

The Residential Life Handbook, produced each year by the Office of Residential Life at Skidmore College, presents the policies and procedures concerning residential living. Each student is responsible for becoming familiar with all of the information contained in this Handbook.

The Residential Life Handbook is subject to errors and omissions and may be modified as necessary throughout the Academic Year. Skidmore College reserves the right to add, delete, revise, or change the information, including all policies and procedures, set forth in the Residential Life Handbook. All students are encouraged to review the Residential Life Handbook at the start of each academic year, and as necessary throughout the academic year.

Current policies and procedures regarding Skidmore's response to public health crises can be found [here](#). Should health protocols be implemented students will be forwarded information on impact to Residential Life policies.

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Section I: What is Residential Life?

In support of the mission of the College and the division of Student Affairs, the Office of Residential Life guides students as they navigate the challenges and opportunities presented by community living experiences.

The Office of Residential Life plays multiple roles on campus. Residential Life is responsible for the residential education of all students and the student housing process. Residential Life is also an excellent source of information for referrals and assistance in navigating the campus.

Section II: Policies

All students are asked to comply with all Skidmore College directives and guidelines related to public health crises.

The College affirms the right of the student to privacy, but the College has a legal right and obligation to ensure the health, safety, and welfare of its residents and their property, and to prevent the use of College buildings for illegal purposes. Therefore, the College reserves the right to enter student rooms without noti

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Personal property left in rooms or apartments over vacation periods is done so at the owner's risk. Storage spaces are not available on campus.

Personal belongings left in common areas are left at the risk of the resident and

All residence hall rooms and apartments are equipped with essential furniture and in apartment kitchens, essential appliances. The installation or addition of any non-Skidmore furnishings must be approved by the Office of Residential Life and Facilities Services. Ceiling fans and air conditioner units are prohibited. Any modification to supplied furniture is prohibited (i.e. lofts, bed risers, mattress extenders, etc.).

All furniture provided by the College must remain within the room unless otherwise removed by the College under limited circumstances, such as de-tripling or accommodations. Students may not remove triple furniture themselves.

Residents are under a continuous (24/7) obligation, known as Courtesy Hours, to be considerate of other students regarding noise levels and comply with reasonable requests to lower noise volume.

Quiet Hours in all residential spaces are from 9:00 pm – 9:00 am Sunday night through Friday morning, and 1:00 am – 10:00 am Friday night through Sunday morning.

Inconsiderate behavior, excessive noise, hosting bands or DJs, possession and/or use of subwoofers, surround sound systems, and the playing of any musical instruments within residential spaces is prohibited.

Students found to have repeated violations of any parts of this policy are subject to disciplinary action through Student Conduct.

Students are permitted to have fish in a 10 gallon or smaller tank. No other animals kept as pets are permitted in residential spaces for any length of time. This includes family pets visiting for the day, etc.

students are expected to cooperate in removing any found violations. The College may require personal furniture or furnishings to be removed from any residence when it determines the situation to be a fire, safety, or health hazard.

Residential spaces are also subject to

1. Building evacuation is required when a fire alarm sounds, unless previous notice was provided that the alarm is being tested and evacuation is unnecessary. ()
- 2.

must use surge protectors that are UL 489 and/or 1449 certified and also contain an on/off circuit breaker.

- c. Multi-outlet plug adaptors, extension cords, and any sl40.009i-[(co0)-3(n)44

mist) or ultrasonic. Warm mist and vaporizer type humidifiers, which provide a warm mist through a boiling process are prohibited.

- i. Warm mist and vaporizer type humidifiers are only permitted for medical reasons with prior approval through the housing accommodations process.
- d. Humidifiers must be of appropriate size for the space in which they are to be used. Humidifiers may be for the following sizes

during which off-campus housing is requested

- Marital Status - married students
- Family Residence - Family lives within 30 miles of campus
- Children - Students with children
- Significant Changes to Financial Circumstances - In consultation with the Financial Aid Office
- Accommodations - In consultation with the Coordinator for Student Access Services
- Change in Status - Students taking a Leave, Withdrawing, Studying Abroad, or moving to Part-Time status

In order to request an exception to the on-campus housing requirement, students must file an appeal in writing with the Office of Residential Life. Appeals will be reviewed by the Office of Residential Life and responses will be provided within 5 business days of receipt. Appeal letters must address the following:

- Reason for appeal
 - Must be a reason listed above
- Explanation of why exception is necessary
 - Why standard protocol is not appropriate in this case
 - How the student would benefit from exception
 - Impact if the exception is not granted
- - How the situation has changed since selecting housing. OR,
 - How the situation has changed since moving in

Students approved to reside off-campus must provide the Office of Residential Life with the information outlined below through the Residential Life Housing Portal. Students who fail to provide this information prior to the start of classes may be charged with Failure to Comply through the Student Conduct process.

- Off-Campus Address
- Landlord Contact Information
 - Must minimally include the name of the landlord and a

contact phone number

Students interested in moving back to campus may apply to do so by requesting to be placed on a housing waitlist. Students on this waitlist will be housed on a space-available basis only after students residing on-campus on the room change list have been accommodated.

One of the exceptions outlined above is accommodations. For students that may require special consideration in their housing process, an accommodations process exists. Accommodations go through the Office of Student Academic Services and the Coordinator for Student Access Services. All students wishing to apply for accommodations must do so by contacting the Coordinator for Student Access Services.

Students are expected to arrive of

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come from the following sources:

- Campus Office, Department, or Faculty – Requests must come directly from the sponsoring party, not the student

Students seeking sponsorship may not be eligible for the following reasons:

- Residence Hall – Students living in Wait Hall and Jonsson Tower are not eligible for sponsorship. Other building residents may become ineligible at the discretion of the Office of Residential Life.
- Student Conduct Record – Students with a record of repeated conduct violations, incomplete conduct sanctions, or on Disciplinary Probation may be denied permission to be sponsored.
- At times, Facilities Services will be required to complete largescale maintenance projects in a building at the conclusion of the academic year. In some cases, this may require that the building be vacated, and students will be unable to remain on campus for Senior Week. The Office of Residential Life will notify students of this information as soon as possible during the spring semester.

All students staying for Senior Week are expected to depart campus by 10:00 am on the Sunday after Commencement.

Damage billing occurs at the end of the year. During this process, students are charged for any damages that occurred to their living space or common areas. Failure to meet cleaning expectations may also result in damage billing. Spaces are inspected by Office of Residential Life and Facilities Services staff to determine cleanliness and damages. Students will be held responsible for the costs associated with the repair or excessive cleaning of their space. These charges will appear on the student's bill and are non-negotiable.

The Office of Residential Life inspects all spaces prior to the start of classes in

order to determine the starting condition. This condition is reported to the StarRez system and room condition forms are generated for each student living on campus. Students must go into their Residential Life Housing Portal and select the option to review their room condition information. Students should review their space carefully, comment on any issues with that particular space, then accept the condition.

Students are expected to leave their housing space clean and in the same or better condition than they found it. Spaces are expected to be broom clean, free of debris, trash and all personal belongings. In addition, spaces should be swept/vacuumed and surfaces should be wiped down. In the apartments, kitchen sinks and refrigerators should be cleaned should be wiped down. TJET31 80.664 J1

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Apartment Gathering/Guest Policy

Students who reside in the Sussman and Northwoods Apartments have the privilege of living in spaces that can accommodate a greater number of students and/or guests. All students in apartments interested in hosting an event that exceeds the