Resident Handbook

2024-2025

University of North Florida - Housing and Residence Life

Housing and Residence Life Overview

Access, Use, and Room Changes

A. The University may determine, in the interest of safety, the need to restrict the full use of spaces and amenities within the residential areas. Examples of rules that could be implemented include, but are not limited to:

- No visitors, including overnight guests, being permitted.
- Access to residential spaces being restricted to Residents, University staff, and approved vendors, except in connection with move-in/move-out procedures approved by University Housing, and except in extraordinary circumstances when first approved by Housing and Residence Life.
- Residents being only allowed to enter the residential areas to which they are assigned unless otherwise posted or permitted by Housing and Residence Life
- A Resident being allowed to only have one other Housing community UHVLGHQW IURP WKHLU DVVLJQHG FRPPXQLW\ DV D JX assigned room (one guest in a room at one time).
- Access to and use of housing amenities/space being restricted or limited in capacity. Those include, but are not limited to: lounges, study rooms, cooking kitchens, laundry rooms, lobbies, atriums, elevators, multi-purpose space, recreational fields and courts, pools and pool decks, game rooms, and fitness rooms.

B. Building, room, and roommate assignments may be changed prior to arrival or at any time during the term of the Housing Contract.

C. Resident-initiated room change requests may be restricted or limited after occupancy.

D. 7KH 'HSDUWPHQW RI +RXVLQJ DQG 5HVLGHQFH /LIH UHVHUYH rooms and all other residential areas for the following reasons: emergencies (health, facilities, etc.), Health and Safety Inspections, and other reasons as determined necessary to protect the safety and security of students, the UNF community, and facilities.

Oe3Fg-9 (ns:iTd [(fN)4 (a)-6 (n [(f(ns:iTy)4 ( )10 (P)-6 (eri)3 (o)-4 (d)4 (;)-4 (

- x 'HVLJQDWHG GU\ DUHDV LQFOXGH 2VSUH\ &RYH 2VS Hall, and Osprey Landing.

A1.2 Alcohol: Upper -Class Residence Halls

- x Residents of Osprey Fountains, Osprey Village and The Flats at UNF, who are of legal drinking age (21+), may only possess, consume, and store

A4.0 Assistance and Emotional Support Animals

Assistance and Emotional Support Animals must be pre -

C2.0 Cleanliness

Residents are required to keep residential spaces in a clean and sanitary condition. Residential rooms will be checked periodically by HRL staff not necessarily with warning.

C2.1) D L O X U H W R P D L Q W D L Q W K H F O H D Q O L Q H V V R I R Q H V U R

Dangerous Materials are defined as, but not limited to ammunition, fireworks, combustible materials (including lighter fluid, propane, butane torches and dangerous chemicals), or other dangerous articles or substances.

D2.1 It is prohibited for any resident to possess a firearm, electric weapon or device except as permitted below , destructive device, or other weapon including a razor blade, box cutter, dirk, knife (other than a common pocketknife, plastic knife, or blunt -bladed table knife), archery bow s and arrows, nrjso712 792 re W* n BT /TT0 11 Tf 144.05 612.45 Td [(po)-9/nr blu12 (zkl)-4 ( )10 sET

- Items may not be affixed to floor or ceiling (e.g., dancer poles, carpet).
- No type of room divider (fabric or otherwise) should obstruct access or view of a student room and/or the entrance/exit to a student room.
- The total wall space covered by permitted combustible material (posters, tapestries, calendars, etc.) cannot be more than 30%.
- Curtains equal to the length and width of the window attached with a tension rod are permitted. The length is based on the fire safety requirements and precaution for your safety .
- Common Areas: Decorating of residence hall lobbies, bulletin boards, hallways, or lounge areas is not permitted without prior approval from Housing and Residence Life professional staff.

Doors and locks may not be tampered with in any way that interferes with the use of keys or prevents the locking or unlocking of doors.

D5.1 Blocking exits (doors or windows) is not permitted and may result in immediate removal from Housing. Locks may not be added on any doors in rooms/apartments, nor they may not be changed or replaced.

D5.2 Only Housing and Residence Life approved door decorations and properly affixed message boards are allowed on your exterior room/apartment door. Postings are at the discretion of Housing and Residence Life.

D5.3 Fire doors, lounges, suite doors, house doors, room doors, or any other exterior doors may not be propped open in any area.

D5.4

D7.2 Hemp: Residents may not use, possess and/or store hemp plants and/or flower in their residence hall room, suite, and/or apartment. Students will need to store their belongings in the trunk of their vehicle, out of sight.

E.10 Elevators

Tampering with, damaging, vandalizing, misusing, or rewiring elevators or elevator equipment, including falsely pressing the emergency alarm button, will not be tolerated. Elevator damage charges may be assessed to residents.

E1.1 G (ll)6 m1378t

F2.6 Students

L3.0

M2.0 Message and Dry Erase Boards

3. an

- No person under the age of 17
- Proper swim attire is always required
- No glass or animals in the pool or on the pool deck
- Persons under the influence of alcohol or drugs may not use the pool
- No running or horseplay in the pool area
- Pool furniture must remain on the pool deck
- Residence Life policies are in effect
- No diving or flips
- Prolonged breath holding is dangerous and strictly prohibited
- No chewing gum
- Exit the pool if thunder is heard or lightning is seen
- Persons with open wounds are not permitted in the water
- Maximum pool load per pool and pool deck area:
  - Osprey Clubhouse is 70 people
  - Osprey Fountains is 60 people
  - Osprey Fountains lazy river is 40 people
  - The Flats at UNF is 21 people
  - The Flats at UNF Spa is 7 people
- Each resident is allowed to have up to two accompanying guests in the pool area. Exceeding the maximum number of guests per resident in the pool area is not permitted.

P3.3 For the Fountains Lazy River:

- Water is flowing in a current;

R1.1 Breaking the p lane of a window, breezeway, or balcony by a person or an R E M H F W L V S U R K L E L W H G ([D P S O H V L R I F O E X U G H D E L Q J D W K H Q limited to hanging items from a window or balcony, putting body parts out of a window, or sitting on a balcony with feet dangling off the ledge.

R1.2

R2.0 Restricted Areas

Locations in the residence halls and residential areas that are restricted and not for general student use include but are not limited to: electrical/mechanical closets, air conditioning units, cable units, maintenance break rooms, and storage rooms. Students are also not permitted on any roof or overhang.

R3.0 Roommate Agreements

It is expected that all rooms and apartments that have more than one assigned person review, discuss, and complete the Roommate Agreement process with a Housing staff member. The purpose of the Roommate Agreement is to ensure all residents mutually agree upon and abide by the terms, expectations, and behaviors discussed and documented.

R3.1 Failure to complete a Roommate Agreement is not permitted. All rooms and apartments with more than one assigned resident are required to complete the Roommate Agreement process.

R3.2 Violating a mutually agreed upon expectation among residents within a shared room/apartment is not permitted.

R3.3 7DNLQJ RYHU D YDFDQW VSDFH ZLWKLQ RQH V URRP DSD space not roommate/move-in ready for potential new resident(s) is not permitted.

R3.4 Overtly or covertly coercing and/or pressuring a current or prospective resident(s) to not reside in the space room/apartment is prohibited.

S1.0 Sales, Solicitation, Canvassing, and Chalking

Door-to-door solicitation, sales, surveys, canvassing, and the distribution of flyers or leaflets are not permitted in any location within the residential areas. For additional information, please review the Housing website for the flyer advertisement approval process. Please refer to UNF Regulation 7.0050R for further guidance.

S1.1 Unapproved A-Frames, sandwich boards, stakes in the ground, and other similar forms of signage are not permitted within the residential areas. Please refer to UNF Regulation 7.0 100R for further guidance.

S1.2 Students may not operate a business or engage in any sales out of a room or in any public area of the residential community.

S2.0 Smoking and Vaping

The Florida Clean Air Act, effective Oct. 1, 1993, prohibits smoking within any state university system educational facility. This includes residence hall rooms, apartments, and other housing facilities. Please refer to the University Smoke-Free Campus Initiative Regulation .

S2.1 Smoking,

S4.4 The Department of Housing and Residence Life permits reservations that meet the expectations outlined in the HRL Events and Reservations Guidebook. Individuals and/or organizations must follow outlined expectations.

S4.0 Sports

For the safety of the residents and facilities, sports are not permitted to be played inside the residence halls (including buildings, hallways, atriums, balconies, breezeways, stairwells, common areas, etc.). This includes the use of athletic equipment.

T1.0 Theft

Theft of property is strictly prohibited . The University is not responsible for loss of or damage to student property. Theft of personal property should be reported immediately to the University Police Department.

T1.1 Possessing and/or displaying stolen property is not permitted. This includes any business, highway, city, state, community, or University sign or property that has been illegally obtained.

T2.0 Trash Removal

Residents are expected to remove trash and recycling from their room/apartment immediately. dumpsters are provided in residential parking areas or the trash/recycle rooms in the facility (for the Osprey Fountains residents) for disposal. Trash removal may prevent health concerns developing in the area. Trash left outside apartment doors or balconies is not only an eyesore and a potential health concern for residents and their neighbors, but it can also attract unwanted pests and rodents to the facilities.

T2.1 There should not be more than one bag of trash or a collection of trash per room or common space area in a suite/apartment.

T2.2

W1.3 Window blinds and curtains which meet outlined regulations are the only permitted window treatments. Alternatives, such as tapestries and other decorations, are not permitted for use as window treatments.

Residential Conduct Process

Conduct Process Purpose

The HRL Conduct Process serves to protect individual rights, while developing good citizenship and providing procedural fairness to residents documented for violating any of the standards of conduct , rule, and regulations in the residential areas.

The Residential Conduct process is separate from the University Conduct Process , under the Dean of Students Office . As such, Housing and Residence Life staff reserves the right to forward any disciplinary case to Dean of Students Office, Universit y Conduct team .

The Residence Life Conduct website is a resource for all residents highlighting the Resident Handbook, key terms, conduct process, and more.

Keywords and Definitions

Administrative Hearing

A formal meeting where the student and the hearing officer discuss the potential policy violation(s). After a thorough investigation is completed in the hearing, the hearing officer determines responsibility and assigns a sanction as appropriate.

Administrative Move

A sanction and/or outcome where the student is moved to a different room, floor, building, and/or area as determined by a Housing & Residence Life professional staff member.

Advisor

7 K H W H U P D G Y L V R U U H I H U V W R D S H U V R Q F K R V H Q E \ W K H U H V S witness to assist them throughout the disciplinary process. An individual may only have

7 K H Q W K H U H V S R Q V H L V D G Y L V R U X U H Q i à~b €H4 À D G Y L 0 Y ü ` € -FC>13>736 <0003>10 <005

Director of Residence Life

The Director supervises the Assistant Directors and serves as a resource for the Residence Life Coordinator.

Educational Activity (Level 1 Sanction)

$ V D Q F W L R Q W K D W F R Q W D L Q V D Q H G X F D W L R Q D O F R P S R Q H Q W U H
educational activities within this level include (but are not limited to): reflection/activity papers (anger management, cleaning activity, fire safety, video review , goal-setting, smoking, lock -out), interviews, attendance at specified meeting(s), brochure creation, and creation of community signs.

Educational Activity (Level 2 Sanction)

A V D Q F W L R Q W K D W F R Q W D L Q V D Q H G X F D W L R Q D O F R P S R Q H Q W U H
educational activities within this level include (but are not limited to): bulletin board creation, residence hall program, rounds with a student staff member, fire safety video, alcohol screening, alcohol website review, alcohol assessment, marijuana assessment, and workshops.

Exclusion

A sanction where a student is either temporarily or permanently removed from University residence halls/apartments. If a

Hearing Waiver

Students may waive their right to participate in a hearing , in which case, the Hearing Officer has the right to hear the case in absentia.

Incident Report

An electronic document completed by a staff member in which the occurrence of an incident or situation is documented and info5 Td (c<s]TJ ET Q q 0 0 612 792 re W* n BT 0.176 0.231 0.271

Written Warning

Also known as reprimand. A sanction where a student receives a formal warning that their behavior was not in accordance to community standards. This warning states that further violations of that specific policy or other policies may result in more severe sanctions, such as probation and/or termination. This written warning may be given within a hearing or after a conduct hearing.

Student Rights

Throughout the Housing and Residence Life Conduct Process, students have the right to:

x

B. Exposure to pandemics and related illnesses