

Welcome to Belmont University

The day you've been waiting for is finally here – You've arrived at Belmont! The next several weeks (and most likely years) will hold some interesting challenges for you. Please read our advice over the next several pages; it may save you some time and trouble. This may be your first time away from home, and you may miss the comforts of home very much. These pointers might be helpful:

1. Recognize that the transition from living at home to living on campus takes time.
2. Recognize that homesickness is a normal response to change.
3. Talking to others about feelings of homesickness is important and helpful.
4. Maintain a regular routine as much as possible. Take care of yourself in small ways (i.e. favorite foods, TV shows, practice, etc.).
5. Use this time of transition to try something new (join a club, make new friends, etc.).
6. It's okay to be uncomfortable with change, but attempt to adjust to your surroundings.
7. Remember that you will get over feeling this way – don't give up!

Don't forget about your parents; they can sometimes feel frustrated if they're left out of your new life. Do keep in touch with them and let them know how you are doing – it'll make asking favors (i.e. money!) easier in the long run.

There is something for almost everyone at Belmont, which means you'll have opportunities that you've never had before, and you'll need to make choices. You'll also be faced with a lot of tough decisions that you may or may not have faced before. There will be decisions about majors, careers, relationships, time management, physical fitness, spirituality, academics, etc. Remember that these are not necessarily issues that you must face alone.

There are several people and offices at Belmont that can help you through these decisions. Don't hesitate to talk with your roommate, friends, your RA, your RD, parents, etc. All of these people are interested in helping you as best they can. Many of them are specifically trained to deal with the issues you'll be facing, and you'll be amazed at how helpful they can be if you seek their assistance.

One of the best things you can do for yourself is to take advantage of the many opportunities that are offered to help you get acclimated to Belmont. Go to the orientation sessions and events. Attend complex meetings and programs. Get to know those students who live around you. Get to know your community staff; they will become an invaluable resource and support mechanism.

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Arrival Checklist

- ✓ Be sure to completely fill out your RCR.
- ✓ Get your keys for your room and mailbox.
- ✓ Meet your RA. RAs should help you find anything and answer your questions.
- ✓ Check out your room. Report any maintenance issues to your RA that you do not see on your RCR, just to ensure that you will not be charged for anything you didn't do.
- ✓ Get your Parking Pass. You must have this to park on campus. Also, if you didn't do it during Orientation or do not have one from last year, get your ID made at Campus Security. You will need this for eating and getting into your community.
- ✓ Meet your roommate, if you haven't already. If your roommate is not here yet, be sure that you leave space for his/her belongings. Don't worry about decorating and hanging pictures yet...wait and figure that out with your roommate.
- ✓ Look over the information in this packet. It has LOTS of great stuff in it and will probably answer many of your questions (ie. directions, voicemail, etc.)
- ✓ Make sure you have eaten and are drinking lots of water...moving in can take a lot out of you!
- ✓ Explore the campus. Find the "Caf," Campus Security and where most of your classes will be.
- ✓ Review the TT schedule and plan to attend the events.
- ✓ Meet other residents and students. Everyone is (or at least has been at one point) in the same boat as you...don't be afraid to ask where buildings and Nashville sites are.
- ✓ If you have any questions at all, be sure to ask a member of the TT or Residence Life staff. They are there to help you as much as possible.
- ✓ Say goodbye to friends and/or relatives that helped you move into your new home.
- ✓ Everything doesn't have to be done on the first day.

Belmont-ese

Here's a key to some common lingo at Belmont. This is by no means an exhaustive list, but it should get you started.

- RA** Resident Assistant. This person lives on your floor or in your building and will be a BIG resource.
- RD** Residence Director. This person oversees your community and can also be a resource.
- AD** Assistant Director. This person oversees either the apartment complexes or the Residence Halls. They too, are an excellent resource.
- TT** Towering Traditions. This is our orientation program. You won't want to miss events sponsored by TT in the next couple of weeks!

RCR Room Condition Report. You must sign this form when you check in. This form shows what was damaged in the room before you got there. Be sure to look over the RCR thoroughly and mark any damage not listed to insure that you will not be charged for at the end of the year or when you move. Any damage that was not marked on the form will be charged to you.

SGA Student Government Association. Find out how you can get involved!

North Lawn Hail, Pembroke and Heron Halls

South Village Wright/Maddox and Kennedy.

Hillview Belmont Commons, the Compton Road Houses, Bruin Hills, Hillside and Thrailkill make up this community.

The Caf The cafeteria.

MPAC Massey Performing Arts Center. This is where many events are held. Some practice rooms are located in the basement.

WMB Wilson Music Building. Practice rooms may also be found here.

The MOB Motivational Organization of Belmont. This group faithfully cheers on our athletic teams. They are always looking for members! Anyone can join.

The Vision News central for Belmont. Look for copies of The Vision all around campus.

Res Life Residence Life Office. Located on the ground floor of Wright Hall. This is where you can go for any questions on campus living.

Getting Settled

Fall The process for moving in for the fall semester simply requires that you read all the material sent to you in July and follow the instructions pertaining to checking into your building. Generally, checking in includes meeting your Resident Assistant, obtaining your keys and the necessary paperwork, and moving your personal belongings into your room. We ask that you please pay close attention to the items listed in our Web site that you are not allowed to bring.

Room Condition Report When you move into your residence hall room, apartment, or house, a statement of the "condition at occupancy" is provided to you. At that time, you are asked to bring to the attention of your resident assistant any discrepancies between the conditions noted on the Room Condition Report form and those you actually find in your room, apartment, or house. You should be sure that your Resident Assistant documents all of the discrepancies that you may find.

When you move out, the condition of your room will be compared with the information noted on your Room Condition Report form. You are expected to return your room to its original, opening condition or to pay damages for deficiencies, which are present (beyond normal wear and tear) at checkout. Further, students are not allowed to repair significant damages to the room or make improvements. These should be left for the Plant Operations to repair.

Since you are responsible for the condition of your room, common area, apartment, or house and its furnishings, it is most important that you tell appropriate staff (Resident Assistants or Residence Director) about damages or discrepancies at the time of their occurrence. Please make sure that these discrepancies are noted on the Room Condition Report. This will be particularly important when you feel that the damage or discrepancy was not your responsibility.

Health and Safety Inspections are conducted once a semester. During this time, Residence Life staff will enter every room to check for the presence of potentially hazardous conditions and/or violations of university policy. Notices will be posted prior to the inspections, and you do not need to be present during the inspection.

Mark Your Calendar |

August 18, 2007, 8 a.m. Apartments and Residence Halls Open

December 15, 2007, 3 p.m. Residence Halls Close

January 6, 2008, 10 a.m. Residence Halls Re-Open

Saturday, May 10, 2008, 6 p.m.* Closing Move Out Deadline
*(*residents are asked to leave 24 hours after their last final exam)*

CHECKING OUT

Mid-Semester Please contact your Residence Director to arrange an official check-out time and room inspection. You must return your keys and remove all personal belongings from the room prior to checkout. Generally, room cost refunds are not available unless the Housing Agreement covers an exemption.

Mid-Year Students who know they will not be returning to school for the spring semester should arrange an official checkout time and room inspection with the Residence Director or Resident Assistant. They will provide you with the necessary paperwork and information to checkout of your space efficiently. This paperwork will include your Room Condition Report and cancellation of student housing form. Students should not leave the university without completing these forms and others that are necessary for efficient conclusion to the academic year.

End of Year You should expect to check out 24 hours after you last final exam. You will receive written materials concerning checkout procedures closer to the end of the academic year. Any questions that are not clarified by the written materials should be directed to your Residence Director.

Living with a Roommate |

Chances are good that either you or your roommate will come to campus having never shared a room with someone else. This can be a difficult transitional arrangement for many students. Being a good roommate and enjoying living with a roommate will depend upon your ability to listen, to communicate, and to compromise with one another.

Obviously you and your roommate are individuals with special interests, hobbies, likes, and dislikes. It is not essential that you each share similarities in every aspect of college life in order to be good roommates. Do not expect to meet your best friend because, as with any relationship, conflicts will arise. How you handle those conflicts will determine your successful living arrangement.

Over the years, it has been found that those roommates who “lay the groundwork” early and respect each other’s rights to privacy and to reasonable socialization tend to experience roommate life positively. As a result, we strongly suggest all first-year students develop a “roommate agreement” in the first weeks of school in order to limit potential conflicts. Your resident assistant can help guide you through this “agreement” in August.

DO...

1. Keep an open mind.
2. Ask questions – communicate.
3. Accept that your values may differ.
4. Try to understand each other’s perspective.
5. Respect each other’s need for privacy.
6. Set guidelines early about:
 - a. borrowing items
 - b. neatness
 - c. quiet hours
 - d. visiting hours

DON'T...

1. Make assumptions.
2. Let small things go until one day you “blow up.”
3. Believe you have to agree with differences in order to be respectful of them.
4. Hold grudges. We all have bad days, bad moods, etc.
5. Assume you have to do everything together.
6. Assume – make sure to talk, communicate openly.

Roommate Bill of Rights and Responsibilities

As a Belmont University residence hall community member, the following are the rights you can expect and have a responsibility to maintain:

- The right to read and study free from undue interference in one's room (unreasonable noise and other distractions inhibit the exercise of this right).
- The right to sleep without undue disturbance from noise, guests of a roommate, etc.
- The right to expect that a roommate will respect one's personal belongings.
- The right to a clean environment in which to live.
- The right to free access to one's room and facilities without pressure from a roommate.
- The right to personal privacy.
- The right to host guests with the exception that guests are to respect the rights of the host's roommate(s), other complex residents and the visitation policy.
- The right to address grievances. Residence life staff are available for assistance in settling conflicts.
- The right to be free from fear of intimidation, physical, and/or emotional harm, and racial, sexual, or other prejudicial harassment.

If you believe that your roommate has infringed upon your rights, express your concern to him/her. By working together, you can eliminate the concern. If you need assistance in resolving the matter, always contact your RA first.

In the end, sometimes no matter how hard you try, it just does not seem to be working out with you and your roommate. It is possible to change rooms if space is available on campus. In order to initiate a change, you and your roommate should contact your RA and Residence Director to determine where vacancies exist.

Office of Residence Life Staff Directory

OFFICE OF RESIDENCE LIFE

1900 Belmont Boulevard, Nashville, Tennessee 37212-3757
615-460-5802
Hours: 8 a.m.-4:30 p.m. (Monday-Friday)

Director of Residence Life	Anthony Donovan
Office Manager	Monica Gibbs
Assistant Director of Residence Life Apartment Complexes, x6481	Bryan Hayse
Assistant Director of Residence Life Residence Halls, x2197	Jamie Shaffer

RESIDENCE HALL STAFF MEMBERS

2007-2008 Hall Directors

North Lawn Area

Hail Hall, x2296	Crystal Jones
Heron Hall, x2295	Kara Hodgson
Pembroke Hall, x2301	Landon Clark

South Village Area

Maddox Hall, x2003	David LaPell
Kennedy, x8817	Hugo Sanchez
Wright Hall, x2198	Emily Kynerd

APARTMENT COMPLEX STAFF MEMBERS

2007-2008 Apartment Directors

Hillview Area

Belmont Commons/Compton Ave., x2587	Drew Belk
Bruin Hills, x5060	Rebekah Morgan
Hillside (Bldg. 1, 2, 5), x5302	Chris Schwerdtfeger
Hillside (Bldg. 6-9), x5303	Nate Dennison
Thraikill Hall, x2903	Jamie Stamey

RESIDENTIAL COMPLEX DESKS

Belmont Commons, x2586	Kennedy, x8800
Bruin Hills, x2700	Pembroke Hall, x2319
Hail Hall, x2251	The Hillside, x5961
Heron Hall, x2201	Wright/Maddox Hall, x2000
	Thraikill Hall, x2885

Voicemail Set-up and Access

To enter the Belmont University Voicemail System:

1. From **ON** campus, dial **5400**.
From **OFF** campus, dial **460-5400**.
2. **When you hear the recorded greeting, press #.**
3. **Enter your mailbox number.**
 - A. If you live in Belmont Commons, Bruin Hills, or The Hillside, your mailbox number is the same as the **last four digits** of your phone number.
 - B. If you live in Hail, Heron, Pembroke, Wright, Kennedy, Thraikill or Maddox Hall, your mailbox number is **9 + the last four digits of your phone number + "1" or "2," or "3" depending on the alphabetical order of your last name and your roommate's last name**. (Ex: Baker = 9[2000]1, Douglas = 9[2000]2)
4. **Enter your security code.**

If you are entering your mailbox for the first time, the default security code is 37212 (Belmont's zip code). You may then use the voicemail system's prompts to set your own security code. You will use that code, rather than the default code, from then on.
5. **Follow the voicemail system's prompts for all features.**

For more information on these features, please contact Technology Services on campus at x6214.
6. **To exit your mailbox, press "9".**

The voicemail system will tell you how many messages, if any, are being erased from your mailbox.

Then, press "9" again.

Note: If the second "9" is not entered, no messages will be erased, and no changes will take effect in your mailbox.

Please note that you cannot use an answering machine with voicemail.

If you need assistance with voicemail, please contact Technology Services at x6214.

University Mail Procedures

All mail, as well as all packages, will be delivered to your residence hall lobby or apartment clubhouse. Your mailing address will be as follows:

Residence Halls (except Thraikill):

Your Name
Belmont University
1900 Belmont Boulevard
Residence Hall and Room Number
Nashville, Tennessee 37212-3757

Thraikill Hall:

Your Name
2020 N. Bernard Circle
Residence Hall and Room Number
Nashville, Tennessee 37212

Hillside and Bruin Hills:

Your Name
Apartment # Bernard Circle
Nashville, Tennessee 37212

Belmont Commons:

Your Name
Apartment # Delmar Avenue
Nashville, Tennessee 37212

If you change rooms, it is your responsibility to complete a Change of Address Form (available from the Mail Center). After you have completed a Change of Address Form, please submit it to the Campus Post Office. You may also place it in the On-Campus Mail slot, located with the mailboxes in the lobby of your residence hall. It is also your responsibility to notify any family, friends, creditors, banks, etc. of your change of address.

All mail will generally be placed in your mailbox by 4:00 pm each day, Monday through Friday (there is no mail delivery on Saturday or Sunday or federal holidays). If you receive a package, you will be notified by a package slip that will be placed in your mailbox. You may then have the desk assistant at the front desk in your residence hall lobby retrieve the package for you.

If you have any questions about Campus Mail, please contact the Campus Post Office at x6638.

Technology Services

Belmont University provides several technology services for residents of apartments and residence halls on campus. These services (with the exception of long distance phone service) are included in the room rates of each residence hall/apartment room.

CABLE TV

- Belmont offers nearly 70 cable channels.
- Please bring your own “cable ready” TV and a standard coaxial cable (CATV converters are not provided).

VOICEMAIL/PHONE SERVICE

- Belmont provides private voicemail for all on-campus residents.
- Local phone service is provided.
- Long distance phone service is available by purchasing calling cards or pre-phone calls

INTERNET/E-MAIL

- Belmont provides e-mail services and Internet access for all on-campus residents via the campus network.
- Campus network requirements:
 - For Intel Based Computers: Intel Celeron/Pentium II processor or better, 32 MB of RAM, 50 MB of free disk space, and one of the following operating systems: Windows 95, 98, or NT
 - A 10Base-T compatible Ethernet card* (may be purchased at the Belmont University bookstore or at many computer supply dealers)
 - For Macintosh Computers: Ethernet-ready PowerPC G3 processor minimum, 64 MB of RAM, 75 MB of free disk space, Mac OS 8.0 or higher with open transport
 - A drop cable (category 5 [CAT-5], unshielded twisted-pair [UTP] with RJ-45 connectors).

* Note: If necessary, Macintosh and laptop computer users will need to purchase network cards from an off-campus computer dealer.

Please Note: These specifications are the minimum requirements for connection. Any versions or values higher than the ones listed are acceptable. Because of the requirements of the networking hardware and software, computers which do not meet these specifications may have difficulty communicating over the network or running some network applications. For example, some computers were manufactured without the ability to have an Ethernet card installed. Others may not have enough memory or disk space to run software that uses a network connection (i.e. Netscape).

Technology Services continued

If your computer does not meet the minimum requirements, do not immediately assume that you are “out of luck.” Please contact Technology Services to discuss your options.

For detailed information on Belmont University’s technology services:

- Log on to www.belmont.edu/its and click on the “Student Services” icon
- E-mail: its@mail.belmont.edu
- Phone: 460-6214

Office of Campus Security

The Office of Campus Security at Belmont University offers the following services for students on campus:

- 24-hour campus patrol
- Escort service
- Unlocking cars
- Jump-starting cars
- Vehicle registration:
 - > parking permits
 - > temporary parking permits
 - > guest parking passes
- Completion of accident and crime reports on campus

If you would like information about any of these services, please call the Office of Campus Security at x6617.

Campus Safety

The staff of the Office of Residence Life works very hard to provide the safest environment possible in the residence halls and apartment communities. In return, you are asked to take time to think about your own safety by reading this section of The Community Expectations. In it, you will find information regarding policies for fire prevention, guests, and even building access, as well as general information regarding your own personal safety and security. If you have any questions, please contact your Resident Assistant (RA) or Residence Director.

OFFICE OF CAMPUS SECURITY

The Office of Campus Security (OCS) is dedicated to providing a safe environment that is conducive to working and learning. It is the aim of OCS to serve the students, guests, faculty and staff of Belmont University in a friendly, caring way and to help solve problems in a timely and efficient manner. The Office's values define their roles as caretakers of the campus and require a basic attitude of service and a desire to be as professional as possible at all times.

The OCS is located on the first floor of the Gabhart Student Center, just past the elevator. Belmont Student ID cards are made here. There is also a remote office on 15th Avenue that is used primarily for duty rotations and mobile patrols. You can also get more information about OCS at <http://www.belmont.edu/security/>.

Officers are on duty 24 hours a day. If you need to reach an officer in an emergency, you should either dial 6911 from any campus telephone, or find a "blue light" emergency telephone. The emergency telephones are located throughout campus. Remember to report all suspicious behavior to both Campus Security and your RA staff. Please become familiar with both the location of your nearest emergency telephone as well as the location of Campus Security.

For all non-emergency requests, please call 460-6617.

KEYS, DOORS AND LOCKS

Every hall is equipped with a basic security system: doors and locks! Additionally, all residence halls and apartment community gates are secured by a key card access system. The problem is, sometimes you leave your door unlocked, open a door for a stranger or allow others to enter the gates behind you. Here are five rules to live by regarding doors and locks:

1. Never lend your keys or ID card to anyone! Your key card registers your name and the time of use on the Campus Security computer whenever it is used, regardless of who's using it or where it was used! Know where your keys and ID are at all times.
2. Never prop open or otherwise tamper with security locked doors! Along with being responsible for possible damages to the system, you also may be liable for those individuals entering through these doors.

Campus Safety continued

3. Always lock the door to your room. Especially when you go to bed and even if you are just going to the bathroom. This will prevent theft and practical jokes. It only takes a thief six seconds to steal your favorite compact discs or your new guitar.
4. Never open a locked exterior door or gate for anyone, except your guests.
5. If you lose your keys or ID card or if they are stolen, report them A.S.A.P. to your RA staff and Campus Security. Don't rely on your roommate to leave your door open. Word will get out, and you will greatly increase your chances of being victimized by theft.

BUILDING ACCESS

The following buildings are on a key card access system which only allows the residents of that particular hall to enter: Heron, Pembroke, Hail, Wright, Maddox, Thraillkill and Kennedy. In each of these buildings, all exterior doors are locked twenty-four hours a day. If you see someone whom you do not know unaccompanied in your hall, call Campus Security (x6911)! The rest of the housing at Belmont is apartment style, and the Community Access Gates can only be accessed by those residents of the apartment communities.

The Beaman Student Life Center

The Beaman Student Life Center, a 63,340 square foot, air conditioned facility, provides members with fitness & recreational equipment, educational classes, and programs designed to help improve flexibility, develop strength, tone muscles, increase cardiorespiratory fitness, reduce percentage of body fat, and improve overall health and wellness. The goal of the center is to guide and help each person attain optimum physical, mental, emotional, social, occupational and spiritual wellbeing.

We hope you will take full advantage of all the recreational opportunities available to you. The Beaman Student Life Center seeks to complement the academic goals of the university by providing wellness opportunities to the Belmont University community that encourage the active process of making choices toward a more successful life.

MEMBERSHIP PRIVILEGES

Health Risk Appraisals, Fitness Testing, Annual Health Screening, Exercise Prescription, Introductory Personal Training Session, Health Education, Rock Climbing Wall, Racquet Ball Courts, Recreational Gym, Group Fitness Classes (aerobics, circuit, etc.). Reduced rates are available for personal training.

FACILITY

Rock Climbing Wall: 27 feet wide by 35 feet tall	2 Racquetball Courts
Men's and Women's Locker Rooms	Meeting Rooms
Recreational Gym: Regulation	Group Fitness Room: 2226 sq. ft.
Fitness Center: 4154 sq. ft.	

EQUIPMENT

12 Treadmills: Quinton, Trotter/Cybex, and Star Trac Stepmill 7000PT; 9 Elliptical Transports: Precor and Star Trac; 8 Semi-Recumbent Bicycles: Tectrix, Trotter/Cybex, Star Trac; 1 Cybex Arc Trainer ; 1 Cybex Hiker; Seated Calf Raise; Twelve Single-Station Cybex Weight Machines; Cybex Smith Machine; Cybex Squat Press; Pro Style Barbells; Cybex Loaded Leg Press; Assorted Dumbbells with Benches; Crunch Sit-Up Benches; Precise ClubPro Ab Trainer ; Cybex Multi-station Assisted Chin/Dip, Overhead Press, Cable Cross-over, Arm Curl, Chest Press, Roman Chair, Lat Pulldown, and Back Extension Machines

HOURS

Please visit www.belmont.edu/beamanslc for current operating hours.

Access Control Desk: (615) 460-6313

Belmont Food

In addition to the campus Dining Hall, located in the Gabhart Student Center, Belmont also provides other dining options for students. The brand new Curb Cafe features three unique dining options: Pete's Arena, Salsa Rico and The Sky Ranch Grill. The menu at Pete's Arena includes salads, hot and cold sandwiches, pasta, calzones and strombo-lies, as well as several pizza options. Salsa Rico is a Baja-style fresh Mexican grill with numerous fresh salsas. Students seeking awesome, fresh-grilled burgers, Portobello mushroom or chicken sandwiches will want to try The Sky Ranch Grill. Another option is What's Bruin?, a good place to drop by for a quick snack and a cup of Starbuck's coffee. The Corner Court (Massey) offers another one-stop location for sub sandwiches, frozen yogurt, ice cream, coffee and convenience store items.

All students living in Belmont's on-campus residence halls (Hail, Heron, Maddox, Kennedy, Thrailkill, Pembroke and Wright) must purchase a meal plan. During their first year, freshmen must purchase Plan #1, #2 or #3. Residents living in other on-campus facilities (Belmont Commons, Bruin Hills, Special Emphasis Houses and Hillside) may purchase a meal plan if they wish. However, they are not required to do so.

Plan #1 Provides 20 meals each week, all to be eaten in the Dining Hall.

Plan #2 Provides 16 meals each week in the Dining Hall and \$100 in Dining Points.

Plan #3 Provides 14 meals each week in the Dining Hall and \$175 in Dining Points.

Plan #4 Provides 10 meals each week in the Dining Hall and \$175 in Dining Points.

Plan #5 Provides 7 meals each week in the Dining Hall and \$350 in Dining Points.

"Bruin Bucks"

"Bruin Bucks" are dollars that can be added to any Belmont ID card and can be used at any of the campus dining facilities outside of the University Dining Hall (ie., Corner Court, Curb Cafe, What's Bruin). One "Bruin Buck" is equal to one dollar (for example, \$100 will buy 100 "Bruin Bucks").

For Questions or Comments concerning BU Food , please contact:

BU Food Office

x6780

e-mail: dining@mail.belmont.edu

Hours

DINING HALL

Monday-Friday

Breakfast	7:15 am-9:15 am
Continental Breakfast	9:15 am-10 am
Lunch	11:15 am-2:30 pm
Dinner	4:30 pm-7 pm
Friday Dinner	4:30 pm-6:15 pm

Saturday

Continental Breakfast	8 am-9:30 am
Lunch	11:30 am-2:30 pm
Dinner	4:30 pm-6:15 pm

Sunday

Lunch	11:30 am-2:30 pm
Dinner	4:30 pm-7 pm

CURB CAFE

Monday-Friday

11:am-11 pm

Saturday

5 pm-11 pm

Sunday

5 pm-7 pm

WHAT'S BRUIN?

Monday-Friday

7 am-4 pm

CORNER COURT

Monday-Thursday

7:30 am-8 pm

Friday

7:30 am-3 pm

** Hours subject to change*

Plant Operations

Plant Operations coordinates maintenance, housekeeping, and landscaping. In addition, they schedule usage of university vehicles and requests for pest control problems.

All requests, except emergency requests, can be made by going on the web at <http://campus.belmont.edu/plantops>, and submitting a request via the link to the form on the page.

Office hours for Plant Operations are 7:00 am to 3:00 pm.

EMERGENCY MAINTENANCE REQUESTS

For maintenance problems that require immediate attention after 3:00 pm (water flowing from a pipe or toilet, flooding, lack of heating and air conditioning, or electrical outage, etc.) contact the Office of Campus Security at x6617, the Resident Assistant on duty, or your Residence Director.

Useful Directions

GROCERY STORES

Harris Teeter Hillsboro Village

2201 21st. Ave. S, Nashville, TN 37212

Store Phone: (615) 269-7818

Store Hours: 6 am-11 pm

Directions:

1. Turn LEFT (SOUTH) on BELMONT BLVD.
2. Turn RIGHT on BLAIR BLVD.
3. Turn LEFT into HARRIS TEETER shortly after intersection with 21st AVENUE.

Total Estimated Time: 1 minute

Total Distance: 0.63 miles

Kroger at Green Hills

2131 Abbott Martin Rd, Nashville, TN 37215

Store Phone: (615) 297-7531

Pharmacy Phone: (615) 297-4431

Store Hours: Mon-Sun – Open 24 Hours

Directions:

- 1: Start out going West on ACKLEN AVE toward 18TH AVE S.
- 2: Turn RIGHT onto 18TH AVE S.
- 3: Turn LEFT onto MAGNOLIA BLVD.
- 4: Turn SLIGHT RIGHT onto 21ST AVE S/ TN-106 S/ US-431 S.
Continue to follow TN-106 S.
- 5: Turn RIGHT onto ABBOTT MARTIN RD.

Total Estimated Time: 6 minutes

Total Distance: 2.65 miles

Useful Directions continued

White Bridge Target

26 White Bridge Rd, Nashville, TN 37205

Phone: (615) 352-8461

Hours: Mon-Sat 8am-10pm; Sun 8am-9pm

Pharmacy Phone: (615) 352-8484

Pharmacy Hours: Mon-Fri 9am- 7pm; Sat 9am-6pm; Sun 11am-3pm

1-Hr Photo Lab Phone: (615) 354-9143

1-Hr Photo Lab Hours: Mon-Fri 9am-7pm; Sat 10am-5pm; Sun 10am-5pm

Directions:

1. Turn SOUTH (LEFT) onto WEDGEWOOD AVE.
2. WEDGEWOOD AVE. becomes BLAKEMORE AVE.
3. BLAKEMORE AVE. becomes 21st AVE. S.
4. Turn LEFT onto WEST END AVE/TN-1 W/US-70S W. Continue to follow WEST END AVE for 2.14 mi.
5. Turn SLIGHT RIGHT onto WHITE BRIDGE RD/TN-155.

Total Estimated Time: 9 minutes

Total Distance: 3.98 miles

Bed, Bath & Beyond

211 Opry Mills Dr, Nashville, TN 37214

Store Phone: (615) 514-4000

Hours: Mon-Fri 9:30am-9:30pm; Sat 9:30am-9:30pm; Sun 11am-8pm

Directions:

- 1: Start out going North on 15TH AVE S toward WEDGEWOOD AVE.
- 2: Turn RIGHT onto WEDGEWOOD AVE.
- 3: Merge onto I-65 N via the ramp- on the left.
- 4: Merge onto I-40 E via exit number 82A toward KNOXVILLE.
- 5: Merge onto BRILEY PKWY/ TN-155 N via exit number 215B toward OPRYLAND.
- 6: Take the exit- exit number 11- toward OPRY MILLS DR.
- 7: Turn SLIGHT RIGHT onto OPRY MILLS DR.

Total Estimated Time: 15 minutes

Total Distance: 12.21 miles

Useful Directions continued

Wal-Mart Superstore

7044 Charlotte Pike, Nashville, TN 37209

Store Phone: (615) 352-1240

Pharmacy Phone: (615) 352-4386

Pharmacy Hours: Mon-Fri 8am-8pm; Sat 8am- 6pm; Sun 11am-5pm

Photo Center Phone: (615) 352-0649

Vision Center Phone: (615) 352-0383

Directions:

1. Turn LEFT onto WEDGEWOOD AVE.
2. Turn LEFT onto MAGNOLIA BLVD.
3. Turn LEFT onto 21ST AVE S/TN-106 S/US-431 S.
4. Take the I-440 W ramp towards MEMPHIS.
5. Merge onto I-440 W.
6. Take the I-40 W exit on the left towards MEMPHIS.
7. Merge onto I-40 W and follow for 4 miles.
8. Take the US-70/CHARLOTTE PIKE exit, exit number 201.
9. Turn RIGHT onto CHARLOTTE PIKE.

Total Estimated Time: 13 minutes

Total Distance: 8.35 miles

Sam's Club

615 Old Hickory Blvd., Nashville, TN 37209

Store Phone: (615) 356-5545

Store Hours: Mon-Fri 10am-8:30 pm; Sat 9:30am-8:30pm; Sun 10am- 6pm

Directions:

1. Turn LEFT onto WEDGEWOOD AVE.
2. Turn LEFT onto MAGNOLIA BLVD.
3. Turn LEFT onto 21ST AVE S/TN-106 S/US-431 S.
4. Take the I-440 W ramp towards MEMPHIS.
5. Merge onto I-440 W.
6. Take the I-40 W exit on the left towards MEMPHIS.
7. Merge onto I-40 W and follow for 6 miles.
8. Take the TN-251/OLD HICKORY BLVD exit, exit number 199.
9. Turn LEFT onto OLD HICKORY BLVD.

Total Estimated Time: 14 minutes

Total Distance: 9.88 miles

WHERE DO ALL THE BELMONT STUDENTS GO?

COFFEE

Alpine Bagels & Brews—\$

422 21st Avenue
327-0055

Bongo Java—\$

2009 Belmont Blvd.
777-2233

Café Coco—\$

210 Louise Ave.
(across from Portland Brew)
321-2626

Fido—\$

1812 21st Ave.
385-7959

Starbuck's—\$

402 21st Ave. S
340-9665

FOOD

HILLSBORO VILLAGE AREA

Bosco's—\$\$

1805 21st Ave. S
385-0050

San Antonio Taco Co. (SATCO)—\$

416 21st Ave. S
327-4322

Pancake Pantry—\$

1796 21st Ave. S
383-9333

Mediterranean Cuisine—\$

400 21st Ave. S
321-8960

Cuisine of India—\$

1500 21st Ave. S
320-1315

Sportsman's Grill—\$

1601 21st Ave. S
320-1633

Pizza Perfect—\$

1602 21st Ave S
329-2757

FOOD

DOWNTOWN

Ichiban Sushi—\$

109 2nd Avenue N.
254-7185

Old Spaghetti Factory—\$\$-\$\$\$

160 2nd Ave. N
254-9010

Joe's Crab Shack—\$\$

123 2nd Ave. South
242-2722

Rippy's Smokin' Bar & Grill—\$\$

429 Broadway
244-7477

The Wildhorse Saloon—\$

120 2nd Ave. N
902-8200

The Hard Rock Café—\$

100 Broadway
742-9900

A NICER EVENING OUT

Ruth's Chris Steakhouse—\$\$\$\$

2100 West End Ave.
320-0163

Valentino's Ristorante—\$\$\$\$

1907 West End Ave.
327-0148

Arthur's—\$\$\$\$

1001 Broadway
255-1494

Mario's—\$\$\$\$

2005 Broadway
327-3232

Melting Pot—\$\$\$

166 2nd Ave N.
742-4970

Sunset Grille—\$\$\$

2001 Belcourt Ave
386-3663

P.F. Chang's—\$\$

2525 West End Ave.
329-8901

Atlantis—\$\$\$

1911 Broadway
327-8001

Price Information

\$\$\$\$ (\$40 and up)

\$\$\$ (\$31-\$40)

\$\$ (\$21-\$30)

\$ (\$20 and under)

**LOCAL ATTRACTIONS:
OUT OF IDEAS? TRY THESE PLACES ...**

All Fired Up (Pottery Painting)
1807-A 21st Ave. S
463-8887

Borders Books & Music
2525 West End Ave.
327-9656

The Parthenon & Centennial Park*
West End Ave.—across from
Borders

Riverfront Park Carousel & Events*
1st Ave. S (Downtown)

Centennial Sportsplex
(great for ice skating)
222 25th Ave. N
862-8640

TPAC
(Tennessee Performing Arts Center)
315 Deaderick St. (Downtown)
255-ARTS

* Check the Nashville *SCENE* for event
schedules at these locations.

Nashville Predators (Hockey)
501 Broadway
770-2300

**Gaylord Opryland Resort and
Convention Center**
2800 Opryland Dr
889-1000

SHOPPING MALLS & MOVIE THEATRES

The Mall at Green Hills
2126 Abbot Martin Rd.
www.mallatgreenhills.com
298-5478

Total Estimated Time: 7 min.
Total Distance: 3.04 miles

Cool Springs Galleria
1800 Galleria Blvd., Franklin, TN
www.coolspringsgalleria.com
771-2128

Total Estimated Time: 17 min
Total Distance: 14.18 miles

Hickory Hollow Mall
5252 Hickory Hollow Pkwy.
www.hickoryhollowmall.com
731-3500

Total Estimated Time: 18 min.
Total Distance: 13.31 miles

100 Oaks Mall
719 Thompson Lane
383-6002

Total Estimated Time: 7 min
Total Distance: 3.19 miles

Opry Mills
422 Opry Mills Dr.
www.oprymills.com/index2.html
877-SHOPFUN (746-7386)

Total Estimated Time: 16 min.
Total Distance: 12.54 miles

Regal Cinemas 16 at Green Hills
3815 Green Hills Village Dr.
www.regalcinemas.com
269-5772

**Thoroughbred 20
at Cool Springs Galleria**
633 Frazier Dr.
778-0770

**Carmike Hickory 8
at Hickory Hollow Mall**
901 Bell Rd.
731-5516

**Regal Cinemas Hollywood 27
at 100 Oaks Mall**
719 Thompson Lane
298-3445

**Regal Cinemas/IMAX
at Opry Mills**
470 Opry Mills Dr.
514-4629

Housing Occupancy Agreement

This is an Occupancy Agreement made by and between the student whose name appears at the end of this agreement (“Student”) and Belmont University (“Belmont”). It grants to the Student permission to occupy a residence hall or apartment space on campus for a specific period of time. This Agreement is not a lease. The Student is not a tenant. Living in campus housing is a privilege that is part of the overall educational experience provided by the university. Students who live on campus are expected to make a commitment to contribute positively to the campus community by abiding by the responsibilities outlined in this Agreement and all associated guidelines and policies. Signing this Agreement is a prerequisite to living on campus. All full-time, undergraduate, degree-seeking, unmarried students (without children residing with them) are eligible to live in campus housing. Belmont University requires all full-time, undergraduate students and incoming full-time, undergraduate transfer students with fewer than 60 credit hours by the start of the fall semester to live in campus housing unless Student is: 1) 21 years of age or over by August 22, 2007; 2) married and/or has children residing with him/her; or 3) lives with parents, legal guardians, grandparents, or siblings over the age of 25 while attending Belmont.

THIS AGREEMENT IS LEGALLY BINDING. It incorporates and supports policies stated in The Guide, Belmont University’s student handbook, as well as the content of the Community Expectations: The Handbook for Residential Living booklet. If Student is under age 18, a parent or legal guardian must sign below, along with Student. Student will be held accountable for the information in this Agreement. Please read carefully before signing this Agreement.

AGREEMENT

- 1. License Granted.** Belmont University grants to Student a nonexclusive and nontransferable license to occupy the assigned campus housing space.
- 2. Term of License.** The term of this Agreement shall be August 18, 2007 at 8 a.m. through 6 p.m., Saturday, May 10, 2008. If this Agreement is for occupancy of a space in a residence hall, this license will be temporarily suspended while residence halls close during Christmas Break (December 15, 2007, 3 p.m. through January 6, 2008, 10 a.m.). Belmont reserves the right to, in its sole discretion, suspend this Agreement if necessary to protect the health and safety of its students, staff, or faculty. In addition, Belmont may cancel this Agreement at any time if Student violates Belmont policy and rules as set forth in the Statement of Values or rules concerning occupancy of on-campus housing found in this Agreement, the Handbook for Residential Living, University Bulletin, and The Guide. These rules and policies are incorporated into this Agreement by reference. A grant of a license under the terms of this Agreement does not imply that Student has the right to occupy campus housing in the future.

Housing Occupancy Agreement continued

- 3. Housing Fee** Student agrees to pay housing fees each semester according to the payment policy in the Undergraduate Bulletin. Housing fees due for the Fall and Spring semesters are placed on Student’s account upon registration for classes for that semester. The university reserves the right to remove Student from university housing for non-payment of Student’s account of charges (including but not limited to: tuition, bookstore charges, parking fines, and meal plan fees).
- 4. Housing Deposit (New Student)** An enrollment deposit of \$250 is paid to Belmont upon confirmation of enrollment to the university. Of this enrollment deposit, \$100 represents Student’s housing deposit. This is a one-time fee that remains on Student’s account until Student permanently departs from Belmont housing. If Student has no damage assessment, improper check-out fees, or other charges after departure from campus housing, the housing deposit will be refunded. (Refer to section 10 Inventory and Inspection for details about damage assessment.)
- 5. Enrollment** As a condition of occupancy, Student agrees to register for a minimum of 12 credit hours each semester during the term of this Agreement.
- 6. Cancellation Policy for New Students** For purposes of this Agreement, New Student is defined as such until the last day of registration in his/her first semester at Belmont. If New Student meets housing exemption requirements outlined in the Introduction and wishes to cancel this Agreement, he/she may only cancel according to the following criteria:
 - Cancellation for Fall or Spring** If written notice of cancellation for Fall or Spring semesters is received by the Office of Residence Life on or before the last day of registration (August 28, 2007 for Fall, January 15, 2008 for Spring), this Agreement is canceled with full refund of housing charges. The university enrollment deposit of \$250.00 is non-refundable regardless of the date of cancellation. Any cancellation after the last day for registration will be subject to the terms of the cancellation policy for current students.
- 7. Cancellation Policy for Current Students** For purposes of this Agreement, Current Student is defined as any student not fitting the definition of New Student (see section 6).
 - A. Cancellation for Current Students for Fall**
If Current Student, who meets housing exemption requirements outlined in Introduction, wishes to cancel this Agreement but intends to remain enrolled at Belmont or if cancellation is necessitated by one or more of the following events: graduation, withdrawal (not including involuntary withdrawal), or academic ineligibility, he/she may cancel agreement provided that written notification is received by the Office of Residence Life. After August 22, 2007, Current Student may only cancel for Fall by withdrawal. The table following outlines Current Student’s responsibilities based on the date written notification is received in the Office of Residence Life.

Please note: This table is independent of the University's refund table for tuition and other fees.

Cancellation Date	Cancellation Fees?	Forfeit \$100 Housing Deposit?
Before May 15, 2007	No	No
After May 15, 2007 but by August 1, 2007	Yes (\$300.00)	No
After August 1, 2007 but by August 22, 2007	Yes (\$300.00)	Yes
After August 22, 2007	80% refund of fees	Yes
After August 29, 2007	60% refund of fees	Yes
After September 5, 2007	40% refund of fees	Yes
After September 12, 2007	20% refund of fees	Yes
After September 19, 2007	No refund of fees	Yes

Student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed. Student will forfeit the \$100 housing deposit.

If Current Student does not meet housing exemption requirements and intends to continue enrollment and chooses to vacate from his/her space, he/she will be responsible for all terms of this Agreement, including housing charges for the academic year.

B. Cancellation for Spring

The term of this agreement includes the Spring semester. Belmont expects Student to complete the term of the agreement. However, Belmont may make the following provisions for cancellation of the agreement.

- a. If Current Student wishes to cancel this Agreement for Spring semester without penalty, he/she may do so only if cancellation is necessitated by one or more of the following events: graduation, voluntary withdrawal, participation in a Belmont program that requires Student to live away from the main campus for Spring semester, or academic ineligibility. Written notice of cancellation must be submitted by Student to the Office of Residence Life by November 15, 2007 and Student must be checked out of his/her space no later than December 15, 2007.
- b. No exemptions will be granted for the Spring semester to Students seeking an exemption based on age (21 years of age or over by August 21, 2007) or by earning 60 credit hours by the start of the fall semester. Other exemptions may be granted by submitting a written request to the Director of Residence Life by November 15, 2007. If approved, student must be checked out of his/her space no later than December 15, 2007.
- c. Student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed. Student will forfeit \$100 housing deposit.

- d. If Student initiates a voluntary withdrawal or is subject to an involuntary withdrawal after November 15, Student is subject to a cancellation fee of \$300 as well as forfeiture of \$100 housing deposit. Cancellations after January 6, 2008 will be subject to a declining refund scale of housing and dining charges in addition to the aforementioned \$300 cancellation fee and \$100 housing deposit forfeiture. All cancellation requests must be submitted in writing to the Office of Residence Life.

If Current Student does not meet housing exemption requirements and intends to continue enrollment and chooses to vacate his/her space, he/she will be responsible for all terms of this Agreement, including housing charges for the term of the Agreement.

8. **Assignment of Campus Housing Spaces and Roommates** Unless prior arrangements for late occupancy have been made with the Office of Residence Life, failure of Student to occupy his/her assigned campus housing space by the first day of classes (August 22, 2007 or January 9, 2008) may result in loss of the assigned space. Belmont reserves the right to make housing and roommate assignments and to require Student to relocate within campus housing when assignments or relocations are necessary to carry out Belmont's educational and/or administrative purposes. This right to make alternate assignments and require relocations includes the authority to take such action as part of disciplinary sanctions. Nothing in this Agreement shall be interpreted to guarantee Student the right to live with a specific individual or to occupy a specific residential space. Occupancy of spaces by fewer or greater Students than the intended number requires the approval of the Office of Residence Life. Student is expected to only occupy assigned space. Any attempt to move a space other than Student's assignment will result in referral to the university judicial system. If one Student moves from his or her assigned space, the remaining Student(s) will maintain the space in a manner that would permit another Student to be assigned immediately. Belmont also reserves the right to assign Students to temporary accommodations in the event that occupancy is exceeded.
9. **Meal Plan Requirement** Students living in the residence halls are required to purchase a meal plan of no less than 7 meals a week. All first semester freshmen must choose a meal plan of no less than 14 meals a week. Please choose carefully as Student will have to keep the same plan for the entire year, however, Student will be able to add additional Bruin Bucks at the beginning of each semester.
10. **Inventory and Inspection** Belmont completes a "Room Condition Report" (RCR) prior to Student occupying an assigned residence hall or apartment space. The RCR notes the presence and condition of furnishings, fixtures, and equipment. In addition, any unusual damage or excessive wear to the space is noted. When Student moves out, Belmont completes a RCR that notes any damage or unusual wear to the furnishings, fixtures, equipment, and premises. Belmont deducts from Student's housing deposit the cost of repair or replacement necessitated by damage to the residential space or its contents that is beyond ordinary wear. Cleaning charges are assessed if Student does not leave residence hall or apartment space in a condition allowing immediate

Housing Occupancy Agreement continued

occupancy. Student is responsible for damage and/or cleaning charges in excess of the housing deposit.

- 11. Checkout** Student agrees to follow posted checkout procedures specific to his/her residential facility. Belmont reserves the right to require students to move from their residence within 24 hours of Student's last final exam at the end of each semester, or 6 pm on the day following the conclusion of final exams, which ever occurs first. If Student withdraws from Belmont prior to the expiration of the term of the agreement, Student agrees to notify the Office of Residence Life in writing of withdrawal and complete proper checkout procedures with the Residence Director of Student's facility within 48 hours of withdrawal from Belmont. Failure to check out within 48 hours of withdrawal or expiration of the license term will result in a \$100 per day late charge for each day. Late or improper checkout may also result in loss of the \$100 housing deposit. Students removed from Belmont Housing for disciplinary reasons will be required to complete proper checkout procedures within 48 hours following termination of this agreement. Failure to checkout by Student will result in a charge up to \$150 to change the lock on Student's former residential space. In addition, Student will be responsible for all costs associated with the removal of personal belongings remaining in the space.
- 12. Furnishings, Additions and Alterations** Student agrees not to alter, remove, trade, or exchange any furnishings, fixtures, or equipment owned by Belmont located in Student's residence hall or apartment space or complex. Student shall make no alterations or additions to residential space(s).
- 13. Entry and Inspection** Belmont reserves the right to enter and inspect Student's campus housing space for reasons including, but not limited to: 1) investigating suspected illegal activity or violations of Belmont policy or regulations; 2) assessing conditions that pose potential threat to the health or safety of campus housing residents; 3) performing maintenance/facility management duties.
- 14. Personal Property** Belmont assumes no responsibility for, and does not insure against the loss, theft, damage or destruction of, any of Student's personal property. Student is encouraged to carry personal property or renter's insurance. In addition, Belmont assumes no responsibility for any personal property (i.e. clothes, furniture, audio/video equipment, etc.) remaining in the housing space after the termination of this Agreement by Student or Belmont. Abandoned personal property will be disposed of at the sole discretion of Belmont, at Student's expense.
- 15. Guests** Student is responsible for the actions of his/her guests while on Belmont's premises, including adherence to Belmont policies.
- 16. Expenses of Enforcement** Student agrees that if it becomes necessary for Belmont to take action to enforce the terms and conditions of this Agreement, Student will pay all costs and expenses (including attorneys' fees) and any fines associated with its enforcement.

Housing Occupancy Agreement continued

- 17. Nondiscrimination** In accordance with Section 504 of the Rehabilitation Act and other applicable state and federal civil rights laws, Belmont does not discriminate on the basis of race, color, age, national origin, or disability in the provision of residential facilities and services.
- 18. Assignment** Student may not transfer or assign the rights and interest granted by this Agreement to any other person.

Signature: My signature indicates my understanding and willingness to comply with the terms of this Agreement, which is a legally binding document, for the entire term of this Agreement as outlined in #2. Term of License.

Student Name (please print)

Student Signature (or parent if student is under 18 years old)

Date

Top 5 Things to Remember:

1. You are responsible for your guest's behavior.
2. You will be charged for any damages not already noted on the RCR.
3. Health and Safety inspections will be conducted by a Residence Life Staff member at least once each semester.
4. You are not allowed to remove, trade or exchange your room furnishings, nor are you allowed to "improve" your room (i.e., painting, construction, etc.).
5. Make sure you have renter's insurance! Belmont will not pay for your personal belongings in the event of theft, damage or destruction.

The Community Expectations

INTRODUCTION TO A SHARED COMMUNITY

As a campus resident, you share a unique partnership with the Office of Residence Life and the community in which you live. Together we can develop and maintain an environment which supports the academic experience, encourages intellectual exchange, respects both the individual and community life, and emphasizes an environment which contributes positively to the university as a whole. In order for this partnership to be successful, everyone must assist in the goals of providing a safe, enjoyable, and academically focused environment.

The campus is a shared community of diverse people from a variety of backgrounds, cultures, races, and values. As a result, we must encourage the respect of differences while also taking advantage of the unique learning experiences that a shared environment brings. Responsible citizenship is the key to harmony in a residential community. Take the time to get involved—get to know those around you who are different from you as well as those who are like you. Your heritage, background, cultural and religious values contribute to the person that you are; thus slandering or abusing another's race, culture, orientation, or religion is an offensive act which cannot be tolerated in a shared community. As a responsible member of the Belmont community, you should set a positive example for others; speak out against negative behaviors, help mediate explosive situations, and support the community.

BELMONT'S MISSION STATEMENT

Belmont University is a student-centered Christian community providing an academically challenging education that enables men and women of diverse backgrounds to engage and transform the world with disciplined intelligence, compassion, courage and faith.

Belmont University is student-centered. The university provides opportunities for students to develop intellectually, spiritually, socially, and physically through experiences of leadership and collaboration, of success and failure, and of choice. Faculty, administration, staff commit themselves to guide to challenge students to develop their full potential in order to lead lives of meaning and purpose.

Belmont University is a Christian community that presents Jesus as the Christ and as the model for personal behavior. Students are encouraged to commit themselves to high moral standards and to discover Christian values basic to wholesome personal growth and spiritual fulfillment.

Belmont University offers academically challenging undergraduate and graduate programs emphasizing knowledge, fundamental intellectual skills, cultural perspectives, conceptual frameworks, and habits of ethical reflection and action in an interdependent world. All learning contexts stress the skills and dispositions necessary for lifelong learning that sustains the value of higher education in each person's professional and personal life.

The Community Expectations continued

Belmont University welcomes students from diverse backgrounds and upholds the dignity of all. The university fosters an atmosphere of respect for the civil expression of divergent perspectives that enables students to learn, to live, to work, and to play together.

Belmont University students are challenged to engage and transform the world locally and globally. Viewing higher education as a transformative experience, Belmont prepares its graduates to take civic responsibilities seriously, to consider innovative solutions to problems, and to bring the best of themselves, their creativity, their intellectual skills, and their faith to meet the challenges and opportunities that face the human community.

RESIDENCE LIFE STAFF

The residence life program is a vital component of student life at the university, particularly since approximately 55 percent of the undergraduates at Belmont University live on campus. Subsequently, the residents are supported and assisted by numerous professional and paraprofessional staff members, most of whom live on campus. Following is a brief description of the roles and responsibilities of the residence life staff members who are available to assist you.

Assistant Directors of Residence Life The Assistant Director is a full-time professional staff member responsible for the supervision of one of the two main areas on campus – the residence halls or the apartment complexes. Assistant Directors directly supervise the Residence Directors assigned to each complex, but are also available to assist students with concerns.

Residence Directors (RDs) The Residence Director is a full-time professional staff member responsible for the general supervision and management of the assigned residence hall or apartment complex. Residence Directors live in their respective areas and are available to assist students with various academic, personal, and social concerns. The Residence Director also supervises the Resident Assistants assigned to each complex and resides in the assigned building or apartment complex.

Resident Assistants (RAs) One of the first staff members you will meet on campus—and the backbone of the residence life program at Belmont University—is the Resident Assistant. One or two RAs are assigned to each residence hall floor/apartment area and lives with the students in the building/complex. The 64 RAs on campus are carefully selected and trained students who have been chosen for their commitment to helping and advising a group of their peers. Each RA is trained in assisting and/or referring students with academic and personal concerns. As a residence life staff member, the RA assumes many roles, such as, resource, consultant, program/activity coordinator, residence educator, and community leader. As a residence educator, the RA will assist residents in planning, organizing, and coordinating a variety of activities and educational programs designed to provide a positive, fun, and educational environment in the residence halls and apartment complexes.

The Community Expectations continued

As a community leader, the role of the RA is not to police the residence halls/apartment complexes but rather to respond to incidents and issues which create problems and challenges for the community; to ensure that university policies, regulations, and community standards are upheld within the communities; and to assist residents in responding to conflicts, personal issues, and disagreements that might arise within individual communities on campus. The RA works to build a cohesive community where individual residents will feel comfortable, valued, and respected. Most importantly, the RA will strive to build a community where everyone knows each other and also to build a place everyone is proud to call home.

Remember, the first person you should meet when you check into your residence hall/apartment complex (other than your roommate) is your RA—your community leader.

The Office of Residence Life Staff The Office of Residence Life (located on the ground floor of Wright Hall) is staffed by the Director of Residence Life, two Assistant Directors, an administrative assistant, and several student support staff members. These people are available to assist students and parents with concerns, issues, or questions which arise throughout the student's college career.

RESIDENTIAL COMPLEX OFFICE HOURS

There is a resident assistant (RA) on duty in each building/area every night of the week (6 p.m.-6 a.m.). The RA on duty is available to assist students, parents, and visitors in any way possible. Should you need assistance in the evening hours, please go by the main desk/clubhouse in your respective building/area to see who is on duty. Should you need assistance during the day, please feel free to contact any RA or Residence Director (RD) available in the building/area.

Each residence hall/lobby office is open 12 p.m.-11 p.m. weekdays and 12 p.m.-1 a.m. weekends. Each apartment clubhouse office is open from 10 a.m.-10 p.m. daily except Sundays when they are open from 3 p.m.-10 p.m. Please stop by your staff office at the beginning of the year to inquire about the services provided to residents by the staff in your respective building/area. Typical services provided during office hours include checking out a vacuum cleaner or other cleaning supplies; borrowing recreational equipment and supplies; picking up a package; or simply having a pleasant conversation with the RA or RD.

EMPLOYMENT OPPORTUNITIES IN RL

If you are interested in a part-time job on campus, residence life provides a variety of opportunities. The Office of Residence Life employs many undergraduate and graduate students in a number of positions. Any student may be qualified to apply for Resident Assistant positions or Desk Assistant positions. Recruitment for these positions usually begins in the fall of each year. Similar summer positions also are available, and recruitment for summer positions usually begins in mid-March (after spring break). Applications, position descriptions, and other relevant information for all positions are available in the Office of Residence Life and on the department's Web site.

The Community Expectations continued

GENERAL RESIDENT STUDENT POLICIES

BELMONT UNIVERSITY ALCOHOL & CONTROLLED SUBSTANCES NOTIFICATION POLICY

The Higher Education Amendments of 1998 to the Family Education Rights and Privacy Act permit educational institutions to disclose to the parents or legal guardians of a student, information regarding the student's violation of any federal, state, or local law or any rule or policy of the institution regarding the use or possession of alcohol or a controlled substance, if the student is under age 21 and the institution determines that the student has committed a disciplinary violation with respect to such use or possession.

In accordance with this provision and out of its commitment to supporting individual students' success and fostering a safe and effective learning community, Belmont University employs an Alcohol & Controlled Substances Notification Policy.

The purpose of Belmont University's Alcohol & Controlled Substances Notification Policy is to foster broader engagement of the influences that shape students' attitudes and choices regarding the use of alcohol and other controlled substances. While the university holds each student personally accountable for his or her conduct while enrolled, and addresses violations directly with him or her, it recognizes and seeks to support the pivotal role parents and guardians play in students' success by notifying them of incidents involving the use of alcohol or other controlled substances.

Circumstances for Notification:

Parents or guardians of students under 21 years of age may be notified under the following circumstances:

1. The student has been found responsible for violation of a federal, state or local law related to alcohol or controlled substances, or
2. The student has been found responsible for violation of a university policy related to alcohol or other drugs at least one time previous to the current violation, or
3. The student is required to be transported to a medical facility and treated because of alcohol or other drug use, or
4. The student has caused harm to him/herself or others while under the influence of alcohol or other drugs, or
5. The student was responsible for vandalism or other destruction of property while under the influence of alcohol or other drugs, or

The Community Expectations continued

6. The information regarding the student is needed in connection with an emergency to protect the health or safety of the student or other individual, or
7. Other appropriate circumstances as determined by the Dean of Students or designee.

Please note: these guidelines do not preclude the university's contacting parents or guardians for other policy violations that may endanger the health and well being of a student or other individuals in the community.

STUDENT CONDUCT

As a community seeking to uphold Christian standards of morality and ethics, Belmont University holds high ideals and expectations of each student who chooses to join the community. In upholding these ideals, Belmont proclaims the values of the worth of the individual; personal integrity; critical, independent thinking; self-discipline; and community responsibility and accountability, and seeks to experience the growth and fulfillment which characterize a dynamic environment.

Acknowledging each person's freedom and responsibility, each student should also recognize the occasional need to modify her/his behavior for the good of the Belmont community or of society at large. In this sense, all students should strive to behave responsibly in an effort to create a climate of mutual respect. A student's continued enrollment and participation in university life is conditioned upon her/his adhering to the behavioral expectations of this statement. Students who engage in behavior that betrays these values will be subject to disciplinary action.

In affirming these values, the Belmont community expects each student to exemplify behaviors consistent with these values in all facets of university life: academic classes, convocation programs, musical and dramatic performances, athletic competitions, lectures, presentation, and off-campus events and programs associated with Belmont, as well as to exemplify them within all university facilities including residential housing, academic building, library, offices, student center, and other activity centers. The affirmation of these values also includes complying with federal, state and local laws both on and off campus. (Belmont University Statement of Values)

Residents are responsible for conducting themselves in a manner consistent with the institution's Statement of Values and the Community Code of Conduct as listed in *The Bruin Guide*. These documents set the parameters for student conduct at Belmont University. All other policies related to student conduct are subject to these two sources. In addition, students are expected to comply with the policies outlined in the *Handbook for Residential Living* and Housing Occupancy Agreement. Throughout the year, publications, brochures, electronic mail messages, and flyers are distributed, sent, or posted in an attempt to convey information to residents. Information also is provided through the use of floor meetings and interaction between hall staff and residents. It is the ultimate responsibility of the resident to read information or to meet with hall staff. Every reason-

The Community Expectations continued

able effort will be made to inform residents in advance of policy changes. However, the university reserves the right to revise or create regulations as necessary, without notice, to maximize the comfort, safety and effectiveness of the community. The standards of conduct noted in the following sections pertain primarily to residential rules and regulations; however, they may also apply to situations outside of a residential context. Policies which are outlined for the entire campus community such as those related to Drugs and Alcohol, Fire Hazards and Combustible Materials, Smoking, Sexual Conduct, Responsibility for Guests may be found in *The Bruin Guide*.

GENERAL RESIDENT STUDENT POLICIES

Candle and Incense Candles (even decorative) are not permitted within the residence halls or apartments. Any type of open flame or the presence of such items (candles and incense, for example) is strictly prohibited. The presence of any type of open flame (or evidence of a flame) in university property will result in confiscation of the item and referral to the disciplinary system.

Cleaning Custodial service is provided for residence hall common areas. Students are responsible for keeping their rooms/apartments orderly and sanitary and for cooperating in the upkeep of common areas. The Residence Life Office may levy and collect fines for unsanitary conditions or severe neglect in the upkeep of a room or lobby (trashing fines); it also reserves the right to levy and collect "group" bills for common area damages.

Contraband Items Possession of local, state, or federally owned property is prohibited, including street signs, realtor's signs, road signs, and equipment owned by the Department of Transportation (unless proof of ownership is provided). Violators will be referred to the Office of Campus Security, and signs will be confiscated by police or residence life staff.

Electrical Appliances In order to insure maximum health and safety standards in residential areas, several categories of electrical appliances have been established. They are:

- Appliances which may not be used or stored in the residence halls. These include coffee makers, toasters, toaster ovens, convection ovens, electric skillets, waffle or crepe pans, crock pots, hot plates, hamburger makers, space heaters, electric blankets.
- Appliances which may be used and stored in student rooms. These include musical appliances, hair dryers, fans, blenders, hot-air popcorn poppers, irons and single-cup coffee makers without an open heating surface.
- Appliances which may be stored in rooms and used in kitchen facilities only. These include oil popcorn poppers, George Foreman grills and hot pots of any kind.

The Community Expectations continued

- Refrigerators which meet university standards (maximum 1.8 amps/4 cubic feet) are permitted.
- The university does not permit the use of halogen lamps or any other light that produces excessive heat in student residential areas.
- Overhead, or room, lights may not be covered with any material.
- Though neon lights are permitted within the residential areas, they may not be placed in windows or be seen from the exterior of the building.
- Microwaves (between 700-800 watts) are allowed in residential areas.
- The university reserves the right to remove and/or confiscate any appliance or device it deems unsafe or problematic to a facility's electrical system.

Electrical Extensions The fire marshal has dictated that the use or possession of extension cords, multiple plugs, or multiple plug converters is prohibited within all of the residential areas. The fire marshal has approved the use of Underwriter's Laboratories (UL) approved power strips with circuit breaker. If you are unsure if your power strip is permissible, contact your RA.

Fire Evacuation Procedure

1. Activate the fire alarm. (The Office of Campus Security automatically receives a signal and calls the fire department when an alarm is turned in from any residential area.)
2. Call Office of Campus Security, x6911.
3. Report your name.
4. Report name of building, location of fire (wing, floor, room), nature of fire (laundry equipment, mattress).
5. Stay on the line for questions, if it is safe to do so. The Office of Campus Security will contact the Nashville Fire Department.

Grills The use and storage of grills within ten (10) feet of any combustible materials on any balcony or patio or common area is prohibited in compliance with Metro Nashville Fire Code. Therefore, Belmont prohibits the possession of a private grill of any type by residents.

Hall Lobby/Clubhouse Usage

- The hall lounge/apartment clubhouses are provided as common areas for students. These areas may be reserved. Contact your individual front desk for specific policies.
- The lobby/clubhouse is a common area available for students to use as a social and/or study space. Therefore, these areas are not an acceptable area for storage of personal property (suitcases, boxes, towel racks, bikes, etc.) or student room furnishings.

The Community Expectations continued

- Lobbies/clubhouses must be maintained in a clean and orderly fashion by students. Papers, trash, clothing, etc. on the floor and/or unkempt or broken furniture are unacceptable. Walls must be kept free of dirt, ink, food, etc. Housekeeping will perform basic cleaning, vacuuming and dusting, on a weekly basis.
- Lobby/clubhouse furniture must not be removed at any time; it may not be used in student rooms.
- The Office of Residence Life reserves the right to determine the appropriate use of the lobby/clubhouse space. Inappropriate use and/or maintenance of the space may result in fines, billings, or loss of lobby/clubhouse privileges to students.
- Formal inspections of the lounges will be conducted regularly by residence life staff members.

Holiday Decorations Decorations used for seasonal or special events must be constructed of flame-retardant materials. Live Christmas trees are prohibited in all residential facilities. In addition, lights used for decorative purposes must be turned off when residents are not present in the room or apartment.

Home Owners and Renter's Insurance The university is not responsible for damage, loss or theft of property in residential facilities. Students are encouraged to obtain insurance through their parent's or guardian's insurance company or purchase individual renter's insurance to cover possible losses.

Keys Each student is issued room, front door, bedroom door, and/or mailbox keys upon checking into a residential area at Belmont; he/she is responsible for its proper use and maintenance. It is understood that the key is for his/her use only. If a key is lost, it is the responsibility of the student to inform the residence life staff in his/her building immediately. Individual students are responsible for the replacement of lost or stolen keys.

Littering and Trashing For safety, sanitary, and aesthetic purposes, each resident is responsible for the cleanliness of his or her residence. No lumber, trash, or combustible materials may be stored in a room, bathroom, or other university residential facility. Common areas such as hallways, stairs, hall bathrooms, laundry rooms, and lounges are to be kept clean and clear of trash at all times.

- Failure to maintain these areas in clean condition (as represented by the presence of litter) can result in a minimum fine of \$25 and a maximum \$250 health and safety fine. This includes the presence of trash outside front doors and on balconies.

The Community Expectations continued

- Plant Operations staff will report incidents of excessive litter and vandalism to the residence life staff as soon as discovered. The staff will immediately inspect reported incidents and assess a fine when appropriate. The fine will be assigned to the entire group of residents when individual violators cannot be identified.
- The cost of repairs for acts of vandalism will be assigned to the group when individual violators cannot be identified.

Noise & Disruptive Activity

- The residential environment is one meant to be supportive of the academic mission and focus of the university. As such, noise or other activities which are excessively loud or bothersome to other people are strictly prohibited.
- In support of the academic mission of the university, “quiet hours” are in effect from 10 p.m. to 10 a.m. seven days a week. Loud or excessive noise is strictly prohibited during these hours. Please note that any noise that is considered to be bothersome to others (i.e., noise that is generally above normal conversational level) will be considered loud and excessive.
- During “quiet hours,” all residential community members should be committed to upholding the spirit and intent of these hours. Playing loud music, loud talking in the hallways/ common areas, social functions, slamming doors, etc. are all examples of activities that should be avoided during these designated times. Please remember that “courtesy hours” are always in effect.
- Individual instrument practice is permitted in residential areas from 3 p.m. to 7 p.m. each day. Instruments should not be played outside of these hours. Band practices are prohibited in individual rooms/apartments.
- Personal amplification systems, including stereos and radios, may not at any time be played loudly, be placed in residential windows, or be used with the intention of entertaining persons outside the resident’s or organization’s room/space.
- Please be aware that on the last day of classes each semester, 24-hour “quiet hours” are in effect until the end of the exam period. The residential environment should be completely quiet during the exam period.
- Residence life staff members will, in an effort to maintain an environment conducive to academic pursuits, confront and address all noise issues brought to their attention. In addition, all members of the community are encouraged to actively confront others who may be in violation of the above policy.

Occupancy Adjustment or Consolidation The Director of Residence Life may require single occupants living in double rooms to move together in order to open double rooms for others.

The Community Expectations continued

Pets Animals are not permitted in any on campus living facilities. The only exception is fish in 10 gallon or smaller tanks.

Roof and Balcony Safety Students are not permitted on the roofs of any university building. In addition, students are not permitted to jump or climb from the balconies of residential buildings. Students also are not permitted to throw items (e.g. university property, water balloons, snowballs etc.) from the windows or the balconies.

Room Fines The Office of Residence Life may levy and collect fines for unauthorized use or alterations of rooms, equipment, or buildings, for special cleaning necessitated by improper care or use of rooms, common areas/spaces, and equipment, and for noncompliance with check-in or checkout procedures. Copies of specific policies which relate to these fines are available in the Office of Residence Life.

Room Furnishings University-provided furniture is unique to each hall/complex. Students may provide draperies or other decorations. The university may disallow furniture and fixtures which students add to the rooms if it is determined that those items present a health or safety hazard. The university does not provide linens or pillows. Students should be aware of the following parameters:

- Waterbeds are not allowed in residential facility because of potential leakage and damage to property.
- Furnishings are not to be used for any function other than their intended purpose. University equipment, furniture, or furnishings may not be removed or disassembled. Students will be charged for replacement or repair costs.
- The installation of furnishings or alterations such as loft systems and partitions is prohibited.
- Students are not permitted to repair damages which have occurred to university property or furnishings.
- Indoor furniture that is left outside overnight by students or groups may be considered a trashing violation.
- Lobby/clubhouse furniture may not be placed in students’ rooms. If furniture is found within student rooms, residents will be documented and referred to the judicial system.
- Cinderblocks are prohibited in all residential facilities.

The Community Expectations continued

Screens Window screens must be left in the windows and are not to be removed. Windows are not to be used as entrances or exits, and personal belongings are not to be hung out the windows. If a screen is missing, individual students will be responsible for the replacement cost. Additionally, sitting on the window ledge of an open window in a residential facility is strictly prohibited. Such behavior may result in a Health & Safety fine or other sanction.

Security Measures

- A resident assistant in each building or area will be on call for problems, services, and emergencies beginning daily at 6 p.m. One residence director will be on emergency on-call duty for each area (residence halls and apartments) of campus 24 hours a day, 7 days a week. Students may reach the RD/AC on call by contacting the Office of Campus Security (6617).
- The front desk of each building will be staffed by a Desk Assistant during visitation hours in the residence halls and from 10 a.m. to 10 p.m. in the apartment clubhouses.
- To help preserve the safety and security of all residential students, tampering with the door security system will not be tolerated to any degree. To protect yourself and others, please be aware of the following policy statement: Door-propping or tampering with the door security system is a serious violation of university policy.
- It is against university policy to loan out an ID card or bypass the card access system in any way. This includes, but is not limited to, tampering with doors/gates and locking mechanisms. Violations of this policy may result in a loss of housing, reimbursement costs for damages, or other judicial action.
- Students who are not residents of a particular hall/apartment complex may enter during approved visitation hours.
- All residents who lose or misplace their identification cards must report it to the Office of Campus Security and obtain a replacement card.
- Students who forget their ID card may gain access to their building or suite by contacting their individual RAs or the Office of Campus Security. There is a \$5 fee to have your door unlocked.
- All side doors will be locked to outside entrances and will be alarm-activated. Door-propping or activating the alarm is a violation of university policy and may result in a loss of housing.

Residential Key & Access Agreement

Right of Entry The university respects the privacy of individuals, and when access is required, will make every reasonable effort to enter a resident's room while the resident is present. However, authorized university personnel may enter a university residence at any reasonable time to:

- Confirm reasonable health and safety of facilities.
- Provide maintenance to university property within a residence.
- Investigate suspected violations of university policies or unlawful activity.
- Address emergency conditions such as fire or threatening weather.
- Lock doors or windows or otherwise secure the buildings at closings.

Students should be aware that room inspections will take place throughout each semester and any items not allowed by university policy will be confiscated.

Search and Seizure Search of residence hall rooms may be made by authorized university officials, including residential staff, in emergencies when life and property appear to be in danger or to investigate suspected violations of state or federal law or university policy.

Solicitation All solicitation in residential areas is prohibited for any person or group who is not affiliated with an approved campus organization. Those found in violation will be removed from the campus. Any person found soliciting after once being removed from a residential area will be arrested for trespassing.

Storage Because of space limitations, storage facilities are not available for residents. Residents should plan to store all personal belongings in their rooms. However, no lumber, trash, or combustible materials may be stored in a room, bathroom, or other university residential facility. Common areas such as hallways, stairs, hall bathrooms, laundry rooms, and lounges are to be kept clean and clear of personal belongings at all times. Consequently, the university takes no responsibility for residents' personal belongings left in common areas.

Visitation Students are not permitted in rooms, suites, or halls designated for members of the opposite sex except during approved visitation hours. During approved visitation hours, the rights of a resident to study or sleep outweigh the right of a roommate to have visitors and/or to socialize in the room with a visitor. If a visitor is present in a residence hall room, the door must be at least cracked open at all times (this policy does not apply to apartment residents). Students may be held responsible for their guests. Visitation is approved for the following hours and locations:

Residential Key & Access Agreement continued

Residence Halls: Sunday-Thursday Noon-11 p.m.
Friday-Saturday Noon-1 a.m.

Apartments: Sunday-Thursday 10 a.m.-Midnight
Friday-Saturday 10 a.m.-2 a.m.

*Note: The policies listed below have a particular significance to a residential living context; however, they apply in a broader sense to the entire community. They can be found in *The Bruin Guide*.

VIOLATION OF CONDUCT POLICIES

When students are found to be in violation of institutional policies within a residential setting, institutional staff will document the violation via the use of a Community Conduct Form. This report is intended to document any kind of event for which some record may be needed in the future. The student will then enter the institution's disciplinary process as outlined in *The Bruin Guide*. If a fine or charge needs to be levied, all bills are generated as a result of this report and the student(s) named therein will receive a copy.

Upon receipt of the key to my residential facility, I acknowledge my personal responsibility for complying with the following safety policies.

As a member of the Belmont University residential community, I understand that I am responsible for my own health and safety. Belmont has committed significant resources to establish a safe and secure campus environment. These include, but are not limited to:

1. Alarmed emergency doors (may not be used for normal entrance to or exit from residence halls).
2. Card access permits a student to gain access only to his/her designated residence hall or apartment complex.
3. Office of Campus Security which provides escorts to students traveling across campus.
4. Office of Campus Security which provides on-campus patrols 24 hours/day (vehicular, bike and pedestrian) and emergency response.
5. Exterior lighting which provides improved visibility along campus passageways.
6. Emergency alert and contact stations positioned in multiple campus locations.
7. Safety awareness programs.

These services rely heavily on student support and compliance. In order to make the Belmont University residential communities as safe as possible, please read the following expectations for campus residents. Violations of these may be processed through the university discipline system.

Residential Key & Access Agreement continued

1. I agree to lock my residence hall/apartment door when I am not present.
2. I agree to immediately report the loss of my key(s) to Residence Life staff.
3. I agree not to loan or give my key(s) or Belmont University ID card to anyone, for any reason.
4. I agree not to prop open any outside entrance, lobby, stairwell, or laundry room doors.
5. I agree to keep windows locked when my room/apartment is not occupied. I agree not to use windows as exits or entrances to any room.
6. I agree to report any suspicious person(s)/activities to the Office of Campus Security or a Residence Life staff member.
7. I agree not to activate a fire alarm or emergency alarm unless warranted by an emergency. I understand that this action is a prosecutable offense and will be addressed aggressively.
8. I agree not to leave guests of the opposite gender unattended in my room/apartment.
9. I agree to abide by all Belmont University Residence Life policies and procedures that are found in the Campus Housing Occupancy Agreement, The Bruin Guide (the student handbook) and The Community Expectations.

