On-Campus Housing Addendum

**ADVERTISING:** Unless authorized by the Director of Housing and Student Living, no advertising or soliciting is permitted in housing complexes. Solicitors should be reported to the manager.

**BICYCLES, SCOOTERS, SKATEBOARDS:** Students may not store bicycles in the apartment/building at any time. Students should register their bikes with University Security. There is no charge to register a bike. Students are responsible to remove bikes from campus when leaving BYU-Idaho. Students are encouraged to use a bike lock to secure their bike. Bike racks are provided at each complex. Bicycles, scooters, skateboards, etc. should not be ridden inside the complex.

**DAMAGES:** Students are liable for any damages to the complex. When more than one person is involved, each person will share in the expense. When students know who is responsible for any damage in public areas, they should provide such information to the manager or University Security. Individuals will be charged the actual cost including labor charges.

**DECORATIONS:** Appropriate decorations (posters, pictures, etc.) are encouraged. Since no items may be attached to the walls or doors with tape or nails, a special adhesive will be provided for attaching posters, etc., to the walls and doors.

**DRESS AND GROOMING:** Students and guests are expected to observe BYU-Idaho dress and grooming standards within the courtyard, lounge, laundry room, garbage rooms and hallways of each complex. Shorts can be worn by students in these areas as long as they are modest in length. Swimwear should not be worn in these areas.

**ELECTRICAL APPLIANCES:** Students should be especially careful in the use of curling irons, toasters, slow cookers, ironing boards, etc. These appliances may cause damage to carpet, furniture, and countertops.

**ENTERPRISES AND BUSINESSES:** The operation of a business enterprise in the complex is prohibited.

**EVACUATION PROCEDURES:** Students are expected to evacuate the complex when a fire alarm is sounded. They should also be considerate of and obey the manager or other authority in the event of an emergency.

**FIRE/SAFETY:** All open flames and burning embers, such as candles and incense are prohibited. Tampering, disabling, or destroying any smoke detector or alarm is prohibited. Students should extinguish grease fires appropriately by covering the pan with a lid or damp cloth. Fire extinguishers should not be used to extinguish a grease fire. Please report all fires no matter how small to the manager.

**FURNITURE:** No furniture may be moved out of the room, apartment, or lounge to which it is assigned. Furniture should not be stacked.

**VISITATION GUIDELINES – BIDDULPH HALL:** Women visiting Biddulph Hall are allowed in the main lounge area only. Women are not allowed in any other part of Biddulph Hall at any time.

**HOUSEKEEPING:** Students are required to maintain order and cleanliness in their living accommodations at all times. Room/apartment clean checks are performed regularly. Students will supply their own cleaning products to clean their room/apartment. Cleaning supplies must be appropriate for the task, such as using toilet bowl cleaner to clean toilets or sanitizers and scrubbing pads to clean sinks. Any cleaning done by the university in place of the student or students responsible may be charged a $25 hourly fee.

**KEYS:** Keys to rooms or apartments and mailboxes will be issued by the manager during the check-in process. Students are advised to keep their rooms or apartments locked at all times when not occupied. No BYU-Idaho keys are to be duplicated by anyone except the university. The typical cost for replacing a key is $10 and $35 dollars to rekey the apartment if the key is lost.

**LAUNDRY FACILITIES:** Coin-operated washing machines and dryers are installed in the laundry room in each complex for the exclusive use of students living on-campus.

**LINEN:** BYU-Idaho provides a mattress cover on all mattresses. Students need to bring their own bedding and towels. All beds require extra-long sheets (80 inches). The typical cost for replacing a mattress cover is $20.

**MAINTENANCE:** Students are responsible to notify the manager as soon as possible if they notice anything in an apartment or room that requires repair work or maintenance. Requests for maintenance can be submitted via email, phone, or visiting the manager during office hours.
MOTOR VEHICLE REPAIRS: No vehicles may be repaired, including oil changes, on university property. Repair or storage of automobiles, bicycles, motorcycles/parts, or similar mechanical devices is not permitted in the apartment, room, or complex.

OCCUPANCY: Apartments and rooms will not be ready for occupancy before the first day of the contract. If arriving late for semester/block check-in, please contact the complex manager to make arrangements. Accommodations may be made for university sponsored programs such as Get Connected, etc. Students should sleep in the bed that they contracted.

OVERNIGHT TRIPS: Students must notify their manager if they will be gone from the complex overnight for any reason. This is strictly a safety measure.

PARKING: Students bringing cars must purchase a BYU-Idaho student parking decal from Parking Services located in Kimball 150. Students need to fill out a Vehicle Registration Card from the Housing and Student Living Office and take the completed card, along with their registration, to Parking Services. This allows overnight parking in the Pioneer lot for residents of Perkins, Kerr, Barnes, Ricks, Lamprecht, and Chapman Halls. The Biddulph Hall lot is reserved for tenants of Biddulph Hall only. (Rexburg City ordinance 1030 does not allow overnight parking on city streets from December 15 to March 1.)

ROOFS: Students are not permitted on the roofs of the complex.

SECURITY: All entrances to complexes are locked for security during specified evening hours. Students are counseled to lock doors to their apartments or rooms to protect personal belongings and to provide additional security. It is essential that each student take responsibility for complex security, such as seeing that doors and gates are properly secured and not propped open.

SOUND EQUIPMENT: Students are discouraged from bringing powerful or bulky sound equipment such as large stereos, radios, televisions, speakers, etc., because the noise is a disturbance to other students and space is limited.

STORAGE: There are storage areas in each complex where luggage can be stored while attending BYU-Idaho. Students leaving for a block or semester should take all their personal belongings with them if they are not returning. Students storing items in an on-campus complex hereby waive all claims against BYU-Idaho for loss of or damage to clothing, valuables, or other personal property. Students may store items in an on-campus complex free of charge if they have purchased an on-campus housing contract for the next continuing semester. Students must store their items in plastic boxes/totes. Each container must be clearly marked with a label provided by the manager. Students may not store computers, stereos, or any other valuables. Storage is available on a first come, first served basis and is limited to one, 13 foot cubby storage area per student.

TELEPHONES: BYU-Idaho does not provide a telephone in the apartment. A public telephone is available in the main lounge of each complex. Calling cards are required to make long distance phone calls. A card can be obtained from the Bursar’s Office.

UPPER LOUNGES: Members of the opposite sex are only allowed in the upper lounges of Perkins, Kerr, Barnes, and Ricks Halls with the permission of the manager. Chapman and Lamprecht Halls are open to guests during the same hours that the main lounge is open. Members of the opposite sex are not allowed in the upper lounge of Biddulph Hall at any time.

WELCOME AND OTHER MEETINGS: At the beginning and end of each semester, mandatory meetings are held to explain expectations and procedures that are critical for the student to know. Additional meetings may also be held at other times during the year as directed by the manager. All students will be held accountable for any information discussed or distributed in the meeting, whether or not they attend.