The Office of Rights and Responsibilities administers rules and adjudicative processes that serve three necessary goals: (1) maintain the safety and necessary order for an academic residence community, (2) determine accountability for prohibited behavior, and (3) to foster among students an understanding of their accountability as community members.

The Impact of Your Behavior in an Academic Community

The residence hall community at the University of Maryland is made up of talented, active, and engaged students who have come to the University to pursue their degrees, to benefit from living with fellow scholars, and to enjoy their experiences. The behavior of each individual does not occur in a vacuum, and has an impact on others, for better, or for worse.

A large number of students live in close proximity to each other, and all share the need for their home on campus to afford them the abilities to rest and to study. These shared needs place limits on individual behavior. You will need to consider how your behavior remains within those limits that are necessary for the success of an academic community.

The Department of Resident Life suggests that you give thought to the impact of your behavior before you have to answer for violating one of the Residence Hall Rules. In order to prompt your thinking about the impact of your behavior, your RA will speak with you about the Community Living Principles: Be Safe, Be Civil, Be Cooperative, and Be Involved. We use the principles to describe behaviors that have a positive impact on the community.

Failure to act in accordance with the Community Living Principles will likely constitute a violation of one or more of the Residence Hall Rules. Consider each of the following principles as it applies to living in close proximity with others:

Be Safe...

Any act that creates an immediate danger to oneself or others is the strongest possible threat to the community and the most serious violation one can commit. Violations of rules that create immediate danger are those for which the most serious sanctions are applied. Any student who commits such violations can expect to be removed from the community.

Be Civil...

Uncivil behavior tears down the social structure of the community, damages the dignity of the person who displays it, and threatens others’ sense of their rightful place in their homes on campus. Violations of rules that bring about abuse, harassment, or intended insult to others are taken seriously. Any student who commits such violations will be challenged through sanctioning to reconsider his or her behavior and engage constructively with others who were affected by it, and may be removed from the community.
Be Cooperative...

Uncooperative behavior interferes with the sense of shared responsibility, the efforts to compromise, and the mutual obligations that members of the community have to one another in order to live, rest, and study successfully in close quarters. Violations of rules that bring about disorder and disruption, or misuse or damage common facilities and resources will be confronted. *Any student who commits such violations can expect that staff will make an effort to assist the student in revising behavior, and if possible, to repair or make up for what has been done, but will also be formally sanctioned. Multiple or aggravated instances of uncooperative behavior may result in removal from the community.*

Be Involved...

Direct involvement in the community provides rewards for the individual, brings about positive impacts and activities for self and others, and has been shown to enhance any students’ total educational experience. As a result, it is encouraged, but the *Residence Hall Rules* do not compel students to such involvement.

If you commit yourself to observe these principles, you will not need to worry about having to answer for a violation of the *Residence Hall Rules*, and in all likelihood, you will find your experience living and learning in the residence halls on campus to be enhanced as a result. In addition, you will learn about the needs that any individual brings to any community in the future, as well as the expectations that future communities have for their members.

Consider also the following statement of Rights and Responsibilities, which are integral to the structure of the *Residence Hall Rules*:

You have the right...
- to rest and study in your residence hall room.
- to be present in your room and residence hall and to participate in community activities.
- to be informed of the rules that apply to your conduct.
- to due process in the event that you are accused of misconduct.
- to expect that other residents will behave in a manner that respects your rightful place in the residence hall community.
- to expect other residents to conduct themselves in accordance with the Community Living Principles and the *Residence Hall Rules*.

You have the responsibility...
- to behave in a manner that respects other students’ rightful place in the residence halls.
- to conduct yourself in accordance with the Community Living Principles and the *Residence Hall Rules*.
- to inform yourself on the rules that apply to your conduct.
- to respond in a timely fashion to an inquiry by a University Official concerning your conduct.
- to confront others whose conduct violates your rights.
- to willingly and truthfully participate in fact-finding proceedings concerning conduct violations.

The strongest statements that the Department of Resident Life makes concerning the boundaries of your behavior are in the form of the *Residence Hall Rules*. Each of these rules is stated as a prohibition of a behavior that may be dangerous to yourself or others, may be destructive or disruptive, may violate applicable state/federal laws, or constitute other forms of failure in one’s responsibilities which are necessary for the order...
and success of an academic living community. The Residence Hall Rules state prohibitions that apply to all residence halls (including South Campus Commons), buildings, and surrounding grounds. These rules are enforced by the Department of Resident Life in conjunction with the Office of Student Conduct. The Rights and Responsibilities section of Community Living is designed to be used in conjunction with the University Code of Student Conduct. Definitions of specific terms, interpretations of regulation, the adjudication process, etc., found in the Code of Student Conduct shall be applicable.

Should you be found responsible for a violation of one or more of the following rules, your intent will be considered in the course of fact-finding and sanction decisions. Intent will be defined by one of the following:

**Willful:** The violation found was the direct result of the respondent’s deliberate intent.

**Reckless:** The violation found was not intended by the respondent, but was the direct result of other willful violations on the respondent’s part.

**Negligent:** The violation found was not intended by the respondent, but its potential in the respondent’s act, or failure to act, could be foreseen by a reasonable person.

**Attempts to commit acts prohibited by any of the Residence Hall Rules shall incur sanctions to the same extent as completed violations.**

The burden of proving that a violation was committed, and where it was committed, always rests with presenting officials. However, once a violation is proven to have occurred in a resident’s room/apartment-suite, the resident(s) and/or any individual(s) present at the time will be presumed responsible for having committed the violation unless the respondent can prove otherwise.
RESIDENCE HALL RULES

The following are prohibited conduct in the University of Maryland residence halls:

1) Setting or fueling a fire of any size.¹

2) False report of any emergency; damage or misuse of fire safety equipment.¹

3) Possession, use, or manufacture of explosive, flammable, or harmful materials.²

4) Possession or use of any weapon.³,⁴

5) Causing any object which could cause physical harm to fall from a residence hall.

6) Causing physical harm or a reasonable expectation of physical harm to any person.⁴

7) Harassing or threatening any person so as to interfere with that person’s ability to sleep, study, or be present in one’s own room or residence hall.⁵

8) Possession, use, sale, or provision of any controlled substance, illegal drug, or related paraphernalia.

9) Theft of property or services; knowing possession of stolen property; unauthorized removal or possession of property or furnishings from common areas.

10) Possession or use of alcohol by a minor; sale or provision of alcohol to a minor; possession of alcohol in public areas or common sources of alcohol.

11) Interference with or obstruction of Resident Life or University officials in the performance of their duties; provision of false information to officials; failure to comply with directives from officials.

12) Engaging in noisy, disorderly, or disruptive behavior, which interferes with others’ abilities to sleep, study, or be present in one’s own room or residence hall; or creates an avoidable urgent situation to which University officials are required to respond.

13) Destroying, damaging, or defacing the property of others.

14) Violation of conditions of Administrative Housing Probation; failure to complete assigned administrative sanctions.

15) Misuse of identification; possession, presentation, sale, distribution, or manufacture of false identification.

16) Failure to monitor guests’ behavior in order to assure adherence to the Residence Hall Rules.

17) Unauthorized entry into any secured, or restricted residence hall space.

18) Misuse or unauthorized possession of room keys, building keys, or access cards.

19) Misuse of University-owned and/or personal computers, phones, telecommunications or network systems.

20) Violation of a written agreement with roommates, apartment/suitesmates or other residents developed under the supervision of a Resident Life staff member.

21) Bringing or housing an animal inside a residence hall.

22) Obstructing or impeding entrance to or egress from a residence hall.

23) Renting, subleasing, or loaning of a residence hall space.

24) Creating risks or hazards in or around a residence hall through violations of the Safety and Security Prohibitions (see below).

25) Violations of Resident Life policies and procedures published in the Residence Halls/Dining Services Agreement, the Community Living Handbook, and/or policies posted within the residence halls.
Safety and Security Prohibitions

The safety and security of students in the residence halls is the first and most fundamental concern of the staff; it should also be your first and most fundamental concern. Your individual actions can have a direct impact on your safety and that of each student who lives in your residence hall.

There is a need to prevent a number of potential risks and dangers for residence hall students. In order to reduce such risks, it is necessary to prohibit those actions and behaviors which create hazards or dangers. Certain behaviors are prohibited in order to help prevent or minimize the following:

a. risk of fire hazard
b. risk of intruders, assault, or theft
c. risk of injury
d. risk of electrocution
e. damage or overload to electrical circuits
f. damage to physical facilities or furnishings
g. hindrance of staff response to emergency situations
h. pest, insect, or sanitation problems
i. risk of exposure to hazardous materials

Your choices for behavior are limited in some areas with the above risks in mind. In order to promote the safety and security for you and your fellow residents, specific behaviors identified in the following chart are prohibited within the residence halls.
<table>
<thead>
<tr>
<th>Prohibited Behaviors</th>
<th>Associated Risk(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Using any device that creates an open flame, has an exposed heating element or a</td>
<td>a,f</td>
</tr>
<tr>
<td>torchiere lamp with a halogen bulb; using any substance/device which can smolder</td>
<td></td>
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<tr>
<td>and/or create smoke, including gooseneck lamp with plastic shades</td>
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<tr>
<td>Bringing or storing flammable material in a residence hall</td>
<td>a,f</td>
</tr>
<tr>
<td>Cooking (except in designated areas) and use or possession of an open-flame or</td>
<td>a,e,f</td>
</tr>
<tr>
<td>open element appliance, including toaster, skillet, and hotplates</td>
<td></td>
</tr>
<tr>
<td>Use or possession of microwave ovens or refrigerators larger than 3.6 cubic feet</td>
<td>e</td>
</tr>
<tr>
<td>(except in designated areas*)</td>
<td></td>
</tr>
<tr>
<td>Remaining in a Residence Hall during a fire alarm</td>
<td>c,g,i</td>
</tr>
<tr>
<td>Removing or unlocking security grates or any window screen</td>
<td>b,c,f,h</td>
</tr>
<tr>
<td>Propping entrance doors open</td>
<td>b,f</td>
</tr>
<tr>
<td>Allowing strangers to follow you into a residence hall through an entrance door</td>
<td>b</td>
</tr>
<tr>
<td>Entering or exiting a residence hall through a window</td>
<td>b,f,h</td>
</tr>
<tr>
<td>Hanging any objects out of windows</td>
<td>c,f,h</td>
</tr>
<tr>
<td>Climbing or scaling the exterior wall of a residence hall</td>
<td>c</td>
</tr>
<tr>
<td>Installing a satellite dish, antenna, or any hardware which protrudes from a</td>
<td>c,f,h</td>
</tr>
<tr>
<td>window or attaches to the exterior of a residence hall</td>
<td></td>
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<tr>
<td>Altering electrical outlets or circuits in a residence hall room</td>
<td>a,d,e,f</td>
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<tr>
<td>Tampering with entry door buzzers in suite and apartment units</td>
<td>b,f</td>
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<tr>
<td>Tampering with, obstructing, or affixing objects to hardware for fire alarms,</td>
<td>a,f,g</td>
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<tr>
<td>exit signs, fire sprinklers, fire hydrant valves, or building systems pipes</td>
<td></td>
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<tr>
<td>Tampering with or disabling electronic door security devices such as card access</td>
<td>b,f</td>
</tr>
<tr>
<td>readers, horns, locks, and prop monitors</td>
<td></td>
</tr>
<tr>
<td>Installing ceiling fans or air conditioners</td>
<td>c,d,e,f</td>
</tr>
<tr>
<td>Installing locks or chains on room doors</td>
<td>f,g</td>
</tr>
<tr>
<td>Installing lofts other than those provided by the Department of Residential</td>
<td>a,c,f</td>
</tr>
<tr>
<td>Facilities or Bedloft</td>
<td></td>
</tr>
<tr>
<td>Tampering with or covering smoke detectors in residence hall rooms</td>
<td>a,f</td>
</tr>
<tr>
<td>Drilling into window sill surfaces, ceiling or floor tiles, or puncturing insulation on pipes</td>
<td>f,i</td>
</tr>
<tr>
<td>Unauthorized modifications, including painting of a residence hall room or space</td>
<td>a,c,e,f,i</td>
</tr>
<tr>
<td>Stacking/arranging furniture in an unsafe manner</td>
<td>a,c,f</td>
</tr>
<tr>
<td>Using any sporting or recreational equipment in areas where damage or injury may</td>
<td>c,f</td>
</tr>
<tr>
<td>result</td>
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</tbody>
</table>

Violation of any of the above prohibitions constitutes a violation of your Residence Halls/Dining Services Agreement and the Residence Hall Rules, and may result in referral for disciplinary and/or administrative action.

*For designated areas please contact your community office.
In addition to the previously listed Residence Hall Rules listed, as a resident and a student, you will be held accountable for:

(1) Resident Life policies and procedures (published throughout Community Living), the Space Reservation Policy, Unit Agreements, and visitation and security policies specified in each community.

(2) The terms and conditions presented within the Residence Halls/Dining Services Agreement published by Resident Life and signed by each resident prior to moving into a residence hall.

(3) University Regulations published in the Code of Student Conduct and enforced by the Office of Student Conduct in conjunction with Resident Life. The Code of Student can be found in the online Undergraduate Catalog and Schedule of Classes, and here: http://www.president.umd.edu/policies/docs/V-100B.pdf.

(4) Federal, state, and local laws, enforced by University Police and officials outside the University.

(5) South Campus Commons leases include additional rules and regulations for residents of those buildings.

Some forms of misconduct (e.g., use/possession of illegal drugs) violate not only Residence Hall Rules and the Code of Student Conduct, but also state and federal laws, for which students may also be held accountable. Such violations are referred to the University Police for possible investigation.
Annotations

1. See also the "Safety and Security Prohibitions" section of the Community Living handbook.
2. This includes gasoline, gas tank (whether containing fuel or empty), gas-powered vehicles, kerosene, fireworks.
   See also the "Safety and Security Prohibitions" section of the Community Living handbook.
3. This includes any airgun where the manufacturer recommends eye protection.
4. This also includes engaging in or provoking physical fights or altercations.
5. This also includes malicious pranks.
6. See also the "Alcohol Policy" and "Parties and Group Events" sections of the Community Living Handbook.
   Common sources of alcohol include, but are not limited to, kegs, punch bowls, etc.
7. This includes forgery or unauthorized alteration of Department or University documents, lying in any conduct proceeding,
   preventing staff from conducting their normal duties in handling administrative and/or disciplinary matters, or failure to
   comply with conditions specified in a written agreement with professional staff.
   See also the “Noncompliance and Staff Entry” section of the Community Living Handbook.
8. See also the “Parties and Group Events” and “Quiet Hours” sections of the Community Living handbook.
9. This includes improperly disposing of trash in or around the residence halls.
10. This includes committing a rule violation while on Housing Probation.
11. Residents will be held financially responsible for damage caused by their guests.
    See also the “Visitors and Guests” section of the Community Living handbook.
12. This includes, but is not limited to, housekeepers’ closets, roofs, another resident’s room/apartment/suite, computer labs,
    or any residence hall building. This also includes, failure to comply with building access policy.
    See also the “Safety and Security Prohibitions” section of the Community Living handbook.
13. This includes duplication, lending/borrowing or repeated loss of keys or access cards.
    See also the “Safety and Security Prohibitions” and “Spare Key and Spare Swipe
    Check-out Policy” sections of the Community Living handbook.
14. See also the “University of Maryland Policy on the Acceptable Use of Information Technology Resources.”
15. See also the “Roommates,” “Resolving Conflict Through Mediation,” and “Unit Agreements” sections of the Community
    Living handbook.
16. Only fish in aquariums no larger than 10 gallons are permitted.
17. See also the “Safety and Security Prohibitions” and “Bicycle Security
    Precautions” sections of the Community Living handbook.
18. This includes allowing guests to stay in your room/apartment/suite in your absence for an extended period of time.
    Additionally, individuals who have not signed an On-Campus Housing/Dining Services Agreement or South Campus
    Commons lease are not permitted to reside in the residence halls. This includes failure to comply with South Campus
    Commons re-leasing and lease transfer procedures.
19. See also the “Smoking Policy,” “Selling/Conducting a Business,” and “Soliciting” sections of the Community Living
    handbook.

Definitions

a. As defined by the Code of Student Conduct, the term “weapon” means any object or substance designed to inflict a
   wound, cause injury, or incapacitate, including, but not limited to, all firearms, pellet guns, switchblade knives, knives with
   blades 5 or more inches in length.

b. Minor is defined as any individual under 21 years of age.
RESIDENCE HALL POLICIES

ALCOHOL POLICY
- Possession/use of alcohol by minors is prohibited.
- Kegs and other common sources of alcohol are prohibited.
- Parties involving alcohol are prohibited.
- Sale of alcohol is prohibited.
- Possession of alcohol in common areas is prohibited for all.

STATE OF MARYLAND LAW
- It is unlawful for any MINOR* to possess or consume alcoholic beverages.
- It is unlawful for any MINOR* to knowingly and willfully make any misrepresentation or false statement as to one’s age in order to obtain alcoholic beverages.
- It is unlawful for any person to obtain alcoholic beverages for consumption by an individual who is known to be a MINOR*.

* MINOR is defined as any person under the age of 21.

Space Reservation approval will not be granted for group activities that involve the consumption of alcoholic beverages.

Resident Life acknowledges, however, that students of legal drinking age may choose to consume alcohol in their room, apartment, or suite. If found in possession of any open container of alcohol anywhere else in or around the residence halls, ALL students will be instructed to pour it out in the nearest appropriate receptacle.

Violations will result in administrative and/or disciplinary sanctions. Serious or repeated violations may result in the responsible residents having their on campus terminated.

ALCOHOL POISONING
In the event a student requires transport to a hospital emergency room solely due to excessive alcohol consumption, Resident Life staff may take the following actions:
- notify the student’s parents
- require an alcohol assessment by the Director of Substance Abuse programs at the University Health Center
- require a psychological assessment with a mental health professional at the University Health Center

PROMOTING RESPONSIBLE ACTION
IN MEDICAL EMERGENCIES
The health and safety of University students is of paramount concern. With that priority in mind, students are encouraged to take responsible action in any situation where there is doubt about a person’s physical welfare. Students who summon help for themselves or others in a medical emergency will normally be relieved of disciplinary and administrative housing action for possession or use of alcohol and/or drugs and will apply to both the student who summons help and the recipient of assistance. In lieu of disciplinary or administrative charges students will usually be required to complete an evaluation and substance abuse intervention program through the University Health Center (at the student’s expense). For the full text Promoting Responsible Action in Medical Emergencies policy please visit:
http://www.president.umd.edu/policies/docs/V-100J.pdf.
COMPUTER USE AND CONNECTIVITY POLICY
• All residents have direct Ethernet and wireless access to the University of Maryland information technology (IT) resources and the Internet.
• Once you activate a data jack in your room, suite, or apartment, or log onto the University Wireless system, you are responsible for all activity on your data jack or wireless access.
• Should a violation of the Residence Hall Rules, the Code of Student Conduct, or the University’s Acceptable Use Policy originate from your data jack or wireless access, you will be responsible for those actions.

Care should be taken to monitor the access your computer, network enabled devices, data jack, or wireless account, as you will be held responsible for any violations that occur.

DRUG POLICY
• Possession/use of any illegal drug is prohibited.
• Sale, distribution or provision of any illegal drug is prohibited.
• Drug paraphernalia is prohibited.

Students alleged to be involved with drugs in or around the residence halls will be referred to the Office of Rights and Responsibilities. The case will be resolved in accordance with the Office’s adjudication process set forth in this document and in the Code of Student Conduct. Where applicable, sanctions will address both the residence hall status and the student status of the respondent.

Violations of drug policy may result in Immediate Housing Termination and Suspension or Expulsion from the University. In cases where the respondent is not deemed to be an immediate threat to the campus community, an alternate sanction of Suspension Withheld, in conjunction with a substance abuse intervention program that may include classes and random drug testing (at the individual’s expense) may be granted.

Medical Marijuana:
The Department of Resident Life reiterates that under the University of Maryland and Resident Life Drug Policies, the possession, use, sale or provision of marijuana is prohibited. Pursuant to the University of Maryland’s obligations under the federal Drug-Free Schools and Communities Act, prescribed marijuana, also known as Medical Marijuana, is prohibited under the University and Resident Life Drug policies, regardless of Maryland state laws permitting marijuana to be used for medicinal purposes.

NONCOMPLIANCE AND STAFF ENTRY INTO STUDENT ROOMS
University staff respect your right to privacy and work to assure that no unwarranted or unauthorized entry into your room occurs.

Designated University staff do have the authority to enter your room without your knowledge or consent in the following situations:
• for routine or emergency repairs or replacements, inspections for maintenance or sanitation problems, assessments of damage from flooding, improvements, etc.;
• at the start of Thanksgiving, winter, and spring breaks, when staff visually inspect rooms to determine whether safety, security, or sanitation deficiencies exist;
• during semester break if weather warrants checking that heating units are working properly;
• at the end of spring semester as check-out inspections for cleanliness and damages occur;
• at the time a resident vacates a given room as an inspection for cleanliness and damage; and,
• in any emergency when appropriate staff are responding to a reported incident or believe there is serious physical or psychological distress or imminent danger to the room’s occupants or contents.

The situations in which a Resident Assistant or other staff member may enter and/or inspect/search a resident’s room without the resident’s consent or knowledge or without a search warrant are those situations described above. In all other situations (i.e., when a staff member has probable cause to believe that a violation of campus rules and/or laws exists in a particular room but that purported violation does not present an imminent threat or danger to University property or to residents) a Resident Assistant or other staff member shall ask to speak with you and shall ask for your consent to enter your room and conduct a search. You shall respond to such a request by stepping into the hallway within a reasonable period of time and speaking with the staff member. If you fail to step outside promptly and speak with the Resident Assistant or other staff member, the staff member may initiate administrative and/or disciplinary action against you for noncompliance. You should immediately report any concerns you have about the appropriateness of a particular request to enter a room or a specific entry and/or inspection/search to the Associate Director for Student & Staff Development at 301-314-7608.

PARTIES AND GROUP EVENTS
Socializing with a group of friends is important, but you should know that:
• parties/events involving alcohol are not permitted;
• floor lounges and other common areas need to be reserved in advance, either through the process discussed in your Unit Agreement or through a Space Reservation form (available in your Community Office).

Whether in rooms, suites, apartments, or other gathering spots, parties/events must not:
• become too large for the host resident(s) to exercise responsible control over the behavior of residents and guests;
• expand beyond the boundaries of the individual room, apartment, or suite;
• be open to all or advertised in any way.

You can expect Resident Life staff, and University Police if necessary, to intervene and instruct the host(s) to end the event when gatherings:
• result in excessive noise, damage, destruction, fighting, or other disruptive behavior;
• exceed the normal boundaries, with persons gathering in hallways, stairwells, lounges, entrances, and other common areas; or,
• have been advertised or promoted through flyers, posters, or other means.

PET POLICY
With the exception of fish in aquariums no larger than 10 gallons, pets are prohibited due to potential problems with allergies, odors, sanitation, and noise.

QUIET HOURS
Designated quiet hours in all residence halls are from 10:00pm to 8:00am, Sunday through Thursday evenings, and midnight to 10:00am on Friday and Saturday evenings. “Quiet hours” refer to those periods when the residence halls must remain especially quiet. Quiet hours are maintained to provide an atmosphere conducive to relaxation, study, and sleep. During
designated quiet hours, it is expected that all residents will contain noise so it cannot be heard outside of their room with the door closed. During final exam periods, 24 hour quiet hours are in effect.

Reasonable quiet is maintained 24 hours a day throughout the residence halls. These are referred to as “courtesy hours.” When asked by another resident to reduce noise and/or lower the volume of your music or conversation, you will be expected to immediately do so out of courtesy to your neighbors.

SELLING/CONDUCTING A BUSINESS
Residence halls cannot be used for commercial activity. Thus, residents may not conduct a business or other commercial activity using their room, room address, room phone, data jack, or wireless access without the prior written permission of the Department of Resident Life. For more information, please contact the Resident Life Assignments office at: (301) 314-2100.

Residents may invite a commercial sales representative as a personal guest in their rooms, but these representatives cannot solicit others or use the residence hall facilities to advertise their presence or products. Problems should be reported to Resident Life Assignment’s Office at (301) 314-2100.

SMOKING POLICY
- The University of Maryland is a smoke-free campus;
- Smoking in any form is not allowed within any residence hall room or space;
- Smoking in any area outside of a residence hall which would cause smoke to enter any residence hall space is also not allowed.
UNIVERSITY POLICIES

INCIDENTS OF DISCRIMINATION
The University’s Office of Diversity & Inclusion [2411 Marie Mount Hall, 301-405-6810] also will help you if you feel you have been treated unfairly. also will help you if you feel you have been treated unfairly. The University of Maryland’s Human Relations Code prohibits discrimination within the University community on the basis of:

- race
- personal appearance
- color
- national origin
- age
- political affiliation
- creed
- sexual orientation
- marital status
- mental or physical disability
- gender
- gender identity and expression
- the exercise of rights secured by the First Amendment of the United States Constitution

The University of Maryland is an equal opportunity institution with respect to both education and employment. The University does not discriminate on the basis of race, color, religion, national origin, sex, age, or handicap in admission or access to, or treatment or employment in, its programs and activities as required by federal (Title VI, Title IX, Section 504) and state laws and regulations. Inquiries regarding compliance with Title VI of the Civil Rights Act of 1964, as amended, Title IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act of 1973, or related legal requirements should be directed to:

<table>
<thead>
<tr>
<th>Office of Civil Rights and Sexual Misconduct</th>
</tr>
</thead>
<tbody>
<tr>
<td>1103 Reckord Armory, University of Maryland,</td>
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<tr>
<td>College Park, MD 20742</td>
</tr>
<tr>
<td>301.405.1142</td>
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</tbody>
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Inquiries concerning the application of Section 504 and part 34 of the C.F.R. to the University of Maryland, College Park, Maryland, may be directed to:

<table>
<thead>
<tr>
<th>Director</th>
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<tr>
<td>Disability Support Services</td>
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<tr>
<td>0106 Shoemaker Hall</td>
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<tr>
<td>University of Maryland</td>
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<tr>
<td>College Park, MD 20742</td>
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<tr>
<td>Telephone: (301) 314-7682 or (301) 314-7683 (TTY)</td>
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</tbody>
</table>

MISCONDUCT RELATED TO UNIVERSITY-SPONSORED EVENTS
The University of Maryland strictly prohibits misconduct related to University-sponsored activities including, but not limited to, post-athletic event celebrations, whether these University-sponsored activities occur on or off campus. Misconduct that endangers others, damages property, or disrupts the community including, rioting, theft, vandalism, setting fires, and breach of the peace, are violations of Section 10(e) of the University Code of Student Conduct. Students who violate the Residence Hall Rules in a manner that is addressed by Section 10(e) will face presumptive dismissal from the University.

SEXUAL MISCONDUCT
Sexual misconduct is a form of sex discrimination in violation of the University of Maryland Code of Equity, Diversity and Inclusion http://www-president.umd.edu/policies/vi100b.html, the Code of Student Conduct, and the Residence Hall Rules. The University Sexual Misconduct policy (www.umd...
The University will handle allegations of sexual misconduct in accordance with the provisions of the Sexual Misconduct Policy.

The behaviors included in the Sexual Misconduct Policy included, but are not limited to:

“Dating Violence” encompasses a broad range of behaviors, including sexual assault, physical abuse and other forms of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the complainant, considering the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved.

“Domestic Violence” encompasses a broad range of behaviors, including sexual assault, physical abuse and other forms of violence committed by a current or former spouse or intimate partner of the complainant, by a person with whom the complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the complainant, or by any other person against an adult or youth complainant protected from those acts by domestic or family violence laws of Maryland.

“Relationship Violence” encompasses a broad range of behaviors, including sexual assault, physical abuse and other acts, threats or a pattern of abusive behavior of a physical or sexual nature by one partner intended to control, intimidate, manipulate, humiliate, frighten, coerce, or injure the other. These acts may be directed toward a spouse, an ex-spouse (also referred to as “domestic violence”), or by a current or former intimate partner (also referred to as “dating violence”).

“Retaliation” means intimidating, threatening, coercing, or discriminating against an individual for the purpose of interfering with any right or privilege secured by law or University policy relating to sexual misconduct, or because an individual has made a report, filed a complaint, testified, assisted, or participated in any manner in an investigation or proceeding related to sexual misconduct. Retaliation includes retaliatory harassment.

“Sexual Assault” is any type of actual or attempted sexual contact with another individual without that person’s consent, including sexual intercourse (rape) and attempted sexual intercourse (attempted rape).

Sexual Assault I. – Non-Consensual Sexual Intercourse
Any act of sexual intercourse with another individual without consent (rape). This includes penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by a sex organ of another person, without that person’s consent.

Sexual Assault II. – Non-Consensual Sexual Contact
Any unwanted intentional touching of the intimate body parts of another person, causing another to touch the intimate parts of oneself or another, or disrobing or exposure of another without consent. Intimate parts may include genitalia, groin, breast, or buttocks, or clothing covering them, or any other body part (including one’s own) that is touched in a sexual manner. Non-consensual sexual contact includes attempted sexual intercourse without consent (attempted rape).
“Sexual Exploitation” means taking non-consensual or abusive sexual advantage of another person for one’s own advantage or benefit or for the advantage or benefit of anyone other than the person being exploited.

“Sexual Harassment” means: (a) unwelcome sexual advances; (b) unwelcome requests for sexual favors; or (c) other behavior of a sexual or gender-based nature where: (i) submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, evaluation of academic work, or participation in a university-sponsored educational program or activity; (ii) submission to or rejection of such conduct by an individual is used as the basis for an academic, employment, or activity or program participation decision affecting that individual; or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual’s academic or work performance, i.e., it is sufficiently severe or pervasive to create an intimidating, hostile, humiliating, demeaning, or sexually offensive working, academic, residential, or social environment.

“Sexual Intimidation” means threatening behavior of a sexual nature directed at another person, such as threatening to sexually assault another person or engaging in indecent exposure.

“Sexual Misconduct” is an umbrella term that encompasses dating violence, domestic violence, sexual violence, sexual harassment, sexual assault, sexual exploitation, sexual intimidation, relationship violence, and stalking. Sexual misconduct can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual misconduct can be committed by any person, regardless of gender identity, and can occur between people of the same or different sex, sexual orientation, or gender expression.

“Sexual Violence” means physical sexual acts perpetrated without consent. Sexual violence includes but is not limited to sexual harassment, sexual coercion, and sexual assault.

“Stalking” means repeated, unwanted attention; physical, verbal, or electronic contact; or any other course of conduct directed at an individual that is sufficiently serious to cause physical, emotional, or psychological fear or to create a hostile, intimidating, or abusive environment for a reasonable person in similar circumstances and with similar identities. Stalking may involve individuals who are known to one another or who have a current or previous relationship or may involve individuals who are strangers.

Responsible University Employees

All complaints or reports of sexual misconduct made to a responsible university employee, including those made to law enforcement, resident assistants, faculty, student employees, coaches, and administrators, must be reported to the Office of Civil Rights and Sexual Misconduct office at titleixcoordinator@umd.edu.

Reporting and Resources

There are confidential resources available on campus to help you decide all of your options. There are also campus offices that you may report directly to, which will initiate a campus investigation regarding Sexual Misconduct.

Both the confidential resources and campus offices can assist in helping you to understand your options, and provide accommodations such as housing changes, academic accommodations, no contact directives, work accommodations, etc.

For more information regarding the investigation and University adjudication process for Sexual Misconduct incidents please visit: http://www.umd.edu/Sexual_Misconduct/
Amnesty

Students who report sexual misconduct will not face disciplinary charges under the Code of Student Conduct or the Residence Hall Rules for using or possessing alcohol and/or drugs at the time of the incident.

Reporting

To report sexual misconduct and initiate an investigation, you may do so in person or over the phone, at the following campus offices:

Office of Rights and Responsibilities (R&R)
Resident Life
301-314-7598
www.reslife.umd.edu/rights

The Office of Student Conduct (OSC)
301-314-8204
www.studentconduct.umd.edu

Office of Civil Rights and Sexual Misconduct (Title IX Office)
301-405-1142
titleixcoordinator@umd.edu
www.umd.edu/sexual_misconduct *You may also submit a complaint online via the office website.

The Department of Public Safety
911 from campus phones, (301) 405-3555 from any off-campus phone, #3333 from mobile phones
www.umpd.umd.edu
Upon receipt of a report, UMPD will typically conduct a criminal investigation.

Confidential Resources

If you have been victimized and are not sure what happened or what you may or may not want to do, you should access the University’s confidential services to help you determine how you would like to proceed. Only the resources listed below can provide legally protected confidential services. Anyone other than a confidential source that you share information with about an assault, may have an obligation to report the information if they are a responsible University employee under the University’s Sexual Misconduct Policy, (such as a resident assistant, faculty person, coach, etc.).

Confidential campuses resources are only those that have a professional and legally protected ability to provide confidential services. It is important to note that confidential resources, under state law, are required to report child sexual abuse.

CARE to Stop Violence (for victims only)
Crisis Line 301-741-3442
www.health.umd.edu/care OR care@health.umd.edu

University Counseling Center
301-314-7651
www.counseling.umd.edu

University Mental Health Center
301-314-8106
www.health.umd.edu/mentalhealth/services

Campus Chaplains
http://thestamp.umd.edu/engagement/memorial_chapel/chaplains

VACCINATION POLICY

Maryland state law requires every student who resides in the on-campus residence halls to be vaccinated against meningococcal disease. A student may be exempt from this requirement if the student- or if under 18 a parent or guardian- signs a written waiver stating that the student has received the information and has chosen not to be vaccinated against the disease.

Additionally, the University of Maryland requires all entering students to provide documentation of current vaccination from Measles, Mumps, Rubella, and Tetanus/Diphtheria.
Where to Find Official University Policy Statements

One of your responsibilities as a student at the University of Maryland is to know and abide by the University’s policies, rules, and procedures. You can find these policies online at http://www.president.umd.edu/policies/ or http://www.testudo.umd.edu/

OTHER RESIDENT LIFE PROCEDURES AND GUIDELINES

SOLICITING/POSTING PROCEDURE

Resident Life is willing to post a limited number of signs or flyers in residence hall lobbies and/or common areas regarding the programs, information, and services of registered campus student organizations. However, for safety and security reasons, we do not provide residence hall access to anyone who wishes to post information.

- Campus organizations must have their posters approved and distributed for posting by the Resident Life Assignments Office. A representative should bring 41 copies of the flyer to the Assignments Office in 1102 Annapolis Hall to be approved and distributed. Posters/flyers should be brought in to the Assignments Office for approval and distribution at least one week prior to your event in order to best ensure that they will be posted in time.
- All flyers must display the name of the student organization and no flyer will be approved if it contains inappropriate content (profanity, explicit or suggestive language, etc.).
- No posting of any kind may be placed on exterior or interior walls, doors, columns, or on the ground, sidewalks, benches, signs or lampposts in and around the residence halls. Any improperly placed or unapproved posting will be promptly removed by residence hall staff.
- Door-to-door, telephone, and other personal solicitations are prohibited by all persons, whether students or commercial salespeople. Problems should be reported to your Community Office or to the Resident Life Assignment’s Office at 301-314-2100.

SPARE KEY & SPARE SWIPE CHECK-OUT LIMITS

- A spare room key may only be checked out by the resident of the room.
- A spare building entry swipe may only be checked out by a resident of that building.
- Spare keys or swipes may only be checked out for 1 hour. If you have lost your key or University ID card, please inform your service desk. You may hold on to the spare key and/or swipe until your locks have been changed or you have obtained a new University ID card.
- If you do not return your spare key by the due date/time, or you have lost your key, your locks will be changed. Spare swipes not returned by the due date/time will be deactivated.
- There is a fee for lock changes and deactivated spare swipe cards. These fees are charged directly to your student account. Check with your service desk for current fees.

VISITORS AND GUESTS

Visitors should notify you of their arrival prior to entering your residence hall building. Call boxes are located outside of most buildings. From the time that they enter the building, your visitors are your responsibility. These steps are important for ensuring a safe and secure environment. With the exception of Cecil Hall, which has limited visitation hours, residents may have guests visit in their room, suite, or apartment...
24 hours a day, as long as their roommate(s) agree. Other provisions for visiting hours may vary. You and your guests are expected to be respectful and considerate of other residents and your roommate’s(s’) study and rest.

There are several guidelines used to address problems that may occur:
1. Residents are held responsible for the behavior of their visitors and guests.
2. Residents must get the prior approval of their roommate(s) in order to have a guest stay overnight.
3. Guests may stay in a resident’s room for no longer than three consecutive nights, always with the roommate’s(s’) prior approval.
4. Any individual who does not have a valid Residence Halls/Dining Services Agreement or South Campus Commons Lease is not allowed to reside in a University housing.
5. Residents may be held financially responsible for damages caused by their guests.

LIMITED VISITATION HALLS
Cecil Hall has limited visitation hours for male guests. Visitation is restricted Sunday through Thursday nights from 11:00pm to 8:00am, and Friday/Saturday nights from 1:00am to 10:00am.
ADJUDICATION PROCESS

The following section outlines what procedures Resident Life staff follow in documenting, adjudicating, and sanctioning students when infractions of the Residence Hall Rules, as found in the Community Living Handbook, occur. These procedures are designed to serve the purposes of: (1) providing an orderly process in which cases of rule violations can be handled fairly and expediently, and (2) providing reasonable procedural protection for individual students accused of violating the Residence Halls Rules and/or the Code of Student Conduct.

DOCUMENTATION

Resident Life staff members are required to document any event that occurs in and around the residence halls (including South Campus Commons). This includes routine fire drills, rule violations, or serious medical emergencies. Staff may document events in a log or an Incident Report. These both serve as official documentation for administrative/disciplinary proceedings. Misconduct that occurs in and around the residence halls often constitutes violations of both the Residence Hall Rules and the Code of Student Conduct. Students found responsible for such violations may face sanctions that affect both their status as on-campus residents and their student status.

Infractions that occur in and around residence halls often violate the rules set forth in both the Residence Hall Rules and the Code of Student Conduct. Students found responsible for a violation may have their status as a resident and/or as a student affected.

REFERRALS

Misconduct may be documented by Resident Life staff, University Police, or reports from other campus community members. Any person may refer a student suspected of violating the Residence Hall Rules and/or the Code of Student Conduct. Persons making a referral are required to provide information pertinent to the alleged violation(s) and will normally be expected to participate in the adjudication process. You have the right to expect that others with whom you interact, including Resident Life staff, other University employees, and faculty, will treat you with respect and fairness, and that other students will interact with you in a manner that conforms to the Residence Hall Rules and the Code of Student Conduct. If you feel you have been treated wrongly or unfairly by another student, you should report the incident to your Resident Director or the Assistant Director of Resident Life for Student Conduct (301-314-7598/drl-rr@umd.edu). Staff will advise you on informal means, often with their help, of resolving the matter. Staff also can advise you on ways to make formal referrals through the University’s conduct process, police, or housing administrative action process.

MEETING WITH RESIDENT DIRECTOR

Students reported to have engaged in misconduct will receive correspondence requesting a meeting from the Resident Director of the hall where the misconduct occurred. Students have three (3) days to schedule their meeting with the Resident Director. The meeting with the Resident Director serves to review the incident and/or allegations, determine if charges under the Residence Hall Rules are appropriate, and to determine if the Resident Director will serve as the Hearing Officer or if the case needs to be forwarded to the Office of Rights and Responsibilities. Resident Directors will typically serve as Hearing Officers for incidents where an imminent risk of safety to others was not present, and/or where removal...
from housing or charges under the *Code of Student Conduct* is not a consideration. As Hearing Officers, Resident Directors will determine the facts of the case, determine responsibility of the students involved, and assign administrative housing sanctions to those found responsible. Failure to participate in requested meetings will result in potential charges, findings, and sanctions without input of the student.

**REVIEW OF RESIDENT DIRECTOR DECISIONS**

Students who have questions or concerns regarding decisions made by Resident Directors should direct those concerns, in writing, to the Community Director of the community where the incident occurred within three (3) days of receipt of the final sanction letter.

**CASES REFERRED TO THE OFFICE OF RIGHTS AND RESPONSIBILITIES**

Incidents where an imminent risk to the safety of others was alleged, a student faces potential removal from housing, and/or the alleged behavior constitutes a violation of the *Code of Student Conduct*, will normally result in a referral to the Office of Rights and Responsibilities. Students who reside at the Courtyards at University of Maryland and are reported to have violated the *Code of Student Conduct*, and students who do not reside on campus but are reported to have committed misconduct in or around a residence hall, will also be referred to the Office of Rights and Responsibilities.

**PRELIMINARY INTERVIEWS**

Students who are referred to the Office of Rights and Responsibilities will receive correspondence requesting that the student schedule a meeting with the Assistant Director of Resident Life for Student Conduct or a designee. Students have three (3) days to schedule a preliminary interview. The preliminary interview with the Assistant Director of Resident Life for Student Conduct or designee serves to review the written referral and discuss pertinent procedures and options for resolving the allegation.

Possible outcomes of a preliminary interview include:
- dismiss the case due to insufficient evidence;
- defer the case for a period of time, contingent upon the student’s good behavior;
- resolve the case immediately, by determining charges and rendering a determination; or,
- notify student of disciplinary charges and schedule the appropriate proceeding (i.e., conference, hearing) at later date.

Failure to schedule an interview may result in:
1. a Disciplinary Conference or Resident Life Board Hearing automatically being scheduled, and/or
2. a holding/blocking of the resident’s Room Selection materials (housing) and/or course registration materials (if a violation of the *Code of Student Conduct*).

**DISCIPLINARY CONFERENCES**

Disciplinary Conferences are held with the Assistant Director of Resident Life for Student Conduct or designee when a case would normally not result in a sanction of suspension/expulsion from the University, although the full range of sanctions may be imposed, including Administrative Housing Termination. The Assistant Director or designee acts as the Hearing Officer and determines responsibility for violations of the *Residence Hall Rules* and/or the *Code of Student Conduct*. If applicable, the Hearing Officer imposes sanctions for violations of the *Code of Student Conduct*, and will assign *Code of Student Conduct* findings and sanctions. The Hearing Officer sends the findings of the conference and administrative housing sanction recommendations to the Community Director. The sanction recommendations are reviewed.
by the Community Director, who makes the final administrative housing sanction decision.

Review of Disciplinary Conference Decisions
Determinations of Disciplinary Conferences are final; however, any individual whose Residence Halls/Dining Services Agreement is terminated as a result of a Conference may petition to have his or her case reviewed. The review request should be addressed to the Director of Resident Life and delivered to the Rights and Responsibilities Office in 3020 South Campus Commons #3 within three (3) business days. Failure to request a review of the Housing Termination sanction within the allotted time will render the original decision final.

RESIDENT LIFE BOARD HEARINGS
Resident Life Board hearings are held when a case would normally result in suspension/expulsion from the University. The Board, which includes at least three students and one non-voting advisor, acts as a fact-finding body and makes determinations of responsibility for charges under the Residence Hall Rules and the Code of Student Conduct. Upon the finding of responsible, the Board makes the administrative housing sanction recommendation to the Community Director, who makes the final administrative housing sanction decision. The Board also makes a disciplinary sanction recommendation to the Assistant Director of Resident Life for Student Conduct who makes the final decision regarding the student’s disciplinary sanction. For more specific information on the Hearing procedures students, may consult the Code of Student Conduct, part 36.

Appeals of Resident Board Hearings
A case resolved in a Resident Life Board hearing will normally result in a finding of fact (student is responsible or not responsible) and, for those found responsible, Resident Life administrative sanctions (which affect housing status) and/or University disciplinary sanctions (which affect student status).

Resident Life Board decisions regarding finding of fact and/or sanctions may be appealed for good cause. In filing an appeal, students need to establish that the hearing panel erred in making its determinations or that the sanctions were too harsh.

There are two elements of any case which may be appealed:
1. the findings in the case (factual determinations by the hearing panel), and
2. the assigned sanctions (suspension, housing termination, etc.)

Generally, there are four issues that can be the focus of your appeal:
1. The decision was “arbitrary and capricious.” The Code of Student Conduct explains that this means the hearing panel’s decision was “unsupported by any evidence.”
2. There were procedural errors in the case or in the interpretation of University/Resident Life regulations so severe as to deny you a fair hearing.
3. The assigned sanctions were “grossly disproportionate” to the offense.

To file an appeal of the findings in the case and/or the assigned sanctions, regarding both the Code of Student Conduct and the Residence Hall Rules, students must:
1. Give written notice of intent to file an appeal, to the Office of Rights and Responsibilities, within seven (7) business days of the date of notification letter; and
2. Provide a written “brief” in which students make arguments about why the student’s case should be reconsidered and on what grounds.

All briefs must be typed. Final briefs must be submitted within ten (10) business days of the date of notice of
intent to file an appeal to the Office of Rights and Responsibilities.

To file an appeal of only Resident Life Administrative Sanctions (including administrative housing termination) students must:

1. Provide a written “brief” in which you make your arguments about why your case should be reconsidered and on what grounds within three (3) business days of the date of the decision letter.

All briefs must be typed and submitted to the Office of Rights and Responsibilities.

Questions on appeal procedures may be directed to the student’s Community Office, the Office of Student Conduct (2118 Mitchell Building), or to the Assistant Director of Resident Life for Student Conduct (Office of Rights and Responsibilities- 3020 South Campus Commons #3). For more information regarding appeals, please see the Code of Student Conduct, parts 43-50. Failure to appeal within the allotted time will render the original decision final and conclusive.

PROCEDURAL PROTECTION
Residents having their cases resolved in Conferences or Hearings are accorded the following protections:

• written notice of charges prior to the Conference (3 days)/Hearing (5 days)
• reasonable access to their case file prior to the Conference/Hearing
• opportunity to present their version of the incident and call appropriate witnesses
• the opportunity to rebut the testimony given by witnesses against them
• the right to be accompanied and assisted by a representative

REPRESENTATION
Students have the right to be represented in a Conference/Hearing by a person of their choice.

Representation may be provided by the Legal Aid Office, located in the South Campus Dining Hall, free of charge to students. Students may also be represented by an attorney from outside the University. If you choose to be represented by an attorney, we request that you inform the Assistant Director of Resident Life for Student Conduct in writing three days before your Hearing/Conference.

MITIGATING/AGGRAVATING CIRCUMSTANCES
If a resident is found responsible for violation of any Residence Hall Rule(s) the individuals and/or Board involved in the conduct or sanctioning process (i.e., Assistant Director of Resident Life for Student Conduct, Hearing Board, Community Director, Associate Director of Resident Life) may consider mitigating and aggravating circumstances in recommending or imposing a sanction.

Factors that may be considered after responsibility has been determined are:

• present attitude of the respondent
• past administrative or disciplinary record of the respondent
• the severity of damage, injury, or harm resulting from the offense
• whether the violation involved an action directed at another because of racial, religious, sexual orientation, disability, ethnic background, or gender
• whether the respondent promptly took responsibility for the violation
• the respondent’s honesty (or lack thereof) and cooperation with staff during investigation of the violation and subsequent administrative/disciplinary proceedings

Mitigating circumstances for violations of rules that compromise safety are far less likely to affect sanctions than violations of other rules.
RESIDENT LIFE
ADMINISTRATIVE SANCTIONS

Violations of Residence Hall Rules can result in a range of administrative sanctions. The sanction imposed for violations will depend on the degree of severity and impact (both potential and actual) of the behavior on the residence hall community. With the exception of Administrative Housing Termination, all administrative sanctions may be implemented at the community level or as a result of a Conference or Hearing. The sanction of Administrative Housing Termination is imposed in conjunction with the results from a Conference or Hearing.

Written Warning
Indicates that a student’s behavior is in violation of stated Resident Life policies. Further violations may result in a referral or a more serious sanction.

Administrative Housing Probation
Probation is a serious Administrative Sanction and is deemed as the Final Warning. In conjunction with this sanction, two (2) housing priority points will be permanently deducted from a resident’s total number of housing priority points. Please be aware that any students placed on housing probation more than one time will be placed in the housing lottery after students who have not been found responsible of such violations. For additional information regarding the housing lottery please visit: http://www.reslife.umd.edu/lottery/.

A resident on probation will be precluded from employment with the Department of Resident Life as a Resident Assistant and from serving as a University Student Judiciary member. A resident on probation may be precluded from employment, including but not limited to, the positions of: Customer Service Supervisor, Community Assistant, and Office/Staff Assistant.

Administrative Housing Termination*
This sanction may be implemented only after a Conference or Hearing. The conditions of Administrative Housing Termination are as follows:

- Residents are notified that the Residence Halls/Dining Services Agreement is terminated. The current assignment must be vacated, usually within seventy-two (72) hours.
- Residents may also be prohibited from re-entering their former residence hall or any/all University of Maryland residence halls. This additional sanction is called Denial of Access and, if violated, can result in suspension/expulsion from the University.
- The period of Housing Termination is determined by the Community Director. Students who wish to return before the date stated in the sanction letter must write to their Community Director. The Community Director will review the request and notify the student of the decision.

* Students receiving this sanction can be rendered ineligible to lease space in the Courtyards at Maryland and South Campus Commons apartment communities, as well as some University-owned Fraternity and Sorority houses.

Community Service Project/Educational Project
A community service project or educational project is assigned in addition to, or in lieu of, other sanctions. The project will be completed under the supervision of Resident Life staff.

Restitution
The student is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of a violation of the Code of Student Conduct or the Residence Hall Rules.
OTHER ADMINISTRATIVE ACTIONS

Individual or group behavior within the residence halls occasionally warrants other administrative actions described below. Such actions are apart from Resident Life Administrative Sanctions and may be pursued independently or in conjunction with the initiation of the conduct process, at the discretion of one’s Community Director. Resident Life staff members are available to discuss the administrative actions with residents.

Billing: Individuals
Residents will be assessed charges for damages, loss, or special services required due to abuse of the assigned space and/or the University property within it. When the assigned space is shared, and where the responsible resident cannot be determined or fails to assume responsibility, an equal portion of the charges may be billed to each resident. Residents may also be billed for damage or theft for which their guests are responsible. Questions or disputes of charges should be directed to the resident’s Coordinator for Administrative Operations.

Billing: Group
Residents may be held collectively responsible for damage, theft, loss, or special service costs required for the common areas or to University property within the residence halls when individual responsibility cannot be determined, and when deemed necessary by Resident Life staff members. Charges would be divided equally among all residents. Questions or disputes of charges should be directed to the resident’s Community Director.

Removal of Appliances/Instruments/Lofts
Residents will be directed to remove any appliances and/or instruments that are deemed unsafe or create a disturbance. Failure to remove the appliance or instrument may result in a disciplinary or administrative referral. Lofts and other structures are prohibited and must be removed within 48 hours. Questions should be directed to the resident’s Community Director.

Administrative Room Move: Individual
Under the authority of the Residence Halls/Dining Services Agreement, a Community Director may reassign a resident to a location on campus when that relocation would be in the best interest of the individual(s) involved and/or the community. Such a room move normally would be expected to occur within 24 hours of notification from the Community Director, and therefore may occur prior to the initiation of a Conference or Hearing or independent of other actions which may be taken in adjudicating a violation of the Code of Student Conduct and/or Residence Hall Rules. Normally, the space vacated by the student will remain unassigned, pending the outcome of any adjudication process. Questions may be directed to the student’s Community Director.

Administrative Room Move: Group
Under the authority of the Residence Halls/Dining Services Agreement, a Community Director may reassign a group of residents when it has been determined that a group has been disruptive in a serious or repeated manner, or that they pose a threat to their current living environment. All individuals may be moved to other residence hall assignments. Such a room move normally would be expected to occur within 24 hours of notification from the Community Director, and therefore may occur prior to the initiation of a Conference or Hearing or independent of other actions which may be taken in adjudicating a violation of Code of Student Conduct and/or Residence Hall Rules. Normally, the spaces vacated by the students will remain unassigned, pending the outcome of any adjudication process. Questions may be directed to the student’s Community Director.

Emergency Removal From Housing
The Director of Resident Life or an authorized designee
may temporarily suspend an individual from the residence halls pending initiation or implementation of administrative or disciplinary action when the resident constitutes a threat to oneself or others. Similar action may be initiated pursuant to Parts 18 and 19 of the Code of Student Conduct.

Denial of On-Campus Residence for the Following Academic Year*
Residents can be prohibited from renewing their Residence Halls/Dining Services Agreement and/or have any existing Agreement signed at the end of the Spring semester voided for the upcoming academic year. This sanction is used in lieu of Housing Termination when violators can be identified clearly and when Hearings/Conferences are not possible. This sanction is imposed at the end of the academic year only.

This action involves the following steps:
1. Community Director informs the resident that the student will not be allowed to return to the halls during a specified period of time.
2. The resident receives a letter from the Community Director stating the decision and the reason for the decision.
3. A resident may appeal the decision of the Community Director by writing to the Community Director’s supervisor, the Associate Director. This appeal letter must be received by the Associate Director within 10 days of receipt of the decision letter.
4. The Associate Director will review the appeal, and may or may not meet with the resident.
5. The Associate Director will then notify the resident of the final decision in writing within 10 days of receiving the review.

* Students receiving this sanction can be rendered ineligible to lease space in the Courtyards at Maryland and South Campus Commons apartment communities, as well as some University owned Fraternity and Sorority houses.

UNIVERSITY SANCTIONS
Violations of University Code of Student Conduct can result in a student having to face a range of disciplinary sanctions. Disciplinary sanctions are imposed by the Office of Student Conduct or the Assistant Director of Resident Life for Student Conduct and affect an individual’s student status. Disciplinary sanctions include:

Disciplinary Reprimand
Indicates that a student’s behavior is in violation of stated University policies. Further violations of policies may result in more serious actions.

Disciplinary Probation
Indicates a strong warning issued in response to more serious or frequent violations of University policies. Probation is issued for a stated period of time. Specific restrictions include not allowing the student to represent the University in any extracurricular activities or run for or hold office in any student group or organization. Additional restrictions or educational sanctions may also be imposed.

Suspension Withheld
The student has been suspended; however, the suspension is withheld as long as the student agrees to undergo other alternative sanctions such as drug testing or an educational program of some type. This is a serious sanction since any additional violation of policy or breaking the terms of the agreement to complete educational sanctions could automatically result in suspension.

Suspension/Expulsion from the University*
The student is informed that he or she is temporarily or permanently severed from University services (see also
Permanent notation may be placed on the student’s official transcript.

**Restitution**
The student is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of a violation of the *Code of Student Conduct* or the *Residence Hall Rules*.

**Other Sanctions**
Other sanctions may be imposed instead of or in addition to those specified in Part 11, sections (a) through (f) of the *Code*. For example, students may be subject to dismissal from University housing for disciplinary violations that occur in the residence halls. Educational or alternative sanctions may also be assigned.

* Students receiving these sanctions can be rendered ineligible to lease space in the Courtyards at Maryland and South Campus Commons apartment communities, as well as some University owned Fraternity and Sorority houses.

**ADMINISTRATIVE HOUSING FILES AND DISCIPLINARY FILES AND RECORDS**
All administrative housing files and University discipline files are maintained in the Office of Rights and Responsibilities and kept for a minimum of three years from the date of the final notice. Records may be retained for longer periods of time or permanently, if so specified in the sanction. Students may petition, in writing, the Assistant Director of Resident Life for Student Conduct to void administrative housing files and disciplinary records. Practices regarding University disciplinary records and record voiding are detailed within the *Code of Student Conduct*, paragraphs 51-54.