FLORIDA SOUTHERN COLLEGE

COMMUNITY LIVING POLICIES

2024-2025

FLORIDA SOUTHERN COLLEGE
COMMUNITY
LIVING

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Welcome, Moccasins!

On behalf of the Office of Community Living staff at Florida Southern College, we would like to welcome you home. We are so excited you are here and a part of the FSC community!

Living on campus is an integral part of the college experience. We will provide you with a residential environment that is available, ready to listen, and knowledgeable in campus resources.

I encourage you to take advantage of what FSC has to offer. Take part in one of our over 110 student organizations or our countless programs. Attend an athletic event or see a performance. With everything right outside of your door, your FSC experience is yours for the taking.

Residents are also encouraged to reach their highest potential as responsible members of their residential community. Our policies exist to maintain an atmosphere of mutual respect and academic success. Please familiarize yourself with these standards. These policies provide each resident with guidelines and policies to help acquaint you with your residential community.

Here’s to a great year - Go Mocs!

Romel C. Boiser, M.S.

Assistant Dean of Community Living

Office of Community Living

COMMUNITY LIVING GENERAL POLICIES

Florida Southern College has a four-year residency requirement. Full details regarding our residency requirements, eligibility, and exemption request details can be found in the Student Handbook.

The College reserves the right to relocate residents at any point to accommodate its housing needs. Though relocation can take place at any point in the year, when reallocation is necessary for a reason outside of the student’s control, the College will work to limit relocations during the housing selection process of the spring and during the summer prior to residents arriving for fall term.

Additionally, the College may also reassign any student who become disruptive to the residential living environment, neglects to clean their residence, fails to follow to federal, state, or local laws, fails to follow Florida Southern College policies, or causes considerable damage to a residential facility or room. Residents who lose the privilege of residing in a campus residential facility because of a campus residential facility probation violation will be unable to remain a student unless they meet the approved reasons for residency exemption. Reallocation for reasons of conduct, neglect, or violation will be immediate.

RESIDENCY REQUIREMENT

Florida Southern College has a four-year residency requirement, outlined the student handbook. **All undergraduate students must reside in campus housing unless they have an approved exception request or are deemed ineligible.**

Ineligible Students

The following students are ineligible for campus housing, unless specific approval has been provided by the Vice President of Student Affairs or their designee:

- Students under the age of 17,
- Graduate students,
- Part-time students,
- Dependent children of residential students,
- Students who will begin enrollment at FSC at age 24 or older.

Due to the limited number of bed spaces on-campus, Family Housing is not available for students. Family Housing entails housing for students with spouses, children, and/or dependents. Similarly to Family Housing, the limited number of bed spaces on-campus limits the college's ability to house non-undergraduate students. Graduate student housing is not guaranteed and is based on availability after all undergraduate students have been assigned. Due to the timing of the college's housing selection process, information regarding graduate housing availability may not be known until the month leading up to the start of the academic semester. It may be in the best interest of the graduate student to identify alternative housing options.

Residency Requirement Exemption Request

Select students may wish to be considered for an exemption to the residency requirement. Students who meet the following criteria may apply for a residency exemption:

- Students who will be at least 23 years old prior to the semester they are requesting to live off campus.
- Students who are married or have custodial children.
- Students who to live with their custodial relative in their primary residence, within a 30-mile radius of the campus (considered “commuter” status).
- Students who will be a part-time student (less than 12 undergraduate hours) for the remainder of their college career.
- Students have fulfilled the four-year campus residency requirement (all at Florida Southern College).

Students who meet one of these criteria must complete an “Off-Campus Request Form.”. Students who do not meet these criteria will remain residential students. Any student may complete the form but must await approval BEFORE signing an off-campus lease. Denial of the off-campus housing request means that students are still considered a part of the campus residential community. If approval is given, students must provide an off-campus address.

Housing Agreements

Housing agreements are effective for one academic year, provided the student has been accepted to the College and has made all payments in full. The housing agreement only assures housing during the period when classes are in session during the fall and spring semester. Summer Housing is a separate application process. In order to obtain College housing all students must ensure that all holds are removed from their student account before the housing selection process can be finalized. College residential facilities are limited to single-student housing.

Apartment or House Eligibility

As residents progress though their academic careers at Florida Southern College, they may have an opportunity to occupy a college-owned apartment or house.

When residents are assigned, Community Living considers a student’s status based on their time removed from high school graduation and age while at FSC. For example: despite the number of credits an incoming new student has, a student will still be considered a first-year student or “freshman” status and will reside in designated first-year student housing. Similarly, that same first-year student will reside in second-year student housing upon returning to FSC after their first year.

For 2024-2025, residents must meet the following requirements to be eligible to live in an apartment or house:

- 2.5 cumulative GPA for Garden Apartments, Lake Morton Apartments, Star Apartments, and houses; 2.0 cumulative GPA for all other apartments.

- Second-year residents with at least a 2.0 cumulative GPA are eligible to live in Lake Hollingsworth Apartments, Mississippi, Ledger, Lexington, and Colony Arms apartments.
- Second-year residents or Sophomores are ineligible to live in Garden Apartments, Star Apartments, Lake Morton Apartments, and houses, except for Hollingsworth Scholars and Honors residents.
- Must be 18 years of age or older.

Beginning in 2025-2026, additional eligibility requirements will be required for apartments or houses.

RIGHTS AND RESPONSIBILITIES OF RESIDENTIAL STUDENTS

As a campus residential community member, a student can expect and has both a responsibility for and 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)
- Sleep without undue disturbance from noise or guests of a roommate
- Expect that a roommate will respect one's personal belongings A clean environment in which to live
- Freely access one's room and facilities without pressure from a roommate
- Personal privacy
- Host guests who respect the rights of the host's roommate(s) and other community residents
- Address grievances (Office of Community Living staff is available for assistance in settling conflicts)
- Be free from all forms of intimidation, harassment, prejudice, and physical and emotional harm

The policies below are put in place and enforced to ensure that the rights above are afforded to all residential students.

ROOM ENTRY & SEARCH POLICY

As outlined in the Student Handbook, all students who enroll in the College consent to room entry and search. While living in a college residential facility, residents should expect reasonable

privacy in their living space. However, there are circumstances in which authorized persons using approved procedures may key into a room, suite, apartment, or house.

- College facilities and housekeeping staff may enter rooms/suites/ apartments/houses in response to any cleaning or maintenance concerns.
- Student Life staff members may enter rooms/suites/ apartments/houses to perform any health inspections or respond to any safety or accountability concerns.
- Campus Safety Officers, College-contracted LPD officers, and Law Enforcement may enter rooms/suites/ apartments/houses in response to any safety concerns or to ensure that fire-safety regulations are being met.
- Resident Advisors (RA) and other Community Living staff may enter a room/suite/ apartment/house in response to any safety or accountability concerns with permission from a Community Living professional staff member. Resident Advisors may also enter a room/suite/ apartment/house during regularly scheduled Health and Safety Inspections. Your RA will notify you when these inspections occur.

By exercising the privilege of enrolling in the College, all residents consent to the following and the College reserves the right to:

- Access and/or search a student's campus residential facility room for inspection, inventory, custodial service, and protection of college property.
- Access and/or search a student's campus residential facility room and/or possessions to ensure compliance with College Policies and to ensure the welfare and safety of individuals and groups on campus.
- Access and/or search a student's vehicle on college property to ensure compliance with College Policies and rules to ensure the welfare and safety of individuals and groups on campus; and search a student's person and personal effects in the student's possession to ensure the welfare and safety of individuals and groups.

Furthermore, the College reserves the right to remove personal items for health and safety reasons. In extreme circumstances where it is necessary to protect the health, safety, or integrity of the residential facility or living environment, the College reserves the right to remove and dispose of personal items from a student's residence. Such situations may include, but are not limited to, the presence of hazardous materials, infestations, health concerns, or any items that jeopardize the well-being, cleanliness, or health of residents or the facility.

The College will make reasonable efforts to notify the students in advance, when possible. However, due to the nature of the circumstance, notification may not be possible. The College will not be liable for any costs associated with the disposal, loss, or replacement of personal items that are removed under this policy. It is the responsibility of the student to ensure that their living space remains in compliance with all health and safety standards as outlined in this Handbook.

FAILURE TO COMPLY

Residents and guests must present proper identification when requested. Residents must comply with any FSC official's request (including, but not limited to: Resident Advisors, Community Directors, Community Living Staff, Student Development Staff, and Campus Safety Officers) when such official is working within the performance of their duties. A notification to schedule and/or maintain an appointment or meeting with a staff member must be honored.

SECURITY, LOCKS, & KEYS

Residents must carry their assigned residence key and student ID card. Campus residential facility security is a shared responsibility of all FSC staff and residents. Residents may not prop open or allow doors to be propped open for any room, floor, or building exit door. Doors should not be pulled on or attempted to be forced open. Residents should never allow people who are not their guest into the building or onto the floor.

Tampering with or damaging lock mechanisms is prohibited. Additional locks may not be added to doors or other college property or equipment. Duplication of keys is prohibited, and fines will be assessed. Keys may not be stored in lock boxes and should only be used by the person to which they are issued, including chapter room keys.

Residents may not borrow or loan keys or student ID cards. Residents must return keys immediately upon check-out or reassignment and must report any lost or stolen keys or student IDs as soon as possible. Residents are responsible for locking and securing their assigned room, suite, apartment, or house. Lost or stolen keys and ID cards are to be reported to Campus Safety as soon as possible. A charge will be assigned to students with missing keys. Prices are subject to vary based on the community.

CAMERA SURVEILLANCE

Each residential facility on or off campus is equipped with video surveillance cameras. The cameras are in place to ensure and improve the safety and security of residents and campus property.

Camera footage will be reviewed by appropriate campus officials in response to a security, safety, or student conduct concern. Approved FSC cameras are on the exterior of residential facilities, in residential facility lobbies, or in the halls of Allan Spivey Hall. FSC, nor individual, personal cameras will be permitted inside residential rooms, suites, apartments, or houses. Individual, personal cameras are not permitted outside residential rooms, suites, apartments, or houses.

NOISE

Quiet hours are from 11 p.m. to 8 a.m.

Courtesy hours: Each resident is responsible for keeping noise levels reasonable. Noise levels should be low enough to not to disturb others. Courtesy hours are 24 hours a day. During mid-semester and final exam weeks, quiet hours are 24 hours a day.

VISITATION

FSC residential guests are welcome in student rooms provided they are always escorted. No non-FSC guests will be permitted in residential facilities. Residents and their guests are required to conform to the guidelines and policies established by the College.

Residents are responsible for the behavior of their guests and must inform them of Community Living and Florida Southern College policies. All campus residential facilities work on the honor system.

Abuse of the visitation policy may result in revoking of the visitation privileges in any campus residential facility. Roommate approval is required for any guest. Overnight guests are permitted when the following criteria are met:

- Roommate(s) approval is provided.
- Guests will have access to a campus residential facility bathroom designed for use by their respective gender.
- Private bathrooms in suites, apartments, or houses may be used by any guests with consent of suitemates or apartment and house roommates.
- Residents residing in communities with common-use bathrooms like Dell Hall, will not be able to have overnight guests of the opposite gender as they will not have access to a gender specific bathroom in the community.
- Residents complete the Overnight Guest Registration Form found on Community Living's Engage page.

Certain communities will not be able to permit overnight guests of the opposite gender: Nicholas, Wesley, Dell, Hollis, Jenkins, Publix Commons, Joseph-Reynolds, and Spivey.

OVERNIGHT GUEST REGISTRATION

All residents must register their overnight guests with an Overnight Guest Registration Form. This form can be found on Community Living's Engage page. Residents and guests are expected to abide by the policies set forth in the FSC Student Handbook and Community Living Policies. If a guest is leaving a vehicle on-campus, a parking permit will be required. Parking Permits can

be picked up upon arrival at Campus Safety. The guest must be accompanied by their Resident Host to redeem their permit.

COHABITATION

Cohabitation, as defined by Florida Southern is: Married or unmarried persons, living together or occupying the same living space over 3 consecutive days or 10 total days throughout the semester. Cohabitation is prohibited. Only residents assigned to a room, suite, apartment, or house may live there.

SUBLEASING

Residents are prohibited from transferring possessions, leasing, or subletting the premises or giving accommodations to roomers, boarders, lodgers, or family members.

FIREARMS, WEAPONS, FIREWORKS, EXPLOSIVES AND FLAMMABLE LIQUIDS

Possession and/or use of these items or look-a-likes is not permitted anywhere on campus or in campus residential facilities.

Prohibited Items include, but are not limited to the following:

- Bottle rockets and any fireworks
- Chemical bombs
- Firearms, rifles, bayonet, BB guns, stun guns, and tasers Switch blades, hunting/fishing knives, and recreational knives with blades longer than 4 inches
- Medieval weapons, slingshots, nunchucks, martial arts weapons, and bows & arrows
- Interior paint, paint cans, spray paint, and paint thinner
- Propane canisters, lighter fluid, gasoline, gasoline cans, charcoal, tiki-torches, and tiki-torch fuel

HARASSMENT/INTIMIDATION/INVASION OF PRIVACY

Threatening, defaming, or abusive behavior will not be tolerated. This includes sexual, racial or religious harassment, intimidation, hazing, pranks, or invasion of privacy. This behavior will also include electronic communication. If you are aware of the situation listed above, we encourage you to report using the Just Ask Anonymous Report Form.

ALCOHOL

FSC is an alcohol prohibited campus. Alcohol is not allowed in any college residential facility or any other campus facility.

Shot glasses, beer steins, wine glasses and other drinkware related to alcoholic beverages are permitted, however these items will be discarded if being used as part of an alcohol violation. The items below are always prohibited.

Prohibited items include, but are not limited to the following:

- Alcohol bottles, cans, and kegs.
- Boxes, containers, bottle caps, or any other item that once held alcohol as packaged.
- Drinking paraphernalia such as shot luges, beer bongs, keg taps, etc.
- Items set up for drinking games - flip cup, beer/water pong, etc. Any alcohol related item for which you need to provide ID to purchase.

DRUGS

The use or distribution of drugs, illegal or prescription, is not permitted. For more information regarding the College's stance and policies of drugs can be found in the FSC Student Handbook.

SMOKING

Smoking inside all college buildings is prohibited including the use of electronic cigarettes, disposable or reusable vaporizers, Juuls, or any device that emits smoke or vapor. People should maintain a minimum distance of 10 feet from buildings when smoking. Smoking is prohibited on patios, balconies, and entryways.

THEFT/UNAUTHORIZED POSSESSION OF PROPERTY

Theft of any kind or the possession of stolen property is prohibited. This includes, but is not limited to the following:

- Roommate or student belongings
- Signs such as street, FSC signage, banners, plaques, etc. Safety cones
- Hazard barriers
- Any FSC community items
- Any items belonging to the City of Lakeland or any public or private entity

DISRUPTION OF THE COMMUNITY LIVING ENVIRONMENT

Behavior which is disruptive to orderly community living is prohibited. This includes, but is not limited to the following:

- Throwing items in the hallway or bouncing balls on the floor/hallways
- Fighting Pranks
- Public indecency
- Any other behavior that may cause physical injury or is potentially dangerous to the health and well-being of residents

PETS

No pets are allowed in any residential facility, including apartments and houses. Only small fish are allowed in aquariums of 10 gallons or less in capacity. Any animal that has not received approval as an Assistance or Service Animal is considered a pet and will be documented. A violation fine will be assessed to the animal owner/host. Animal owners/hosts will have 24 hours to humanely remove the animal from campus. For more information, please review the animal policy in the Student Handbook.

Students interested in obtaining a Service Animal or Emotional Support Animal, will need to contact the Office of Student Disability Services to review the necessary steps to begin the reviewal process. Information about Service and Emotional Support Animals can be found on the Student Handbook and Student Disability Service's website.

RENTER'S INSURANCE/LIMITATION OF COLLEGE LIABILITY

Community Living and the college are not liable for damage or loss of personal property, failure or interruption of utilities, or unforeseen accidents/injuries. Residents are strongly encouraged to review family homeowner's/renter's insurance policies and/or to purchase personal renter's insurance. Renter's insurance is not a requirement for residential living.

REIMBURSEMENT

There shall be no allowance to residents and no liability on the part of Community Living from the making of any repairs, alterations, additions, or improvements to the premises or any portion of the building in which the resident student is located. Community Living and the college will

not reimburse a resident for losses created by, or resulting from, unforeseen events, loss of utilities, acts of nature, fire, accidents, injuries, or theft, which may occur.

SOLICITATION

Any personal or commercial solicitation (including door to-door sales and distribution of advertisements) within the residence halls is prohibited.

FURNISHINGS

The college provides each resident with a bed, mattress, desk and chair, drawer space, hanging clothes space, and in some cases, bookshelves. Residents are responsible for maintaining the condition of the furnishings in their rooms and in any communal areas such as lounges and lobbies.

Residents are permitted to arrange furniture within a room in any reasonable manner, providing that all furniture is placed in its original location at checkout, within certain guidelines below:

- All college furniture must remain in the room and be reset to check-in configuration upon check-out.
- All college furniture must remain assembled.
- Any furniture that is not supplied by the college must be fire resistant. A permanent manufacturer's label must be affixed to every item of personal furniture.
- Any furniture intended for indoor use is not permitted outside. Furniture must not block access to doors and windows.
- Furniture in the common areas is provided for all residents' use and is not to be moved from the common spaces. Personal mattresses are not permitted unless previously approved via an accommodation request through the Office Student Disability Services.
- Waterbeds or water mattresses are not permitted.
- Any structure which has a function of serving alcohol (stores alcohol containers, mixes drinks, and/or is used to serve drinks, i.e. a bar) is prohibited in any college operated building. College staff will be responsible for determining whether a structure is bar-based on the condition in which it has been found. Anyone found in violation of this policy will be required to remove the structure.

ROOM CHANGES

We acknowledge that conflict may arise in a shared, living environment. If a concern is present, residents should utilize our trained staff members to help them work towards a resolution. If a resolution cannot be found, a room change may be explored.

Residents may not change rooms without the written approval from a professional staff member from the Office of Community Living.

Room and roommate change requests may be made to the Office of Community Living beginning on the third week of each semester. It is important to note that room changes are limited by available spaces and cannot be guaranteed.

Residents must first speak with their Resident Advisor or Community Director before requesting a change. Mediation may be deemed necessary prior to a room change as there will be a period where all residents of a space will continue to reside together.

The student who initiates the room change is responsible for informing their roommate that they want to move out. Residents who are approved for a room change must make the move within 48 hours after receiving approval. The move entails checking out of the originally assigned room with the Resident Advisor, completing the room condition report, and returning the room key to the Office of Community Living. Residents who do not follow this procedure may be charged a fee and be subject to disciplinary action by the Office of Student Conduct.

If a student is going through the Accountability process, they may be reassigned or removed from housing due to a sanction.

ROOMMATE AGREEMENTS

It is Community Living's belief that proper communication will lead to a more seamless, hospitable living environment. Therefore, all residents must complete a roommate agreement between all roommates/ suitemates/ apartment mates of a residential space. Roommate Agreements can be completed on your respective community Engage page (e.g. Joseph-Reynolds Community Engage page). Prior to roommate mediation, a Roommate Agreement is expected to be completed. It is with a Roommate Agreement and efforts through mediation that will result in either cohabitation or, in some cases, movement of one or more individuals from a residential space.

ROOM CONDITION REPORTS (RCR)

Residents can thoroughly inspect their assigned rooms and shared space (as appropriate) and report any additional existing conditions within 24 hours of check-in. Proper completion of the RCR will prevent the student from incurring charges for pre- existing damages. Residents are

responsible for immediately reporting any damages to their Resident Advisor and completing Work Requests that may occur during the academic year.

MOVING OUT

Prior to a resident moving, the Community Living staff enter and assess the room's current condition.

When checking in, each resident is strongly encouraged to make their own assessment before fully unpacking. The resident will have an opportunity to review the condition with their RA within the first few days after move-in. The RCR will be valuable to both the staff and the resident upon the resident's check-out and will be reviewed in the Damage Assessment process.

When a resident officially checks out of a residential space, the RA will review the condition of the room with the student present. This is the opportunity for the resident to discuss or report any additional damage that may have occurred while they were assigned in the space. A second review will take place with the RA's supervisor after the student departs. It is possible that damage can be found following a student's departure. To limit the concern of having to pay a fee, it is important for the student to be sure to schedule their check-out with a RA and not leave.

DAMAGES

Failure to respect FSC property and any other property that is not your own is prohibited. Individual residents will pay for any charges assessed for damage to their room and shared spaces. All residents may be responsible for floor or community damages and will equally pay for any charges to the suite, apartment, house, floor, or community.

Damage charges will be assessed to student accounts at the end of the academic year or upon vacancy of the space and may include any community damages from throughout the year, as well as any damage or cleaning charges assessed to residents after vacating their assigned residence.

When public areas are vandalized or College property is damaged, a group of residents, a floor, or a building where residents live near the damage will be assessed fees for the damages if no one resident or group of residents accepts responsibility. Each time an incident occurs, a Resident Advisor, Community Living staff member, or Facilities Maintenance staff member will document it.

REPAIRS, MAINTENANCE, AND CONSTRUCTION

The Facilities Maintenance Department of Florida Southern College, or any outside contractors hired by the College oversee any repairs, maintenance, or construction of the College's residential facilities.

Attempting to repair, paint, or structurally alter any appliances, living space features, or lobby features is prohibited. Doing so can result in damage or replacement charges.

This includes Micro-fridges, beds, closets, armoires, furniture, desks, stoves, refrigerators, dishwashers, microwaves, A/C units. Any maintenance requests need to be submitted through the Florida Southern College Facilities Maintenance website. Maintenance Requests can be submitted to assist with the following:

- Ceiling light bulb replacement
- A/C not functioning properly Insect or pest control
- Lock and key repair
- Appliance or furniture repair Plumbing concerns
- Cleaning up broken glass
- Leaks or water build up

CLEANING

Each resident is responsible for the proper care of one's room and shared space. All campus residential facility rooms and shared spaces must remain clean throughout their occupancy and must be returned to the original condition upon vacating the space.

Community Living defines a clean and healthy living environment as:

- Clear pathway between bed, room door, and window(s)
- Residents regularly washing dishes and removing trash to avoid pest and odor issues
- Trash is to be disposed of in designated dumpsters
- Resident laundry is cleaned on a regular basis

Upon vacating a space, residents:

- Sweep/vacuum room, suite, apartment, house
- Wipe down surfaces in room, suite, apartment, house
- Remove all personal items and/or furniture not belonging to the College
- Report any damages or issues to Community Living staff

Failure to maintain a clean and healthy living environment may result in documentation by Community Living staff. Residents may be assessed cleaning charges upon vacating their assigned room, suite, apartment, house if space is not returned to original condition. Room Condition Reports will be submitted to document the initial status and check out a room's status.

PROJECTILES

The throwing, dropping, pouring, or hanging of anything (including keys and ID cards) from windows, balconies, ledges, and landings is strictly prohibited. Throwing anything at windows and buildings is also prohibited. Residents are responsible for damages and/or clean-up charges that result from this action.

ROOFS, LEDGES, AND BALCONIES

Residents are not allowed on roofs, ledges, or balconies at any time.

Windows cannot be opened. Residents may not enter or exit a building through windows. Leaning out of windows for any reason is not allowed. Windows may not be covered except with the blinds installed by the college or personal curtains. Window blinds may not be removed.

FIRE SAFETY

Arson or the setting of fire, tampering with fire safety equipment, falsely pulling fire alarms, stopping existing fire alarms, or failing to immediately evacuate during a fire alarm are all violations of state fire codes. Immediate evacuation when an alarm sound is mandatory.

Re-entry into a building before the alarm is silenced and College officials have given residents the all-clear to re-enter is prohibited. In a fire drill, all residential rooms will be entered by Campus Safety and Community Living Staff (including RAs) to ensure the building has been evacuated.

CANDLES AND INCENSE

All candles, candle warmers, and incense are prohibited in residential communities, including college owned apartments and houses. Wax warmers are permitted unless the heating source is an open flame.

EXTENSION CORDS/MULTI-PLUG ADAPTERS

No extension cords are permitted in campus residential facilities.

UL approved power strips with an on/off switch and surge protection are the only multi-plug adapters permitted in campus residential facilities. The power strip must be plugged directly into the outlet and may not be plugged into another power strip. Only one power strip may be used per double outlet.

DECORATIONS

Residents are encouraged to personalize their rooms and decorate public areas within established guidelines and policies. Residents are encouraged to use 3M hangers, sticky putty, or other non-damaging hanging methods for decorations. Hanging decorations from ceilings is prohibited.

PROHIBITED DECORATIONS:

- Contact paper and stickers are prohibited in all residence and public area locations
- Alcohol containers or signage
- Décor containing profanity or inappropriate references is prohibited in all public areas
- Any décor that causes or has potential to cause damage to the residential facilities
- Confederate flags are prohibited in all residential facilities

APPLIANCES

Residents of Dell, Miller, Hollis, Joseph Reynolds, Allan Spivey, Publix Commons, Jenkins, Nicholas, and Wesley Halls may use appliances that do not have a heating source. Examples of approved appliances include blenders, coffee pots, and Keurig's.

Prohibited appliances include, but are not limited to, toasters, toaster ovens, air fryers, hot plates, sterno burners, induction burners, and any appliance with an open coil or open flame.

All other campus residential facilities are permitted to have any kitchen appliance. All appliances must have an automatic shutoff feature.

REFRIGERATORS AND MICROWAVES

A Micro Fridge has been provided in all on-campus residence hall rooms. Residents in these areas are not permitted to bring a refrigerator or microwave to campus. Apartments and houses are furnished with a fridge, but residents in apartments may need to provide a microwave, depending on which community they reside.

BARBECUE GRILLS

Residents are permitted to use charcoal barbecue grills at a minimum distance of 15 feet from all campus residential facilities. Propane grills and accompanying propane tanks are prohibited.

The use of grills is not permitted indoors, under covered walkways, landings, or balconies. Propane tanks, charcoal, or lighter fluid are not permitted, and may not be stored within any residential facilities.

LIGHTING

Residents may bring a lamp to add additional lighting to the space. Light emitting diode strip lighting is permitted in a room, but only a single strip 6 feet or less is permitted. Multiple strips, strips longer than 6 feet, or non-strip LEDs are not permitted.

POSTING SIGNS AND INFORMATION IN PUBLIC AREAS

The Office of Community Living reserves the right to limit the number of materials posted per event or organization to ensure equitable access to limited posting space. All signs must be approved by the Center for Student Involvement via the Engage form and posted by Community Living staff.

Residents are prohibited from posting signs in yard or grass areas outside of residential areas, including residence halls, apartments, and houses.

COOKING

Residents should not leave items unattended on the stove or in the oven at any time. Residents are responsible for the proper use of approved cooking appliances and attention to food items while using the appliances.

COMMUNITY KITCHEN

Community kitchens are in Spivey, Joseph-Reynolds, Nicholas, Wesley, Dell, and Hollis Halls. An extra kitchen is on the second floor of the Lake Hollingsworth Clubhouse.

Guidelines of Usage

After use, the kitchen area and surrounding area must be cleared and cleaned. This means utensils, pots, pans, or similar items are clean and put away. Trash and other waste are disposed of in the outdoor dumpster. Any items left will be disposed items by Community Living or Facilities Staff.

Community Living reserves the right to close the community kitchen and/or assess individual or community fines if the community kitchen and surrounding area is not left in good condition.

Residents may not impede other residents' usage of the community kitchen. Residents that do so may go through the Accountability Process.

AIR CONDITIONERS

Residents may not install air conditioners or ceiling fans in their campus residential facility room. Residents may not plug AC units into any other outlet not designed specifically for the unit. Residents may not open windows when air conditioning units are in use.

BICYCLES

Bicycles may not be parked in the walkways, hallways, stairways, or entranceways. Bicycles may be stored in student rooms. Illegally parked bicycles will be impounded at the Campus Safety Office. If a student would like to, they can register their bicycle at Campus Safety. More information about bicycle registration is available at Campus Safety.

SKATES, SKATEBOARDS, AND OTHER PERSONAL MOTORIZED DEVICES

Skateboards, inline skates, hoverboards, self-propelled scooters or similar devices may not be ridden anywhere inside campus residential facilities or any campus building. Persons may use these devices on walkways adjacent to the campus residential facilities for transportation only (i.e. no acrobatics) and with due regard for pedestrian walkways.

RECREATIONAL VEHICLES/TRANSPORTATION

Motorcycles, mopeds, scooters, and jet skis must be parked in designated areas. Such vehicles may not be parked on sidewalks, under building overhangs, or on patios. Under no circumstances are they allowed in the buildings.

CABLE/INTERNET USE

Residents are not permitted to splice into existing television cables or split or splice into data cables or outlets, wrapping TV cable, share cable, or otherwise add to existing cable. Setting up unauthorized wireless access points is prohibited. Tampering with telephone hardware is prohibited. Residents are also not permitted to set up outside antenna systems, satellite systems, or other similar systems.

Residents are expected to follow all college policies regarding internet use while on the college's network.

INFORMATION ABOUT OUTSIDE VENDORS

No outside company representatives can work on the Florida Southern College (FSC) campus or enter any buildings without prior approval from designated FSC officials. Anyone seeking approval to complete work on the FSC campus may inquire about the process with our business affairs office. Those seeking permission to conduct a student event should contact the Center for Student Involvement.

HOLIDAY INN (Mocs South)

Students residing at the Holiday Inn are subject to both FSC and hotel policies. The Holiday Inn is classified as a residential facility akin to our on-campus, residence hall properties.

The College's use of the Holiday Inn will be based on the occupancy needs at the start of each semester. The length of time the College will use the Holiday Inn depends on its needs.

Due to the community's nature, prolonged presence of animals (including service and emotional support animals) is prohibited. The College will prioritize housing residents with service animals to avoid prolonged residency at the Holiday Inn.

FLORIDA SOUTHERN COLLEGE

COMMUNITY LIVING RESOURCES

2024-2025

FLORIDA SOUTHERN COLLEGE
COMMUNITY
LIVING

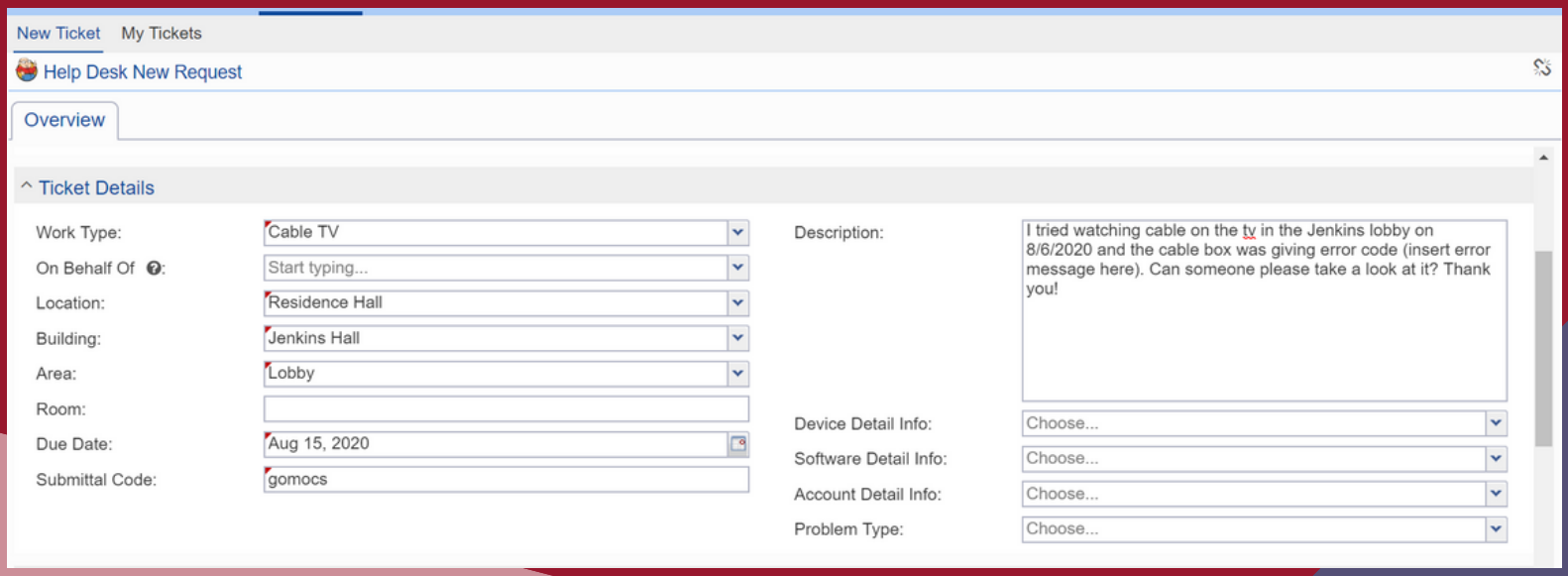
HOW TO SUBMIT A WORK ORDER

Follow these easy steps to submit maintenance requests:

1. Go to https://www.flsouthern.edu/campus-offices/facilities-maintenance/work-requests.aspx
2. Click on "Maintenance Request"
3. Sign into SchoolDude, or register if it is your first time submitting a Work Order. Any email can be used.
4. Fill out your contact information in "Step 1" on the Work Order screen if it is not prepopulated from a previous submission
5. Complete "Step 2" as it pertains to the area for which you are requesting maintenance
6. Complete "Step 3" to select the reason for the request (Ex: Air Conditioning, Lighting, Pest Control, Custodial, etc)
7. Fill out "Step 4" detailing the reason for submitting the request. Please be as detailed as possible to better assist Facilities Maintenance in addressing the request
8. Provide time available for maintenance and a desired completion date in steps 5 & 6
9. Submit your request in "Step 7" with the following password: gomocs
10. Click submit, and you should receive an email confirmation of your request, as well as emailed status updates.

HOW TO SUBMIT AN IT REQUEST

Follow these easy steps to submit an IT request:

1. Go to https://www.flsouthern.edu/campus-offices/facilities-maintenance/work-requests.aspx
2. Click on "Information Technology Request"
3. Sign into SchoolDude, or register if it is your first time using SchoolDude
4. Click "Go to Help Desk"
5. Fill out appropriate areas and click "Create Ticket" at the bottom of the page, using the code "gomocs" to submit it

Note: Please be as specific as possible in your request so your request can be addressed efficiently