



2022-2023

KNOLLCREST EAST LIVING



# Table of Contents

## **Introduction**

Residence Life mission statement.....	3
Residence Life learning outcomes.....	4
Residence Life department goals .....	4

## **General information**

Important dates.....	5
Opening days .....	5
Vacation periods and end of semester closing dates .....	5
Keys and ID cards.....	6
Parking and safety.....	6

## **Moving in**

Please bring the essentials, Possibly bring, Please do not bring.....	7
Apartment condition reports.....	8
Decorating.....	8

## **Apartment amenities**

KE includes.....	9
Your apartment complex includes.....	9
Your apartment includes.....	9
Storage .....	10
Reception desk and mailboxes.....	10
ResNet and wireless computer access.....	10
Printers/Copiers .....	10
ATM .....	11
Laundry facilities .....	11

## **Throughout the year**

Student activities and programs .....	12
Eating on campus.....	12
Common spaces.....	13
Maintenance request forms .....	13
Cleaning and cleaning supplies.....	13
Cleaning tips.....	14
Waste and recycling .....	14
Community commitment to conservation.....	14
Apartment changes: adding a roommate.....	14

## **Moving out**

Clean and pack day .....	15
General checkout procedures.....	15
Transitional housing.....	15
Summer storage.....	16

## **Residence life apartment staff**

Knollcrest East Staff .....	17
Knollcrest East Resident Assistants .....	18
Knollcrest East Programming Activities Counsel (PAC) .....	18
Knollcrest East Desk Staff.....	18

## **Your Christian community**

The big picture.....	19
Your community.....	20
Your roommates.....	21
Common roommate issues and suggested solutions .....	23
Your story .....	23

## **Student Mail**.....24

## **Safety and security**

Safety escorts .....	25
Loss or thefts.....	25
Fire procedures .....	25
Staying safe on-campus.....	27
Prevent fires and fire-related water damage .....	27
Keeping your belongings safe .....	27
Insurance.....	28
Parking .....	28
Bicycle registration .....	28

## **Policies and expectations**.....29

Possible consequences .....	29
Apartment .....	29
Student behavior .....	31

## Welcome to Calvin University and our on-campus apartments!

Your experiences with us will be rewarding, challenging, and even life-changing.

Your apartment is more than a place to lay your head at night; it is a place to meet, study, discuss, pray, listen, laugh, and grow. From classroom to apartment to dining hall to athletic field, the opportunities for learning never stop.

To have a successful and satisfying experience while you're here, be prepared to learn a lot about community. Living with others can be enriching and challenging. It takes respect and consideration of others, respect for the rules which guide our lives together, and a desire to deepen your faith and knowledge of Jesus Christ.

As with most things in life, the more you put into your academic and apartment experience, the more you'll get out of it. We hope you make the most of your time here. **Welcome home!**

### Residence Life mission statement

*As partners in enacting the mission of Calvin University, the Residence life office is dedicated to the learning experience of students through on-campus living.*

*We challenge and support students in their development as whole persons, responsible participants in their communities, and faithful citizens of God's kingdom.*

*Through vibrant experiences and opportunities, we strive to connect students' hearts to God's heart in all things.*

# Residence Life learning outcomes

## **Healthy relationships**

Through fun times and conflicts, with people similar and different from you, expect to grow in your understanding of healthy relationships as you learn from one another in community.

## **Faith development**

Through group and individual opportunities such as Bible studies, times of prayer, worship or late-night conversations, you'll develop a more personal Christian faith and kingdom vision.

## **Social responsibility**

You'll be challenged to see how your decisions and behaviors, and also those of others, impact people in the community, for better or for worse so that we all share responsibility for our neighbor.

## **Self-management**

Whether it's time management, personal hygiene, wellness or self-control, you'll learn about motivation and management of your life as you grow in independence.

## **Congruent decision-making**

You'll begin to connect beliefs and actions, learning and living—recognizing how your knowledge and faith should impact your decisions and choices, as people living in God's world.

# Residence Life department goals

To effectively promote student learning and the Christian character of our communities, the residence life office is committed to the following goals:

1. To ensure safe, well-maintained, and accessible facilities for all residents
2. To encourage learning, retention, and graduation
3. To uphold campus standards of conduct and to encourage student responsibility to do the same
4. To promote campus and community resources for students related to health, wellness, and academic success
5. To shape intentional settings, events, and opportunities for student learning, in order to promote understanding of diversity, justice, and citizenship in God's world
6. To lead by example in our own conduct, relationships with students, and development as professionals and Christ-followers
7. Through all of the above, to nurture personal and communal faith formation in our communities, so that students grow in lives of faith and congruence

# General information

## Important dates

Friday, Aug. 26	9 a.m.	Opening day for apartment students
Friday, Dec 16	10 a.m.	KE opens Christmas Break (you must register)
January 8		Move-in for second semester
Saturday, Feb. 25	10 a.m.	Spring Break housing starts for KE residents (you must register)
Friday, April 28	10 a.m.	KE closes for non-seniors
Monday, May 1	10 a.m.	KE closes for graduating seniors
Monday, May 1	Noon	KE opens for summer (apply online for summer housing)

## Opening days

The official opening day for apartment students is **Friday, August 26, 2021, beginning at 9 a.m.**

## Break periods and end of semester closing days

For Knollcrest East(KE) and Alliance residents, you may remain in your apartments during break periods (you will still need to register for housing through the online application on our website).

Free housing over breaks is only available to students who are currently living in KE. If you have been abroad for fall semester, you are not eligible to stay in KE over Christmas break at no cost. Similarly, if you are abroad for spring semester, you are not eligible to stay in KE during transitional housing in May for no charge. Please make arrangements for alternative housing during those times or be prepared to pay for housing in KE.

The academic year ends on Friday, April 29th, at which time all KE residents must be moved out of their apartments, unless they are a graduating senior, in which case they can stay until 10 a.m. on Monday, May 1st. Exceptions for carpooling or other transportation issues should be cleared by the Area Coordinator for on-campus apartments (616-526-6595).

If you have questions, concerns, or special needs related to arriving and departing times, please contact the housing office (616-526-6120) or the Area Coordinator.

## Keys and ID Cards

All residents are issued one apartment key. If you lose a key, get a duplicate from the KE main office for a charge of \$25. You will be charged \$25 if your key is not returned when you check out. If the Director of residence life determines that for safety or security reasons a room lock needs to be changed, you may be assessed a \$75 fee to cover the lock replacement and installation charges.

For security reasons, most outer apartment building doors will be locked 24 hours a day. You will have access to these doors using your ID card. Lost or stolen cards should be reported to the Campus Safety Office or the housing office. Lost cards can be replaced at the housing office for a fee of \$25 (there is a \$10 refund if the lost card is found within 10 business days). Broken or non-functioning cards can be replaced for \$5 (or will be given for free if a year or more has passed since the last card's print date).

## Parking and Safety

Parking is available on campus for registered vehicles. For full information on parking guidelines as well as other services and tips offered by Campus Safety, see the "safety and security" section of this booklet.

*"I really enjoy living on campus! It has been a truly beneficial experience for me"*

-Calvin Student



# Moving In

## Please bring the essentials:

- |   |  |
|---|--|
| <input type="checkbox"/> alarm clock                        | <input type="checkbox"/> laundry basket and detergent                |
| <input type="checkbox"/> extra long twin sheets (80 inches) | <input type="checkbox"/> microwave-safe dishes                       |
| <input type="checkbox"/> pillow and pillow case             | <input type="checkbox"/> silverware                                  |
| <input type="checkbox"/> blanket/comforter                  | <input type="checkbox"/> desk supplies                               |
| <input type="checkbox"/> hand and bath towels               | <input type="checkbox"/> hangers                                     |
| <input type="checkbox"/> clothing for warm and cold weather | <input type="checkbox"/> umbrella                                    |
|   | <input type="checkbox"/> box fan                                     |
|   | <input type="checkbox"/> cooking-wear (pots, pans, cooking utensils) |

## Possibly bring\*:

- |   |  |
|---|--|
| <input type="checkbox"/> bike and bike lock           | <input type="checkbox"/> posters and decorations (please use removable tape or poster putty) |
| <input type="checkbox"/> outdoor sports equipment     | <input type="checkbox"/> extension cords/surge protectors                                    |
| <input type="checkbox"/> computer or laptop           |  |
| <input type="checkbox"/> TV/game systems              |  |
| <input type="checkbox"/> electric hotpot or coffeepot |  |
| <input type="checkbox"/> plants                       |  |

**PLEASE NOTE:** We advise you to not bring more than one carload of belongings when you move into the apartments due to storage space and room size.

## Please do not bring\*:

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• pets (except fish)</li><li>• candles/incense</li><li>• satellite dishes or external aerials</li><li>• air conditioners</li><li>• waterbeds</li><li>• weight lifting equipment</li><li>• lumber or additional materials to loft beds</li><li>• space heaters</li></ul> | <ul style="list-style-type: none"><li>• five-light floor lamps with plastic lamp shades (melting and fire hazard)</li><li>• alcohol and alcoholic beverage containers (empty or full, including those thought to be decorative)</li><li>• paraphernalia associated with illegal drugs</li><li>• firearms or any kind of weapon (including paintball or airsoft guns)</li><li>• hoverboards</li></ul> |
|---|--|

\*The policies section of this booklet contains further information on some of these items (page 29).



# Apartment Condition Reports

When you check into your apartment, your Resident Assistant (RA) will give you and your roommates an apartment condition form to review. The form will report any existing damage to provided furniture and general apartment condition. When you check out of your apartment at the end of the year, the same form will be completed. Any additional damage noted in the spring may be assessed to your student account. To alleviate any erroneous charges, please carefully review your apartment condition form for accuracy upon check-in. Your RA will collect completed forms by the first day of classes.

# Decorating

Residents are encouraged to personalize their apartments—this is your home! Because we live in Christian community, inappropriate or offensive decorations, including any alcohol related posters or sexually provocative pictures, may not be displayed. We all may not agree on what's inappropriate or offensive, so the residence life staff reserves the right to ask that decorations which it judges to be in conflict with the mission of Calvin University as a Christian academic community be removed.

Please be careful to use removable tape or poster putty only (no duct tape). You are responsible for removing all residue when you check out. Any damage to the room will be assessed to your student account. Floor and desk lamps are permitted but must be UL approved. The university reserves the right to remove them if they are deemed to be a fire hazard. The use of CFL bulbs is encouraged.



# Apartment amenities

## KE includes:

- A front desk in Theta Epsilon with student mailboxes and cleaning supplies
- Laundry rooms for no additional charge
- Ironing boards and irons
- A computer lab with network printing, internet access, and word processing software
- Lounge areas with vending machines, flat-screen TV, ping-pong, foosball, pool tables, air hockey, group study and hang-out space

## Your apartment complex includes:

- A utility closet with cleaning materials
- A lounge/study space (not available in Alliance)
- Vacuum cleaners (in KE, these must be checked out from your RA)
- WiFi

## Your apartment includes\*:

- 4 beds and mattresses\*\*
- 4 dressers and wide closets for hanging clothes
- 4 desks with chairs, bookshelves, and desk lamps
- 2 wastebaskets
- 4 built-in bookshelves
- Stackable furniture (sorry, no homemade lofts are permitted)\*\*
- A private bathroom
- High-speed Ethernet ports and wireless access throughout the building
- A kitchen with stove, oven and fridge, and microwave

\*\*Apartments with five residents will have five beds and mattresses. Extra furniture (i.e. five beds in a four-person apartment) will not be removed due to space constraints.

\*\*\*For safety, we recommend that high-bunked beds be rotated so that the protective side arms of the frames face outward rather than toward a wall. Additionally, specifically designed side rail add-ons are available for rent (see area coordinator).

## Reception desk and mail boxes

The reception desk in Theta Epsilon is generally open from 4–6 p.m. and 9–10 p.m., Monday through Saturday. Services include distribution of mail and messages; checkout of sports equipment, irons, cleaning supplies, and other tools and utensils; campus telephone directory service; stamps; and change of money. Each room is assigned one mailbox, for which students use a combination or key to gain access.

## Storage

There is a trunk room on the lower level in many of the apartments for storage of off-season clothing, trunks, and suitcases and for summer storage. All items stored in the trunk rooms are stored at the student's risk and must be clearly labeled and logged. A staff member must accompany residents who add items to or remove items from the trunk room. **Furniture may not be stored in the trunk room.**

**Bicycles** can be stored on outdoor bicycle racks or in the bicycle storage rooms in Phi Chi and Zeta Lambda. Bicycles may not be left in the hallways, stairwells, lobbies, or floor lounges. Bikes must be registered with Campus Safety and should be locked at all times.

## ResNet and wireless computer access

Access to Calvin's "ResNet" wired network (in student rooms) and "eduroam" wireless network (in the apartments and across campus) is available at no additional charge. Private wireless routers are not permitted. More information is available at [calvin.edu/it/](http://calvin.edu/it/).

Adherence to the Responsible Use of Technology statement of the Student Conduct Code is mandated, and internet access is subject to some content filtering. Additional web-filtering software is available upon request—contact the housing office or your area coordinator.

Sharing of copyrighted files through campus networks or external sites is prohibited. Students are encouraged to use legal services for music and other media, such as iTunes, Pandora, Spotify, Netflix, etc.

## Printers / copiers

Printers are available in Zeta Lambda, Phi Chi and Gamma. A printer/copier is available in Theta Epsilon

## ATM

An ATM is located in the lobby of Theta Epsilon, as well as in the Commons Annex.

## Laundry facilities

All students in on-campus apartments have access to laundry facilities located in your apartment building. These include washing machines and dryers that you may use at no additional charge. Access to these facilities is limited to on-campus residents only.



# Throughout the year

## Student activities and programs

Calvin University offers students activities through residence life, the student activities office (SAO), academic departments, student government, student clubs, and organizations, and more. Financial resources are allocated to KE and to each apartment building within KE for programs, activities, and other functions that are approved by the KE staff and programming activity coordinators (PAC) team.



## Eating on campus

Food has the power to bring our communities together, and many floors will establish a floor dinner ritual early in the year.

Calvin Dining Services' staff prepares healthy, tasty meal options for all residents. Dining Services wants to help you become more aware of sustainable dining, the nutritional value of food consumed, and establish good eating habits. Allergen-friendly foods, fresh fruits, and vegetables are regular parts of the daily menus.

Students may use their university ID card at the Commons Dining Hall, Knollcrest Dining Hall, Uppercrest (located above Commons Dining Hall). Meal hours for each venue is posted on the Dining Services webpage.

### **Use Green2Go Containers:**

- Washable, reusable containers.
- Reduces disposable waste.
- Get a token, pick it, fill it up, return it and do it again.

### **Use the Eatable app:**

- Track your meal balance.
- Deduct a meal hands-free upon entry.
- Order and pay for your food in advance.

## Common spaces

Each apartment building has common spaces (lounges, hallways, laundry facilities, etc.) that need to be kept safe, accessible, and welcoming to all residents. Out of courtesy to one another, some behaviors are prohibited.

### Prohibited in common spaces:

- Vandalism or damage; for *unclaimed accidents in community areas where individual responsibility cannot be determined, a community may be charged to repair damage*
- Removal of community area furniture
- Sidewalk chalk on, bricks or any building or under overhangs
- Cluttered hallways:
  - Hallways must be kept clear and may not be used for storage (including shoes, bikes, etc).
  - Items left in halls are subject to removal and a fine without notice by maintenance staff.
- Biking, skating, rollerblading and other sports
- Noncurrent resident use of laundry facilities
- Roof access of any campus building
- Throwing things (including water balloons) from sundecks or windows

## Maintenance request forms

Need assistance resolving a maintenance concern? Please request service on any items in your room requiring repair (except phone, computer, or cable TV problems) by filling out an online maintenance request form. The form can be found on the facilities webpage. By submitting a maintenance request, you authorize maintenance personnel to enter the room in order to make necessary repairs whether you are present or not. In case of emergency, call the Facilities office directly at (616) 526-6444. After business hours, you can report emergencies to your area coordinator or campus safety at (616) 526-6452.

Problems with telephones, computer access, or cable television should be reported to the Calvin HelpDesk at (616) 526-8555 or [helpdesk@calvin.edu](mailto:helpdesk@calvin.edu).

## Cleaning and cleaning supplies

Maintaining a healthy environment for living and learning is an important part of residence life at Calvin. Residents are provided with a variety of “green” cleaning supplies for personal cleaning in their apartment. **All cleaning supply bottles are recycled and refilled at the front desk in Theta Epsilon.** Bathroom checks are conducted in January and May to ensure compliance with health standards. Paper towels and cleaning supplies are available free of charge in each building’s service closet and at the front desk. A one-time allocation of toilet paper will be provided in each apartment.

## Cleaning tips

- Weekly cleaning with supplies provided at the front desk will prevent hard to remove build-up, particularly in showers.
- Be sure to throw away your trash in designated receptacles in and outside of your room.
- You are responsible for taking the trash collected in your apartments to dumpsters outside each apartment.
- Do not leave your trash in the hallways, on your patio/balcony, or outside of the dumpster area.
- Do not leave any items in the hallways, as required by fire safety codes.

## Waste and recycling

Our community is committed to environmental stewardship and expects you to cooperate with the trash and recycling program. Specific details will be posted in the apartments.

## Community commitment to conservation

Calvin University residence life has an ongoing commitment to sustainability issues and you can help by:

- Turning water off when not in use.
- Notifying your RA or area coordinator of leaks in your shower, sink, or toilet.
- Turning off all lights and unnecessary appliances when you leave the room.
- Printing on both sides of computer/copy paper or using it as scratch paper.
- Use recycling receptacles on campus for your paper, plastic, batteries, electronics, metal receptacles, and glass containers.

## Apartment changes: adding a roommate

Over the course of a year, students will request housing in Calvin's on-campus apartments for a number of reasons. This could happen at the beginning of the semester or mid-semester. **The housing office reserves the right to add additional roommates to apartments not at capacity (four residents) at any time.** You will be notified of the change in as much advanced time as possible. Current residents are expected to be accommodating to any new apartment resident and should review the apartment expectations again, taking into account the new roommate.

# Moving out

## Clean and pack day

In an effort to encourage cleaning your apartment and organizing your items for moving out of the building, Residence life sponsors a cleaning and packing time prior to finals week during spring semester. RAs will be around to help unstack beds and answer any questions students have regarding checkouts. Packing boxes will be available at the front desks along with a variety of cleaning supplies. Prior to clean and pack day, residence life will provide a letter describing detailed expectations related to checking out of the apartments.

## General checkout procedures

- **End of the year checkouts:** Sign up for an individual checkout time at the Theta Epsilon desk. Your checkout must be the day of your last exam or the next day (by Friday morning at 10 a.m. for Thursday evening exams). Two weeks before exam week, your apartment will be given a letter that will explain the checkout procedure and what you will be responsible for. If you haven't completed the appropriate steps at the time of your checkout, you'll need to sign up for a new time. **Note: If you are checking out at the end of first semester, interim, or mid-year, talk with your RA to set up a checkout at least 24 hours in advance of checkout time.**
- **Donations:** Help us reduce the amount of waste during checkouts by donating unwanted items. There will be a collection area in KE where residents can donate items to a local church or non-profit. Any clothing, furniture, or functional household items are welcome.
- **Recycling:** Checkout is also a good time to recycle paper, cardboard, glass and plastic bottles, etc. Recycling containers will be available near every dumpster and in multiple locations around the apartments.
- **Trunk room:** Items may be stored in the trunk room over the summer. No storage for any furniture items will be available anywhere in the apartments.

## Transitional housing

The period of time between the end of exams and the beginning of summer housing is known as transitional housing. Graduating seniors may stay in their apartment during this time for no charge. If you are not a graduating senior but would like to stay past school year housing for an additional charge, applications will be available online on the housing website.



## Summer storage

You may place some belongings (trunks, suitcases, and boxes) into the apartment trunk rooms. All storage is at your own risk. Furniture and items packed in garbage bags may not be stored in the trunk rooms. Please fill out a sticker at the trunk room to put on your boxes. Anything that is going into the storage room must have an official label. Trunk room hours are posted on each trunk room door.

Bicycles must be left in the bike room (and in the bike room only), although their safety cannot be guaranteed. Calvin assumes no liability for lost, damaged, or stolen items.



# Knollcrest East Staff



## Area Coordinator

Hannah Brenton  
h1b9@calvin.edu  
BA, Calvin College  
MA, Geneva College

The area coordinator (AC) is a full-time, non-student staff member who supervises the overall operation of the on-campus apartment community (including KE and Alliance). They are responsible for enacting Residence Life's mission within the apartments. The AC is an advisor for the RA and other apartment staff, promoting adherence to community expectations. They also work closely with the Facilities staff to ensure well-cared for facilities.



## Upperclass Housing GA

Kassi Weber  
kps5@calvin.edu  
BSW, Calvin University

The KE housing coordinator is a part-time, non-student staff member who is responsible for overseeing break housing (Christmas, spring, and summer) operations in KE, coordinating with the AC for KE housing processes, overseeing the front desk operations in Theta-Epsilon, and supervising the KE desk staff.



## On-Call Response GA

Holli-Noelle Dueck  
hd35@calvin.edu  
BA, Cornerstone University  
MA, North Park University, MA, Argosy University  
*rdm8@calvin.edu*  
BA, Calvin College



## KE Programming Intern

Elianna Gonzalez  
*ejg38@students.calvin.edu*

The KE programming intern is a student leader responsible for assisting the KE staff with apartment activities and programming. They work closely with the Programming Activities Counsel (PAC) to provide events for KE.

## **Residence Assistants:**

The KE resident assistants (RAs) work directly with the Area Coordinator to support the KE community. KE RAs provide programming and support for their individual apartment community and collaborate with the programming activities council (PAC) to put on fun events like KE community dinner and Light in the Night for all of KE. KE RAs also work alongside the KE housing coordinator and desk staff to oversee desk operations.

### **Courtyard Apartment RAs:**

Alpha - David Quain

Beta - Bethany Gamber

Gamma - Hadassa Agostini  
Ribeiro da Costa

Kappa - Anne Ghata

Delta - Hanvit Park

### **The Complex RAs:**

Phi - Yeo Myeong Yoon

Chi - Justus Young

Zeta-Lambda Sean Salamun

Theta - Nana Ama Atobrah

Epsilon - Amanuel Chanie

## **Programming Activities Council (PAC)**

PAC is a student leadership team responsible for planning monthly KE events such as the KE Kick-off, Super Sundae, Pancake Breakfasts, worship nights, and Light in the Night. PAC aims to promote social interaction within KE and provide fun and engaging opportunities for residents to share common experiences and be involved in and aware of events happening at Calvin.

### **PAC Team:**

Elianna Gonzales (Programming Intern)

Jenna Brooks (President)

Misgana Dinberu

Raymond Riley

## **Knollcrest East Desk Staff**

Lydia LaLonde (Head Deskie)

Daniel Kim

Nana Ama Menseh-Asante

The Knollcrest East Desk Staff is composed of a Head Deskie, RAs, and student Deskies who oversee the operations of the front desk including mail, supply checkouts, and check-in and check-out processes. The Head Deskie reports directly to the Upperclass Housing GA.

# Your Christian community

## The Big Picture

Christian community depends on you. It is not a set of rules, though rules are needed at times for the orderly operation of any community. Nor is it the presence of Bible studies, prayer groups, or opportunities for worship, though you'll find those here. Rather, it's the character of the people who live in the community—their desire to actively live as Christians. All of us become leaders in this, as we all have a role in the community. What's your role going to be?

To prepare for living with one another, please consider the following biblical exhortations that serve as our guiding principles for Christian community.

### 1. Remember, it's not only about you.

*“Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests but also to the interests of others.”*

— *Philippians 2:3-4 NIV*

This passage is our guiding principle for how we treat one another—from roommates to suitemates to people on our floors or in our buildings. As Christians, our lives are not our own. We live for others, just as Jesus did. Our actions and decisions affect others, and this influence calls us toward care, sensitivity, and responsibility for the way we live in community.

### 2. Give grace— we are all growing in God.

*“Grow in the grace and knowledge of our Lord and Savior Jesus Christ.”*

— *2 Peter 3:18 NIV*

The overall goal of residence life is student learning—intellectually, socially, and spiritually—through the varied experiences of life on campus. All of this learning is done in the context of faith, so that we understand more fully how we relate to each other and to our God. What is the implication for our life together? We strive to learn and grow personally, actively encourage this growth in others, and avoid becoming stumbling blocks to those around us.

### 3. You are called to be a problem-resolver.

*“If a fellow believer hurts you, go and tell him—work it out between the two of you. If he listens, you’ve made a friend. If he won’t listen, take one or two others along so that the presence of witnesses will keep things honest and try again. If he still won’t listen, tell the church.”*

— *Matthew 18:15-17 MSG*

We are bound to hurt, anger, or frustrate each other at times, often without knowing it. We avoid gossip and resentment by talking with the person who

hurts us directly and honestly. If someone confronts us, we are gracious in listening, honest in taking responsibility, and eager to make things right. When we are able to speak, listen, confront, and forgive, we grow as a community. Residence life staff are equipped to assist in navigating conflict if individual conversations do not resolve an issue.

## Your community

Our community works together for a common goal: learning within a Christian context. To this end, we commit to encourage one another to think deeply, recognizing we are all on this journey together.

As scholars, our learning extends to all areas of life—including where we live. In residence life, we use the phrase “*ta panta*,” meaning “all things.” God touches all areas of our life; all things are important, meaningful, and sources of learning. When we share life together, we’ll learn how to verbalize our needs, respectfully engage one another when we disagree, and compromise when differences emerge.

Here are some additional tips to help you get along in your community:

- **Speak up.** Voicing your opinion can be challenging in a new community, but this is your home—make sure you advocate for what you need.
- Treat others with **respect**.
- **Follow the rules.** Some expectations have been established by Calvin University to maintain safety and health for everyone.
- **Respond** to reasonable requests reasonably.
- **Be inclusive** of every member of the community. Actions (direct or indirect) that discriminate based on race, gender, religion, disability, national origin, age, or sexual orientation won’t be tolerated in a community based on Christian values.



# Your roommates

Your relationships with your roommates can be some of the most important in your university experience. It's important to start those relationships with open, honest communication and clear expectations. Even if you are friends from before this year, living in an apartment may be new to all of you. If you explore your expectations, talk together, establish your agreements, and keep talking, you'll start things off on the right foot and keep your relationship on track. Open communication, clear boundaries, realistic expectations, and mutual respect and tolerance are key ingredients to any healthy relationship.

You and your roommates need to establish some mutual expectations for life together (an apartment agreement). To get you started, think about the following questions in preparation for discussion with your roommates:

- Why am I attending Calvin University?
- What are my goals for this year?
- What are my goals for university? After graduation?
- What are my likes and dislikes?
- What do I need from my roommates?

Think about some hypothetical situations you might face with your roommates. Here are some questions to help you reflect upon what is important to your living environment. Check off the questions you have the strongest feelings on:

- Do you like your apartment to be tidy all the time? Your room?
- Do you like to sleep with the window open?
- Have you joined a local church while at Calvin? Do you attend regularly?
- Do you prefer not to talk in the morning?
- Are you a night person?
- Is it easy for you to wake up in the morning?
- Does light disturb you when you sleep?
- Does profanity bother you?
- Does it bother you if your roommates don't clean up after themselves in the apartment?
- Do you like to study with music on?
- Does it bother you if your roommates always have friends over?
- Is it important to you to be in a small group or Bible study with your roommates?
- Would you be willing to leave your room/apartment if your roommates wanted to sleep or study?
- Do you mind if your roommates use your \_\_\_\_\_?
- Do you care if your roommates borrow your clothes?
- Do you plan to study in your room?
- Is it hard for you to tell someone that what they are doing bothers you?
- Do you need absolute quiet to sleep?

Now think about what you would like most in your roommate relationship. Look over the following items and rank them 1 to 11, with 1 being the most important and 11 being the least important to you.

It's important to have roommates who:

- Are serious about studying and will make studying a priority in our room/apartment.
- Take responsibility for keeping our room/apartment neat.
- Commit to praying for me and our apartment regularly.
- Prioritize growing in Christian faith.
- Are clean, conscientious and tidy.
- Respect my need for privacy and will allow me some time to myself.
- Allow me to have my friends or significant other over as much as I like.
- Don't use drugs, alcohol, or other illegal substances.
- Will be my friends who confide in me and like to do a lot of things together.
- Don't keep things bottled up but lets me know how they is feeling.
- Don't let school take over our entire lives and knows how to have fun.
- Respect my property and don't borrow my things without asking.

Once you and your roommates have completed these individual exercises, talk together about your responses and your expectations. Be sure to define what sharing means. Just because you live together, doesn't mean that you have to share everything. Discuss what items are and are not community property. Respect and protect one another's belongings by locking your room when you leave.

Be open and honest. If you are not sure what your roommate is saying, ask for clarification and try to repeat back what you think you heard to make sure you understand. Write agreements down so you both can refer back to your commitments to one another. The area coordinator will provide you with a document (a roommate agreement) to complete and return to your RA. This will provide accountability for starting your roommate relationship with clear communication.

Remember that you and your roommate do not need to be best friends. You'll probably have different hobbies or musical tastes. You'll find other friends to spend time with. That's okay. University can be a great opportunity to meet lots of different people. Learning to accept and respect the differences in your roommates can be a valuable life lesson.

Your first obligation to your roommates is to be friendly and make an effort to get to know one another. Your apartment needs to be a positive space for all of you where you can study, relax, and sleep. As you navigate conflict, residence life staff members are available to talk through situations and help you problem-solve.

## Common roommate issues and suggested solutions

- *You are more social, and your roommate is more reserved.* It is important to equally share the room for each of your needs. Take turns having friends over and having private time in the room/apartment. Lounge areas provide a great alternative for hanging out with friends or studying.
- *Your roommate does not want to be good friends.* Roommates do not need to be best friends. However, you need to establish a respectful relationship.
- *One of you is a borrower.* Make a habit of asking before borrowing, even when your roommates are not around. If your roommate is a borrower, be open and tell them how you feel about this. Try to come up with a compromise, like splitting the costs of items you both use.
- *Some of you are very clean. The others are messy.* Try to compromise, but if there is no agreement on “levels of clean,” determine a physical space for each of you and respect each other’s areas.

## Your story

Throughout the year you’ll have opportunities to revisit your apartment’s agreement. The most important thing is to keep lines of communication open. Here’s an outline you can use to talk through issues in your relationship with your roommates. Allow each person to express their thoughts and feelings using the discussion outline below.

- What’s the problem? State the problem as you see it.
- How do you feel about it? Share your feelings about the issue.
- What do you want or need? Describe how you think the problem could be solved.
- What would you like your roommate to do? What is keeping this from happening?
- How can you help? Offer what you would be willing to do to help the situation.
- What other options are available? Discuss other options and alternatives to ensure you have considered many different ways of resolving the issue.
- What is our final decision? Come to a mutual understanding of how you are each going to improve the situation.



# Student Mail

Note: students mailing addresses are different from their physical addresses.

Apartment	Mailing address
Alpha	Alpha <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Beta	Beta <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Delta	Delta <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Gamma	Gamma <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Tau	Tau <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Phi	Phi <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Chi	Chi <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Theta	Theta <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Epsilon	Epsilon <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Zeta	Zeta <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Lambda	Lambda <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Kappa	Kappa <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388
Rho	Rho <Apt #> 3201 Burton St SE Grand Rapids, MI 49546-4388

# Safety and security

The best possible security in the apartments takes the cooperation of all who live there. Students should lock room doors at all times and, for their own security, should not prop open any exterior doors that are closed and locked. The presence of any unauthorized persons in the apartments should be reported to a staff member or the Campus Safety Office.

*99% of residents agree that our community provides a safe place to live.*

## Safety escorts

If you would like a safety escort on campus, contact Campus Safety at (616) 526-6452. This service is available dusk to dawn and is available to and from anywhere on campus. This is a free service and available to all students, faculty, staff, and visitors. A blue safety phone is available near all parking areas. You are encouraged to make use of the escort service and to avoid walking alone on campus after dark. During the day, escorts are available for medical reasons (like if you're on crutches).

Further information regarding safety issues is available from the student life office in the booklet entitled "Safety at Calvin and Beyond" or at [calvin.edu/offices-services/campus-safety](http://calvin.edu/offices-services/campus-safety).

## Loss or thefts

Missing items which you believe have been stolen should be reported to the Campus Safety office. Students should be aware that theft does occur on Calvin's campus. Although the incidents of theft and property destruction are low, it is always a good idea to exercise caution by locking apartment and car doors, by keeping valuables in a secure place, and by not leaving clothes unattended in laundry rooms for long periods of time.

## Fire procedures

If a fire alarm has been activated in a campus building, always assume there is a fire. Know the locations of fire extinguishers, posted evacuation routes, exits, and fire alarm systems in your area.

### **If you discover a fire,**

- Activate the nearest fire alarm pull station.
- Alert people in the immediate area of the danger and that they need to evacuate.
- Immediately exit the building, closing doors between you and the fire.
- When you are in a place of safety, dial 3-3333 on a campus phone and inform CampusSafety of the location and nature of the fire.

## **If the fire alarm sounds,**

- Walking, immediately exit the building, closing doors between you and the fire.
- Do not use elevators.
- Assist people with disabilities with getting to the closest area of refuge, which is in the stairwell area, past the fire doors.
- Notify Campus Safety or fire personnel if you suspect someone is trapped in the building.
- Gather outside the building at your designated assembly area and attempt to make certain all persons are accounted for. Stay at least 300 feet away from the building.
- Remain outside until notified by the emergency personnel or Campus Safety that it is safe to return.

## **If trapped in a room,**

- Close as many doors as possible between you and the fire.
- Place cloth material (wet if possible) around or under the door to prevent smoke from entering the room.
- Be prepared to signal to someone outside at a window or by shouting at regular intervals.

## **If caught in smoke,**

- Drop down to your belly and crawl toward an exit.
- Hold your breath as much as possible.
- Breathe slowly through nose using a towel, shirt, or other cloth as a filter.

## **If forced to advance through flames,**

- Hold your breath.
- Move quickly.
- Cover your head and hair.
- Keep your head down and your eyes closed as much as possible.

## **When to use a fire extinguisher**

- Only use an extinguisher to attempt to extinguish a small fire and only if you have been trained.
- An extinguisher can be used to suppress a fire that blocks your exit from the building.
- Remember PASS, the four basic steps to operating a fire extinguisher:

**P:** Pull the pin

**A:** Aim the extinguisher hose at the base of the fire

**S:** Squeeze the lever

**S:** Sweep from side to side

## Prevent fires and fire-related water damage

Here are some things to reduce the risk of fire and related water damage in the apartments:

- Keep posters, banners and other decorations off of the ceiling and away from the fire sprinkler heads.
- Deliver your recyclables to designated areas instead of storing them in your room.
- Follow all emergency evacuation procedures or drills.
- Report any unauthorized use, tampering, or damage to emergency or safety equipment.
- Use only one electrical device per outlet (no multiple power strips).
- Use electrical extension cords less than 10 feet in length unless it's an extension bar with a circuit breaker.
- Do not tamper with safety equipment. Violators are subject to a \$500 fine and possible suspension.

## Staying safe on campus

- Identify the nearest emergency telephone (blue safety phones) on campus. These phones ring directly to Campus Safety and will automatically register your location.
- Lock your room door at all times.
- Be aware of your surroundings. If you notice unusual events and/or suspicious persons, report them to your apartment staff. If it's an emergency call 3-3333 from a campus phone.
- Swipe your card key to enter the apartment building and floor. Don't let anyone in without an ID card.
- Hold on to your ID card and keys. Do not lend them to anyone. If you lose them, report it to residence life immediately.
- Keep doors closed. Propping doors open allows unauthorized persons access and undermines campus security.
- Clean your room regularly to avoid fire hazards and odors.
- Use and store only authorized items in your room.
- Lock up your bicycle and registering it with Campus Safety.
- Sleep in your room, not the floor lounges.
- Do not tamper with safety equipment and/or fire alarms and extinguishers.

## Keeping your belongings secure

- Stay in the laundry room when washing and drying clothes.
- Keep large sums of money in the bank and expensive jewelry and other items at home.
- Lock your car at all times and removing valuables from sight.
- Make an inventory list of the things you brought with you to campus.

## Insurance

Although the university will use all reasonable efforts to protect your property, it is understood that the university is not liable for any loss. If applicable, you should determine whether your property is covered by your parents' homeowner insurance policy. If your property is not covered, you may wish to purchase a minimum contents coverage policy.

## Parking

All resident students' cars must display a valid Calvin University parking permit. You will be issued the appropriate parking permit based on where you are living. You are allowed to park in lots corresponding to that permit. The parking and driving regulations provide detailed information on the appropriate permit and corresponding lots.

Parking is not allowed in the commuter student lots or the short-term lots between 2 a.m. and 6 a.m. KE students are not permitted to park their vehicles in the Covenant Fine Arts Center lot at any time.

Motorcycles and all other vehicles with gasoline motors must conform to university parking and driving regulations. Vehicles must display a valid Calvin University parking permit. Under no circumstance may they be brought into apartments.

Driving on sidewalks is prohibited unless permission has been granted by Campus Safety or a residence life staff member.

A complete description of university parking and driving regulations is available online or at the Campus Safety office. All students are expected to know and comply with regulations.

## Bicycle registration

All bicycles must be registered and labeled with a bike permit. Permits may be acquired for free through the Campus Safety website at [calvin.edu/campus-safety](http://calvin.edu/campus-safety), or by coming into the Campus Safety office. You will need to know the make and model of your bicycle along with the serial number. Any bicycle that does not display a Calvin bike permit will be impounded by Campus Safety.

# Policies & expectations

The on-campus living experience at Calvin University offers a unique and valuable opportunity for all residents to learn and grow within a Christian community of students from widely varying backgrounds, interests, and Christian traditions. The university desires that all residents live comfortably within this environment, are able to integrate classroom learning with out-of-class experiences, and are challenged to grow in all aspects of life.

To accomplish our goals and better order our lives together, we have established certain rules and expectations for living in community here at Calvin. These rules are meant to be guidelines for mature, responsible conduct, but in no way cover all the possible conflicts and questions that arise during a year. Some of the policies are designed to create norms of behavior within a large, diverse group of people, while others are meant to preserve the appearance and function of university-owned property. We expect that members of our community will strive both to live within these guidelines and to be obedient to the explicit teachings of God's Word.

*\*Please see the Student Conduct Code online for a complete list of behavior expectations.*

## Possible consequences

Students involved in infractions of apartment and campus policies as outlined here and in the Student Conduct Code will have a hearing with the area coordinator or may be referred to the Office of Student Conduct staff. **(See the Student Handbook for complete details on the Student Conduct Code, including the judicial and appeals process.)** Appropriate sanctions will be given to restore the individual to healthy membership in the community. These sanctions include restitution, fines, community service hours, educational initiatives, probationary periods, and suspensions. **In addition, students on probation may lose certain eligibility or privileges such as apartment choice, the ability to study abroad, or participation in intercollegiate athletics for a set period of time.**

## Apartment

**Aerials, antennae, satellite dishes:** are not permitted on the exterior of the building.

**Alcohol and alcoholic beverage containers (empty or full, including those thought to be decorative):** are not permitted anywhere on campus, including rooms and vehicles. See the complete alcohol policy in the Student Handbook for community standards and sanctions, or see the alcohol section under "Student Behavior" in this booklet.

**Bed bugs:** Are an increasing issue on university campuses. In an effort to remain bed bug free, we strongly discourage bringing second-hand furniture that has not been inspected for bed bugs. If you are found responsible for bringing bed bugs onto campus, you may be held liable for remediation costs.

**Carpet:** Students are responsible for all damage to room carpeting. No items (e.g. wires, extension cords, etc.) may be taped to the carpet.

**Electrical extension cords:** By order of the City of Grand Rapids Fire Hazard Inspector, no electrical extension cord shall be fastened or run through any doorway, partition wall, floor baseboard or casing, or run across any doorway or walking area, or placed under any rug.

**Furniture/room accessories:** Residents are responsible for the furniture provided by the college. Furniture may not be removed from student apartments. Waterbeds are not permitted in the rooms. Residents may not tamper with or remove room accessories (bulletin board, draperies, doors or any other items fastened with hardware). Furniture must be stacked according to the manufacturer's design only, and no lumber supports or other structure may be used. Furniture may not be disassembled.

**Lamps:** Floor and desk lamps are permitted but must be UL approved. The college reserves the right to remove them if they are deemed to be a fire hazard. The use of CFL bulbs is encouraged.

**Pets:** (except fish) are not permitted in the apartments. A per day fine will be levied for violations.

**Posters and room/door decorations:** Inappropriate and/or offensive decorations, including any alcohol related posters or advertising, confederate flags, etc. may not be displayed. The residence life staff reserves the right to require that decorations which it judges to be in conflict with the nature of Calvin University as a Christian academic community be removed. Students should exercise care in attaching any room decorations to the walls, using removable tape or poster putty only (no duct tape). Students are responsible for removing all residue when they check out. Any damage to the room will be assessed to the student responsible.

**Routers:** Students are not permitted to have their own router or wireless network on campus as it may interfere with the student network.

**Windows/screens:** Screens are not to be opened or removed from the windows and objects may not be thrown from open windows. Persons removing windows or opening or removing screens are subject to a fine as well as repair charges.

**Smoke detectors:** may not be removed or tampered with in any way. Students may not remove batteries. A fine will be levied for tampering with or relocating the smoke detector. The university maintenance staff may undertake periodic room checks to make certain that the units are operating properly.

**Window area:** Stereo speakers may not be placed in or directed out of windows. Discretion should be used with signs, cans, etc. Calvin reserves the right to require removal of any items from windows.

# Student Behavior

**Alcohol:** As stated in the Student Conduct Code, use or possession of alcoholic beverages or of alcoholic beverage containers on campus is prohibited. Students present in a room where alcohol is present and/or being consumed will be in violation of this policy. Underaged possession or consumption and intoxication by any student are unacceptable behaviors for which the college has zero-tolerance. A student is subject to a fine of up to \$150, educational and community service hours, disciplinary action, and parent/guardian notification (first offense) for such behavior and their enrollment at Calvin University will be in jeopardy. The complete alcohol policy is found in the Calvin University Student Handbook.

**Athletic activities:** Except for equipment provided in the lounges, athletic activities are not permitted inside the apartments. In addition, skateboarding, longboarding and rollerblading are allowed on campus paths, but campus architecture may not be used for stunts, and pedestrians have the right of way. Repeated athletic activities in the halls can result in fines up to \$50.

**Candles and incense:** Due to fire code regulations, the burning of incense, candles or potpourri is prohibited in the apartments. No devices with open flames or coils are permitted. In addition to the risk of fire, these items can produce aromas which are difficult to contain to one area.

**Complicity:** Students present with other students who are actively violating a policy of the university may be disciplined for complicity. Examples include, but are not limited to, alcohol or unprescribed drug violations.

**Computer use:** The Student Conduct Code clearly prohibits certain behaviors that may be enacted by means of computer technology, such as theft, copyright violations, profanity, harassment or pornography. See the Student Handbook for complete details on these policies. Violations may result in loss of access to technology at Calvin.

**Cooperation with staff:** The orderly operation of a apartment complex requires the cooperation of all students. Noncompliance with the residence life staff in the fulfillment of their job responsibilities is a violation of the Student Conduct Code and cannot be tolerated.

**Dining halls:** Food items and dishes may not be taken from the dining rooms. Students who behave inappropriately in the dining halls (i.e. fraudulent use of ID cards, theft, throwing food, etc.) will be referred to the residence life staff for disciplinary action.

**Disturbances:** Raids, pranks, disturbances (which include, but are not limited to shouting obscenities, profanities, running through another apartment building and destroying property) and "initiation" or hazing practices are not permitted. Students involved in such activities, which are demeaning to an individual and break down Christian community, will be subject to a disciplinary action and/or a fine of \$100.

**Fireworks:** The use or possession of fireworks, firearms or explosives of any kind is prohibited. Violators are subject to a \$100 fine.



**Guest policy:** Students are permitted to have overnight guests of the same sex stay in their rooms (two-night limit) after completing an Overnight Guest Registration Form, available at the front reception desk. If a guest becomes a regular visitor or if roommates are inconvenienced, the university reserves the right to limit visiting. Each resident is fully responsible for their guest's compliance with apartment living expectations.

Parents or adult relatives visiting students during the academic year should make other lodging arrangements, such as the Prince Conference Center, which is located on campus ([calvin.edu/prince](http://calvin.edu/prince)), or other local hotels.

**Harassment:** Calvin University prohibits unlawful discrimination on the basis of race, color, national origin, age, religion, disability, gender, marital status, sexual orientation, or other characteristics protected by federal, state or local statute or ordinance. Calvin University affirms its commitment to maintaining a learning, working, and living environment which is fair, respectful, and free from harassment.

**Hoverboards:** Due to the risk of fire during charging and/or use, hoverboards are not permitted.

**Noise policy:** To maintain an appropriate academic atmosphere and to promote healthy studying and sleeping patterns, Calvin University has established the following policies regarding noise in the apartments and outdoor surrounding areas. Compliance with these policies is a key part in the well-functioning of our hall communities as well as in the academic success of our students.

1. Courtesy hours are in effect from 9 a.m. until 11 p.m., Sunday through Thursday, and until midnight on Friday and Saturday. Courtesy to others is the key virtue.
  - a. Voices should be kept at moderate levels.
  - b. Sound generated through speakers and other amplification devices should be kept at low or moderate levels, and not directed out of windows or doors. (Sub-woofers should be kept at low levels at all times, as this sound cannot be contained to a room.)
  - c. Students seeking quieter space should be able to shut their room door and have minimal distractions from others' noise.
  - d. If a student notices noise that is too loud or distracting, that student should respectfully ask the other student to minimize the noise. If the noise remains an issue, the student should seek out a residence life staff member. Requests to minimize noise should be honored, whether given by fellow residents or by staff members.
  - e. A break in courtesy hours will occur daily from 4:30 p.m. until 6 p.m., when students can more freely play musical instruments or use their subwoofer and speakers, etc.
2. Quiet hours are in effect from 11 p.m. until 9 a.m., Sunday through Thursday, and midnight to 9 a.m. on Friday and Saturday nights.\*  
A quiet floor is not an option—it's a right that all students should enjoy.
  - a. Voices should be kept at low levels, particularly in hallways and stairwells—speak softly. Do not slam doors or run down hallways.
  - b. Stereos, TVs, computers, sub-woofers, etc. should be kept at very low levels or not used. Use of headphones is encouraged.
  - c. Students should be able to study and sleep with no distractions.
  - d. Violations of Quiet Hours may result in \$25 fines, removal of speakers

or other noise-generating devices from rooms or community service hours. Chronic issues may result in relocation or removal of students from housing.

e. \*Beginning one day before scheduled final exams, all halls will follow 24-hour quiet hours.

3. Each floor or hall community may increase quiet hours by vote, with 75 percent of residents agreeing in order for a change to be made. Quiet hours may not be decreased. Hall activities councils or staffs may request exceptions to courtesy and quiet Hours from the resident director, for special events or stress release, and these exceptions will be communicated to the .. hall community via email.

**Language:** Because the language we use can offend, hurt, or degrade individuals or God, students are asked to maintain high standards of communication. Profanity, obscenities, and hate speech are not appropriate in a Christian, academic community. Words which are abusive, insulting, intimidating, or harassing and/or which incite others to violence, hatred, or discrimination, when directed at people or groups based on who they are (or who they're perceived to be), will not be tolerated. Examples are slurs regarding nationality, religion, ethnicity, skin color, socioeconomic status, sexual orientation, or disability.

Students should use caution when applying terms that could be misconstrued as disrespectful to vulnerable groups. Phrases such as "that is so gay" or "that is retarded," when used out of their proper contexts, can be hurtful to individuals (or to those who know individuals) in such criteria.

**Pornography:** Involvement with pornography can be addictive and damaging to relationships—with others and with God. Pornography in all its forms (video, internet, print) is prohibited. Resources for help are available anonymously from the Center for Counseling and Wellness.

**Sexual assault:** Sexual assault refers to any sexual act without the explicit consent of the recipient of the behavior. In some cases, this may involve force. Force may include, but is not limited to, the use of or display of a weapon, physical battering, or immobilization of the other person. Consent shall be defined as the act of willingly and verbally agreeing to engage in specific sexual contact or conduct. Psychologically pressuring or coercing an individual or any attempt to take advantage of an individual under duress or when incapable of making a decision on their own is a direct violation of the policy. This includes situations in which an individual is under the influence of alcohol, drugs, and/or prescribed medications.

**Sexual Misconduct:** Calvin University holds that premarital intercourse is in conflict with biblical teaching and that conduct promoting such intimacy (nudity, partial undress, lying or sleeping in bed together) is unacceptable. Persons engaging in such conduct face disciplinary action including parent/guardian notification or suspension.

**Smoking/Vaping/Tobacco:** Calvin is a smoke-free and tobacco-free campus. The use of cigarettes, e-cigarettes, vaporizers, cigars, pipes (including Hookah) and chewing tobacco is not permitted on-campus in any location.

**Soliciting:** Soliciting, peddling, vending of all types and distribution of literature are prohibited in the apartments unless permission is obtained from the

**Sunday observance:** Calvin students are expected to observe Sunday by keeping the spirit and purpose of the day. Woodlawn Christian Reformed Church services and an evening Calvin University worship service are held in the campus chapel each week. A number of local churches also provide transportation to their worship services. Calvin University's statement on Sunday observance can be found in the Student Handbook.

**Theft:** While theft can take many forms (borrowing furniture, stealing others' laundry, taking an item which belongs to the university or dining hall, etc.), it will not be tolerated and could result in a fine (up to \$100), restitution, other disciplinary action or suspension.

**Unprescribed drugs and paraphernalia:** Calvin University is committed to the intellectual and personal development and Christian discipleship of all students. Substance use/misuse may inhibit students' development and is negatively correlated with academic success and personal safety. The possession, use, and/or distribution of all unprescribed, controlled chemical or biological substances that alter the physical, emotional, or mental state of a person and the paraphernalia associated with these substances (e.g., water pipes/vapes, hookahs, etc.) are prohibited on campus. Violators may be suspended, as Calvin has zerotolerance for drugs. Please refer to the Student Conduct Code for more information about Calvin's drug policy.

**Visitation:**

- The Calvin on-campus apartments do not have an open house policy, but do have a visitation policy. This "Visitation Policy" refers to times when men and women can be invited into one another's apartments. In all the Calvin apartments, 24-hour visitation is allowed for the living room, dining room, and kitchen spaces. Visitation in bedrooms is restricted, and cohabitation is not permitted. Use of another's apartment without authorization is not allowed.
- Bedrooms: Visitation in the bedrooms is limited to 10 a.m. until midnight on weekdays and 1 a.m. on Fridays and Saturday nights, providing privacy for roommates and out of respect for the sexual misconduct policy.
- Cohabitation: Cohabitation includes inappropriate sexual behavior at any time, in any part of the apartment, but also includes sleeping/napping, or "sleeping over" in any area of the apartment by members of the opposite gender.

**Water fights:** Water fights are not permitted inside the apartments. Water is not to be transported inside the building or thrown from the sundeck or out of windows.

**Weapons:** No weapons of any kind are allowed on campus, except as authorized by the Board of Trustees. Weapons include, but are not limited to, firearms, ammunition, explosives, switchblades, paint-ball guns, Air-soft guns, BB guns, potato launchers, bows and arrows, slingshots and similar devices. Exceptions for Campus Safety supervisors are governed by the university's Use of Force Policy.

The information in this publication can be provided in an alternate format. Please call 1-800-688-0122 to request this service. Calvin does not discriminate with regard to age, race, color, national origin, sex or disability in any of its education programs or opportunities, employment or other activities. Questions pertaining to Title IX, which prohibits discrimination based on sex, and Section 504, which prohibits discrimination based on disability, may be directed to the Dean of Students, Calvin University, 3201 Burton St. SE,



**Calvin**  
UNIVERSITY

1876

**Residence Life**

3201 Burton St. SE  
Grand Rapids, MI 49546  
(616) 526-6120