

# Spotlight on Centre Housing

## The Spotlight is on you as an incoming Centre student!

*We are glad you have chosen Centre College and feel sure you will enjoy your years here. Everyone at Centre lives and works as a community. Our residence halls not only provide you with conveniences such as vending areas, study and computer space, and television areas, but they are a perfect setting for forming lifelong friendships.*

*Most of your questions regarding Centre housing should be answered in this brochure. Please use it often as your source for information about life in the Centre residential community.*

*Ann Young, Housing Office*

### Residency

Students are required to live in college residences and to dine on campus. Exceptions to these requirements are: (1) students may live at home with their parents in or near Danville; (2) married students are expected to arrange their own off-campus housing and (3) some students who have reached senior status may apply for off-campus housing subject to approval from the Housing Office. Students granted permission to live off campus are notified on or before August 10th. Permission to be exempt from the campus meal plan is determined by the Director of the Student Health Center.

### How are roommates assigned?

There are two ways to determine roommate assignments. A student may choose to room with someone whom he or she knows by indicating the choice on the on-line Roommate Selection Questionnaire. Both students must indicate this choice, or a student may be matched with a roommate based on the roommate selection questionnaire, and the information provided by the Admission Office staff on each incoming student. The name, home address, and telephone number of each roommate is sent to the other in the summer so that contact can be made between the roommates.

### What if I don't get along with my roommate?

Students are not permitted to switch rooms without written authorization from the Housing Office. Roommates are required to live together for the first six weeks of school. Resident Assistants are trained to assist students who are having difficulties living in a residence hall setting.

### Residence Hall Descriptions

Each double occupancy room has one set of twin beds that can be bunked, two desks, two closets, two mirrors, two dressers, and two desk chairs. All rooms are air conditioned. All rooms have mini-blinds. The College does not furnish lamps, linens, or other accessories.

### Private/Single Rooms

There are no single rooms for new students. Students choose single rooms on upper-class halls during a special room draw in the spring. These are chosen on a seniority basis, with priority given to seniors, juniors and then sophomores. There is an additional cost for a single room determined by the Finance Office.

### Medical and Disability

Centre College is committed to provide those students with a disability a safe environment in which to live and study. On-campus residence hall accommodations are available for students with disabilities. **It is the responsibility of the student to inform Mary Gulley, the Disability Services Coordinator, if special accommodations will be needed.** New students should attach the authorization sheet to the new student room selection guide so the request can be considered.

### Beds

Students must use the beds provided by the College. All beds are twin sized and need extra long sheets. Most mattresses are 36" x 80". Students are responsible for their own linens.

### Decorating Rooms

All rooms are painted an off-white color. Students are not allowed to do anything to the interior that may damage the room. (Painting, driving nails, using flammable decorations, etc., is prohibited.)

### Damage Assessment

Before fall term begins, each room in every residence hall/house is checked for condition and inventory. The findings are recorded on a "room condition form" which each resident receives at check-in. It is important for each resident to review the form and check the room

carefully. When the student checks out of the room, charges will be assessed for all damages or missing items from the room that are not noted on the "room condition form". "Room condition forms" not returned by the deadline will be assumed to be correct and the student will become responsible for any damages not noted on the original "room condition form". Any time a student vacates a room, whether switching rooms or leaving the College, a room inventory will be done. Residents should request a completed copy from their RA.

### **Holiday Breaks**

Over Fall, Thanksgiving, Winter, and Spring breaks residence halls and houses remain open. No meals are served in Cowan Dining Commons; however, food is available for purchase using cash or flex dollars at the Grille. ***During the December break, residence halls and houses are closed and students are expected to make other housing arrangements.*** Students with special housing needs during these times should see the Housing Office well in advance.

### **Maintenance/Custodial**

Custodial services are provided in all common areas of residence halls as well as in all academic and administrative areas on campus. Custodians will collect the trash daily, except Sunday, and clean halls, bathrooms, and lounge areas. Custodians will NOT enter student's rooms or unlock doors. Usual working hours are 7:00 am - 3:00 pm, Monday through Friday.

### **Food Service**

Food service is provided by Sodexo. There are four meal plan options: Carte Blanche-Unlimited meals at Cowan and \$75 Flex \$\$ per year, 14 meals per week and \$495 Flex \$\$ per year, 10 meals per week and \$675 Flex \$\$ per year, or 7 meals per week and \$945 Flex \$\$ per year. Flex dollars roll over from semester to semester only. Meal plans are not transferable. Students may use the Flex Dollars portion at the Grille, the Hall of Fame Cafe, or as a casual meal rate for themselves and a friend in Cowan Dining Hall. Students may add Flex \$\$ to their accounts through the Sodexo office and Students may change their meal plan option during the first two weeks of the fall and spring terms **ONLY**.

### **Security**

Large residence halls have ID card swipe locks installed on main doors. Other halls and houses have number combination locks on outside doors. The doors are locked at all times. The number combinations are changed at breaks and when necessary throughout the year.

### **Lost Key Charge**

Each student is issued one room key. Loss of the key during the year or failure to return the key at the end of the year will result in the assessment of a \$25.00 replacement fee.

### **Lost ID Card Charge**

Each student is issued an ID card. Loss of the ID card will result in the assessment of a \$25.00 replacement fee. The Student Life Office or the Department of Public Safety should be notified in the event of a lost ID card. They will deactivate the card and can issue a temporary card for access into residence halls only.

### **Insurance**

Students should keep their rooms locked at all times when unoccupied. Centre cannot assume responsibility for personal losses. It is advisable to check your homeowner's policy for coverage. Additional information regarding a "Student Personal Property Program" is available by visiting [www.nssi.com](http://www.nssi.com).

### **Room/Safety Inspections**

Safety inspections are conducted in every residence hall room. Safety violations and/or fire hazards are noted and those students found to be in violation are notified. A re-inspection takes place approximately two weeks after the preliminary inspection. Students who have not made corrections are held responsible and/or fined for failure to comply.

### **Dangerous Weapons**

Firearms, fireworks, BB guns, knives, swords, paintball guns or other potentially dangerous weapons are strictly prohibited on campus.

### **Fire Regulations**

1. A complete list of fire regulations is outlined in the Student Handbook. However, some to be aware of before school starts are: Electrical appliances such as, but not limited to, hotplates, George Foreman grills, toaster ovens, frying pans, waffle irons, portable heaters, self-installed ceiling fans, or portable air conditioners are not to be used in any residence hall room.
2. Microwave ovens must be 900 watts or under and refrigerators must be under six cubic feet.
3. No more than one additional chair or one sofa may be placed in any room.
4. Extension cords may be used on a limited basis but must be UL approved and may not be located under a bed or rug. Outlet strips with a surge protector are allowed.
5. All carpet should be fire resistant.
6. Candles, oil lamps, or other open- flamed items for decoration or for any other use are strictly prohibited.
7. Halogen torchiere lamps are strictly prohibited.

8. Access to and from rooms (doors and windows) must be kept clear. Furniture or other items blocking access to rooms at windows or doorways is not allowed.

### **Pest Control**

All residence halls are regularly inspected and sprayed for insects during the December break and over the summer. Residents should use sealable food storage containers for food kept in rooms. Students with related medical concerns such as chemical allergies should notify the Housing Office.

### **Residence Life Staff**

The Resident Assistant (RA) is a member of the Residence Life staff who is supervised by the Director of Residence Life. The College is committed to a comprehensive residence hall program, which blends the co-curricular with the academic to create a total educational environment in which all residents are assisted in achieving their unique potential. RAs play a key role in creating this total environment and their efforts bear significantly and directly upon the quality of life experienced by all members of the College residential community. Their responsibilities through the academic year include programming, making referrals, counseling residents, encouraging the development of community and responsibility among building residents, handling administrative tasks for the Student Life Office, and enforcing College policy. Each floor has at least one RA while some large floors have two RAs. Residence Directors (RD), also members of the Residence Life staff, provide supervision of RAs and buildings/areas on campus.

### **Visitation Hours**

Upon approval by the Residence Life Staff and the Student Life Office, first year students are granted the visitation hours listed below after three weeks from the beginning of the fall term. The maximum visitation hours for first year students during the remainder of the first term are: Sunday-Thursday 10:00 am–12:30 am and Friday-Saturday 10:00 am-2:00 am. First year students will be granted 24-hour visitation once they have a full-term “under their belts,” so to speak and have had the opportunity to adjust to the academic rigor of Centre.

### **Quiet Hours**

The minimum quiet or consideration hours for all residences, student rooms and corridors (including sorority and fraternity houses) are Sunday - Thursday 10pm-10am, Friday-Saturday 11pm-10am. On Friday and Saturday nights, activities scheduled in and around campus must not become so loud as to create a disturbance for people not involved and not located in the immediate vicinity of the event. 24-hour quiet hours are in effect during exam periods through all residences. Details of a noise control policy can be found in the [Student Handbook](#).

### **Rules of Conduct**

Students are expected to be considerate and responsible residents of their floors. They are to assume a large measure of responsibility for the ordering of their own lives. They enjoy the freedom to make their own decisions provided they do not violate others' rights or undermine the well being of the community. See the [Student Handbook](#) for further policy outline.

### **Smoking**

Smoking is not allowed in classrooms, hallways, bathrooms, public areas or foyers. Smoking, including e-cigarettes, is not allowed inside any student residential facility belonging to the College, including individual rooms.

### **Telephones/Computers**

Centre provides one telephone and two computer network ports per room except in the houses and apartments that adjoin campus. Students are responsible for providing their own phone. Voice mail, with private mailboxes, is also available for each student. Students are responsible for setting up and checking their college voice mail.

### **Pets**

Pets are not permitted in the residence halls or on campus. Students found in violation of this policy will be fined a minimum of \$50.00. Please refer to the [Student Handbook](#) for further details.

### **Study Rooms**

Most residence buildings have rooms set aside for quiet-study/reading space.

### **Storage**

Limited storage space is available in the residence halls and houses during the year. Only boxes and/or labeled nonflammable items such as luggage are permitted. Centre is not responsible for items left in storage areas.

### **Laundry Facilities**

Laundry facilities are located in Bingham, Breck, Brockman, Caldwell, Evans, Hillside, LaMotte, McReynolds, Nevin, Public Safety Annex, Pearl Hall, Ruby Cheek, Stuart Hall, Wiseman, and Yerkes. Students must provide their own detergents, etc.

### **Lounges/Game Rooms/TV Rooms**

Video games and television spaces are located in the Campus Center. TVs connected to cable are located in lobbies and/or basements of residence halls. Cablevision is also available in individual rooms at no charge. Individuals may sign up for HBO at the start of each term with a monthly charge.

### **Vending Machines**

Vending machines are located in most of the halls. Ice machines are located in Yerkes, Nevin, Breck, Bingham, Brockman, McReynolds, Caldwell, Pearl, and Evans.

### **Kitchens**

There are kitchen areas in Acheson, Bingham, Breck, Brockman, Cheek/Evans, Cooper/Ganfield, LaMotte/Tyler, McReynolds, Nevin, Pearl, Ruby Cheek, Stevenson/Vinson, Stuart, Wiseman, and Yerkes. Most of these have stoves, refrigerators, microwaves and sinks. Students using the kitchens are responsible for cleaning up after themselves.

### **Parking**

All automobiles must be registered. There is a \$50.00 auto registration fee that is divided and assessed to student bills during two billing cycles of the year. Registration will be done on-line and decals will be issued during the first week of classes.

Parking on public streets surrounding the campus does not exempt an individual from registration and purchase of a decal. Violators of parking regulations will be ticketed and repeat violations will result in "booting" of the owner's car. All unpaid parking fines will be forwarded to the Finance Office for collection and assessed to the student account.

### **Post Office**

Student mailboxes are arranged in alphabetical order. UPS, insured, and certified mail services are available. Postage is not charged for on campus mail. There is no US mail delivery to campus on legally posted holidays. Mail addressed to students should include name, Centre College, 600 W. Walnut Street, Danville, Kentucky 40422. Post Office hours are Monday through Friday, 8:00 am-12:00 noon and 1:00 pm-5:00 pm.

### **Bicycles**

Locked, sheltered bicycle racks are provided on campus. Bicycles are not permitted inside campus buildings. Students may register their bicycles with the Department of Public Safety at no charge.

### **Check-in and Early Arrivals**

- **Residence halls open for new students at 8:00 am on the first day of orientation.**
- **Early arrivals are not allowed.**
- **If a special circumstance exists, the student must notify the Housing Office in advance.**

*For other general student life questions, contact:*

Student Life Office                      859-238-5471

Telephone numbers to call if you have questions:

<i>ADA Services</i>	<i>859-238-5223</i>
<i>Computers</i>	<i>859-238-5575</i>
<i>Financial Aid</i>	<i>859-238-5365</i>
<i>Finance Office/Billing</i>	<i>859-238-5452</i>
<i>Housing</i>	<i>859-238-5471</i>
<i>Orientation</i>	<i>859-238-5473</i>
<i>Parsons Student Health</i>	<i>859-238-5472 (closed for the summer but messages are checked)</i>
<i>Public Safety</i>	<i>859-238-5534/5535</i>
<i>Registrar</i>	<i>859-238-5360</i>
<i>Parents Program</i>	<i>859-238-5345</i>

### First Year Room Measurements

Nevin Hall 15' L x 11' W  
 Acheson/Caldwell 16' L x 12' W  
 Yerkes 17' L x 12' W  
 Cheek/Evans 16' L x 12' W  
 Stevenson, Vinson, LaMotte, Tyler 14' L x 11' W

### Window Measurements

Nevin 37" W x 66" L  
 Yerkes 50" W x 76" L  
 Acheson/Caldwell & Cheek/Evans 49" W x 62" L  
 Stevenson, Vinson, LaMotte, Tyler 43" x 68"  
 (approximate measurements)

**Change Machines are located in Yerkes and Nevin.**

**Vending Machines are located in each residence area.**

<u><b>DO Bring to Campus</b></u>	<u><b>DON'T Bring to Campus</b></u>	<u><b>OPTIONAL</b></u>
Alarm Clock Backpack Blankets/Pillows Hangers Identification/Money Insurance Card Lamp (NON HALOGEN) Laundry Supplies Linens (ex-long twin sheets) Mattress Pad Personal Hygiene Products School Supplies Shower Caddy Shower Shoes Towels and Washcloths Umbrella Under the Bed Storage Bins	Candles Ceiling Fan Duct Tape for use in room 5-light multi-colored lamp Frying Pan George Foreman Grills Halogen Lamp Hotplate Pets Portable Heater Toaster Oven Waffle Iron Window Air Conditioner ( <i>all residence halls are air conditioned</i> )	Camera Carpet/Rug Computer DVD player Fan Flashlight Microwave (900 watts and under) Posters/Artwork Printer & Ink Cartridges Refrigerator (6 cu. ft & under) Stereo Surge Protector Strip Swiffer Wipes 3-M Poster Adhesive TV UL approved extension cords 1 extra chair or sofa per room