



GUIDE TO



Housing *and* Residence Life
Student Enrollment, Engagement and Services

LOVE WHERE YOU LIVE



2025



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WELLCOME!
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WELCOME TO HRL AT ODU!

VISION AND MISSION

CUSTOMER SERVICE PHILOSOPHY

SENSE OF BELONGING AND
WELCOMING

UNPACKING HRL

OUR NEIGHBORHOODS!

WELCOME TO HOUSING & RESIDENCE LIFE AT OLD DOMINION UNIVERSITY!

Old Dominion University offers on-campus housing to approximately 5,000 undergraduate students across 15 unique residential communities. Full-time, degree-seeking undergraduate students interested in on-campus housing must apply each year. The residential experience is designed for students aged 17 to 26.

To be eligible for on-campus housing, students must submit a housing application and a \$250 application fee. While submission of a housing application and payment does not guarantee on-campus housing, it is required to be considered for the process. By applying for on-campus housing, students agree to the Housing and Dining Contract as well as the Housing & Residence Life Guide to Living On-Campus. It is crucial for students and their families to read, understand, and comply with the contract and code of conduct.

Housing applications are available during

the spring semester prior to the next academic year. All assignments are made on a space-available basis. Preferences indicated on a student's housing application are considered but cannot be guaranteed. Current on-campus students interested in on-campus housing must participate in the return housing process each spring.

Room assignment details, including building, room, and roommate information, can be found by logging into the student housing portal. The university reserves the right to administratively reassign students or consolidate vacancies when necessary. In such cases, students will be notified via ODU email of any changes to their assignment. At times of high demand for housing, the university may place students in temporary housing assignments, including but not limited to, temporary tripled rooms or student staff rooms. As spaces become available, students in temporary housing will be assigned a permanent space.





WELCOME

Housing & Residence Life (HRL) services approximately 5000 residents in 15 residential communities. As a resident, your housing experience is of utmost importance to us. This guide serves as a go-to resource for all of the amenities, resources, and policies associated with living on-campus. If changes or corrections are made by HRL, residents will be notified.

VISION

Housing & Residence Life will be a place to discover your purpose & make a difference.

MISSION

Housing & Residence Life provides an inclusive residential experience in a safe, well-maintained community that supports academic excellence, fosters personal development and promotes student success.

CUSTOMER SERVICE PHILOSOPHY

Housing & Residence Life strives to exceed expectations by maintaining awareness and commitment to care for all on-campus residents at Old Dominion University.

In accordance with the mission of the University and Student Engagement, Enrollment, & Services, Housing & Residence Life fosters academic excellence and social growth through Living-Learning Communities and an abundance of community spaces. The staff in every residence hall is dedicated to creating a community-oriented atmosphere. Intentional academic and extracurricular experiences are provided by professional staff, resident assistants, and organizations within the department in collaboration with on-campus partners.

Housing & Residence Life assures residents, families, and guests that all campus resources remain accessible, available, and are provided on a consistent basis. All 200+ staff members work in conjunction to create a caring support network for all residents, ensuring responsiveness in every situation. If a staff member is unable to fully assist, they will seek additional resources until the situation is resolved.

Regardless of the situation, the department will meet resident needs with professionalism, ethical standards, and respect. Housing & Residence Life is here to navigate the Monarch Experience through the residence halls, from Convocation to Graduation. Please contact a staff member for any questions or concerns - we are here for you.

Sense of Belonging and Welcoming

Representing different identities, backgrounds, experiences, and perspectives.

Providing individuals with the specific support, access, and opportunities they need to thrive, especially those from historically underrepresented or disadvantaged groups.

Creating a welcoming environment where differences are embraced, everyone feels valued and respected, and all individuals can achieve their full potential.

UNPACKING HRL

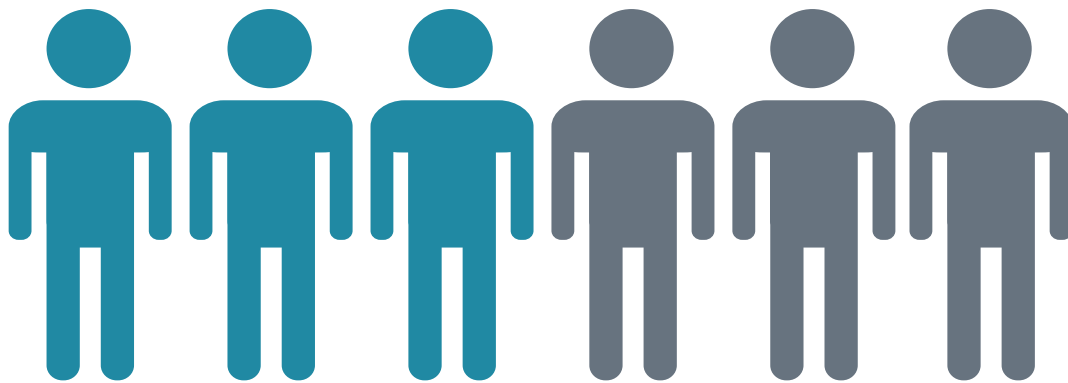
+1.3 MILLION SQUARE FEET OF RESIDENTIAL SPACE.

15 LIVING-LEARNING COMMUNITIES.

4 NEIGHBORHOODS.

15 RESIDENTIAL COMMUNITIES.

HOME TO APPROXIMATELY **5,000 STUDENTS**,
HALF OF WHICH ARE FIRST-YEAR STUDENTS!



DID YOU KNOW?

200+ Students are employed in the roles of resident assistants, office assistants, peer mentors, desk receptionists, facilities assistants, marketing assistants and night receptionists.

GET TO KNOW OUR 4



MONARCH WAY:

Home to the Village Apartments, the residents of Monarch Way enjoy living at its finest. Residents of this community enjoy closeness to the New Education building, Gornto Teletechnet Center, and the Chartway Arena. Monarch Way is a great place to grab a bite to eat, enjoy live music at the local coffee spot, or take a trip to the ODU Bookstore to see what's new! The Village is in the center of it all!

- UNIVERSITY VILLAGE



COLLEY BAY:

The Residences at Colley Bay include Rogers Complex and Gresham Complex.

Experience the thrill of a Monarch victory or spend the evening enjoying a theatrical experience, as these communities are just a short walk to Kornblau Field at S.B. Ballard Stadium and ODU's Arts District.

- GRESHAM COMPLEX
- ROGERS COMPLEX
- FOUNDATION HOUSE
- NUSBAUM

QUAD



OWENS



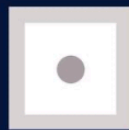
VIRGINIA



ENGLAND



SCOTLAND



IRELAND



FRANCE



DOMINION

4 NEIGHBORHOODS!



RUNTE QUAD:

Runte Quad is an active community in the heart of campus, home to the housing office and seven residence halls. Work out at the Student Recreation Center, grab a bite with friends at Broderick Dining Commons, or enjoy the weather on the Runte Quad lawn. And when you need to wind down, why not enjoy a game night with friends in one of the community rooms? Home to many Living-Learning Communities, including Honors College.

- ENGLAND HOUSE
- FRANCE HOUSE
- SCOTLAND HOUSE
- IRELAND HOUSE
- DOMINION HOUSE
- VIRGINIA HOUSE
- OWENS HOUSE



THE ELIZABETH

Residence on The Elizabeth is home to Whitehurst Hall, just off the Elizabeth River, offering gorgeous waterside views. Just outside is Whitehurst Beach, a unique spot on campus where volleyball games, a challenge course, a pier, and beautiful sunsets on the water await you!

- WHITEHURST HALL
- POWHATAN APARTMENTS

ELIZABETH - COLLEY BAY - MONARCH WAY



AMENITIES/SERVICES
AMENITIES/SERVICES
AMENITIES/SERVICES
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FRONT DESK SYSTEM
RESIDENTIAL NETWORK (RESNET)
LAUNDRY AND VENDING
RECYCLING AND ENERGY
MAINTENANCE/REPAIRS
RECEIVING LETTER MAIL

FRONT DESK SYSTEM

FRONT DESK SERVICES

The **Front Desk model** will serve students in all residence halls with comprehensive and consistent services and communication. With day and night availability, students will be able to contact the Desk Receptionist and Night Desk Receptionist.

The following services are available at all Front Desks:

- Assist with general inquiries regarding the building, housing, and the university.
- Reports facility issues or safety/ security concerns in the building and on campus.
- Check out hall equipment such as games and cleaning supplies.
- Check out loaner keys.
- Receive letter mail.





RESIDENTIAL NET

ResNet provides high speed internet access and local phone services to students living in residence halls and University Village Apartments. These services are supported by the professional and student staff in the Division of Digital Transformation & Technology.

IT HELP DESK

Contact the IT Help Desk with any technology-related issues.

- Phone: (757) 683-3192 (24/7)
- Email: itshelp@odu.edu (24/7)
- In person: 1100 Monarch Hall
(see odu.edu/helpdesk for office hours)

WIRELESS INTERNET

Wireless internet is available across campus in all residence halls. Log in to the eduroam network with your ODU email address and MIDAS password, or to MonarchODU with your MIDAS ID and password. (The eduroam network, once you log in at ODU, can be used at participating universities and institutions around the world.) Additional information at: <http://www.odu.edu/technology-services/wireless>

WIRED INTERNET

Each dorm room has one ethernet port per bed. Bring your own ethernet cable to connect a desktop computer, game console or media device directly to the network. (Owens House and Whitehurst Hall are completely wireless, but each room has an access point with an ethernet port on the bottom that you can plug into.)

GAMING & MEDIA DEVICES

Register your game console or media device and connect it to the wired network port (or access point) in your dorm room or to DeviceODU, our dedicated wireless network just for devices. Additional information at: www.odu.edu/housing/residents/computing/devices



NETWORK (RESNET)



MONARCHPRINT

Print to any University printer, located in all residence halls, academic buildings and computer labs. Additional information at: www.odu.edu/print

MONARCH MOVIES

This streaming video service is available across campus on devices connected to any ODU wired or wireless network. New movies are added every month at monarchmovies.odu.edu.



LAUNDRY AND VENDING

LAUNDRY

Each semester, students receive 60 individual starts per semester, which will now be loaded digitally on a mobile app. A start is equivalent to one wash or one dry. The machines are serviced by a private vendor. All inoperative machines should be reported by scanning the qr code located on the machine so that a repair request may be submitted. For laundry machine refunds, please contact cardcenter@odu.edu
All laundry swipes expire July 31 each year.

LOCATIONS

- Gresham Main: 3rd floor
- Rogers Main: 2nd floor
- Gresham East/Rogers East: all floors
- Whitehurst: 2nd, 4th, and 6th floors
- Owens: all floors
- Virginia/Ireland: 2nd, 3rd, and 4th floors
- University Village Buildings, Scotland, England, Dominion, and France: 1st floor
- Powhatan Village: at either pavilion

VENDING

Vending Machines are located in most residence halls throughout campus. All machine issues should be reported using the phone numbers on the vending machines.
Laundry/Vending related refund requests may be made at vending@odu.edu.

RECYCLING AND ENERGY

CONSERVATION AND SUSTAINABILITY

HRL encourages students to “think green.” Conserving energy is an easy way to protect the environment and keep energy costs under control, and is not hard to do!

RECYCLING AND TRASH

- Recycling and trash containers are provided in each room/apartment.
- Larger recycling bins are in the main lobbies of each residence hall or next to the dumpsters.
- Residents should dispose of recycling in the larger recycling bins.
- Dine-in instead of food to-go to avoid using disposable dishes and utensils.

ELECTRICITY

- Turn out lights and electronics not in use.
- Use the stairs whenever possible/as able instead of the elevator.
- Use LED lights or compact fluorescent lamp (CFL) task lighting.
- Use a power strip for all appliances, equipment, and chargers.
- Turn off when not in use to avoid using phantom energy.
- Purchase EnergyStar certified lamps, TVs, etc.

WATER

- Limit water usage while showering and brushing your teeth.
- Wash full loads of laundry.
- Use a washable, reusable water bottle instead of bottled water.



MAINTENANCE / REPAIRS

Maintenance Support Center's hours of operation are Monday through Friday, 8 a.m. to 4 p.m. For emergencies occurring during non-business hours, contact the front desk serving your community, an RA, or the RA on Duty within the building.

WORK ORDER SYSTEM (NON-EMERGENCIES)

For maintenance or housekeeping services within the residence hall communities, use archibus, ODU's online resource (available 24/7) for submitting non-emergency work requests. Non-emergency work requests are generally handled on a first-in, first-out basis and are addressed as soon as possible during work hours. Access their website here: <https://odu.nmrkgcs.com/archibus/workplace> and follow the instructions listed to get started on the process. Archibus will track submitted work requests and automatically generate email acknowledgments of receiving work requests, in addition to notification of any status changes of requests. Facilities staff will work on the issues within the next few days.

Examples of non-emergency requests:

- Burnt out lights
- Water is too hot or cold
- Sink or tub draining slowly
- Pest Control
- Toilet will not flush (when another toilet is in the suite)

Facilities Management is open 8 a.m. – 4 p.m., Monday – Friday. Facilities Management can be reached at (757) 683-4269. Additional information at <https://www.odu.edu/facilities/maintenance>.

EMERGENCY MAINTENANCE

Handled on a first-in, first-out basis.

- Immediately notify the appropriate RA on duty and/or front desk and place a work order request as soon as possible.
- If it is an emergency, hall staff will coordinate the proper staff to handle the issue.

Examples:

- Total loss of power to the entire building
- Apartment or room flooding
- Safety issues, security issues (locks, doors or windows)
- Damage to university property



RECEIVING LETTER MAIL

A resident's first and second-class mail will be delivered to their building/complex on a regularly scheduled basis.

MAILBOX LOCATIONS:

Accessed via room keys. Divided per room number, not per resident. All mailboxes are located on the 1st floor of each building with the following exceptions:

- Gresham East/Rogers East: in the Main Halls for each complex
- Ireland: in Virginia House
- Powhatan Village: under the pavilions (large overheads), outside of the laundry rooms.

SENDING PACKAGES ON CAMPUS

All packages are delivered to the ODU Mail Center.

Students will receive notification via text and email once the package has been processed and is ready for pick up. Please do not attempt to pick before you receive the notification from the ODU Mail Center. Students must present a valid ODU ID card to collect their package. If ODU ID is not available, a picture ID or driver license will be accepted.





LETTER MAIL AT THE FRONT DESKS

Residents agree to give HRL permission to handle mail including:

- Mail forwarding.
- Letter mail delivered to the residence halls is not insured.
- ODU is not liable for misrouting, disappearance, or theft.
- Building staff should be notified of any issues in receiving letter mail.

All packages addressed to residence halls are received and distributed in the ODU Mail Center.

Packages **must** be addressed to residence halls, not the Mail Center or Webb Center.

At the end of each residential agreement period, unclaimed first class and second-class mail is forwarded to the student's permanent address as listed in their Leo Online records. It is the student's responsibility to ensure the information is updated and accurate.

SAFETY/SECURITY
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35	STRICTLY PROHIBITED BEHAVIORS

SAFETY SERVICES

HRL staff members, in coordination with the ODU Police Department and other campus partners, work with the students to ensure their safety and security. HRL believes safety and security are shared responsibilities. ODU and HRL staff work cooperatively with residents to ensure their safety and security.

LIVING SAFELY IN A COMMUNITY

HRL encourages residents to take all reasonable steps to ensure their personal safety and security. Additional crime prevention information can be obtained by contacting HRL staff members or the ODU Police Department.

EMERGENCIES

Old Dominion University Police may be contacted for an emergency by dialing: (757) 683-4000 (emergency line) or (757) 683-5665 (non-emergency line). The HRL office is available to assist students Monday to Friday 8 a.m. to 5 p.m. by contacting (757) 683-4283. After 5 p.m. and on the weekend there are professional live-in residence hall staff on duty to assist students.

CONTACT INFORMATION

- ODU Police Department: **(757) 683-4000**
- Counseling Services: **(757) 683-4401, press option 2 (this line is available to all ODU students 24/7/365).**
- ODU Safety Escorts are available 24/7 across campus: **(757) 683-5665**
- Medical Emergencies: **Dial 911**



ODU ALERTS SYSTEM allows students to list up to six contact methods. During an urgent situation, the ODU Alerts system will begin cycling through points of contact to deliver the alert, starting with the first available. When a student receives the message, it is very important that they confirm receipt when prompted. If no confirmation is received, ODU Alerts will continue cycling through the listed points of contact.

Website: www.odu.edu/alerts

Blue Light Security Phones are placed throughout the ODU campus, providing a beacon signal while immediately connecting the caller to the ODU Police Department dispatch center.

ODU Safe Ride is a call service that operates from sunset to 2:30 a.m.

Website: www.odu.edu/life/health-safety/safety/saferide



SAFE RIDE
STUDENT SAFETY FIRST

OLD DOMINION UNIVERSITY

DOWNLOAD TRANSLOC FOR ON DEMAND RIDE REQUEST

HOURS: 8PM-2AM
DAILY | AUG-MAY

RVICES

students to provide a safe and healthy living environment.
s to promote a safe and secure environment.

ODU Safe App is an app that provides a personal piece of mind for all ODU students, faculty, staff, surrounding friends, and neighbors. This app allows you to ask friends to watch you walk, it is free and available in the Apple App Store and Google Play.

ODU Monarch Transit is a shuttle service that operates during daytime hours.
Website: www.odu.edu/parkingservices/transportation/odu-shuttles#Routes



SAFETY TIPS

1. Keep doors locked at all times.
2. Do not prop outside doors open. Do not let strangers into the building.
3. Limit use of technology (cell phone) when traveling on campus.
4. Be aware of surroundings when walking on campus.
5. Whenever possible, carry a cellular phone when walking in remote areas.
6. At night, walk in well-lit corridors of campus.
7. Report suspicious activity to the police.
8. Take precautions at day and night. Use the buddy system when possible.
9. "Blue Light Security Phones" can be found at strategic locations.
10. Remember that the most important part of the campus safety equation is awareness and good judgment.



OFFICE OF EMERGENCY MANAGEMENT

The ODU Office of Emergency Management is responsible for building, sustaining, and continually improving a comprehensive emergency management program that promotes institutional resiliency, departmental readiness, and individual preparedness.

Through an inclusive, all-hazards approach, we facilitate prevention, mitigation, preparedness, response, and recovery activities to allow the University to focus on its chief mission areas of academics, research, and community engagement.

This website provides helpful information, tips, and resources to promote preparedness and resilience among all members of the ODU community. Do your part to become #MonarchReady today!

odu.edu/emergency



BUILDING SAFETY AND SECURITY

LOCKOUTS

If a resident is locked out of their room during operational front desk hours, the resident should visit the front desk that serves their residential complex to acquire a loaner key. Residents will be required to show their ODU ID card to receive a loaner key. If the resident is locked out when the front desk is closed, the resident will need to contact the RA on Duty for assistance. Temporary keys are available for students to borrow for a limited amount of time to their living space. While we do provide this service, students need to be responsible for their keys at all times. All temporary keys must be returned within 15 minutes or the room will be re-keyed and the student will be assessed a charge of \$75 for a lock change. As a reminder, once the lock change procedure has been initiated it cannot be cancelled, regardless if the key has been found. No exceptions to this procedure will be made.

LOST/STOLEN KEYS

Lost or misplaced keys should be reported immediately to the resident's designated front desk. If a lock change is warranted to maintain the resident's security, the resident will be charged a non-refundable fee of \$75 per lock change. If a key is stolen, residents should contact ODU Police to report the theft immediately. Once the lock change procedures have been initiated the process cannot be cancelled, regardless of if the missing key is found.

KEEP IN TOUCH

Students should always let someone know where they are going and when they plan to return. For reasons of safety and in the event of an emergency, residents are encouraged to inform their roommate(s) or someone else in their residence hall/apartment building whenever leaving the hall for an extended period of time.



RESIDENTIAL BUILDING AND ROOM ACCESS

Residential security measures include external entry and exit points, locked 24 hours a day. Entry points are accessible with a valid University ID Card. At most residences, a courtesy phone box is located at the entrance to allow a guest to call the resident host from the outside of the building to announce their arrival. This phone can also be used to call for emergency assistance if necessary. Residential rooms and living areas lock upon closing and are locked 24 hours a day. Doors are accessible with assigned room keys and spare keys.

GUESTS/VISITORS AND TAILGATING

Residents are required to check in their guest using the housing portal or by seeking assistance at the front desk. Guests are permitted to stay in a resident's room only if their roommate consents and must be escorted by the resident hosting them at all times. Residents are responsible for all actions of their guests in the building at all times. Residents are allowed one overnight guests for up to two nights within a 7-day period, including those living in the same community or building.

BUILDING SAFETY AND SECURITY

THEFT PREVENTION

Thefts occur when students leave their personal items unguarded in public areas, or leave their room unlocked. To help protect your personal property:

- Lock room door at all times.
- Never lend a room/apartment key to anyone.
- Keep all valuables in a safe place; do not leave valuables in the open and unattended.
- Report suspicious persons to the University Police (757-683-4000) and the residence hall staff.
- Do not permit anyone, other than your guest(s), to enter the building behind you. Make sure the main door shuts and locks behind you.
- Do not prop open exit and stairwell doors.
- Report lost keys to your front desk immediately.
- Front doors should be used in all residences, with the exception of emergencies.

THEFT, LOSS, OR DAMAGE OF PERSONAL PROPERTY

ODU does not assume liability for damage or loss of a resident's personal property. HRL encourages residents to carry personal property insurance to protect against the loss of personal belongings through facility and personnel damage and theft while at ODU. Before purchasing personal property or renter's insurance, students should check with their parent's homeowner's or renter's insurance policy to see if their property is covered in their room/apartment while living in on-campus housing. Existing family insurance policies oftentimes cover items while away at school. If the family's policy does not cover the student's items, it is recommended that the student purchase a policy.

- Report all thefts, vandalism, or attempted thefts to ODU Police at 757-683-4000 and your RA immediately.
- Be alert to anyone who appears out of place or acts in an unusual manner in or around the residence halls/ apartment complexes.
- Report any suspicious individual(s) to the Front Desk Staff of the community immediately.



IF A UNIVERSITY I.D. CARD IS LOST:

- 1.** Immediately report this to the Monarch Card & Business Services Center website or at (757) 683-3508.
- 2.** Students should report a stolen I.D. to ODU Police by contacting them at (757) 683-4000 and the Monarch Card & Business Service Center now located in Monarch Hall.
- 3.** Students should immediately mark their ODU I.D. card as missing on the Monarch Card center website to ensure no money or access is granted to others.

Go Mobile!

**INTRODUCING ODU
MOBILE CAMPUS ID:**

Mobile ID is accessible through the GET Mobile app, a user-friendly platform that allows smartphone users to digitally download their IDs into their mobile wallets. Simply download the GET Mobile app from your phone's app store and add your ID to your mobile wallet today!

Learn more here: <https://www.odu.edu/card-center/mobile-id>

FIRE PREVENTION IN THE RESIDENCE HALLS

HRL staff members conduct a minimum of two fire drills per residential/apartment community each semester to practice the safe and orderly evacuation of the building in the event of a real fire or emergency. ODU staff members work with the Virginia State Fire Marshall's Office to conduct annual fire safety inspections. Learn more at www.odu.edu/fireprevention for Fire Safety practices at ODU. It is imperative that all students abide by these policies to ensure a safe campus. Tampering with fire safety equipment in any capacity can result in a \$2,500 fine and/or 12 months in jail.

All residential communities are equipped with smoke detectors and contain fire extinguishers. Fire alarm pull stations are located in each corridor. This equipment is regularly checked to ensure that it is in working condition.



WHEN A FIRE ALARM SOUNDS, ALL PERSONS IN THE BUILDING MUST:

- Evacuate via the nearest exit and calmly exit the building.
- Evacuate at least 50 ft. from the building and report to the emergency assembly area.
- Remain in the emergency assembly area until the proper authorities allow re-entry.
- Adhere to the above procedures at all times and treat every fire alarm like a real emergency. Fire Drills and Fire Prevention Education are in place to comply with state and local regulations.



EMERGENCY ASSEMBLY AREAS

- Whitehurst – Whitehurst beach area by volleyball area.
- Powhatan I – Parking lot adjacent to buildings A-G.
- Powhatan II – Parking lot adjacent to Facilities Management building.
- Rogers Main and East – WHRO parking lot (Lot 1).
- Gresham Main and East– Parking lot on the West side of the building in the back (Lot 16).
- Owens House – Lot 3 or Quad Lawn in front of the SRC
- Foundation House – Gresham Hall side of 49th street.
- Nusbaum - Foundation House parking lot.
- All Quad Houses (except for Dominion House) – Center of quad (grassy area).
- Dominion House – Next to France House (grassy area).
- University Village – Across the street from their building and/or in the 2nd row of parking closest to the building.

STRICTLY PROHIBITED BEHAVIORS

1. Covering walls or ceilings with cardboard materials.
2. Covering more than 50% of any given wall with ANY materials.
3. Storing or using flammable materials.
4. Deliberately setting off a false alarm.
5. Blocking or hanging items from sprinklers.
6. Removing any part of, covering, damaging, or interfering with the fire alarm system, smoke detectors, fire extinguishers, sprinkler system, exit signs, or emergency lights.
7. Exiting buildings through fire exits when a fire emergency is not taking place.
8. Smoking (of any kind) inside or within 20 feet of any building on-campus
9. Storing and charging of electric bikes, scooters and/or hover boards.

Policy 3220: University Smoking Policy



LIFE ON CAMPUS
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SPIRIT FRIDAYS

If you're caught wearing blue and silver or ODU apparel on a Friday, you could win a prize from members of the Spirit Team! All Monarchs, on or off campus, are encouraged to participate every Friday.

CONVOCATION

Convocation is the official welcoming for Freshman to the ODU Campus by the President, Provost, and Faculty. At Convocation, Freshmen receive a Lapel Pin, which they should keep to wear for Graduation Day.



RUB THE BELLY

In the lobby of Webb Center, there is a Bronze Statue of our Mascot, Big Blue. If you ever need good luck, "RUB THE BELLY!"



DITIONS



THE LEGEND OF THE UNIVERSITY SEAL

Legend has it that you should never walk across the University Seal located on Kaufman Mall until the day of your graduation, or you will not graduate from ODU.

HOMECOMING

This week-long celebration represents our Monarch Pride with events such as Monarch Day, Painting Crowns on Kaufman Mall, a parade around campus, football, and more!



ICE CREAM AND CAKE

During ODU Basketball and Football games, be sure to take part in a one of a kind cheer/dance.



GETTING INVOLVED RESIDENTIAL

THE RESIDENCE HALL ASSOCIATION (RHA), a leadership program at Old Dominion University, is an overarching student government comprised of representatives from each residence hall or apartment living community and represents the interests and concerns of all students living on campus. RHA takes pride in focusing on a high-quality living experience for residents through hall improvements, programs, and events. Along with promoting social, educational, and cultural activities for residents, RHA also has representatives on several other campus committees. RHA serves the on-campus student population by creating committees and policies crafted from what residents express they are interested in.

RHA is directly linked to the individual community councils and focuses on system-wide and campus issues, allowing the individual community councils time to focus on their specific building directly. Getting involved in a community council executive board can be incredibly beneficial on a multitude of levels. There are diverse positions available in community councils to develop leadership skills and gain experience in a possible career area that is of interest. The satisfaction of knowing that the work done in the organization helps those involved as individuals, but also the ultimate impact is improving the lives of the residents living on campus, is immense.

For more information about RHA visit their website here: <https://www.odu.edu/housing/residents/odurha>

NEIGHBORHOOD COUNCILS are a form of student governance in each residence hall and apartment living community where residents have the unique opportunity to be involved in decisions and activities that impact their living areas. Residents can be involved at the floor, building, or campus-wide levels and can gain valuable leadership and citizenship skills as part of their overall personal development. Neighborhood Council members are elected to plan social and educational programs for all community residents as well as participate in discussions about important issues. Neighborhood Council elections are held early in the year during fall semester, or during mid-spring semester.



INVOLVED IN THE COMMUNITY

LIVING-LEARNING COMMUNITIES give Residents the opportunity to participate in specialized communities that generally involve students that wish to live in an environment with other students who share an academic or extracurricular passion. Living-Learning Communities partner with faculty members in academic colleges or professionals in various campus offices to enhance the learning experiences of students in a particular field of study or passion area while living together in the residence halls. In order to join, prospective residents must apply and:

- Select up to 2 living-learning communities on the housing application for the upcoming year.
- Complete the essays associated with those communities.
- Accept the terms of participation in that community, which include: Taking any required courses with hallmates (if applicable), participating in extracurricular or co-curricular activities, maintaining academic eligibility (if applicable), and agreeing to live in the community for that living-learning community.

Visit www.odu.edu/leadership-learning/living-learning to learn more or contact living-learning@odu.edu. A preference to participate in a community does not guarantee placement.



GENDER INCLU

GENDER INCLUSIVE HOUSING is an option in which students may elect to share an apartment/suite regardless of sex, gender, or gender expression. Gender Inclusive Housing is voluntary; no student will be assigned to a gender inclusive unit unless they have opted to be a part of a Gender Inclusive living space.

How to Sign Up for Gender Inclusive Housing

- Submit the Gender Inclusive Housing Agreement/Application.
- All indicated group members must submit the application to be considered a complete group.

Visit odu.edu/housing/gender-inclusive to learn more or contact housing@odu.edu. A preference to participate in Gender Inclusive Housing does not guarantee placement.



RESIDENTS HOUSING



SELECTING A MEAL PLAN

Meal plans are purchased and billed on a semester basis. Meals do not transfer from one semester to the next; however, flex points carry over from the fall to the spring semester with the purchase of a Spring Meal Plan. Flex points and any remaining meals expire at the end of the spring semester.

All first year students are required to have one of the “All Access” Meal Plans. All other residents in the identified communities are required to have a Weekly 10 or All Access Plan, while Powhatan and Foundation House residents can choose from Block 80 and above. Visit Monarch Dining’s website (odu.edu/dining) to view the University’s “Meal Plan Requirements Based on Class Standing & Residency” chart.

If a meal plan selection is not selected by move-in for the fall or spring semesters, the All-Access - Platinum will be assigned, except for Powhatan and Foundation House residents, where the Weekly 10 - Gold will be assigned.

CHANGING/CANCELING MEAL PLAN

Meal plan changes are only allowed for a limited time period at the beginning of the semester. Meal plan changes are made online by signing into your Student Portal. There will be a link during the Meal Plan Change Period which is usually the first week of each semester. If eligible, meal plans may be cancelled by visiting Monarch Card & Business Services or by emailing cardcenter@odu.edu.

If a residential student moves off-campus, it is their responsibility to review the cancellation portion of their *Housing & Dining Agreement* to determine eligibility to cancel the meal plan.



Students are required to have a meal plan if they live in the following communities:

RUNTE QUAD

England House
France House
Scotland House
Ireland House
Dominion House
Virginia House
Owens House

COLLEY BAY

Rogers Hall
Gresham Hall
Foundation House

Monarch Card & Business Services:

www.odu.edu/cardcenter

(757) 683-3508, or
Monarch Hall, Suite 1120.

ELIZABETH RIVER

Whitehurst Hall
Powhatan
Apartments

Monarch Dining Services:
odu.edu/dining



MEAL PLAN OPTIONS

ALL ACCESS PLATINUM - \$550 FLEX POINTS
GOLD - \$450 FLEX POINTS
SILVER - \$350 FLEX POINTS
UNLIMITED SWIPES + 5 WEEKLY MEAL EXCHANGES

WEEKLY 10
5 WEEKLY SWIPES + 5 WEEKLY MEAL EXCHANGES

PLATINUM - \$850 FLEX POINTS
GOLD - \$750 FLEX POINTS
SILVER - \$650 FLEX POINTS

BLOCK 80

40 SEMESTER SWIPES + 40 TOTAL MEAL EXCHANGES | \$500 FLEX POINTS

BLOCK 50

25 SEMESTER SWIPES + 25 TOTAL MEAL EXCHANGES | \$400 FLEX POINTS

PARTS OF YOUR PLAN



Meal Swipes

Part of ALL Meal Plans

Can be used at our All You Care to Eat Residential Dining Hall - Broderick Dining Commons



Meal Exchanges

Can be used to purchase set menu items at our national brand locations and select P.O.D. Markets.



Flex Points

Flex Points are dining dollars that come with every meal plan and can be used at any Monarch Dining location, including P.O.D. Market convenience stores

1 Flex Point = \$1**

ALL FIRST-YEAR RESIDENTS ARE REQUIRED TO PURCHASE AN ALL ACCESS PLAN.
**FLEX POINTS CAN ONLY BE USED TO PURCHASE FOOD AND BEVERAGE ITEMS.

GETTING BOOKS

Dear Members of the ODU Community, We are pleased to share exciting news about the University Village Bookstore! As of June 24, 2025, Barnes & Noble College (BNC) has become our official University Shop partner, managing both the on-campus and online stores! BNC will succeed Follett, which has been a valued partner.



Your Reign starts here.

Shop official ODU apparel, textbooks, merchandise and gear at the University Bookstore!

[**VISIT ONLINE HERE**](#)

GETTING AROUND TOWN

BIKE ODU is Old Dominion University's bike share program, located in the Outdoor Adventure Center inside the Student Recreation Center. It is open to all students, faculty, and staff members. Here you can "check out" a bike much like you would a book from the library. All you have to do is take a quick quiz and you can start borrowing bikes with just your ODU ID. Visit Bike ODU for more information.

Plan on bringing your bike to campus? We want to make sure it's safe! We've partnered with **Project 529** making it more convenient for students to register their bike. Registering your bike can reduce the risk of it being stolen, and greatly increases the chance of your bike being recovered. Visit project529.com/odu or download the app to register your bike today!

Remember to also register your bike with the ODU Police Department. Walking alone after dark. Boundaries: 38th St to Magnolia Ave, and the Elizabeth River to Colley Avenue.



MONARCH TRANSIT is ODU's shuttle service, providing FREE fixed-route bus service to all students with a current ODU ID. The shuttle system can be tracked in real-time using the Transloc App. Within the Transloc App you can also receive estimated arrival times to your stop. The shuttles stop at all University academic areas, residence halls, parking locations and athletic fields. Off-campus stops to local popular commercial destinations are available on weekends. All you need to ride is your ODU ID.

Safe Ride Need a ride after dark? You can request a Safe Ride, which is Old Dominion University's on-demand evening van service offering FREE RIDES to all students that operates from 8:00 p.m. to 2.00 a.m. This service can be requested through the Transloc App and is intended for individuals or small groups to ride home to their nearby residence instead of walking alone after dark. Boundaries: 38th St to Magnolia Ave, and the Elizabeth River to Colley Avenue.

Bringing a Car to Campus?

Be sure to purchase your Fall 2025 student parking permit online through the Transportation & Parking Services (TPS) website www.odu.edu/parking using the ODU Parking Portal starting in August. All parking on ODU's campus requires a parking permit or hourly parking payment. ODU uses virtual permitting and license plate recognition to enforce parking on campus. To purchase your permit click "Buy a Permit" and log in using your ODU Midas ID. After you are logged in, you will be able to enter your vehicle information and select your desired permit. Please ensure that your vehicle license plate is entered correctly and linked to the permit you are purchasing to avoid receiving a parking citation. Please contact the TPS office at parking@odu.edu or 757-683-4004 if you have any questions or need help getting your permit.

All on-campus parking requires a valid ODU Parking Permit or Hourly parking payment. ODU utilizes a virtual permit system and License Plate Recognition (LPR) to enforce parking.



In addition to designated parking lots, ADA Parking spaces are available in all lots/garages and require both a valid DMV issued plate or placard and a valid ODU Parking Permit or Hourly Permit



For Visitor Parking, please see "Hourly & Mobile Pay" Section on the back of map

Follow us @oduparking

Transit Stops

- Hampton Roads Transit
- Monarch Silver
- Monarch Blue/Silver
- Monarch Blue



Updated: 5-16-2025



ODU Transportation Map

VA | (757) 683-4004 | parking@odu.edu | www.odu.edu/parking

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EXPECTATIONS

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COMMUNITY LIVING

It is expected that all community members respect differences and encourage each other to take advantage of the unique learning experiences that a shared environment brings. As a member of this community, and by signing the Housing & Dining Contract, students agree to conduct themselves with proper regard and mutual respect for other students, residents, guests, RAs, facilities staff, university personnel, residence hall neighbors, and their respective property. Residents also agree to abide by the policies, procedures, and rules of ODU, as outlined in the HRL Guide to Living on Campus and Student Code of Conduct.

THE BENEFITS OF LIVING ON CAMPUS

- Learn about yourself and others.
- Value community and support inclusion.
- Be academically driven and focused on career aspirations.

Being a member of the residence hall community is an opportunity to contribute to the ODU community. Students are expected to:

- Respect the dignity of all persons and avoid behaviors which compromise or demean the dignity of individuals or groups, including hazing, ridiculing, harassing, and discrimination.
- Respect the rights and property of others by not participating in the theft, vandalism, arson, misappropriation, malicious damage to, and desecration or destruction of property. Students will not violate another's personal right to move about freely, to express themselves appropriately, and to enjoy privacy.



- Strive to learn from differences, as well as similarities in people, ideas, and opinions, to discourage bigotry.
- Demonstrate concern for others, their feelings, and their need for conditions which support their work and development.
- Be compassionate and considerate to avoid behaviors which are insensitive, inhospitable, or activities which unjustly or arbitrarily inhibit another's ability to feel safe in their residence hall or apartment or welcomed in their pursuit of appropriate academic goals.
- Observe ideas and encourage students to respect the basic freedoms and rights of all residence hall or apartment living community members.



ING EXPECTATIONS

EXPECTATIONS AND RESPONSIBILITIES

Campus housing offers a great advantage of having the opportunity to live and work closely with all types of individuals. With the roommate relationship, there are certain responsibilities that each person carries. The expectation of sleeping without undue interference and the need to study outweigh social privileges; however, roommates must strike a balance as to the time and priority of room usage.

Each individual must take responsibility for expressing their preferences in using the room. If roommates have difficulties in resolving expectations for room usage, Resident Assistants are able to assist residents.

Impeding on these expectations of other students may result in conduct actions pursuant to specific policies, in addition to reassignment, or being removed from on campus housing.



STUDENT REFERENCE

HOUSING /DINING CONTRACT

HRL welcomes each resident who lives on campus and encourages each student to be knowledgeable of the commitment made when signing the **Housing and Dining Contract**. Students signing the contract are legally bound by the Terms and Conditions for the entire contract period. It is important that students know and understand the financial obligations expected of them once signing the agreement. All students should be familiar with significant dates associated with this contract, especially in relation to cancellations/petitions for release. A completed online application/contract indicates that the applicant has read, understands, and agrees to the policies outlined within the Housing and Dining Contract as well as the Housing & Residence Life Guide to Living On Campus including the cancellation policy.

Students are responsible for completing the online application. Should a parent complete the online application procedure for the student, the university will hold the student responsible for all responsibilities of the contract period.

CONTRACT PERIOD

The contract period specifies the opening and closing dates for each residence hall or apartment community. Once a student receives an assignment, the student accepts responsibility for the full room charges and meal contract charges established for each building. The resident is obligated to fulfill the room and board agreement specified in the Terms and Conditions of the Housing and Dining Contract, which may include a summer obligation.

CHANGES AND CORRECTIONS

The university has made every reasonable attempt to make sure the information contained in the Housing and Dining Contract is accurate at the time of publication. However, the university reserves the right to make corrections when necessary. Such changes may include but are not limited to, location and availability of Living and Learning Communities, changes in dining service hours, and more. If changes are made, HRL will inform residents in a timely manner through multiple means of communication.



CANCELING THE HOUSING AND DINING CONTRACT

At times, a student may need to cancel their Housing and Dining Contract. HRL understands that circumstances may take a student away from ODU or on-campus housing. Students should refer to the Housing and Dining Contract and work with their RHD to understand what options are available. For more information, please refer to the cancellation page on our website here:

<https://www.odu.edu/housing/application-information/cancelling-agreement>.

PETITION FOR RELEASE/CANCELLATION

Students are encouraged to first review the Housing and Dining Contract to understand their responsibilities. In certain circumstances, students are eligible to petition for release from contract where they have had significant and unforeseen changes in circumstances (typically medical). Students who wish to cancel their housing assignment after the official move-in date should complete the Petition for Release request form in the Housing Portal. Submitting a Petition for Release form is only a request and should not be assumed to be approved. Decision notices are sent to the students ODU email address. Please remember checking out of your room and returning your key does NOT cancel your housing assignment. All students must fill out a Petition for Release form in the Housing Portal.

VACANT SPACES

HRL reserves the right to make an administrative room change into a vacant space, independent of the waitlist, when it deems a change necessary. Residents in a room or suite with a vacant space are required to accept a new roommate who is placed in the space by HRL. Refusing to accept a roommate or impeding HRL's ability to effect an assignment into a vacant space (e.g., by not keeping the unoccupied space presentable) is a violation of the contract. HRL staff members will make every attempt to notify current roommates of a new occupant, however, advance notice of a new roommate is not always possible. Therefore, residents must ensure that the vacant space in their room or suite is in a condition ready for occupancy at all times. Failure to comply with this policy can result in the resident(s) already occupying the room or suite to be charged for cleaning and can result in a referral to the student conduct process.

ROOM CONSOLIDATION

At times, HRL needs to consolidate spaces within residential facilities to accommodate the needs of the residential population. For example, if there are two separate apartments with only one resident of the same gender, HRL may have the two residents move into the same apartment. HRL only consolidates when necessary and students are expected to comply. Notification will be provided by HRL staff in a timely manner via ODU email and phone call to provide reasonable time to complete the move.

COMMUNITY DAMAGE

Damage to common areas is the responsibility of each resident. HRL will attempt to identify responsible individuals and resolve the concerns. Excessive room or common area damage may result in the reassignment of any individual(s) found to be responsible. If the responsible individual(s) cannot be determined, the entire community wing or floor may share the cost of this damage. Damage charges are used to assist in repairing or replacing a damaged item. Those repairs or replacements that are not completed before the next academic year begins will be completed relative to the availability of personnel and/or additional funds necessary to accomplish the repairs or replacement of items. Faulty equipment and damage should be reported to a staff member. If there is damage in a room, students should not attempt to repair it themselves. University personnel are available for that purpose and can usually remedy the situation. Common area damage assessments are not appealable. The damage bill includes time, materials, and administrative expenses required to correct cleaning or damage situations.

UPKEEP OF FACILITIES AND DAMAGES

Before students move into their rooms or apartments, each unit is checked to ensure that it is in good condition. Each resident assigned to the room is required to complete the Room Condition Report (RCR) and returned to their RA. It is important to list any discrepancies found within 5 business days of checking in. Once a resident checks out of their assigned space, a HRL staff member checks the space and, if necessary, damage charges are assessed to cover the current replacement costs, plus labor. If the Room Condition Report is not completed within five business days, the report is considered accepted.

The resident is expected to reasonably maintain their assigned living space relative to order, cleanliness, and safety. If a room condition is noted that needs repair, residents should submit a work order promptly via Archibus at the following website: <https://odu.nmrkgcs.com/archibus/workplace>. The resident will be held financially accountable for the repair or replacement cost of any damage to their room or furnishings therein. When two or more residents occupy the same room or apartment and responsibility cannot be ascertained, the damage charge will be assessed equally among all occupants of the space. If damages to exterior surfaces of a room door or window occur due to vandalism, the resident(s) must submit an incident report to the staff within 24 hours of the incident, documenting that they are not responsible for the damage, or to contest responsibility for the charges.

The resident agrees not to modify or allow modifications of permanent structures of the room. This includes painting or making repairs without prior written permission from HRL. The resident assumes responsibility for the daily care and cleaning of their room and its furnishings, and agrees to maintain acceptable sanitation and safety conditions. They also agree to use all public areas in a mature and responsible manner and to help in assuring safety and cleanliness. The housekeeping staff cleans public areas and prepares student rooms for arrival.

Please do not use products with a high acid content because they will damage the fixtures, floors, and other surfaces. Some examples of acceptable products to use for cleaning include, but are not limited to, LYSOL®, Pine-Sol®, and Mr. Clean®.

Dumpsters are located near each residential community for appropriate garbage/trash disposal. Garbage cans or trash of any type should not be left in the hallway or in any other public location for removal by others. Charges may be assessed if trash is not disposed of properly.

Carpets may not be cleaned using soil extraction methods such as "steam cleaning." Outside vendors are not permitted to work in any residential facility without written consent from Housing & Residence Life.

Normal wear and tear are expected; however, damaged items deemed in excess of this expectation will be billed to the resident(s). Only HRL staff members have the authority to determine when damage(s) exceed "normal wear and tear," as defined by Facilities Management.

If any damage charges apply, the labor and materials charged are billed to the student's account. Failure to make payment may result in the University instituting collection procedures and include placing a hold on the student's records. Damages identified subsequent to a student's departure from campus will be billed to their student account and documentation mailed to the permanent address.

HRL provides health and safety inspections to ensure that proper sanitation, fire safety, and upkeep

is provided to student rooms.

The University reserves the right to assess charges for cleaning and damages, as well as take conduct action when appropriate.

FURNISHING

A bed, dresser, desk, chair, and closet/wardrobe are provided for each resident. Window treatments are provided in every resident's room and apartment. University Village and Powhatan Apartments all have a common living and dining area, as well as a kitchenette. The living areas are furnished, although many residents add items to those that the university provides. The kitchenette has full size appliances (stove/oven and refrigerator).

Students are responsible for the furniture in their rooms; therefore, students must keep the furniture assigned to them in their rooms. Using furniture from the floor lounges, laundry rooms, or other common areas a student room is not permitted and may result in a fine. In addition, university-owned furniture is not permitted outside the residence hall or apartment building. Residents who move their furniture may be charged for repairing/replacing the furniture, in addition to being assessed a fine through the student conduct process.

All furniture must remain intact. Mattresses and bed frames may not be placed directly on the floor. Stacking any furniture is not permitted and closet doors may not be removed.

LOFTS AND BUNK BEDS

HRL does not permit students to bring or construct lofts within the residence halls and apartments. All furniture has been set for you to Reign Responsibly. Please do not adjust or move.

HEALTH AND SAFETY INSPECTIONS

HRL staff members complete health and safety inspections of student rooms and/or apartments. Health and Safety Inspections are visual inspections of each living space, including student rooms. It is not university policy to open drawers or inspect trunks or luggage unless there is sufficient evidence to warrant a concern that there is a violation. These inspections will be announced in advance. These inspections are intended to provide a safe and comfortable living environment for all residents. HRL staff works with residents to help ensure that communities are safe and sanitary, as well as no fire or safety code violations of university policies are taking place. Residents found to be in violation of any University policy, will be notified and provided with instructions on how to correct the situation. According to the Housing and Dining Contract, the University reserves the right to enter student rooms outside of Health and Safety Inspections for repairs, other inspections, and enforcement of university policy.

LIABILITY/RESPONSIBILITY FOR PERSONAL PROPERTY

The University will not assume any responsibility for any persons or property of the student from any cause, nor will the University assume responsibility for any injury or damages, personal or property, while the student is a resident. Residents are strongly encouraged to carry personal property insurance if their family's policy does not cover belongings while at the University.

ROOM ENTRY

In the interest of maintaining an environment that facilitates scholarship, provides for the health and safety of residents and their property, and in the interest of protecting University persons and property, it may become necessary for the University to enter resident rooms. Reasonable efforts shall be made to notify the resident(s) in advance of any entry. Staff member(s) will not enter a student's room without consent of a resident except as follows:

- Repairs, maintenance, or facility improvements
- Recovery of University/State-owned property not authorized for use in the assigned space
- Fire, Health and Safety Inspections made periodically, as well as at complex closing/vacation periods
- When there is reliable information that an emergency exists (including, but not limited to fire, accidents, sickness, or danger to the health and welfare of residents)
- When there is reliable information that a University policy is being violated.
- The University reserves the right to remove any items not in conformity with its policies.

If a University staff member does enter a resident's assigned space, the University will not intrude into a student's personal effects except with the permission of the resident. In an Administrative Search (which must be approved by the Associate Vice President for Student Engagement, or their designee), prior permission is not required.

PLAIN VIEW

The University is guided by the "Plain View Doctrine"; therefore, HRL and other University staff are legally obligated to report unlawful acts in "plain view." If an illegal item (e.g., weapons, drugs) is found in plain view by staff, that item may be confiscated and a subsequent incident report may be prepared, using the item as evidence. Items may be reported to ODU Police Department and lead to criminal proceedings.

ROOM SEARCH AND/OR ADMINISTRATIVE ROOM SEARCH

The resident(s) will be notified if sufficient cause for a room search is determined when practicable. Searches of resident rooms by HRL personnel shall only be permitted, except in the case of an emergency, with prior approval from the Associate Vice President for Learning for Student Engagement and Enrollment Services for HRL. In these instances, a room search will be conducted by no less than two authorized University staff members.

An administrative search is a search by HRL personnel of residential space occupied by a particular student or students for items that may harm the health, safety or welfare of individuals within the University community or for items which may involve a breach of the Student Code of Conduct. This protocol shall have no application where there is:

- An imminent danger of harm to members of the campus community and/or property. For example, if a fire occurred, a single employee could enter a room without the approval of the Associate Vice President. The standard will be reasonable belief that there is an imminent threat of harm.
- A general search of residence hall rooms where the search is not directed to a particular individual or individuals. For example, if the University was concerned about fire hazards, a search could be conducted looking for fire hazards and this protocol would not apply.
- Standard maintenance. For example, work being done in specific rooms either at the request of residents or at the necessity of HRL.

TERMINATION OF CONTRACT BY THE UNIVERSITY

The Housing and Dining Contract may be terminated by the university for breach of contract or conduct reasons including dismissal from the university. In a case of termination of this contract by the university or HRL, the student will remain financially responsible for the entire cost of the contract period for the assigned building. The university has the authority to deny or remove a student from on-campus housing where the presence or continued presence of a resident in the residential communities poses a significant risk to the health or safety of themselves or others.





ELECTRONIC COMMUNICATION

UNIVERSITY POLICY 3506: Electronic Mail for Official University Communications

Every student is expected to activate/check their ODU email account regularly to receive official HRL communications.

- Available at: <https://ww1.odu.edu/about/policiesandprocedures/university/3000/3506>

HRL ELECTRONIC COMMUNICATIONS

- ODU email is the designated form of communication with all residents.
- Each residential community has a [Monarch Group portal](#):
 - Be sure to login with your ODU email.
 - You can find staff contact information, upcoming events, and recent posts.

ODU ALERTS (EMERGENCY NOTIFICATION SYSTEM) INCLUDES:

- Text messages (SMS) to mobile devices
- Calls to home, office, and mobile phone numbers
- Emails to Old Dominion addresses and non-Old Dominion addresses
- Desktop and digital signage override messaging on University-managed computers and displays

HRL is not responsible for lack of communication if students/residents provide invalid accounts. It is the responsibility of the resident to keep parents/guardians/interested parties accurately informed.



ROOM CONDITION REPORT (RCR)

BEFORE MOVING INTO THE LIVING SPACE:

- RAs will inspect and record the conditions of the rooms/furnishings on an RCR.

While occupying the living space:

- Residents will be given the RCR by their RA, and have 72 hours to submit any discrepancies or damage(s) to their RCR. Once a student accepts the RCR, they are responsible for the condition of their room/suite/apartment.
- Should a resident take no action in confirming the condition of the room/suite/apartment they will be automatically accepted after 72 hours of occupying the space.

When checking out of the living space:

- The condition of the room will be compared to the information noted on the RCR at the time of check-in. Residents are expected to return their room to its original condition or pay damages for deficiencies that are present (beyond normal wear and tear) at checkout.

DISCREPANCIES DURING CHECK OUT

Since residents are responsible for the condition of their entire living space:

- Includes, (if applicable) room, the common area, apartment, or house and its furnishings.
- It is important that residents tell appropriate staff about damages or discrepancies at the time of their occurrence.
- Make sure changes are noted on the official RCR.
- This is particularly important when a resident feels that the damage or discrepancy is not their responsibility.
- When residents check-out of their assigned space, the HRL staff will use the RCR to determine if there are additional damages or missing items from the resident's room.
- Any damages not declared on the form will be the responsibility of the resident and will be charged to their student account upon check-out.
- If a student feels they were billed in error, they can file a Damage Appeal form within 10 days of receiving notification of the assessed charges.

Additional information regarding Move Out and Damage Appeals are in the "CHECKOUT" section on page 87.



COMMUNITY LIV

These Community Learning Standards include, but are not limited to, content included in our House. Violations of University policy or local, state, or federal law may be referred to Old Dominion University. For more information about violations included in the Code of Student Conduct, please visit the Office of Student Conduct.

Old Dominion University is committed to fostering an environment that is safe, secure, and inclusive. We strive to make our campus conducive to academic inquiry, student engagement, and student success. To achieve this, the University has developed a Code of Student Conduct which applies to all students— including those students who live in or visit residence halls and apartment communities. HRL has developed additional policies and guidelines to help enhance the residential experience.

ALCOHOL

The following prohibited behaviors are considered violations of the Code of Student Conduct and/or Guide to Living on Campus:

- The possession or consumption use alcoholic beverages by anyone under the age of 21.
- The possession of alcohol in first year communities (Whitehurst, Gresham, Rogers, and Scotland), regardless of the age of residents.
- The manufacturing and/or selling of alcoholic beverages.
- Providing alcohol to individuals under the age of 21.
- Possession of common-source alcohol containers (e.g. kegs, party balls).
- Possession or display of alcoholic paraphernalia (e.g. beer funnels, decorative bottles, beer bong, beer pong tables).
- Possessing or consuming alcohol in the presence of underage guests.
- Possession or consumption of alcohol, regardless of age, outside of an assigned space (e.g. lounges, hallways, community spaces).

Alcohol will be disposed when found. Students who reside in the space and/or are present in the space during an incident may be found responsible for a violation of the Code of Student Conduct.

University Policy 6603:

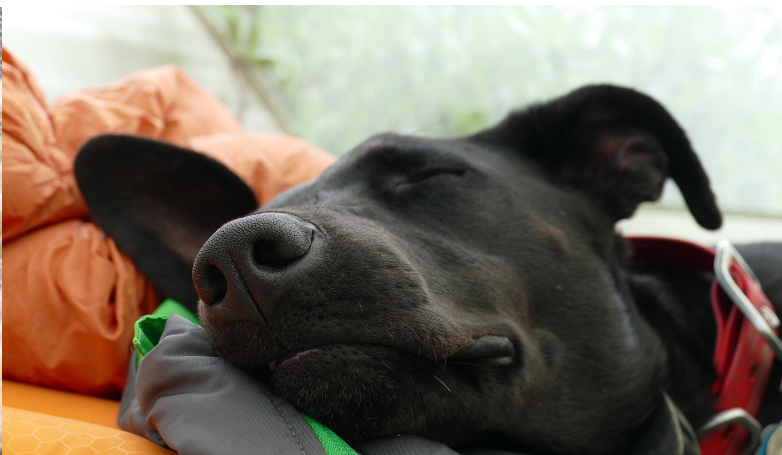
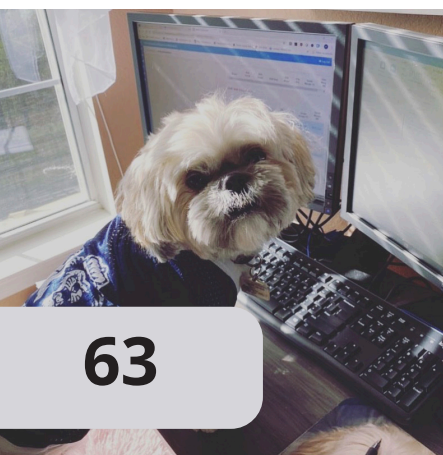
University Drug and Alcohol Policy:

It is the University's and HRL's goal to educate members of our community about the health risks associated with the use and abuse of alcohol and other substances, and about the campus and community resources available for counseling and therapy.

The following regulations apply to residents and guests of residents.

UNDER 21? - NO ALCOHOL ALLOWED

The regulations on the use of alcoholic beverages in the residence halls/ apartments are consistent



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ing and Dining Contract, Code of Student Conduct, and Guide to Living On Campus. These and other University Police Department and/or the Office of Student Accountability & Academic Integrity. For more Student Accountability & Academic Integrity, or visit their website at <https://www.odu.edu/oscai>.

with university policies and Virginia state law which prohibits the purchase, use or possession of any alcoholic beverage by individuals who are not at least 21 years of age. These regulations apply to all students who reside in University housing as well as students' guest(s).

It should be noted the presence of empty alcoholic beverage containers lead to a rebuttable presumption that the student(s) found in possession of such containers possessed and/or consumed the original container's contents. This includes the use of alcoholic beverages used for decorative purposes. If empty alcoholic beverage containers are found in the under 21 student's residence in violation of these regulations, the student will be asked to remove these containers and may be referred through the student conduct process.

THE FOLLOWING POLICIES APPLY TO RESIDENTS (AND GUESTS) WHO ARE OVER 21:

- Regardless of age, alcohol is not permitted in first year communities.
- Empty alcohol bottles may be considered a violation of the Student Code of Conduct when found in rooms where alcohol is not permitted.
- Alcohol is permitted in all other residential facilities by individuals 21 years and older and only where all assigned residents and guests of the suite/ apartment/ room are also of legal drinking age.
- Must be 21 to possess any tobacco products including electronic cigarettes (machine and or/ the vapor).

In accordance with university policies and state and federal law, illegal drugs and drug paraphernalia are not allowed on campus. The illegal use, possession, sale, delivery, and/or manufacture of drugs will not be tolerated and will result in referral to the student conduct process.

ANIMALS AND PETS

The following prohibited behaviors are considered violations of the Code of Student Conduct and/or

Guide to Living on Campus:

- Possession of any animal, with the exception of fish.
- Possession of fish tanks over 10 gallons.

To request an emotional support animal, you must contact the Office Educational Accessibility to ensure your compliance with the proper registration and approval procedures, which can be found at <https://www.odu.edu/educationalaccessibility>. HRL staff will communicate final approval prior to the assistive animal moving into the residential space.

Due to public health regulations, pets are NOT permitted in on-campus housing, including brief visits or temporary stays. This applies to, but is not limited to dogs, cats, birds, hamsters, snakes, mice, and other rodents. Fish in aquariums (tanks not to exceed 10 gallons) are the only pets permitted; the tank must be kept in sanitary condition.

If a resident is found in violation of the pet policy, the resident will be billed for the cost of pest control measures or cleaning charges associated with the animal.



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Pets found in violation of this policy must be removed from campus immediately and could be turned over to the Animal Control Center or the local Humane Society if the resident(s) cannot find appropriate off campus arrangements.

SERVICE ANIMALS/ EMOTIONAL SUPPORT PETS

Service animals that assist people with disabilities are permitted as required by law. Documentation regarding the need for a service animal, as well as what services/tasks they perform, are required to be reported to Educational Accessibility, when making such an accommodation request.

Residents requesting accommodations for **emotional support animals** are directed to work

with the Office of Educational Accessibility to obtain an approved accommodation.

BEDS

The following prohibited behaviors are included in the Code of Student Conduct and/or Guide to Living on Campus:

- Raising, lofting, or altering beds by any method (e.g. concrete blocks, bed risers, platforms). The mattress height on a twin extra long junior loft bed may be adjusted by contacting your community office or placing a work order.
- Lofted beds in triple spaces are required to remain lofted, unless an accommodation is approved by the Office of Educational Accessibility.
- Staking and/or disassembling University-provided furnishings is prohibited.

BICYCLES AND TRANSPORTATION

The following guidelines are included in the Code of Student Conduct and/or Guide to Living on Campus:

- All students parking on campus must have a valid permit and only park in the area designated by their permit type.
- Student may not use bicycles or other transportation methods inside residential facilities.
- Hoverboards, boosted boards, or any electronic or self-balancing scooters may not be charged, operated, stored, or used in residential communities.
- Bicycles may be stored within residential communities, with the consent of all residents in a room or apartment.
- Bicycles may not be locked or chained to anything other than university approved bicycle racks.

ODU Parking Services may remove bicycles located in unapproved areas and/or not registered with Parking Services. You can register your bicycle at <https://www.odu.edu/transportation-parking-services/transportation/bicycles/registration>. Motor vehicles in unauthorized parking zones will be towed at owner's expense.

Bicycle racks are provided in close proximity to each living area. The University suggests a U-bolt style lock to secure a bicycle. Bicycles parked improperly are subject to fines and/or removal by University Police.

LIVING STANDARDS

Students are not permitted to lock bikes to fence posts, guardrails, stairwells, signposts, light poles, fire equipment, trees, or anywhere that interferes with exiting from the building. Bikes may be parked in a resident's room as long as the roommate(s) agrees. For safety reasons, bicycles must be walked along side of, inside of buildings.

COMMON AREA AND UNIVERSITY PROPERTY

Common areas are provided for meetings, community activities, and resident use. Furnished with chairs, couches, tables, and other furnishings. These furnishings may NOT be moved or removed for any reason. Violations may be subject to conduct action. Lobbies, study rooms, community rooms located in every residential community.

COOKING

Cooking is NOT permitted in residence hall rooms. Students should avoid pouring cooking oils and other substances in sinks as this may cause clogging or pipe damage. Each residence hall has community kitchens for your convenience.

COMPUTER USAGE

The following guidelines are included in the Guide to Living on Campus:

- All personal wireless connections (e.g. routers,

tethering, splitters) are prohibited in residential communities.

- Aerials, masts, and other shortwave radio transmitting equipment are prohibited.

Refer to ODU Computing Policies at www.odu.edu/about/policiesandprocedures/computing for additional guidelines regarding proper computer usage.

CONTROLLED SUBSTANCES

The following prohibited behaviors are considered violations of the Code of Student Conduct and Virginia law:

- The use, possession, manufacture, sale, or distribution of controlled substances.
- Prescription drugs taken outside of their intended use or by anyone other than the patient.
- All non-prescription drugs taken outside of their intended use as identified on the package or as directed.
- The possession of any drug-related paraphernalia (e.g. bong, syringes, pipes, scales, grinders, vapes).
- Cannabis is not permitted in any residential unit.

If drugs are found, the Old Dominion University Police Department will be contacted and the incident will be referred through the student conduct process.



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Students who reside in the space and/or are present in the space during an incident may be found responsible for a violation of the Code of Student Conduct.

DISRUPTIVE CONDUCT

- Behavior that adversely impacts the daily operations of residential communities is prohibited.

ELECTRICAL AND APPLIANCES

The following guidelines are included in the Guide to Living on Campus: Possession or use of unapproved electrical devices is prohibited. These include but are not limited to the items below:

- Deep fryers
- Strobe lights
- Air fresheners with outlets
- Air Fryers
- Halogen, lava, octopus, and torchiere lamps
- Electric blankets
- 3-D printers
- Any Appliances exceeding 1,000 watts, unless provided by the University
- Microwaves are not permitted in student rooms in the Whitehurst, Rogers, or Gresham communities.
- Toasters, convection ovens, and exposed cooking elements are only permissible in apartment community kitchens.

- Major appliances such as washers, dryers, dishwashers, and air conditioners are not permitted, unless provided by the university.
- Refrigerators exceeding 4.4 cubic feet are prohibited.
- Decorative lights must be UL approved and are limited to no more than three strands in a room.

In addition, all items must be listed to Underwriter's Laboratories (UL) standard. Extension cords must be UL1363 listed; contain an internal circuit breaker; not exceed 6 outlets; not have cracked or exposed wires, burn marks, loose connections or other damage; and the electrical load on strips must be less than 15 amps. For more information, see the ODU Fire Safety guidelines at www.odu.edu/fireprevention.

FAILURE TO COMPLY with directions of University officials or other law enforcement officers during the performance of their duties and/or failure to accurately identify oneself to these persons when requested to do so.

Persons without proper identification will be considered trespassing and the ODU Police will be notified. Misrepresenting or supplying false ODU student identification or government-issued identification will be confiscated by University staff.

FIGHTING

Fighting violates University standards of behavior and typically results in students who live on campus having their housing contracts terminated.

Students are encouraged to refrain from any physical or harmful actions. Seek a safe environment and immediately notify ODU police at (757) 683-4000.

FIRE PREVENTION

The following guidelines are included in the Code of Student Conduct and/or Guide to Living on Campus:

- Failure to evacuate or re-entering into a



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building without authorization by University or emergency response officials during a fire alarm or drill.

- Improper use or possession of University fire prevention equipment.
- Tampering with or improperly engaging a fire alarm, smoke detector or sprinkler head in a University building.
- Intentionally or recklessly causing a fire which damages University or personal property, or which causes injury to any member of the University.
- Possession of, storing, manufacturing, distributing, or using all explosives, fireworks, flammable gases and liquids, open flame sources (e.g. candles, incense, welding equipment), live cut trees, or hazardous substances.
- Possession or use of space heaters in residential communities.
- Blocking the egress of hallways, stairwells, and doors.
- Wall decorations covering more than 50% of the wall.
- Curtains used in hallways, windows, or as partitions.
- Cooking in residence hall rooms.
- Affixing any items to the ceiling that can cause a fire, interfere with fire suppression systems or act as an accelerant.
- Hoverboards, boosted boards, or any electronic or self-balancing scooters may not be charged, operated, stored, or used in residential communities.

If your bedroom does not have doors on the closet, you may put up curtains using a tension rod; however, the rod must be 20 inches from the ceiling in order to allow the sprinkler full coverage in the event of a fire.

Residents must use grounded three-prong extension cords and/or surge protectors and may not have extension cords placed under carpets or furniture.

GAMES AND SPORTS

The following guidelines are considered violations

of the Code of Student Conduct, Guide to Living On Campus, and/or Virginia law:

- According to Virginia Law, gambling is considered making, placing or receipt, of any bet or wager of money or other thing of value made in exchange for a chance to win a prize, stake or other consideration or thing of value.
- Physical recreational activities (e.g. skating, skateboarding, bicycle riding, throwing, kicking, or hitting any type of object, including indoor basketball, indoor football, indoor frisbee, indoor soccer, golfing, ping-pong or any variation of ping-pong, beer pong, foosball, tag, chase, wrestling, etc.) within indoor residence hall areas.
- Attaching exercise equipment to door frames/walls.
- Use or possession of darts and dart boards.

HALL SPORTS

Playing sports in public areas or hall/apartment rooms and hallways is not permitted. This includes, but is not limited to, in-line skating, skateboarding, bicycle riding, throwing, kicking or hitting any type of object including:



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Indoor basketball, indoor football, indoor frisbee, indoor soccer, golfing, ping-pong or any variation of ping-pong, beer pong, foosball, tag, chase, wrestling, soccer balls, footballs, Nerf balls, etc. Remove roller blades prior to entering any University building.

HOUSEKEEPING

The following prohibited behaviors are considered violations of the Guide to Living on Campus:

- Failure to maintain a clean and healthy residential space.
- Leaving personal trash in any public or shared areas.
- Failure to remove trash and/or recycling to designated outdoor containers.
- Storing of personal items in public or community areas (e.g. hallways).
- Engaging in intentionally unsanitary conduct.

ILLEGAL ENTRY AND TRESPASSING

The following prohibited behaviors are considered violations of the Code of Student Conduct and/or Guide to Living on Campus:

- Unauthorized access, use, or misuse of University facility, property, or service (e.g. mechanical rooms, roofs, closed buildings, housekeeping closets, storage areas), which

includes attempted entry and unauthorized entry into closed facilities.

- Permitting any unknown persons into residential communities is strictly prohibited.
- Propping or inhibiting the locking mechanisms of any exterior doors, including room doors is prohibited.

KEYS

The following prohibited behaviors are considered violations of the Guide to Living on Campus:

- Unauthorized use, sale, possession or duplication of keys and keycards.
- Providing keys or key cards to anyone.
- Installing locks or alarms on any residence hall doors. For a lockout, please contact the RA on Duty.

Failure to immediately report lost keys or keycards to the community office.

MEDICAL DEVICE (SHARPS) DISPOSAL

A “sharp” is any device having corners, edges, or projections capable of cutting or piercing the skin or that poses a safety hazard to the custodians and other personnel who handle waste. Sharps are usually hypodermic needles or other sharp medical devices.

These types of devices are often contaminated with blood or bodily fluids. Sharps cannot be disposed of in the trash; they must be disposed in an approved sharps container. Students must provide their own sharp disposal device.

If you generate this type of waste, please follow the procedures listed below to dispose of your sharps waste:

- Purchase an approved sharps container from a local pharmacy, physician or hospital.
- Immediately transfer any used needles or other contaminated sharps into the container to minimize possible injury to anyone. When full, the container should be taken to an authorized sharps disposal site. For further information on local sites, call 1-800-603-4068 or visit any local pharmacy or any area health department. Some pharmacies will dispose of your sharps if you purchase the sharps from them; please check with a pharmacy for



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further information on their sharps program.

MICROWAVES

Residents in Rogers, Gresham Hall and Whitehurst are not permitted microwaves in rooms.

NOISE

- Courtesy hours are effective 24 hours per day. Therefore, noise may not interfere with the study or sleep of others.
- Quiet hours are effective 10:00 p.m. to 8:00 a.m. Sunday-Thursday and 12:00 a.m.-8:00a.m. Friday-Saturday during the academic year and 24 hours during finals.

Loud sound systems are not permitted. No sound systems not permitted to be played outside of windows at any time.

COURTESY HOURS are always in effect 24 hours-a-day. Residents are expected to maintain a noise level that cannot be heard outside their room, apartment, common areas. If students are confronted for noise, they are expected to comply with the request. Excessive noise is prohibited at all times.

Loud sound systems are not permitted. If sound systems are played out of windows, or are an

issue in any area around the residence halls/ apartments, the owner may be requested to remove the sound systems from the residence hall/apartment. Playing drums and amplified sound equipment is not permitted in any on-campus housing.

QUIET HOURS are in effect from 10 p.m. until 8 a.m. Sunday through Thursday and from 12 a.m. until 8 a.m. on Friday and Saturday.

During this time, noise must be kept at a minimum to ensure that students can focus on their studies and not disturb others trying to sleep. During final exams each semester, 24-hour Quiet Hours are enforced. Signage will be posted in your residence hall/apartment building prior to final exams that will provide more details about Quiet Hours during the exam period. If a resident has an issue with the noise level, the first step is to talk to the resident(s) who are creating the noise.

If the noise continues after a resident has addressed the situation, the floor/community RA should be contacted. If that RA is not available, contact the RA on Duty for that building/area.

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POSTING, ADVERTISING, AND SOLICITATION

For advertising in all residence halls:

- 1 to 2 weeks prior to the event, deliver copies of the flyer to the HRL office.
- We now offer an option to advertise on our residential hall tvs.

For advertising within a single residence hall or residential community:

- Request approval from the RHD of that building or community.
- All publicity must be approved by HRL Communications.
- HRL will not guarantee placement of items.
- HRL has limited posting space and reserves the right to decide the number of posted materials.
- Unapproved items found posted will be removed and may result in the office/group being denied posting privileges in the future.
- A referral to Student Conduct & Academic Integrity for adjudication may also be recommended.
- No items will be approved which advocate alcohol/drug use or inappropriate behavior.
- No items may be put under doors or in the door frames without authorized approval.
- If approved, publicity will be posted for a maximum of two weeks, or the day after the event. This does not include semester-long

event calendars that are produced by offices/ departments on the university campus.

HOUSING RESTRICTS POSTING IN THE FOLLOWING AREAS:

- On windows, ceilings, floors, exterior doors, exterior side of room doors or any non-bulletin boards surface.
- On elevator doors.
- On bulletin boards designated for a specific use.

RECORDING OTHERS The following prohibited behavior is considered a violation of the Code of Student Conduct:

Unauthorized creation, use, maintenance, display or transfer of any recording (audio, video, digital, pictorial, etc.) taken without another person's knowledge and effective consent and used, maintained, displayed or transferred without the person's express permission.

ROOFS, WINDOWS AND LEDGES

Prohibited behaviors include:

- Exiting onto roofs and ledges, or climbing from windows.
- Throwing objects from windows or roofs.
- Removing screens from windows for any amount of time. If a screen falls out of a room



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window, it is the resident's responsibility to report it to maintenance.

- Windows should remain closed during break periods.
- Postings of any materials on either side of residence hall windows. Signs, posters, decorations, etc. may be posted in student rooms but must be done in a manner that do not hinder the exit of view through the window.

ROOM ALTERATIONS AND DECORATIONS

Decorations will add to the comfort of a room and make it more attractive and homelike. Keep in mind when decorating, that students are responsible for maintaining the condition of their rooms.

Most of the room furnishings are movable to allow arrangement of the room for personal satisfaction.

Residents are not allowed to:

- Take apart or stack HRL furniture.
- Remove HRL furniture from the designated (living or common) spaces.
- Remove (closet or room) doors from their hinges.
- Use common areas to store personal items that do not fit in individual living spaces.

- Personally attempt room alterations or repairs in the residence halls.
- Removing windows (screens or shades)
- Painting/paneling walls
- Removing built-in furnishings and appliances.
- Decorate walls, ceilings, and HRL furniture with decals and/or stickers.
- Utilize wire, rope, string, nails, bolts, or double sided tape to hang decorations.
- Alternatives: Masking tape, poster putty, thumbtacks, command strips, straight pins.
- Hang items from or attached to any ceiling or door surface.
- Residents will be charged for any damage that is caused as a result of room decoration. It is imperative students plan carefully to avoid any expense at move-out. Should a resident perform their own repairs or alterations, the resident may be required to pay any associated fees with restoring the room to its original condition and may be referred to Student Conduct.
- No LED lights are allowed to be secured to the walls in your room.

ROOM CHANGES

Please follow the following guidelines provided

- All unauthorized room changes are strictly prohibited.



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- Administrative room changes are imposed when a mediation or resolution cannot be met.
- Students seeking a room change should visit their front desk or consult with their Residence Hall Director.

ROOM USE

The following prohibited behaviors are considered a violation of the Guide to Living on Campus:

- Permanent and semi-permanent (e.g. painting, removing, altering, or stacking furniture) alterations to rooms or apartments.
- Decals, metal signs, and stickers adhered to University property.
- Subletting of any residential space.
- Actively seeking and/or operating on-site businesses.
- Liquid, air-filled, and bean-bag furnishings.
- Unauthorized access to a vacant or empty space, including furniture.
- Relocation of any common area furniture.

The blocking of air conditioning/heating vents is prohibited. Charges will be assessed for any repairs or cleaning required to return the spaces to move-in ready condition. Move-in ready is defined as furniture, closets, common spaces, etc. are clean and available for a new roommate to utilize upon move-in. If a vacancy exists in your room or apartment, ODU Housing and Residence Life reserves the right to assign a new roommate at any time.

SAFETY CONCERNS

The following prohibited behaviors are considered violations of the Code of Student Conduct:

- Intentionally or recklessly causing physical harm to any person.
- Intimidation which is defined as implied or articulated threats or acts that cause a reasonable person to fear harm.
- Holding or transporting another person against their will, or otherwise unreasonably impeding a person's ability to exit any property.
- Conduct that threatens or endangers the health or safety of any person.
- Hazing, which refers to any action taken or situation

created, intentionally, to produce mental or physical discomfort, embarrassment, harassment or ridicule.

SALES AND SOLICITATION

Policy 1600 - Solicitation Policy:

- Not permitted in any public area or residential community.
- Excluding HRL staff-sponsored fundraising programs.
- It is not permissible for any student or guest to operate a business from any residence hall room, or apartment, study lounge, CLC, or community room living environment.

This includes approaching students with a product(s), sliding information under doors, stopping students in the hall/apartment hallways, calling students, etc. Students are also prohibited from conducting business on the University computer or telephone system. To protect the privacy of residents, solicitations, sales, canvassing, fundraising, and contribution drives are restricted within the campus residences. The exceptions to this rule involve the Residence Hall Association and the Community Councils.

SEXUAL MISCONDUCT

As described by the ODU Discrimination Policy, all forms of sexual misconduct, such as sexual assault, dating violence, domestic violence, harassment, exploitation and/or stalking are considered



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violations of the Code of Student Conduct.

For more information, please visit the Office of Institution Equity & Diversity at <https://odu.edu/equity> and/or the Office of Student Conduct & Academic Integrity at <https://www.odu.edu/oscai>.

SMOKING AND TOBACCO

The following prohibited behavior is considered a violation of the Code of Student Conduct and/or the Guide to Living on Campus:

- The possession of any tobacco products by anyone under the age of 21.
- Providing alcohol or tobacco products to individuals under the age of 21.
- All smoking, including e-cigarettes, inside the residence halls, entryways, or within 20 feet of the residential facilities.
- Possession of cannabis on-campus is prohibited.

UNDER 21? - NO TOBACCO PRODUCTS ALLOWED

Effective July 1, 2019; The Virginia General Assembly increased the minimum age to purchase tobacco and vape products from 18 years of age, to now 21 years

- Must be 21 to possess any tobacco products including electronic cigarettes (machine and/or the vapor).
- The regulations on the use of tobacco products in the residence halls/ apartments are consistent with Virginia state law which prohibits the purchase, use or possession of any tobacco product by individuals who are not at least 21 years of age. These regulations apply to all students who reside in University housing as well as students' guest(s).

CANNABIS

The federal Drug-Free Schools and Communities Act prohibits the use or possession of cannabis on college campuses that receive federal funding, including Old Dominion University. Federal law prohibits the possession, use or distribution of cannabis on University property or as part of University-sponsored events.

Cannabis remains an illegal drug under federal law. Therefore, we wish to remind students,



faculty, and staff that the possession or use of cannabis on campus is not permitted. The ODU Policy 6603 on Drug and Alcohol and the Code of Student Conduct that prohibit the use or distribution of cannabis on University owned property remain in effect.

SOLICITATION AND POSTING

The following guidelines are included CANNABIS the Guide to Living on Campus:

- To advertise in all residence halls, copies of the flyer may be delivered to the HRL office 1 to 2 weeks prior to the event.
- To advertise in a single residence hall or residential community, advertising approval must be provided by the RHD for that community.
- Soliciting in residential communities is prohibited.
- All unapproved fliers, postings, or chalk art in residential communities will be removed.
- Offensive or alcohol/drug related materials may not be posted in a public area or a place where they can be viewed from a public area (e.g. external unit door, balcony, in a visible place from windows, etc.).

TAMPERING WITH UNIVERSITY EQUIPMENT

Tampering with any mechanical or electrical unit within the residence halls/ apartments is not permitted. Specifically, you must not tamper with, or use without authorization, any part of a residence hall/apartment complex elevator system,

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hall/apartment locking systems, life safety equipment, including, but not limited to:

Smoke alarms, fire alarm mechanisms, fire sprinkler mechanism, and life safety signage, refrigeration, heating, cooling, or computer/ ethernet jack and cable connections.

Interfering with security systems, tampering with locks or elevators or unlocking doors designated to be locked is strictly prohibited; students will be documented and referred to Student Conduct.

VANDALISM AND THEFT

The following prohibited behavior is considered a violation of the Code of Student Conduct:

- Destroying, damaging, possessing, or taking the property of the University or the personal property of another without permission (including the knowing possession of stolen property).

VISITATIONS AND GUESTS

The following guidelines are included in the Guide to Living on Campus:

- All guests must report to the appropriate front desk in order to register prior to entering any residential community.



- Tailgating, or entering a building behind someone else is prohibited. Guests are required to wait in lobbies or outside for their host to register and escort them into communities.
- Guests must be escorted by a resident at all times.
- One overnight guest at a time may stay no more than two consecutive nights in a seven-day period. Cohabitation by anyone other than the individuals assigned to that room is prohibited.



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Roommates should discuss and receive approval from roommates prior to inviting an overnight guest.

Gatherings of more than 16 people in a residence hall room and/or apartment is prohibited.

Residents are responsible for their guests' behavior. Any violations of the Code of Student Conduct and/or the Guide to Living on Campus will be referred through the conduct process. The roommate's right to privacy, sleep, and study take precedence over the rights of a host to have a guest.

Residents are allowed an overnight guest for up to 2 nights within a 7-day period. Residents are required to check their guest in using the housing portal or by seeking assistance at the front desk. Guests are permitted to stay at a

resident's room only if their roommate consents.

Guests must be escorted by the resident hosting them at all times. Residents are responsible for all actions of their guests in the building at all times.

All HRL facilities and residents are required to be in compliance with state and local laws regarding alcoholic beverages and other drugs.

WEAPONS

The following prohibited behaviors are considered violations of the Code of Student Conduct and/or Virginia law:

- Possession or carrying of any weapon by any person, except a police officer, in residence buildings (e.g. firearms, airsoft/pellet guns, knives, and stun guns/tasers).



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WINDOWS AND SCREENS

The following prohibited behaviors are considered violations of the Guide to Living on Campus:

- Obscuring, decorating, covering or blocking windows in any way.
- Throwing, dropping, projecting, or hanging anything (including body parts) from the window.
- Use of windows as an entrance or an exit, except in an emergency.
- All tampering with or removal of window screens, latches or other apparatus.
- Opening windows while running the HVAC system.

Windows must remain closed and locked with exception of an emergency or to ventilate smoke.



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ROOMMATES

Students' names and email addresses are shared with all roommates to encourage communication and interaction prior to move-in unless chosen otherwise. As assignments may change prior to check-in, students are encouraged to periodically check the Housing & Residence Life Housing Portal for important updates and information.



SUCCESS TIPS TO LIVING WITH ANOTHER PERSON

Hopefully, this relationship will be positive and rewarding, but it can also be challenging. While most roommates get along very well, it is natural to have some issues arise during the course of a year. It is not necessary for a roommate to be a best friend; it is necessary that every student respect one another. It is essential that lines of communication be developed and remain open. Stand up for individual rights without violating the rights of others.

Initiate and participate in conversation. Share relevant personal experiences to develop a working relationship.

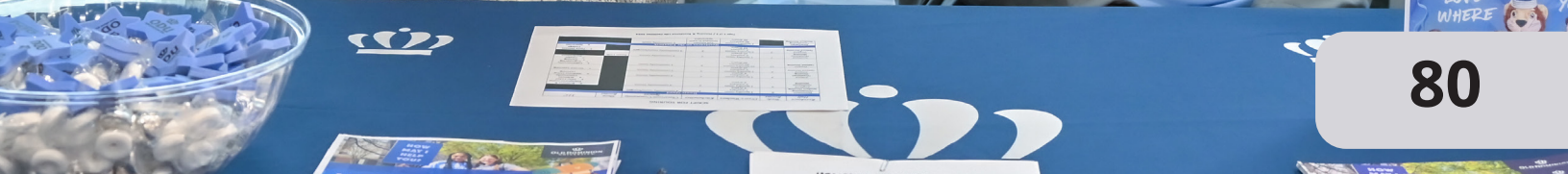
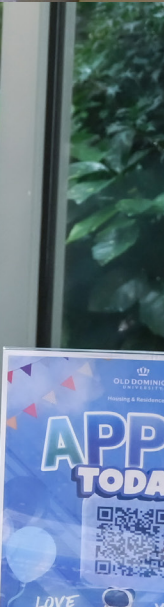
The more effort a student makes to spend quality time with a roommate in discussion, the easier it will be to mediate conflict if it arises during the year.

THE BENEFITS OF LIVING WITH A ROOMMATE

Opportunity to build a lifelong relationship, including but not limited to:

- Interesting debates and laughter.
- Late-night conversations and early-morning cereal.
- Build social and problem solving skills as residents work through various experiences.
- Learning to respect the diversity someone else brings to a situation.
- Learning to approach difficult situations in a mature and constructive manner.





ROOMMATE CON

During the first two weeks of classes in both the fall and spring semesters, unless the situation involves a health or safety issue, roommates are encouraged to learn how to get along with one another. With the high occupancy rates, room changes can be very difficult to accommodate.

If the first attempt at resolving the conflict among roommates is unsuccessful, it is important to engage the RA in the process to serve as a facilitator in a scheduled discussion to assist both roommates to come to a mutually agreeable solution. HRL encourages students to resolve issues on their own in a direct, respectful, and courteous manner and to come to a mutually agreeable solution.

A CONFLICT ARISES, WHAT SHOULD BE DONE?

A situation or environment has caused conflict amongst two or more roommates.

1. Residents should review the living agreement and attempt to solve the conflict together. Students are first encouraged to directly and respectfully resolve issues on their own.
2. Engage the Resident Assistant as a facilitator if the attempt(s) did not work.
3. Schedule a mediated discussion to come to



CONFLICTS

a mutually agreeable solution. The Resident Assistant will meet everyone individually to hear the varying perspectives, and ensure everyone is willing to meet.

THE RESIDENT ASSISTANT HAS BEEN INFORMED; WHAT NEXT?

1. A mediated discussion takes place with all residents involved.
2. A new or updated Living Agreement Form will be completed. The mediated discussion will cover the validity of the form and if it needs revisions. The form should list long-term solutions to the sources of conflict and disagreement.
3. Students will have an opportunity to share and brainstorm options for resolution. It is crucial for students to be honest, direct, and flexible.
4. Roommates will sign the agreement acknowledging their willingness to abide by and hold each other accountable for the agreement. Residents may ask for copies of the agreement and a copy is kept on file with the HRL hall staff for future reference.



If the roommate agreement is breached and the Resident Assistant is informed that the agreement is not working, they may try to facilitate another conversation, or may ask their Hall Directors for assistance in mediating the ongoing roommate dispute.

WHAT DOES IT MEAN FOR THE HALL DIRECTOR TO BECOME DIRECTLY INVOLVED?

If the roommate conflict rises to the level of the AHD or RHD, a mediation with the roommate pair may be held to assess the potential for resolution prior to suggesting a potential room change. The roommates will be encouraged to decide who should move to a different room. The RHD will determine next action if the residents cannot come to a mutual agreement.



LIVING AGREEMENT



The RA will provide roommates/suitemates with the necessary Living Agreement Form and instructions at the beginning of each semester.

The Living Agreement is considered a binding agreement. Should one roommate violate the Living Agreement, the residents of the unit may be asked to participate in a roommate discussion hosted by the RA, AHD, RHD, or a mediation program.

If a resolution cannot be reached through mediation, the resident in violation of the living agreement may be administratively reassigned to a different room.

One of the first steps in building an effective roommate relationship is for students to talk about expectations for behavior in the room. This can help avoid potential problems and conflicts.

Discuss religious beliefs and personal values that might impact your expectations. Discuss ways to resolve conflicts before they happen.

Establish roommate expectations by utilizing the living agreement. For more information, please refer to your Life hall staff.





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CHECKING OUT OF THE RESIDENCE HALLS

CHECKING OUT OF THE RESIDENCE HALLS

CHECK OUT PROCESS

- Schedule a Check Out appointment (at least 24 hours in advance) at the front desk or with a Resident Assistant.
- Make the proper logistical arrangements prior to scheduling a check out.
- Remove all personal belongings from the living space.
- Trash should be removed and taken to the dumpster outside.
- Clean the living space to its original condition, at move in.
- A staff member will be notified to meet the resident at the scheduled time.
- Check out of the room and return all room/loaner keys to hall staff.
- Please remember that just checking out of your room and returning your key does not cancel your housing assignment. All students must fill out a petition for release form in the housing portal and be approved.

Failure to follow the instructions for the Check Out procedures may result in an improper check out charge. This is applicable for end of semester and mid-semester checkouts. In addition, any room damages that maybe found during the room inspection will be charged.

END OF SEMESTER CHECK OUTS

The RAs will hold end of semester floor meetings, outlining Check Out procedures.

- This is the best time to ask in-person questions regarding Check Out.
- Other Check Out specific information will be posted by the start of finals week.

At the end of each semester, residents must check out:

- No more than 24 hours after their last final exam.
- By the official date/time the building closes for the break, or whichever comes first.

MOVE OUT AND CHECK OUT TIMELINE

For all residential communities:

- Please refer to The Housing and Dining Contract for when residents need to depart from their communities.
- Extension requests need to be made to the RHD of the community.

Extensions are only available until noon the following day (except the University Village Apartments).

For the University Village Apartments:

Please refer to The Housing and Dining Contract for when residents need to depart from their residence. These apartment contracts have a summer payment. (Please refer to Terms & Conditions for exact date).

TERMINATION OF THE HOUSING AND DINING AGREEMENT (BEFORE THE END OF THE SEMESTER)

- In a case that a resident's actions indicate that the resident's continued presence in the residence hall community poses an imminent danger to persons or property:
- The Associate Dean of Students or designee may take emergency action by serving the student with a notice to vacate the building immediately and not return, pending further investigation and possible mediation.
- HRL reserves the right to change the locking devices on the resident's room door

and/or residence hall outer doors in order to enforce this action.

- If a resident has violated the standards and values of the residence hall community to the extent of no longer being able to be a successful member of that community, the Housing and Dining Contract will be terminated with a possible financial impact.
- All decisions are based on a resident's ability to maintain satisfactory academic and conduct standing throughout the academic year.

Specific information regarding the check-out process is available through the hall staff. If a resident has any questions, please speak with the hall staff to retrieve the most current information regarding dates and procedural changes. By checking out, it does not release a student from their responsibilities under the Housing and Dining Agreement unless an exception is made through the Petition of Release/Cancellation Process (see "Housing & Dining Agreement" section).

DAMAGE APPEALS

Residents can submit an appeal for damage charges should they believe the charges are not warranted.

Residential Damage and Fee Appeal Form

Use StarRez to access damage form.

Residents may appeal damage charges based upon the following:

- Damage is believed to be the result of "normal" wear and tear.
- There is a duplicate charge.
- The individual was not a student at the time.

Damage charge notification is sent to student's email accounts. All damage appeals must be received within 10 business days of the notification being sent via email.

UNCLAIMED OR ABANDONED PROPERTY

Abandoned Property includes all property where the owner voluntarily relinquishes possession.

- All property left by a student in a University facility after separation from the University.
- All items remaining in residence hall rooms upon the conclusion of the housing contract or the student's separation from the University

Lost Property is where the owner does not voluntarily relinquish property.

- If property cannot be located, students should file a police report with the ODU police by calling (757) 683-4000 or 3-4000 from campus phones. Reports can also be made in person at the Public Safety Building located at 4516 Monarch Way, Norfolk, VA 23529.

Unclaimed or Abandoned property left in the room, apartment, storage room or on the premises will be disposed of in accordance with the University police. Items remaining in a space that has been officially vacated, will be treated as abandoned property. Such items are discarded after 120 days.





Housing & Residence Life

1208 Virginia House
4603 Elkhorn Ave.
Norfolk, VA 23529

Powhatan Office (ResEd)

Tower G
4701 Powhatan Ave,
Norfolk, VA 23529

(757) 683-4283
housing@odu.edu
odu.edu/housing

Follow us on Instagram! @oduhrl

