hypodermic needles, blood, vomit, other bodily fluids, overflowing toilets, etc., present risks to both students and to the environment. Students should take care to properly dispose of and/or clean areas that have come into contact with hazardous materials. In extreme cases where custodial assistance is necessary, please submit a Work Order and notify your RA. In the case of hypodermic needles, these items need to be placed in a sealed hard plastic container and labeled "Sharps" on the outside of the container before they are disposed."

ELEVATOR MALFUNCTION

If you become trapped in an elevator, use the emergency telephone or activate the emergency bell within the elevator car. If you observe someone else trapped in an elevator, contact LUPD and be prepared to provide as much information as possible.

Never attempt to pry open elevator doors; leave this to the emergency responders. Try and keep all occupants calm while waiting for help to arrive and remember that elevators have mechanical safety brakes that will operate in all situations, even during power failures.

FLOODING

In the event of flooding of any kind, students should move their personal belongings away from the water as much as possible, submit a Work Order, and notify your RA. In the case of major flooding (larger amounts of water, possibly flowing), notify your RA immediately and contact LUPD.

POWER & WATER OUTAGES

In the event of a power or water outage, remain calm and use battery-operated devices for lighting as needed. Notify your RA or RD, or contact LUPD if there is potential danger to building occupants.

Residence Life will work closely with Facilities Management to determine when to expect the power or water to return and will keep in close contact with each affected building's Resident Director.

If you are able, turn light switches and appliances to the 'Off' position to protect against blown fuses or damage to your equipment when the power comes back on. Avoid all elevator usage during a power outage, as they may become inoperative and trap users inside.

For water outages, you may coordinate with same-gender students in unaffected buildings for use of bathrooms/showers. In the case of concerns related to water cleanliness after an outage, the Office of Residence Life will communicate appropriate instructions through the Resident Directors and RAs.

APPENDIX: **SAFETY VIOLATIONS**

The following is a list of examples of possible Safety Violations, which include, but are not limited to:

- Obstruction of breezeway/hallway or other emergency egress pathways
- Failure to exit a building during an evacuation situation
- Tampering with safety equipment (e.g., smoke detectors, fire extinguishers, etc.)
- Pulling or causing a false alarm and evacuation of the building
- Possession/use of matches, lighters, candles, incense, or other flammable material in or around the residence halls (fire pits excepted)
- Tampering with the locking mechanism of any door or propping open any exterior residence hall door
- Climbing in or out of a residence hall window
- Possession or use of an item included on the list of prohibited items in the residence hall
- Dropping items from stairwells or higher locations.