**Name:**

**800 Number:**

**Before answering the questions below, please read through these policies.**

**Policy Worksheet**

***Noise/Quiet Hours:*** Courtesy hours are observed 24 hours a day. Conversation and sound from stereos/radios, televisions, etc. should be kept subdued so that it cannot be heard outside your room or apartment. Conversations within community spaces, including stairwells, lobbies, lounges, breezeways, and hallways must also be conducted quietly. For Sunday-Thursday, quiet hours are observed 10pm-9am. For Friday and Saturday, quiet hours are from 12am-12pm. Excessive noise heard outside of quiet hours is still considered a policy violation.

***Escorting Guests***: All guests within University Housing must be escorted by their host at all times. If a guest or host is unaccompanied by each other, that is considered a policy violation. This policy is in place to ensure the safety and security for our community. Hosts are always responsible for the conduct of their guests.

***Overnight Visitation/Visitation:*** After 2am, any guest remaining in any residential area is considered an overnight guest automatically. To host an overnight guest within a first year residence hall, you must turn in a completed overnight guest form BEFORE 2am. Overnight guest forms are located at the desk. Turning in a form late or not at all is considered a policy violation. In all residential areas, you must have written approval of your roommate(s)/apartment mate(s) to host an overnight guest, which must be submitted to your Community Director. Approved overnight guests are only allowed to stay a maximum of 3 days, and then they must be gone for a week.

***Cougar Card ID and Keys:*** All residents of residence halls are required to swipe their Cougar Card ID at their respective front desks. Staff members reserve the right to inspect IDs to ensure it is in the possession of its rightful owner. Loaning your card or key to another person is considered fraud. If you lose your Cougar Card or key, you are responsible for replacing it quickly. Continually forgetting your card/key or failing to replace it when it is lost is considered a policy violation.

***Prohibited Items:*** In all residential areas, space heaters, shot glasses, pets, burnt candles or candles with wicks intact, and super soakers are not allowed. In all areas except Cougar Village, liquid bleach and bicycles within the building is prohibited. To view the complete listing of prohibited items, review the Living Guide.

**True or False: Mark each statement true or false.**

 Verbal warnings from staff members are given to students if they are suspected of violating these policies.

 If my guest leaves while I am sleeping, I won’t be held accountable because it’s not my fault.

 The overnight guest form must be submitted BEFORE 2am in order to be in compliance with the policy.

 Overnight guests may not stay more than 3 consecutive nights.

 When quiet hours (Sun-Thurs 10pm-9am and Fri/Sat 12am-12pm) are not in effect, noise levels are unrestricted and unmonitored.

 If I lose my Cougar Card, it is my responsibility to replace it quickly.

**Short Answers: Answer each question with 1-2 sentences.**

Why is it important to have and enforce a noise policy within our community?

Why is it important to have and enforce guest, escort, and visitation policies in our community?

How can you promote a safe, respectful, and healthy community environment in your area?