

The Handbook for | 2013 Residential Living | 2014



OFFICE of RESIDENCE LIFE

BELMONT
UNIVERSITY

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WELCOME TO BELMONT

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

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

Don't forget about your parents; they can sometimes feel frustrated if they're left out of your new life. Do keep in touch with them, and let them know how you are doing – they are an important part of your support team.

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

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

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

RESIDENCE LIFE STAFF

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

Director of Residence Life The Director is a full-time professional staff member who oversees all of the functions of residential life on campus. The Director supervises the two Assistant Directors and deals with strategic planning for the department.

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

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

Resident Assistants (RAs) One of the first staff members you will meet on campus – and the backbone of the residence life program at Belmont University – is the Resident Assistant. One or two RAs are assigned to each residence hall floor/apartment area and lives with the students in the building/complex. The RAs on campus are carefully selected upperclass students who have been chosen for their commitment to helping and advising a group of their peers. Each RA is trained in assisting and/or referring students with academic and personal concerns. As a residence life staff member, the RA assumes many roles such as resource, consultant, program/activity coordinator, residence educator and community leader. As a residence educator, the RA assists residents in planning, organizing, and coordinating a variety of activities and educational programs designed to provide a positive, fun, and educational environment in the residence halls and apartment complexes. As a community leader, the role of the RA is not to police the residence halls/apartment complexes but rather to respond to incidents and issues which create problems and challenges for the community; to ensure that university policies, regulations, and community standards are upheld within the communities; and to assist residents in responding to conflicts, personal issues, and disagreements that might arise within individual communities on campus. The RA works to build a cohesive community where individual residents will feel comfortable, valued, and respected. Most importantly, the RA will strive to build a community where everyone knows each other and also to build a place everyone is proud to call home.

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

RESIDENCE LIFE STAFF DIRECTORY

Office of Residence Life

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

| | |
|--|-----------------|
| Director of Residence Life | Anthony Donovan |
| Office Manager | Monica Gibbs |
| Billing & Assignments Assistant | Kindall Deitmen |
| Assistant Director of Residence Life Freshman Halls, x2197 | Jamie Shaffer |
| Assistant Director of Residence Life Upperclass Complexes, x6481 | Rebekah Stewart |

Freshman Residence Hall Staff Members

2013-2014 Residence Directors

| | |
|--------------------------|----------------|
| Hail Hall, x2296 | Jonathan Clem |
| Heron Hall, x2295 | Shanna Carmack |
| Maddox Hall, x2002 | Ron Alexander |
| Potter Hall, x8601 | Kayla Jerome |
| Patton/Bear House, x8604 | Matt Parnell |
| Pembroke Hall, x2301 | Caleb Bridges |
| Wright Hall, x2198 | Liz Grubb |

Upperclassmen Complex Staff Members

2013-2014 Residence Directors

| | |
|-----------------------------------|------------------|
| Belmont Commons, x2587 | Amber Wing |
| Bruin Hills & Horrell Hall, x8721 | Kim Kolk |
| Dickens Hall x8701 | Sarah Norton |
| Hillside (Bldg. 1, 2, 5), x5302 | Hannah Aschliman |
| Hillside (Bldg. 6-9), x5303 | Heather Neisen |
| Kennedy Hall, x8817 | Nicole Phillips |
| Trailkill Hall, x2903 | Stephanie Matias |

Residential Complex Front Desks

| | |
|------------------------|---------------------------|
| Belmont Commons, x2586 | Patton/Bear House, x8605 |
| Bruin Hills, x2700 | Pembroke Hall, x2319 |
| Dickens Hall, x8700 | Potter Hall, x8600 |
| Hail Hall, x2251 | The Hillside, x5961 |
| Heron Hall, x2200 | Trailkill Hall, x2885 |
| Horrell Hall x8720 | Wright/Maddox Hall, x2000 |
| Kennedy, x8800 | |

***Please note: All extensions start with (615) 460- from an off-campus phone.*

BELMONT LINGO

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

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

RA Resident Assistant. This upperclass student lives on your floor or in your building. They have been well trained to assist you in the areas of peer advising, community development, discipline, administration, and general operation of the residential community.

RD Residence Director. This full-time, professional staff member oversees your complex and can serve as a valuable resource. Get to know your RD early on!

AD Assistant Director. This professional staff member oversees either the upperclassmen or freshman complexes, and supervises the RDs. They, too, can help you with any questions or issues you encounter.

North Lawn/Freshman Quad Hail, Pembroke, Heron, Potter and Patton/Bear House

South Village Wright, Maddox and Kennedy Halls

Hillview Belmont Commons, Bruin Hills, Hillside, Thraikill, Dickens, and Horrell Halls

RA Program These are events that RAs sponsor in your complex. They can be both social and educational and are great ways to meet new people and learn new things! Check them out!

TT Towering Traditions. This is our orientation program. You won't want to miss events sponsored by TT in the next couple of weeks!

OC Orientation Council. This group of four students oversees the TT program. They volunteer one full year to plan all the programs you will experience as a new student at Belmont.

RCR Room Condition Report. You must sign this form when you check in. This form shows what was damaged in the room before you got there. Be sure to look over the RCR thoroughly and mark any damage not listed to insure that you will not be charged at the end of the year or when you move. Any damage that was not marked on the form will be charged to you. Please see page 11 for more details.

SGA Student Government Association. Visit SGA on BruinLink to find out how you can get involved!

The Caf The cafeteria, located on the ground floor of the Gabhart Student Center.

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

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

The Vision News central for Belmont. Look up *The Vision* online for campus news.

STRONG Program A series of events aimed at first and second year students that are designed to help you identify and utilize your strengths, and find your calling in life.

Top 5 Your Top 5 strengths, according to the StrengthsFinder Online Instrument. Visit <http://campus.belmont.edu/strong> to obtain a test code.

CC Form Community Conduct Form. This is the form you will be given if you are ever documented for a judicial incident.

SELECT ACADEMIC CALENDAR DATES

Fall Semester 2013

August 2013

Friday, August 16: Housing opens for residents in Patton, Bear House, & Potter

Saturday, August 17: Housing opens for residents in Hail, Heron, Pembroke, Wright & Maddox

Sunday, August 18: Housing opens for all returning students

Wednesday, August 21: First day of classes

September 2013

Monday, September 2: Labor Day

October 2013

Monday, October 14 – Tuesday, October 15: Fall Break

November 2013

Wednesday, November 27 – Friday, November 29: Thanksgiving Break

December 2013

Tuesday, December 3: Last day of classes

Wednesday, December 4: Academic Preparation Day

Thursday, December 5 – Tuesday, December 10: Final Exams

Friday, December 14: Residence Halls Close for Winter Break at 3:00pm**



Spring Semester 2014

January 2014

Thursday, January 2: Housing opens for new students at 9:00am

Saturday, January 4: Housing opens for returning students at 10:00am

Monday, January 6: First day of classes

Monday, January 20: Martin Luther King, Jr. Day

March 2014

Monday, March 3 – Friday, March 7: Spring Break

April 2014

Thursday, April 17 – Friday, April 18: Easter Break

Tuesday, April 22: Last day of classes

Wednesday, April 23: Academic Preparation Day

Thursday, April 24 – Tuesday, April 29: Final Exams

May 2014

Saturday, May 3: Commencement Ceremonies at 9:30am & 2:30pm

Saturday, May 3: Housing closes at 6:00pm**

**Residents are expected to check-out 24 hours after their last final exam



ARRIVAL CHECKLIST

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

Community Councils

Community Council is a residential life governing body that allows students to improve the social, cultural, recreational, and intellectual experience as it exists within their hall or apartment complex. Community Council seeks to provide programs and activities that amplify residential living and provide recommendations to the Residence Director regarding policies related to residential matters. Members of the Community Council hold meetings at least twice a month to organize opportunities that build community, to provide a forum for recommending improvements for their hall, and to offer enjoyable and educational programming for the residents.

Community Council positions are as follows (variation may exist between complexes):

| | |
|---------------------|-----------------|
| President | Treasurer |
| Vice President | Chaplain |
| Secretary/Historian | Member at Large |

Contact your RA for information about getting involved.

Employment

As the largest student employer on campus, the Office of Residence Life offers several opportunities for you to earn money, all while developing work and leadership skills and enhancing your resume. There are three different positions available for students in the Office of Residence Life: Office Assistant, Desk Assistant and Resident Assistant.

Office Assistant Office Assistants are hired to work in the Office of Residence Life. Supervised by the Office Manager, Office Assistants help manage daily operations in the Office of Residence Life by answering phones, filing, preparing mail-outs and other administrative functions. Any student interested in working as an Office Assistant may contact the Office Manager at 615-460-5802.

Desk Assistant Desk Assistants are hired to work at each residential complex's front desk. Desk Assistants learn good customer service and organizational skills while assisting residents with various questions, monitoring visitation, sorting mail and packages, etc. Any student interested in working as a Desk Assistant in a residential area should contact the Residence Director of that complex. Desk Assistants are usually hired within the first week of classes each semester.

Resident Assistant The Resident Assistant position is a unique leadership opportunity in that it aids in developing and using multiple skills and provides knowledge of college issues. RAs receive training in the following areas: helping skills, confrontation, conflict management, programming, alcohol issues, eating disorders, suicide prevention, etc. The Resident Assistant lives on the floor or complex with residents and is hired to be a resource for the residents, to do programming and community building, and to enforce the university policies. The specific qualifications, requirements, and responsibilities for the Resident Assistant position can be found at <http://belmont.edu/reslife/selection/index.html>. While the selection process for new RAs does not begin until January, students who are interested in becoming a Resident Assistant are advised to begin talking with their RAs and RD in the Fall to find out more about the position.

Floor Meetings

For all students living on-campus, there will be mandatory floor meetings to attend each semester. The Resident Assistant of the hall or complex will notify all residents of a meeting a week or two in advance of the meeting time. Residents are expected to be in attendance at all meetings.

RAs conduct these meetings and provide residents with up-to-date information about living policies, contracts, housing draw and housing selection, winter break closing, end of the year closing, and other important information. **Please plan on attending your hall's opening floor meeting which will take place on Tuesday, August 20 at 7:30 p.m.**

Front Desk Operations

Each residential community's lobby or clubhouse has a front desk staffed by a Resident Assistant or Student Worker. This Desk Worker is responsible for facilitating visitation, answering questions and providing other support to visitors, students and residents. The front desk hours of operations are as follows:*

Apartments (Commons, Bruin Hills, Hillside)

| | |
|-------------------|-----------------|
| 10 a.m. – 10 p.m. | Monday-Saturday |
| 6 p.m. – 10 p.m. | Sunday |

Dickens Hall & Horrell Hall

| | |
|-------------------|---------------------|
| 10 a.m. – 11 p.m. | Sunday - Thursday |
| 10 a.m. – 1 a.m. | Friday and Saturday |

Residence Halls (Heron, Pembroke, Hail, Potter, Patton/Bear House, Maddox, Wright, Kennedy, Thraikill)

| | |
|----------------|---------------------|
| Noon – 11 p.m. | Sunday-Thursday |
| Noon – 1 a.m. | Friday and Saturday |

*May close early for special occasions, and/or during breaks

RA on Duty

Throughout the academic year there are nine (9) Resident Assistants (RAs) in specific residential communities that are on-call to provide assistance or support to the residents. The RA on Duty is required to stay on campus and is on call from 6 p.m.-6 a.m. each night. The RA on Duty is responsible for going on rounds in their specific residential community in order to maintain the general welfare of the residential community and to enforce policies. In the event that a resident cannot contact the RA on his or her floor or complex, the RA on Duty is available to help support the resident. Contact information for the RA on Duty will be posted each night at the front desk of each residential community's lobby or clubhouse. The following residential communities have an RA on Duty:

Belmont Commons – 1 RA on Duty

Hillside – 1 RA on Duty

Bruin Hills and Horrell Hall – 1 RA on Duty

Thraikill Hall – 1 RA on Duty

Dickens Hall – 1 RA on Duty

Kennedy Hall – 1 RA on Duty

South Village (Wright and Maddox Halls) – 1 RA on Duty

North Lawn 1 (Hail, Pembroke and Heron Halls) – 1 RA on Duty

North Lawn 2 (Potter, Patton/Bear House) – 1 RA on Duty

Room Condition Report

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

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

Since you are responsible for the condition of your living space, as well as its furnishings, it is most important that you tell appropriate staff (Resident Assistants or Residence Director) about damages at the time of their occurrence. This practice will be particularly important when you feel that the damage was not your responsibility.

On page 13, you will find an image of the Room Condition Report you will complete upon your arrival.



RESIDENTIAL KEY & ACCESS AGREEMENT

As a part of the RCR, you will be required to sign off on the following key agreement during your period of residency on Belmont's campus.

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

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

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

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

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

ROOM CONDITION REPORT

Residence Halls

PLACE LABEL HERE

BIOGRAPHICAL INFORMATION (Please Print)

Full Legal Name: _____ BUID: _____
Last First M.I.

Permanent Address: _____
Street or P.O. Box
City State Zip Code

Preferred Email Address: _____

Preferred Phone #: _____

EMERGENCY NOTIFICATION

Name: _____ Relationship: _____ Phone: _____

Medical Needs: _____
In the event that you are abducted or missing for over 24 hours, we are required by law to collect contact information for the person you would want us to notify. This may be the same as the person listed above or may be someone different.

Same as emergency notification

If different, please fill out the information below:
Name: _____ Relationship: _____ Phone: _____

RESIDENCE HALLS BILLING REPORT (For RD Use Only)

| | |
|--|----------|
| _____ Damage to room/furnishing | \$ _____ |
| _____ Brief Description _____ | \$ _____ |
| _____ Improper or Late Checkout (\$150) | \$ _____ |
| _____ Key Charge (please circle) Mail Key (\$50) Room/Front door Key (\$60/lock) | \$ _____ |
| _____ Room Excessively Dirty (circle one) Light Cleaning (\$25-\$75) Medium Cleaning (\$125) Heavy Cleaning (\$250) | \$ _____ |
| _____ Charges Split among roommates? Yes No If yes, specify charges and roommates names below: | \$ _____ |
| _____ Other _____ | \$ _____ |
| TOTAL COSTS: | \$ _____ |

Additional Comments: _____

Resident Director Signature _____ Date: _____

HOUSING OCCUPANCY AGREEMENT 2013-2014

This is an Occupancy Agreement made by and between the student whose name appears on the statement of confirmation of this agreement ("Student") and Belmont University ("Belmont"). It grants to the Student permission to occupy a residence hall or apartment space on campus for a specific period of time. This Agreement is not a lease. The Student is not a tenant. Living in campus housing is a privilege that is part of the overall educational experience provided by the university. Students who live on campus are expected to make a commitment to contribute positively to the campus community by abiding by the responsibilities outlined in this Agreement and all associated guidelines and policies. Signing this Agreement is a prerequisite to living on campus.

All full-time, undergraduate, degree-seeking, unmarried students (without children residing with them) are eligible to live in campus housing. Belmont University requires all full-time, undergraduate students and incoming full-time, undergraduate transfer students with fewer than 60 credit hours by the start of the fall semester to live in campus housing unless Student is: 1) 21 years of age or over by August 18, 2013; 2) married and/or has children residing with him/her; or 3) lives with parents, legal guardians, grandparents, or siblings over the age of 25 while attending Belmont.

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

Agreement

1. License Granted. Belmont University grants to Student a nonexclusive and nontransferable license to occupy the assigned campus housing space.

2. Term of License. The term of this Agreement shall be August 17, 2013 at 8:00 A.M. through 6:00 P.M., Saturday, May 3, 2014. If this Agreement is for occupancy of a space in a residence hall, this license will be temporarily suspended while residence halls close during Christmas Break (December 14, 2013, 3:00 pm through January 4, 2014, 10:00 a.m.). Belmont reserves the right to, in its sole discretion, suspend this Agreement if necessary to protect the health and safety of its students, staff, or faculty. In addition, Belmont may cancel this Agreement at any time if Student violates Belmont policy and rules as set forth in the Statement of Values or rules concerning occupancy of on-campus housing found in this Agreement, the Handbook for Residential Living, University Catalogue, and The Bruin Guide. These rules and policies are incorporated into this Agreement by reference. A grant of a license under the terms of this Agreement does not imply that Student has the right to occupy campus housing in the future.

3. Housing Fee. Student agrees to pay housing fees each semester according to the payment policy in the Undergraduate Bulletin. Housing fees due for the Fall and Spring semesters are placed on Student's account upon registration for classes for that semester. The University reserves the right to remove Student from university housing for non-payment of Student's account of charges (including but not limited to: tuition, bookstore charges, parking fines, and meal plan fees).

4. Housing Deposit (New Student). An enrollment deposit of \$250 is paid to Belmont upon confirmation of enrollment to the university. Of this enrollment deposit, \$100 represents Student's housing application fee. This is a one-time fee that remains on Student's account and is non-refundable.

5. Enrollment. As a condition of occupancy, Student agrees to register for a minimum of 12 credit hours each semester during the term of this Agreement.

6. Cancellation Policy for New Students. For purposes of this Agreement, New Student is defined as such until the last day of registration in his/her first semester at Belmont. If New Student meets housing exemption requirements outlined in the Introduction and wishes to cancel this Agreement, he/she may only cancel according to the following criteria:

A. Cancellation for Fall or Spring. If written notice of cancellation for Fall or Spring semesters is received by the Office of Residence Life on or before August 1, 2013 for Fall and December 1, 2013 for Spring, this Agreement is canceled with full refund of housing charges. Any cancellation after the above mentioned dates will result in a cancellation fee of 25% of their room rate and then subject to the proration table below after the first day of classes. The university enrollment deposit of \$250.00 is non-refundable regardless of the date of cancellation. Any cancellation after the last day for registration will be subject to the terms of the cancellation policy for current students.

7. Cancellation Policy for Current Students. For purposes of this Agreement, Current Student is defined as any student not fitting the definition of New Student (see section 6).

A. Cancellation for Current Students for Fall If Current Student, who meets housing exemption requirements outlined in Introduction, wishes to cancel this Agreement but intends to remain enrolled at Belmont or if cancellation is necessitated by one or more of the following events: graduation, withdrawal (not including involuntary withdrawal), or academic ineligibility, he/she may cancel agreement provided that written notification is received by the Office of Residence Life. After August 18, 2013, Current Student may only cancel for Fall by withdrawal. The table below outlines Current Student's responsibilities based on the date written notification is received in the Office of Residence Life. Please note: This table is independent of the University's refund table for tuition and other fees.

| CANCELLATION DATE | Cancellation Fee | Refund |
|------------------------------|-------------------------|------------------------|
| Before Commencement (5/4/13) | None | 100% |
| After Commencement - 6/1/13 | \$400.00 | 100% |
| 6/2/13 – 8/30/13 | 25% of Fall Room Fee | 100% |
| 8/31/13 – 9/6/13 | N/A | 60% |
| 9/7/13 - 9/13/13 | N/A | 40% |
| 9/14/13 - 9/20/13 | N/A | 20% |
| 9/21/13 - | N/A | 0% (No refund of fees) |

Any student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed.

The \$100 Housing Application fee is non-refundable.

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

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

i. If Current Student wishes to cancel this Agreement for Spring semester without penalty, he/she may do so only if cancellation is necessitated by one or more of the following events: graduation, voluntary withdrawal, participation in a Belmont program that requires Student to live away from the main campus for Spring semester, or academic ineligibility. Written notice of cancellation must be submitted by Student to the Office of Residence Life by November 15, 2013 and Student must be checked out of his/her space no later than December 14, 2013. Refer to d. of this same section for cancellations after November 15, 2013.

ii. No exemptions will be granted for the Spring semester to Students seeking an exemption based on age (21 years of age or over by August 18, 2013) or by earning 60 credit hours by the start of the fall semester. Other exemptions may be granted by submitting a written request online through the Housing Administrator page on their myBelmont account by November 15, 2013. If approved, student must be checked out of his/her space no later than December 14, 2013.

iii. Student removed from Belmont housing for disciplinary reasons will be responsible for all housing charges assessed for the semester he/she is removed.

iv. If Student initiates a cancellation, or is subject to an involuntary withdrawal after November 15th, Student is subject to a cancellation fee of \$300.

v. All cancellations after January 4, 2014 will be subject to a declining refund scale of housing and dining charges in addition to the aforementioned \$300 cancellation fee. A copy of the refund scale is available in the Office of Residence Life. All cancellation requests must be submitted in writing to the Office of Residence Life.

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

8. Assignment of Campus Housing Spaces and Roommates. Unless prior arrangements for late occupancy have been made with the Office of Residence Life, failure of Student to occupy his/her assigned campus housing space by the first day of classes (August 21, 2013 or January 6, 2014) may result in loss of the assigned space.

Belmont reserves the right to make housing and roommate assignments and to require Student to relocate within campus housing when assignments or relocations are necessary to carry out Belmont's educational and/or administrative purposes. This right to make alternate assignments and require relocations includes the authority to take such action as part of disciplinary sanctions. Nothing in this Agreement shall be interpreted to guarantee Student the right to live with a specific individual or to occupy a specific residential space. Occupancy of spaces by fewer or greater Students than the intended number requires the approval of the Office of Residence Life. Student is expected to only occupy assigned space. Any attempt to move a space other than Student's assignment will result in referral to the university judicial system. If one Student moves from his or her assigned space, the remaining Student(s) will maintain the space in a manner that would permit another Student to be assigned immediately. Belmont also reserves the right to assign Students to temporary accommodations in the event that occupancy is exceeded.

9. Meal Plan Requirement. Students living in the residence halls are required to purchase a meal plan of no less than 8 meals a week. All first semester freshmen must choose a meal plan of no less than 14 meals a week. **Please choose carefully as Student will have to keep the same plan for the entire year; however, Student will be able to add additional Bruin Bucks at the beginning of each semester.**

10. Inventory and Inspection. Belmont completes a "Room Condition Report" (RCR) prior to Student occupying an assigned residence hall or apartment space. The RCR notes the presence and condition of furnishings, fixtures, and equipment. In addition, any unusual damage or excessive wear to the space is noted. When Student moves

out, Belmont completes a RCR that notes any damage or unusual wear to the furnishings, fixtures, equipment, and premises. Cleaning charges are assessed if Student does not leave residence hall or apartment space in a condition allowing immediate occupancy.

11. Checkout. Student agrees to follow posted checkout procedures specific to his/her residential facility. Belmont reserves the right to require students to move from their residence within 24 hours of Student's last final exam at the end of each semester, or 6:00 pm on the day following the conclusion of final exams, whichever occurs first. If Student withdraws from Belmont prior to the expiration of the term of the agreement, Student agrees to notify the Office of Residence Life in writing of withdrawal and complete proper checkout procedures with the Residence Director of Student's facility within 48 hours of withdrawal from Belmont. Failure to check out within 48 hours of withdrawal or expiration of the license term will result in a \$100 per day late charge for each day. Students removed from Belmont Housing for disciplinary reasons will be required to complete proper checkout procedures within 48 hours following termination of this agreement. Failure to checkout by Student will result in a charge to change the lock on Student's former residential space based on current lock change rates. In addition, Student will be responsible for all costs associated with the removal of personal belongings remaining in the space.

12. Furnishings, Additions and Alterations. Student agrees not to alter, remove, trade, or exchange any furnishings, fixtures, or equipment owned by Belmont located in Student's residence hall or apartment space or complex. Student shall make no alterations or additions to residential space(s).

13. Entry and Inspection. Belmont reserves the right to enter and inspect Student's campus housing space for reasons including, but not limited to: 1) investigating suspected illegal activity or violations of Belmont policy or regulations, 2) assessing conditions that pose potential threat to the health or safety of campus housing residents, 3) performing maintenance/facility management duties.

14. Personal Property. Belmont assumes no responsibility for, and does not insure against the loss, theft, damage or destruction of, any of Student's personal property. Student is encouraged to carry personal property or renter's insurance. In addition, Belmont assumes no responsibility for any personal property (i.e. clothes, furniture, audio/video equipment, etc.) remaining in the housing space after the termination of this Agreement by Student or Belmont. Abandoned personal property will be disposed of at the sole discretion of Belmont, at Student's expense.

15. Guests. Student is responsible for the actions of his/her guests while on Belmont's premises, including adherence to Belmont policies.

16. Expenses of Enforcement. Student agrees that if it becomes necessary for Belmont to take action to enforce the terms and conditions of this Agreement, Student will pay all costs and expenses (including attorneys' fees) and any fines associated with its enforcement.

17. Nondiscrimination. In accordance with Section 504 of the Rehabilitation Act and other applicable state and federal civil rights laws, Belmont does not discriminate on the basis of race, color, age, national origin, or disability in the provision of residential facilities and services.

18. Assignment. Student may not transfer or assign the rights and interest granted by this Agreement to any other person.

Student Name (please print)

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

Date

Checking Out

Mid-Semester If you are moving out of your Residential Room before the end of the semester, you must contact your Residence Director to arrange an official checkout time and room inspection. Please return your keys and remove all personal belongings from the room prior to checkout. Generally, room cost refunds are not available unless the Housing Agreement covers an exemption.

Mid-Year Near the end of the fall semester, students will receive a Spring Residential Living Card, on which they should denote their housing preference for the next semester. Please note that the Housing and Meal Plan agreements you signed are for the entire academic year. Housing exemptions may not be requested mid-year, and meal plans may not be changed.

Students who know they will not be returning to school for the spring semester will need to arrange an official checkout time and room inspection with the Residence Director or Resident Assistant. They will provide you with the necessary paperwork and information to checkout of your space efficiently. Students should not leave without filling out a university withdrawal form and completing a full checkout.

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



LIVING WITH A ROOMMATE

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

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

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

Roommate Agreement

Discuss the following items and for each item, answer the question “We agree to...”

Sleep

- What time do you go to sleep?
- What time do you get up?
- Are you a heavy or light sleeper?

Study

- How often do you study?
- When and where do you study?
- How quiet does it need to be while you study?
- Do you listen to music or watch TV while studying?
- Do you plan to do most of your studying in your room?

Cleanliness

- How neat do you want your room to be?
- How will you determine who cleans what and when?
- Who will take out the garbage, and when?
- Who will clean the bathroom, and when? (if applicable)
- How do you want to decorate the room?

Use of Personal Belongings

- Which of your personal belongings are you willing to share?
- Do you have any items that are “off limits?”
- Will you share food that you have purchased?
- Will you share any clothing items?
- Do you wish for your roommate to ask permission before borrowing or using your personal belongings?

Guest Visitation

- How many people will visit at the same time?
- When, during visitation hours, will opposite gender guests visit?
- When will same gender guests visit?

Quiet Hours

- What does "quiet" mean to you?
- When will you listen to the stereo?
- When will you watch TV?

Conflict Resolution

- How will you approach your roommate if conflicts arise?
- How do you wish to be approached by your roommate if conflicts arise?
- How will you use your roommate agreement to mediate conflict?
- What role do you wish for your Resident Assistant to play in conflict mediation?

Other

- How would you prefer to handle the mail?
- How would you prefer to handle locking the room door?
- Do you prefer to have the room door open or shut when you are in your room?
- How much time do you want or need to spend with your roommate?
- Any other items?

We hereby agree to abide by the guidelines decided upon above. We understand that we can renegotiate this agreement at any time.

Signed

Student 1

Student 2

Student 3

UNIVERSITY MAIL PROCEDURES

Below you will find your mailing address for your on-campus residence:

**Maddox, Wright, Kennedy, Potter, Patton-Bear House,
Heron, Hail and Pembroke**

Your Name
Residence Hall and Room Number
1900 Belmont Blvd
Nashville, TN 37212-3757

Thraikill Hall

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

Dickens Hall

Your Name
Residence Hall and Room Number
2040 Bernard Circle
Nashville, TN 37212

Horrell Hall

Your Name
Residence Hall and Room Number
2050 Bernard Circle
Nashville, TN 37212

Hillside and Bruin Hills

Your Name
Apartment # Bernard Circle
Nashville, TN 37212

Belmont Commons

Your Name
Apartment # Delmar Ave
Nashville, TN 37212

All mail is received and sorted through the University Mail Services office located on the corner of 12th Ave. S. and Acklen Ave.

Deliveries arrive Monday through Friday (there is no delivery on Saturday, Sunday or federal holidays (and certain other days when the university may be closed). Hours of operation are Monday-Friday 8:00 am-5:00 pm and Saturday for package pick up from 10:00 am-1:00 pm during the fall and spring semesters. Our summer hours are 8:00 am-4:00 pm Monday-Friday

If you live on campus and receive a package, you will be e-mailed through your Belmont University Pop account. You will then need to take your ID and go to the University Mail Center on 12th Avenue to pick up the package (please see campus map for location)

If you change rooms, it is your responsibility to complete a Change of Address Form (available from the Mail Services). After you have completed a Change of Address Form, please submit it back to the Mail Services or you may also place it in an On-Campus Mail slot, located with the mailboxes in the lobby of your residence hall.

It is also your responsibility to notify any family, friends, creditors, banks, etc. of your change of address.

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

TECHNOLOGY SERVICES

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

Cable TV

Please bring your own cable-ready TV and a standard coaxial cable (cable hookups are available in each room)

| | | |
|---------------------------------|------------------------------------|--|
| 2 WKRN (ABC) | 31 GAC TV | 58 E! (Entertainment Television) |
| 3 Belmont TV Guide Channel | 32 VH1 | 59 TVLAND |
| 4 WSMV (NBC) | 33 MTV | 60 COMEDY CENTRAL |
| 5 WTVF (CBS) | 34 MTVU channel | 61 Speed |
| 6 WUXP (UPN) | 35 ABC Family channel | 62 CSPAN 2 |
| 7 WZTV (FOX) | 36 AMC (American Movie Classics) | 63 SPIKE |
| 8 WNPT (PBS) | 37 NICKELODEON | 64 ESPN News |
| 9 ESPN | 38 TNT (Turner Network Television) | 65 Oxygen |
| 10 ESPNU | 39 DISCOVERY Channel | 66 Belmont DVD Playback Channel |
| 11 ESPN2 | 40 ANIMAL PLANET | 68 Mike Curb Events Center Programming |
| 12 QVC | 41 A&E | 69 School of Music/MPAC Channel |
| 13 CNN | 42 LIFETIME | 70 FX |
| 14 Current TV | 43 History Channel | 71 HSN (Home Shopping Network) |
| 15 TBN (Trinity Broadcasting) | 44 HGTV (Home & Garden Television) | 72 Versus |
| 16 College Sports Television | 45 TLC (The Learning Channel) | 73 Travel |
| 17 National Geographic | 46 CNBC | 74 Shop NBC |
| 18 WNAB (WB) | 47 CNN - Headline News | 75 Lifetime Movies |
| 19 Women's Entertainment | 48 Fox News Channel | 76 Hallmark |
| 20 Food Network | 49 C-SPAN | 77 VH1 Classic |
| 21 NFL Network | 50 MSNBC | 78 Discovery Health |
| 22 WGN Network | 51 Science Channel | 79 FUSE Channel |
| 23 TBS Superstation | 52 Weather Channel | 80 Bloomberg |
| 24 USA | 53 Court TV | |
| 25 DISNEY Channel | 54 Golf Channel | |
| 26 CARTOON NETWORK | 55 G4- Tech TV | |
| 27 Comcast Sports Southeast | 56 BRAVO | |
| 28 FOX Sports South | 57 SCI-FI | |
| 29 BET network | | |
| 30 CMT Country Music Television | | |

Internet/E-Mail

- Belmont provides e-mail services and Internet access for all on-campus residents via the campus network. E-mail is accessed through the BIC account that students sign up for when they begin their time at Belmont University.

Suggested Computer Requirements:

- 1 GB of ram(PC)— recommended 2gb
- Microsoft Office with Word, Excel and PowerPoint (purchase in our bookstore)
- (Mac) G2 or faster
- (PC) Windows XP or Vista, Windows 7
- (Mac) OS 10
- 3Com Ethernet * card 10baseT connector type **
- CD Burner - DVD burner recommended
- 10baseT 10-20ft computer cable **
- A smart-strip surge protector for your computer **
- Virus Protection Software such as Norton Anti-Virus
- Any accessories you desire, such as speakers, a scanner, printer, etc.

For detailed information on Belmont University's technology services:

- Log on to www.belmont.edu/its and click on the "Student Services" icon
- Phone: 615-460-6214

VOTER REGISTRATION

Many families often ask how students can register to vote while attending Belmont.

For Tennessee Residents

If you are a resident of Davidson County, TN and are attending Belmont, your proper address of registration is your Davidson County residence, not the address of the school. If you are attending Belmont but your residence is in another county, you would register to vote in the county where you have an established residence, such as your parents' home. Once registered to vote, you may apply as an absentee voter if you are unable to make it to the county in which you are registered for either early voting or on election day.

You may find out more details at the following sites:

Tennessee Voter Registration Form: <http://www.tn.gov/sos/election/forms/ss-3010.pdf>

Davidson County Election Commission: <http://www.nashville.gov/vote/index.asp>

For Non-Tennessee Residents

Each state will have different procedures for registering to vote and applying as an absentee voter. Please visit your state or county's election commission website for details.

State election websites can be accessed here: http://www.eac.gov/voter_resources/contact_your_state.aspx

OFFICE OF CAMPUS SECURITY

The Office of Campus Security is located on the first floor of the Gabhart Student Center, just past the elevator. Belmont Student ID cards are made here. You can get more information about the Office of Campus Security at www.belmont.edu/ocs.

Officers are on duty 24 hours a day.

If you need to reach an officer in an emergency, you should either dial 615-460-6911 or find a “blue light” emergency telephone. Emergency telephones are located throughout campus. Remember to report all suspicious behavior to both Campus Security and your RA staff. Please become familiar with both the location of your nearest emergency telephone as well as the location of Campus Security.

For all emergency requests: 615-460-6911

For all non-emergency requests: 615-460-6617

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

- 24 hour campus patrol
- Escort service
- Unlocking cars
- Jump-starting cars
- Vehicle registration
 - parking permits
 - temporary parking permits
- Issuing, replacing or activating student ID cards
- Completion of accident and crime reports on campus
- Information about parking, safety and maps

The Office of Campus Security also sponsors various safety programs and classes throughout the school year. Students will be informed when opportunities to attend become available.

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

CAMPUS SAFETY TIPS

The staffs of the Office of Residence Life and the Office of Campus Security work very hard to provide the safest environment possible in the residence halls and apartment communities. In return, you have the responsibility to take the time to think about your own safety. If you have any questions, please contact your Resident Assistant (RA) or Residence Director (RD).

KEYS, DOORS, LOCKS AND BUILDING ACCESS

Every hall is equipped with a basic security system: doors and locks. Additionally, all residence halls and apartment community gates are secured by a key card access system, which only allows residents of a particular complex to enter. These systems only work if a student properly uses them.

Security Reminders

- ALWAYS lock your door when you leave your room, even if you'll be back shortly.
- Be aware of strangers in the area... if anyone looks suspicious or out of place, contact a Residence Life Staff Member or Campus Security immediately.
- Do not hold the entrance door for anyone you do not know.
- Do not let strangers who knock on the door into the building.
- NEVER prop entrance doors open!
- Do not leave your belongings unattended in the common areas.
- Keep valuables locked up or out of sight.
- If you think something has been stolen, report the theft immediately to Campus Security.

SAFETY WHEN OUT AND ABOUT

Although Belmont is a relatively safe campus, it is located in the heart of a major metropolitan city which is also the state capital. As such, the surrounding community will harbor the same sorts of crimes as any other major city. By following some basic crime prevention techniques, you can help keep yourself and the campus safe:

- Walk with a buddy (especially at night) or call for a security escort
- Avoid poorly lit and densely populated areas such as alleys
- Do not let strangers in to your residence
- Do not give rides to strangers
- Do not give money to panhandlers
- Report suspicious activity immediately

For more information on Campus Safety, please visit www.belmont.edu/ocs.

BICYCLE POLICY

Registration of your bicycle increases the chances of recovery if it is stolen. Often when bikes are recovered, the owners cannot be located or cannot legally reclaim their property because they do not know the serial number of the bike. Therefore, the following rules will apply.

All bicycles on campus must be registered with the Office of Campus Security at no charge. Each bicycle must display a decal issued by OCS that is affixed to the bicycle on the permanent part of the frame just under the seat. Bicycles left outside on campus during Christmas break or summer break will be assumed to be abandoned and will be impounded.

Unattended bicycles are expected to be locked to a bicycle rack at all times. They are not to be left in public access areas, entrances or exits to buildings, or attached to any railings, landscaping, or other areas not designated for bicycle use. Specifically, bicycles may not be stored in Residence Hall or Apartment hallways or individual rooms. Bicycles must follow the same laws as automobiles when on roadways. Failure to register your bicycle or violation of above rules will result in impoundment at the owner's expense.

To view the Bicycle Parking Map, please visit <https://my.belmont.edu/mybelmont/administration/campsecur/pdf/BicycleParkingMap.pdf>



BEAMAN STUDENT LIFE CENTER

Connected to the Curb Event Center and the Maddox Grand Atrium, the Beaman Student Life Center is a six-hundred-thousand square-foot hub of campus life located at the heart of Belmont's historic campus. Since the fall of 2003, the Beaman has been a multi-purpose facility that supports the Belmont community by serving as a social gathering place for students and a programming space for campus-wide events such as NCAA selection parties, dances, fashion shows and blood drives.

Through the main entrance facing the Bell Tower you will find "What's Bruin", a convenience store with coffees, snacks, drinks, smoothies, sushi and ready-made sandwiches.

The Beaman Student Life Center is home to the following professional areas:

- Dean of Students Office (including Disability Services and Student Conduct & Academic Integrity)
- Office of Student Activities
- Office of New Student & Parent Programs
- Department of Fitness & Recreation

In addition to professional offices, the Beaman houses Belmont's four Chartered Organizations:

- Student Government Association
- Student Activities Programming Board
- Panhellenic Association
- Interfraternity Council

As a central hub of campus life, the Beaman is a great place to relax as it features ample gathering spaces and seating areas for students to study and interact. The Beaman is under the administrative authority of the Office of Student Activities within the Division of Student Affairs. The Director of Student Activities, and Student Activities staff, are responsible for the day-to-day operation of the facility and its programming. For questions related to the Beaman Student Life Center contact the Office of Student Activities at 615.460.6407.

FITNESS & RECREATION

The Department of Fitness and Recreation exists to provide members of the Belmont community with facilities, programs and services that educate, promote and support a healthy, active lifestyle. The Fitness and Recreation Center is located in the Beaman Student Life Center and features a rock climbing wall giving the campus community one-thousand square feet of climb surface with natural features to accommodate various levels of ability. Along with the rock climbing wall, two regulation-size racquetball courts and full service men's and women's locker rooms complete the first floor. The second floor of the Fitness and Recreation Center has a group exercise room with mirrored walls and a beautiful view of the Lawn and the South Lawn as well as a recreational gymnasium and weight room featuring free weights, weight machines, treadmills, elliptical machines and stationary bikes.

The Fitness and Recreation Center also is the nucleus for the following programs and services:

Group Fitness

Group fitness classes are physically challenging and allow participants to meet new people in a fun, exciting environment. Classes are scheduled at a variety of times that are convenient for student class schedules.

Spin
Zumba
Yoga
Cardio Sculpt
Total Body Training
Pilates
Express Step
20/20/20
Express Sculpt
Interval Training

Intramural Sports

Participants agree that playing intramurals is a great way to connect with the campus community and build relationships. An assortment of sports are offered for men's, women's and co-rec teams.

Basketball
Flag Football
Ultimate Frisbee
Volleyball
Dodgeball
Turkey Trot 5k
WallyBall
Racquetball
Futsal
Handball

Personal Training Services

Personal Training is often called one of the best benefits available. Clients will be educated and motivated throughout their journey to a healthier lifestyle.

Sessions Include

Hour sessions
Half hour sessions
Duo sessions

Services Include:

Nutrition Consults
Fitness Counseling
Exercise Prescriptions

FITNESS AND RECREATION CENTER HOURS:

| | |
|-------------------|------------------------|
| Monday – Thursday | 6:00 a.m. – 10:00 p.m. |
| Friday | 6:00 a.m. – 8:00 p.m. |
| Saturday | 9:00 a.m. – 8:00 p.m. |
| Sunday | 1:00 p.m. – 8:00 p.m. |

For questions please call the information desk at 615-460-6313.

For more information about programs and services, follow us on:

Twitter: twitter.com/BUFitRec

Facebook: facebook.com/BUFitRec

Blog: forum.belmont.edu/bfitbu

BELMONT FOOD

In addition to the Cafeteria, located in the Gabhart Student Center, Belmont provides a variety of dining options for students. Students can use their Dining Points at any of these locations, or purchase additional Bruin Bucks that can be used. Credit cards and cash are also accepted.

CURB CAFE

Located on Belmont Boulevard, attached to the Beaman Student Life Center, the Curb Cafe offers four unique dining options for students, in addition to a large amount of seating and a stage for performances.

World of Wings (WOW) offers a variety of grilled items from burgers to quesadillas to salads in addition to WOW's famous Chicken Tenders and Wings,

Mein Bowl offers traditional Chinese Food and Sushi

Papa Johns offers fresh pizzas, wings, sticks and cinn-a-pies

McAlister's Deli offers deli sandwiches, salads and their world famous sweet tea.

WHAT'S BRUIN

Located in the Beaman Student Life Center, What's Bruin is a great place to drop by for a quick snack. With a convenience store feel, What's Bruin offers bottled drinks, coffee, tea, snacks and pre-packaged sandwiches.

CORNER COURT

Located on main campus and attached to Massey Business Center, Corner Court is a one-stop location offering snacks, drinks, and various pre-packaged sandwiches, soups and sushi. In addition, Corner Court has a made-to-order sandwich station featuring Boar's Head Deli Meats.

BRUIN GROUNDS

Located in the Lila D. Bunch Library, the newest dining location on campus has salads, sandwiches, specialty coffees, fruit teas, naked juice smoothies, cupcakes, cinnamon rolls and more. Want a refreshing Peet's Latte or Espresso with your morning muffin? Or perhaps you would like to try a Curious George or a Grapes of Wrath? Either way, visit Bruin Grounds, your favorite coffee shop!

DINING PLANS

All Students living in Belmont's on-campus residence halls (Hail, Heron, Pembroke, Potter, Patton/Bear House, Maddox, Wright, Kennedy, Thrailkill, and Dickens) must purchase a meal plan. During their first year, freshmen must purchase Plan #1, Plan #2 or Plan #3. Kennedy/Thrailkill residents must purchase Plan #5 or higher. Residents living in other on-campus facilities (Belmont Commons, Bruin Hills and Hillside) may purchase a meal plan if they wish. However, they are not required to do so.

Plan #1 – 20 meals/week in the Cafeteria

Plan #2 – 16 meals/week in the Cafeteria + \$175 Dining Points

Plan #3 – 14 meals/week in the Cafeteria + \$225 Dining Points

Plan #4 – 10 meals/week in the Cafeteria + \$225 Dining Points

Plan #5 – 8 meals/week in the Cafeteria + \$350 Dining Points

Plan #6 – 5 meals/week in the Cafeteria

DINING POINTS vs. BRUIN BUCKS

Bruin Bucks are dollars that can be added to your Student ID Card and can be used at any of the campus dining facilities mentioned. They can also be used at certain off-campus locations. Bruin Bucks **WILL** roll over semester to semester. One Bruin Buck is equal to \$1. Bruin Bucks are refundable and can be added on your myBelmont account until the last day of the drop/add period with no tax.

Dining Points are included in meal plans and can only be used at on-campus facilities. They **WILL NOT** roll over semester to semester, and must be used by the time the semester ends. They are non-refundable.

For questions or comments concerning Belmont Food, please contact:

Belmont University Dining Services

Phone: 615-460-6780 Website: <http://campus.belmont.edu/sodexo/>

CAFETERIA HOURS*

Monday-Friday

| | |
|-----------------------|----------------------|
| Breakfast | 7:15–9:15 a.m. |
| Continental Breakfast | 9:15–10 a.m. |
| Lunch | 11:00 a.m.–2:30 p.m. |
| Dinner | 4:30–7 p.m. |
| Friday Dinner | 4:30–6:15 p.m. |

Saturday

| | |
|-----------------------|----------------------|
| Continental Breakfast | 8–9:30 a.m. |
| Lunch | 11:30 a.m.–2:30 p.m. |
| Dinner | 4:30–6:15 p.m. |

Sunday

| | |
|--------|----------------------|
| Lunch | 11:30 a.m.–2:30 p.m. |
| Dinner | 4:30–7 p.m. |

BRUIN GROUNDS

| | |
|-----------------|---------------|
| Monday-Thursday | 7 a.m.–8 p.m. |
| Friday | 7 a.m.–3 p.m. |

WHAT'S BRUIN?

| | |
|---------------|---------------|
| Monday-Friday | 7 a.m.–9 p.m. |
| Saturday | 9 a.m.–3 p.m. |

CORNER COURT

| | |
|-----------------|------------------|
| Monday-Thursday | 7:30 a.m.–8 p.m. |
| Friday | 7:30 a.m.–3 p.m. |

CAFETERIA SCHEDULE OF OPERATIONS:

August 16th: Cafeteria opens, starting at 11:00am for lunch
August 17th: Modified hours due to Welcome Week Activities
October 14th – 15th: Modified hours due to Fall Break
November 28th: Closed for Thanksgiving Break
November 27th & November 29th: Modified hours due to Thanksgiving Break
TBA: Last Day for Meal Plans

January 4th: Cafeteria opens, starting for breakfast
January 20: Modified hours due to Martin Luther King, Jr. Day
March 1st – 8th: Closed for Spring Break
March 9th: Cafeteria reopens, starting at 4:30pm for dinner
April 17th – 18th: Modified hours due to Easter Break
April 30: Last Day for Meal Plans

CURB CAFE

Mein Bowl

| | |
|---------------|-----------------------------------|
| Monday-Friday | 11 a.m.–2 p.m. & 5 p.m.–8 p.m. |
| Saturday | 5 p.m.–8 p.m. |

WOW & Papa John's

| | |
|---------------|-----------------|
| Monday-Friday | 11 a.m.–11 p.m. |
| Saturday | 5 p.m.–11 p.m. |
| Sunday | 4 p.m.–9 p.m. |

McAlister's Deli

| | |
|---------------|----------------|
| Monday-Friday | 11 a.m.–9 p.m. |
|---------------|----------------|

**Hours subject to change. All modified hours and closings for special events, holidays, and breaks will be posted at locations and listed online.*

HEALTH SERVICES, COUNSELING AND PHARMACY

Belmont University Health Services

Belmont University Health Services is your on campus source for treatment of common illnesses and injuries. The clinic is co-located with the Pharmacy Care Center and is open Monday-Friday, 8 a.m.-4:30 p.m.

Additional services include allergy injections, vaccinations, annual flu shots, lab testing, wellness information, referrals, and comprehensive travel consults. All services are provided confidentially in adherence with the HIPAA laws.

Appointments and walk-ins are welcome.

Office: 615-460-5506 | Fax: 615-460-6131

www.belmont.edu/healthservices

Belmont University Office of Counseling Services

Belmont University offers comprehensive professional counseling through the office of Counseling Services. This essential program equips students to manage life transitions as well as serious emotional issues. The Center's goal is to help students choose healthy coping skills so that they can continue to be a vital part of the Belmont Community.

Services

Services are provided at no cost to students. Counselors can assist you with a variety of concerns. Problems range in intensity from mild distress to severe and chronic psychological disorders. Examples of complaints that students have include: adjusting to college life, homesickness, depression, relationship concerns, eating disorders, grief and loss, stress, anxiety disorders, alcohol and drug concerns, self-esteem issues, family conflicts and spiritual struggles.

Getting Started

The Counseling Center office is located on the second floor of the Gabhart Student Center above the bookstore. Making an appointment is a simple process. Contact the administrative assistant at 460-6856. The first appointment is called an Intake and will last between 15-30 minutes. Further appointments will last between 45-50 minutes.

The Center is open Monday-Friday, 8 a.m.-4:30 p.m. Students can leave a confidential voicemail at anytime and it will be returned as soon as possible during office hours. Students can also drop by to set up an appointment.

Belmont University Pharmacy

Belmont University Pharmacy is here to serve all your pharmacy needs. Conveniently located inside the front doors of McWhorter Hall in Room 106 and adjacent to the University Clinic, the full-service pharmacy is open Monday- Friday from 8 AM to 5 PM (closed for lunch from 1:30- 2 PM).

We offer professional counseling on all medications and over-the counter items in a confidential and private setting. The pharmacy accepts all major insurance except Cigna.

The pharmacy offers a variety of over-the-counter items (sun-care, first-aid, personal care items and much more). The pharmacy also carries a wide assortment of vitamin and herbal product for those seeking a more natural method to treat their health needs.

If you have any questions please stop by or call today to learn how we can meet your pharmacy needs!

Pharmacy : 615-460-6040 | Pharmacy Fax: 615-460-5980

www.belmont.edu/healthservices/pharmacy

BELMONT UNIVERSITY CAMPUS STORE

belmont.edu/bookstore

615.460.6418

bookstore@belmont.edu

The Belmont University Campus Store, located in the lower level of the Gabhart Student Center, offers many items and programs that can help you succeed at Belmont. Buying textbooks at our university campus store is easy and convenient with services like the Textbook Reservation Program. This program allows you to pre-order your textbooks for the Fall and Spring semester and have them delivered to your dorm free of charge! A pick-up option is also available to anyone that lives off campus. We offer new books, used books, e-books, and rental books that can be found at competitive prices so that our students have a variety of options that meet their individual needs. Textbook buyback takes place daily, and students can get up to 50% back on their textbooks.

The BU Campus Store offers an extensive line of Belmont apparel and gifts to satisfy every Bruin's tastes. The Belmont Bonus Rewards Club is a program that offers you redeemable points from the merchandise and textbooks you buy. Points can be redeemed for BU Campus Store gift cards. Details are available online at www.belmont.edu/bookstore.

You will also find a variety of school supplies from backpacks and copy paper, to acrylic paints, photography paper, stethoscopes and even guitar strings. We have everything a Belmont student will need for class!

MacAuthority and the BU Campus Store have partnered together to offer education discounts on Apple products. Most items are kept in stock; however, items that are not stocked can be received within 24 hours (excluding special orders).

Visa, MasterCard, American Express, and Discover are accepted both in the store and on the website. You may also charge course materials and school supplies to your student account. You will need to check with Student Financial Services for payment deadlines and additional information on the student account.

Because the Belmont University Campus Store is owned and operated by Belmont University, all revenues generated stay on campus to help support the university's mission.

FACILITIES MANAGEMENT SERVICES

Facilities Management Services (FMS) coordinates maintenance, housekeeping, and landscaping. In addition, they schedule requests for pest control problems.

Students have the responsibility for submitting their own maintenance requests. Your RA and RD can help ensure that a matter is resolved, but you have the primary responsibility for reporting any issues.

Please note that Cable, Internet, and Telephone problems are NOT handled through FMS. All issues in these areas should be reported to Telecommunications at 615-460-6214.

Non-Emergency Maintenance Requests

Maintenance requests can only be made through the web at <https://my.belmont.edu/group/mycampus/fms>. Follow the "iService Desk" link. Once a work request has been submitted, you will receive a confirmation e-mail from FMS containing a Work Order Number.

Requests cannot be made by calling or emailing.

Office hours for FMS are 7 a.m.– 4 p.m., Monday-Friday.

Emergency Maintenance Requests

For maintenance problems that require immediate attention during non-office hours, contact the Office of Campus Security at 615-460-6617, the Resident Assistant on duty or your Residence Director.

Examples of emergencies:

- Water flowing from a pipe
- Toilet flooding
- Lack of heating
- Lack of air conditioning
- An electrical outage

TRANSPORTATION

Belmont University sits in the heart of Nashville and is a convenient walking or biking distance from numerous downtown shops, restaurants and other amenities. Many students also opt to take taxis around the downtown area or to the airport. There are also a couple of transportation options provided through the university:

Nashville MTA (Bus System)

As a benefit for Belmont Students and Employees, you can ride the MTA bus to and from Belmont and we'll pick up the tab. All students, faculty and staff can just get on the bus and swipe your Belmont ID card. Save on gas, sit back and enjoy the ride. For MTA schedules, please visit <http://www.nashvillemta.org> and click on "Bus Services" and then "Maps & Schedules."

Enterprise Car Share

Belmont also has a partnership with Enterprise Car Share (formerly WeCar), a car-sharing program. For a small fee, students may rent one of two cars, which are parked on Belmont's campus, by the hour or by the day. For more information, or to sign up for this program please visit Enterprise Car Share on the web at www.enterprisecarshare.com/car-sharing/program/belmont.

USEFUL AREA STORES

Plug these addresses into your GPS for specific directions to some commonly requested stores.

Bed, Bath, & Beyond

7657 Highway 70 South, Nashville, TN 37221
(615) 646-7383

Best Buy

6810 Charlotte Pike, Nashville, TN 37209
(615) 353-1184

Costco

6670 Charlotte Pike, Nashville, TN 37209
(615) 354-5100

Harris Teeter @ Hillsboro Village

2201 21st Ave. South, Nashville, TN 37212
(615) 269-7818

Home Depot

2535 Powell Ave., Nashville, TN 37204
(615) 269-7800

Kroger @ Green Hills

2131 Abbott Martin Rd., Nashville, TN 37215
(615) 297-7531

Publix @ Belle Meade

4324 Harding Pike, Nashville, TN 37205
(615) 279-2038

Sam's Club

615 Old Hickory Blvd., Nashville, TN 37209
(615) 356-5545

Target @ Nashville West

6814 Charlotte Pike, Nashville, TN 37209
(615) 238-0112

Target @ White Bridge

26 White Bridge Rd., Nashville, TN 37205
(615) 352-8461

Trader Joe's

3909 Hillsboro Pike, Nashville, TN 37215
(615) 297-6560

Wal-Mart Superstore

2421 Powell Ave., Nashville, TN 37204
(615) 383-3844

Whole Foods Market

4021 Hillsboro Pike, Nashville, TN 37215
(615) 440-5100



GREAT LOCAL EATS

Area:

21st = 21st Ave./Hillsboro Rd.

GH = Green Hills

12S = 12th Ave. South

100 = 100 Oaks

BB = Belmont Blvd.

DT = Downtown

WE = West End Ave.

Average price per entrée:

\$ = \$5-\$12

\$\$ = \$12 - \$18

\$\$\$ = \$18 - \$25

\$\$\$\$ = \$25+

| Restaurant | Food Type | Area | Price Range | Street Address | Phone (615) Area Code |
|------------------------|---------------------|------|-------------|------------------------------|--------------------------|
| Cheesecake Factory | American | GH | \$\$ | 2133 Green Hills Village Dr | 463-2400 |
| Jackson's | American | 21st | \$ | 1800 21st Ave. S. | 385-9968 |
| Sunset Grille | American | 21st | \$\$-\$\$\$ | 2001 Belcourt Ave. | 386-3663 |
| Bosco's | American | 21st | \$\$ | 1805 21st Ave. South | 385-0050 |
| Bld. | American | BB | \$\$ | 2013 Belmont Blvd. | 298-1430 |
| Sportsman's Grill | American | 21st | \$ | 1601 21st Ave. South | 320-1633 |
| The Hard Rock Café | American | DT | \$\$ | 100 Broadway | 742-9900 |
| Logan's Roadhouse | American | 100 | \$ | 727 Thompson Ln. | 385-7712 |
| Cheeseburger Charley's | American - Burgers | GH | \$ | 3811 Green Hills Village Dr. | 292-8685 |
| Five Guys | American - Burgers | WE | \$ | 2018 West End Ave. | 320-6378 |
| McDougal's | American - Chicken | 21st | \$ | 2115 Belcourt Ave. | 383-3005 |
| The Dog of Nashville | American - Hot Dogs | 21st | \$ | 2127 Belcourt Ave. | 292-2204 |
| Pei Wei Diner | Asian | GH | \$ | 4017 Hillsboro Pike # 301 | 514-3230 |
| Ken's Sushi | Asian | 21st | \$ | 2007 Division St. | 321-2444 |
| P.F. Chang's | Asian | WE | \$\$ | 2525 West End Ave. | 329-8901 |
| International Market | Asian | BB | \$ | 2010 Belmont Blvd. | 297-4453 |
| P.M. | Asian Fusion | BB | \$ - \$\$ | 2017 Belmont Blvd. | 297-2070 |
| B&C | BBQ | 12S | \$ | 2617 Franklin Pk. #112 | 457-3473 |
| Edley's | BBQ | 12S | \$ | 2706 12th Ave. South | 953-2951 |
| Jack's Bar-B-Que | BBQ | DT | \$ | 416 Broadway #A | 254-5715 |
| Pancake Pantry | Breakfast | 21st | \$ | 1796 21st Ave. South | 383-9333 |
| Calypso Café | Carribbean | 100 | \$ | 700 Thompson Ln. | 297-3888 |
| Frothy Monkey | Coffee Shop | 12S | \$ | 2509 12th Ave. South | 292-1808 |
| Bongo Java | Coffee Shop | BB | \$ | 2009 Belmont Blvd. | 777-2233 |
| Café Coco | Coffee Shop | WE | \$ | 210 Louise Ave. | 321-2626 |
| Fido | Coffee Shop | 21st | \$ | 1812 21st Ave. | 385-7959 |
| Starbucks | Coffee Shop | 21st | \$ | 402 21st Ave. South | 340-9665 |
| Dunkin Donuts | Donuts | 21st | \$ | 1500 21st Ave. South | 915-3850 |

| | | | | | |
|------------------------------|---------------------------|------|----------|------------------------------|----------|
| Melting Pot | Fondue | DT | \$\$\$\$ | 166 2nd Ave. North | 742-4970 |
| Kalamata's | Greek | BB | \$ | 1703 Portland Ave. | 292-5356 |
| Ben & Jerry's | Ice Cream | 21st | \$ | 2200 Childrens Way | 936-5689 |
| Sweet CeCe's | Ice Cream (Frozen Yogurt) | 21st | \$ | 1708 21st Ave. South | 942-8908 |
| Noodle's & Co. | International | GH | \$ | 2116 Green Hills Village Dr. | 383-7240 |
| Valentino's Ristorante | Italian | WE | \$\$\$\$ | 1907 West End Ave. | 327-0148 |
| Mafiaoza's | Italian | 12S | \$ | 2400 12th Ave. South | 269-4646 |
| Old Spaghetti Factory | Italian | DT | \$-\$ | 160 2nd Ave. North | 254-9010 |
| California Pizza Kitchen | Italian - Pizza | GH | \$ | 4031 Hillsboro Pike #901 | 460-0192 |
| Pizza Perfect | Italian - Pizza | 21st | \$ | 1602 21st Ave. South | 329-2757 |
| Mellow Mushroom | Italian - Pizza | 21st | \$\$ | 212 21st Ave. South | 342-0044 |
| Chago's Cantina | Mexican | BB | \$\$ | 2015 Belmont Blvd. | |
| Las Palmas | Mexican | 12S | \$ | 2615 Franklin Pike | 292-1902 |
| San Antonio Taco Co. (SATCO) | Mexican | 21st | \$ | 416 21st Ave. South | 327-4322 |
| Taqueria Del Sol | Mexican | 12S | \$ | 2317 12th Ave. South | 499-4293 |
| Papa Johns | Pizza Delivery | WE | \$ | 2316 West End Ave. | 321-4000 |
| Domino's | Pizza Delivery | 21st | \$ | 2004 Belcourt Ave. | 297-3000 |
| Las Paletas | Popsicles | 12S | \$ | 2907 12th Ave. South #B | 386-2101 |
| Subway | Sandwiches | BB | \$ | 1703 Portland Ave. | 385-2545 |
| WhichWich | Sandwiches | WE | \$ | 2903 West End Ave. | 329-9920 |
| Bruegger's Bagels | Sandwiches | 21st | \$ | 422 21st Ave. | 327-0055 |
| Panera Bread | Sandwiches/Soup/Salad | 21st | \$ | 406 21st Ave. S. | 320-1500 |
| Jason's Deli | Sandwiches/Soup/Salad | WE | \$ | 2028 West End Ave. | 340-9991 |
| Joe's Crab Shack | Seafood | DT | \$\$ | 123 2nd Ave. South | 242-2722 |
| Fleming's | Steakhouse | WE | \$\$\$ | 2525 West End Ave. | 342-0131 |
| Ruth's Chris Steakhouse | Steakhouse | WE | \$\$\$\$ | 2100 West End Ave. | 320-0163 |

LOCAL ATTRACTIONS

Looking for Ideas? Try These Places...

The Parthenon & Centennial Park

Art gallery and full-scale replica of the Parthenon in Athens;
West End Ave.-across from Borders
<http://www.nashville.gov/parthenon/>
862-8431

Centennial Sportsplex

Recreation facility offering ice skating, hockey and swimming.
222 25th Ave. N 862-8640
<http://www.nashville.gov/sportsplex/>

Tennessee Performing Arts Center (TPAC)

Nashville's primary venue for theatrical and musical productions.
315 Deaderick St. (Downtown) 255-ARTS
<http://tpac.org/>

Gaylord Opryland Resort and Convention Center

One of the largest non-casino hotels in the world, attracting many visitors with amazing scenery.
2800 Opryland Dr 889-1000
www.gaylordhotels.com/gaylord-opryland/

Tennessee State Parks

www.tennessee.gov/environment/parks/

LaserQuest

Live action laser tag.
166 2nd Ave. N 256-2560
www.laserquest.com/Locations/USALocations.aspx?cntr=Nashville

Country Music Hall of Fame and Museum

Collection of historical costumes, memorabilia, instruments, photographs, manuscripts and other objects.
222 Fifth Ave. S 416-2001
www.countrymusichalloffame.com/site/

Bluebird Cafe

Music listening room famous for intimate, acoustic performances by up and coming writers as well as hit writers.
4104 Hillsboro Pike 383-1461
www.bluebirdcafe.com/

Ryman Auditorium

Live performance venue and national historic landmark.
116 Fifth Ave. N 458-8700
www.ryman.com/

The Nashville Zoo at Grassmere

3777 Nolensville Road 833-1534
www.nashvillezoo.org/

Frist Center for Visual Arts

Art-exhibition center dedicated to presenting the finest visual art from local, state and regional artists, as well as major U.S. and international exhibitions.
919 Broadway 244.3340
www.fristcenter.org/site/visit/

* Check the Nashville *SCENE* for event schedules for above locations and other music and art venues.

www.nashvillescene.com/

Or you can go to NowPlayingNashville.com for information.

SHOPPING MALLS

The Mall at Green Hills

(*Includes Apple Store)

2126 Abbot Martin Rd.

www.mallatgreenhills.com

298-5478

Total Estimated Time: 7 min.

Total Distance: 3.04 miles

Hill Center-Green Hills

4098 Hillsboro Pike

www.hillcenterevents.com

385-4477

Total Estimated Time: 8 min.

Total Distance: 2.79 miles

Cool Springs Galleria

1800 Galleria Blvd., Franklin, TN

www.coolspringsgalleria.com

771-2128

Total Estimated Time: 17 min

Total Distance: 14.18 miles

100 Oaks Mall

719 Thompson Lane

383-6002

Total Estimated Time: 7 min

Total Distance: 3.19 miles

Opry Mills

422 Opry Mills Dr.

www.oprymills.com

877-SHOPFUN (746-7386)

Total Estimated Time: 16 min.

Total Distance: 12.54 miles

MOVIE THEATERS

Regal Cinemas 16 at Green Hills

3815 Green Hills Village Dr.

269-5772

Thoroughbred 20 at Cool Springs Galleria

633 Frazier Dr.

778-0770

Carmike Hickory 8 at Hickory Hollow Mall

(Discount theater)

901 Bell Rd.

731-5516

Regal Cinemas Hollywood 27 at 100 Oaks Mall

719 Thompson Lane

298-3445

Regal Cinemas/IMAX at Opry Mills

470 Opry Mills Dr.

514-4629

NOTES

A Guide to Living | 2013 and Learning: | 2014

Belmont University Expectations and Policies



OFFICE of RESIDENCE LIFE

BELMONT
UNIVERSITY

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MISSION, VISION AND COMMITMENTS

Belmont University's Mission Statement

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

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

Belmont University is a Christian community. The university faculty, administration and staff uphold Jesus as the Christ and as the measure of all things. Students encounter Christian values relevant to personal growth and spiritual maturity and are expected to commit themselves to high moral standards.

Belmont University is academically challenging. The university offers rigorous undergraduate and graduate programs emphasizing knowledge and discernment, intellectual discourse and debate, and humble engagement of cultural and social perspectives within the framework of ethical and moral reflection. All learning contexts stress the skills and dispositions necessary for lifelong learning and the sustaining value of higher education in each person's professional and personal life.

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

Belmont University empowers men and women to engage and transform the world. The university prepares students to use their intellectual skills, creativity, and faith to meet the challenges and opportunities that face the human community.

Belmont University Community Commitments

Belmont University's success in achieving its mission and vision is highly dependent on the quality of the community it creates among its participants. Its high aspirations for students' experience and development rest upon and are reflected by high aspirations for individual and community interactions throughout university life. As part of the overall Code of Conduct, five commitments undergird the institution's policies and inform its expectations for members of the university community.

Each student's enrollment and participation in university life is conditioned upon behavior that is consistent with these commitments. Students who engage in behavior that betrays the university's Community Commitments or fails to conform to the policies based on them will be subject to disciplinary action.

Community Commitments

Individual Worth

The Belmont community is committed to the dignity and worth of every individual, recognizing that each person is unique and possesses both rights and responsibilities. This commitment to individuals' worth is expressed through respect for differing opinions, attitudes and cultures and fair and just treatment for all. Further, civil communications, interactions, and resolutions of disagreements are essential to the recognition of another's dignity and worth.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: physical abuse, threats, intimidation (verbal or otherwise), harassment, hazing, coercion and/or other conduct that threatens or endangers the welfare, dignity or worth of any person.

Personal Integrity

The Belmont community is committed to personal integrity as the foundation of university life and the cornerstone of a premier educational experience. Mutual trust among its members is essential to scholarship and prerequisite to effective interactions and operations throughout the university.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: cheating; plagiarism; forgery; deliberate deception; furnishing false information; alteration or misuse of any official document, record or instrument of identification; abuse of computing resources and/or other conduct that betrays, impairs or diminishes trust among members of the university community.

Critical Thinking

The Belmont community is committed to the pursuit of truth and the communication of knowledge. It encourages individuals to develop the ongoing capacity for critical, independent thinking and judgment, both inside and outside the classroom. It affirms the individual's right to teach and to learn, and his/her responsibility to prepare adequately.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: disruption or obstruction of teaching, research, convocation, campus life programs and events, residential education, administration, disciplinary proceedings and/or other university activities including public-service functions or authorized non-university activities occurring on university premises.

Self-Control

The Belmont community is committed to self-control and to individuals' accountability for the effects their behaviors have on themselves and others. This recognition of personal responsibility prepares all individuals to develop intellectually, spiritually, socially, emotionally and physically.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience is free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: smoking, sexual conduct, failure to comply with university officials, infringing on others use or enjoyment of university property or activities, violations of university policies regarding alcohol and drugs and/or acts that elevate individual desires or impulses to the detriment of others.

Community Responsibility

The Belmont community is committed to its students successfully living and learning together and to maintaining respectful interactions with individuals in the communities beyond our campus. For this reason, students are called to respect the rights and properties of others. Students are also expected to comply with the laws of society and the just administration of those laws. Finally, the university encourages responsible citizenship, service, and stewardship of its resources.

As members of the Belmont community, students can expect reasonable actions will be taken to ensure that their experience will be free from behaviors that compromise this commitment. Such behaviors include, but are not limited to: gambling; attempted or actual theft; possession of stolen items; damage to public, private, or personal property; unauthorized possession, duplication, or use of keys to any university premises; unauthorized entry or use of university premises; disruptions of the residential living; visitation violations; fire hazards; tampering with security equipment; pets; encouraging prohibited behaviors or illegal acts and/or illegal or unauthorized possession of firearms, explosives, knives of unlawful length, or other weapons or dangerous chemicals on university premises. In addition, students are expected to comply with all university policies, as well as with federal, state and local laws.

Community Commitment Pledge

Upon matriculating to Belmont, students pledge the following:

“As a member of the Belmont University community, I commit myself to affirm individual worth, uphold personal integrity, apply critical thinking, practice self-control and accept community responsibility. In committing myself to these principles, I agree to exemplify behavior which is consistent with the university’s Code of Conduct.”

Belmont University Conduct Policies

Based on these Community Commitments, Belmont University has developed policies to assist its members in understanding what is expected of them, and to assist the community at large in operating more smoothly, effectively, and safely. Knowledge of these policies and/or expectations is the student’s responsibility and will enable her/him to navigate successfully within the university community. For more information on these policies, please review the Bruin Guide. The Bruin Guide is available online at http://www.belmont.edu/studentaffairs/student_conduct_academic_integrity/bruinguide

Office of Residence Life: Vision and Mission Statement

Vision

The Department of Residence Life at Belmont University is committed to fostering a Christian community that encourages students and staff to focus on personal and spiritual growth, as well as individual, communal, and civil responsibility within an educational and purposeful living experience.

Mission

Community Responsibility

- We promote respect for all people and property, as well as the rights and responsibilities of all individuals within the community.
- We serve as resources, committed to honest and effective communication with students, parents, alumni, colleagues, and members of the greater community surrounding Belmont.

Challenge/Support

- We seek to provide a vibrant community rich with opportunities for both personal and professional growth emphasizing compassion, accountability, and the development of the individual.

Commitment to Quality

- We value qualitative interactions, a timely response, and a positive professional attitude in both individual and collaborative work.
- We seek to advance our work as representatives of the values and mission of Belmont University and the Student Affairs Division through authentic and consistent relationships.

Personal Development

- We seek to empower students to make successful personal and professional transitions.
- We foster a community that promotes an excitement for learning while encouraging respect for one's self and others.
- We strive to create an environment that will culminate in self-discovery and a strong sense of personal and community identity.

Service-Motivated

- We seek to serve students and our peers through respect, compassion, and understanding guided by Belmont University's values, standards and expectations.

Spiritual Education and Integration

- We are committed to the development of a vibrant and dynamic Christian community upholding our dedication to the Christian values basic to personal growth and spiritual fulfillment.
- We commit to foster an environment open to the free exchange of spiritual ideas in the context of Christian education.

RESIDENTIAL LIVING EXPECTATIONS

Belmont University is committed to developing a rich and rewarding experience for its students in residence. It seeks to develop a residential experience that not only provides safe and secure lodging for students, but also makes a significant contribution to their individual and corporate education. Belmont Residence Life invests in students' success before and after graduation by providing multiple opportunities to:

- Create the life-long relationships and memories that energize their collegiate experience;
- Make “real-life” choices about their involvement and responsibility in a community of their peers;
- Corporately reflect upon, practice and support one another's academic experience; and
- Develop leadership skills and positively influence their peers and environment.

To this end, Belmont University's Residence Life staff strives to create residential community that both relies upon and fosters:

Mutual Respect In an increasingly diverse world, it is essential that students appreciate the value of diversity in a community. The rich residential community offers exposure to a wide variety of people, perspectives and personalities and develops residents' regard for individual differences and their ability to participate effectively in the larger community.

Broad Interdependence Increasingly, students' success in the university and in the world beyond depends upon their ability to collaborate effectively with others. The corporate living experience quickly illuminates residents' interdependence and nurtures their spirit of cooperation and interpersonal skills.

Personal Responsibility Effective men and women take responsibility for the decisions and experiences that shape their lives. Residence Life prepares residents to make the challenging decisions of their collegiate and post-collegiate experience by providing authentic choices and realistic accountability during their residency.

Effective Learning The desire and ability to learn in all contexts is essential to students' immediate and future success. By actively supporting residents' academic achievement and providing countless opportunities for personal and interpersonal growth, Belmont's living-learning community broadens residents' understanding of where learning occurs and how it is applied. Residents are responsible for conducting themselves in a manner consistent with the Community Expectations outlined in the Handbook for Residential Living and Housing Occupancy Agreement and the Code of Conduct found in the Bruin Guide online.



Roommate Bill of Rights and Responsibilities

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

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

If you believe that your roommate has infringed upon your right, express your concern to him/her. By working together, you can eliminate the concern. If you need assistance in resolving the matter, please utilize the Roommate Agreement Form on pages 19-20 in the Handbook for Residential Living (RED) side, or contact your Resident Assistant (RA).

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

RESIDENTIAL LIVING AND CAMPUS SAFETY

The following policies and regulations are specific to residential living and campus safety. All Belmont students who reside in or visit our residential facilities are expected to abide by these policies. The policies highlighted in grey boxes are university-wide policies, taken from the Bruin Guide. Furthermore, students are expected to govern themselves according to the Code of Conduct and Community Commitments, as well as state, federal, and local laws.

Alcohol and Other Drugs See Substance-free Community Policy on page 17 or in The Bruin Guide.

Candle, Incense and Open Flame Candles are not permitted within the residence halls or apartments. Any type of open flame or the presence of such items (candles, incense, tiki lamps and torches, etc.) is strictly prohibited. Even unused (decorative) candles/incense (with or without wicks) are prohibited in Belmont facilities. The presence of any type of open flame (or evidence of a flame) in university property will result in confiscation of the item and referral to the disciplinary system. Scentsy brand wax warmers are permitted.

Cleaning (and refer to Littering/Trash) Custodial service is provided for residence hall commons areas. Students are responsible for keeping their rooms/apartments orderly and sanitary and for cooperating in the upkeep of commons areas. The Office of Residence Life may refer any student not meeting the expectations of a clean/sanitary room to the disciplinary process, and the student may be subject to Health and Safety Fines for unsanitary conditions or severe neglect in the upkeep of a room, lobby or apartment entrance.

Collective Damages Damage and vandalism are costly and undermine the quality of life in residence halls. The university expects members of the residential community to aid in the prevention of vandalism. Residents are jointly and separately responsible for damage to their living units and furnishings and are collectively responsible for damages to common areas. Residents of a building, or part thereof, may be assessed charges for repair of damage to common areas if no student comes forward to accept responsibility.

Failure to Comply Students must be cooperative and respectful to university officials who are acting in the performance of their duties. This includes, but is not limited to, university administrators, faculty and staff such as Residence Directors, Resident Assistants, Facilities Management Personnel or Campus Security Officers. Any verbal abuse, harassment, intimidation or failure to comply with staff and faculty members' requests is grounds for disciplinary action.

Contraband Items Possession of local, state or federally owned property is prohibited, including street signs, realtor's signs, road signs, and equipment owned by the Department of Transportation (unless proof of ownership is provided). Additionally, possession of Belmont owned property is prohibited, such as banners and signs (unless proof of ownership is provided). Violators will be referred to the Office of Campus Security and/or the disciplinary process. Contraband items will be confiscated by Residence Life staff, Campus Security or police.

Damage to University Property and Premises The damage, destruction or abuse of personal or university property and/or premises is subject to disciplinary action and may be subject to criminal charges. Students may be charged for any damage to university facilities and public areas that result from misconduct or misuse. Students are individually and collectively responsible for any damage unrelated to reasonable "wear and tear." University property including, but not limited to, furniture, plants, mattresses, doors, screens and other furnishing in lounges or reception areas, may not be removed or exchanged, stacked or otherwise relocated. [Residential Life Addendum: *Students may be held financially responsible for damages or losses resulting from accidents or negligence (ex. triggering interior sprinklers as a result of horseplay, or hanging objects from sprinkler heads).* NOTE: *Carefully read the section on liability and renter's insurance, which directly relates to damages/vandalism.*]

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

- Prohibited Appliances (which may NOT be used or stored in residence halls) including but not limited to: coffee makers, toasters, toaster ovens, convection ovens, electric skillets, waffle or crepe pans, crock pots, hot plates, hamburger makers, space heaters, electric blankets.
- Kitchen-only Appliances (which may be stored in rooms, but ONLY USED in kitchen facilities): oil popcorn poppers and George Foreman grills.
- Room Appliances (which may be used and stored in student rooms): musical instruments, hair dryers, fans, blenders, hot-air popcorn poppers, irons and single cup coffee makers without an open heating surface.
- Lighting Regulations and Safety: The university does not permit the use of halogen lamps or any other light that produces excessive heat in the student residential areas. Overhead, or room, lights may not be covered with any material. Though neon lights are permitted within residential areas, they may not be placed in windows or be seen from the exterior of the building. LED and CFL lightbulbs are encouraged when possible.
- Refrigerators which meet university standards (4.0 c.ft.) and are Energy Star rated are permitted.
- Microwaves (between 700-800 watts) are allowed in residential areas.
- The university reserves the right to remove and/or confiscate any appliance or device it deems unsafe or problematic to a facility's electrical system. All confiscated items will be held by the Residence Director until arrangements are made to return the item to the student, at which time it must be permanently removed from campus, such as a university break or holiday.

Electrical Extensions In accordance with the direction of the fire marshal, the use or possession of 2-prong extension cords, multiple plugs, or multiple plug converters is prohibited within all of the residential areas. The fire marshal has approved the use of Underwriter's Laboratories (UL) approved power strips with circuit breakers. In addition 3-prong extension cords not longer than 12 feet in length are also permitted. Longer extension cords may be stored in residential rooms (e.g., as needed for musical equipment), but may not be in use. Please contact your Resident Assistant (RA) if you are unsure if your power strip or extension cord is permissible.

Emergency Action The university may impose emergency action upon a student when there is reason to believe, based upon available information, that the student poses an immediate threat to the safety, health or welfare of persons, property or the orderly operation of the university. This action is warranted by potential or threatened danger or disruption, and indicated only when the serious nature or immediacy of the threat requires immediate action. The action is interim in nature, pending the response of the disciplinary process.

Emergency action includes, but is not limited to, the following:

- Emergency Suspension. This action requires a student to leave university property immediately, and not return during the suspension period, and/or comply with other stated conditions for a specified period. Emergency Suspension may be imposed by the Dean, Associate Dean, or Assistant Dean of Students or the Director of Residence Life."
- Emergency Housing Relocation/Removal. This action may be imposed upon a student by the Dean, Associate Dean, or Assistant Dean of Students or the Director of Residence Life. A student who is removed from housing cannot enter any residence halls. If a student disregards this action, he or she shall be subject to further disciplinary action and may be treated as a trespasser.

Notice of Emergency Action - A student will receive written documentation of any emergency action taken against him or her.

The documentation shall explain the nature, reason for, and duration of the action, as well as any conditions that may apply.

Disregard for Emergency Action - Any student who is suspended on an emergency basis and returns to the campus or university property and/or violates other stated conditions during the specified period shall be subject to further separate action and may be treated as a trespasser. Permission to be on campus for a specific purpose must be requested and obtained in writing or by telephone from the Dean of Students or designee prior to any conduct contrary to the suspension or restrictions.

Following the imposition of emergency action, standard university disciplinary process shall be provided as expeditiously as possible.

Emergency Procedures Belmont University is committed to equipping you with tools to aid in your safety in the event of an on-campus emergency. Below is a list of common emergency procedures; however, a detailed list of emergencies and procedures is available on BIC (in Resources), titled Emergency Management Plan. Please familiarize yourself with all emergency procedures.

Earthquake Should an earthquake occur, you should get under a piece of sturdy furniture or in a doorway. Stay away from windows and glass. Remain in building, if building is stable, unless notified by university official to vacate building to the designated area. Persons outside when an earthquake occurs should move to an open area away from electrical wires, tall structures, etc.

Fire Evacuation Every time a fire alarm is activated, all residents must exit the building unless they have been notified prior to the event that it is not necessary to evacuate (as in testing of the alarms, etc.)

- IF THERE IS A FIRE OR ACTIVATED ALARM IN THE BUILDING:
 1. Evacuate the building using the stairs (NEVER use the elevator)
 - If the smoke is thick, crawl close to the floor to avoid smoke inhalation.
 2. Make your way to the designated exterior gathering area and then alert emergency response personnel (if alarm has not been activated) by calling 615-460-6911.
 3. If reporting the emergency, state your name, building, location of fire (wing, floor, room, etc.) and nature of the fire (laundry, equipment, mattress, etc) if possible. Stay on the line for questions, if it is safe to do so. The Office of Campus Security will contact the Nashville Fire Department.

- Designated exterior gathering area during a fire:

Belmont Commons: Parking lot of 15th Ave. Annex/Law Building

Bruin Hills: Inside Bruin Hills Clubhouse

Dickens: Parking area between Buildings 8-9 in the Hillside

Hail: Inner circle of campus/Quad

Heron: Inner circle of campus/Quad

Hillside: Buildings 1-5 12th Ave. parking lot, Building 6-9 parking lot between Buildings 6-9 and Bruin Hills

Horrell: Gravel lot across 15th

Kennedy: Parking lot between Maddox and tennis courts

Potter: Soccer Field

Patton/Bear House: Soccer Field

Pembroke: Inner circle of campus/Quad

Thraikill: Between Building 6 of Hillside and Thraikill Parking Garage

Wright/Maddox: Grassy area in front of Wright/Maddox

- IF YOU ARE TRAPPED IN A BUILDING DURING A FIRE

1. If you cannot get out of the building, go to the refuge area in the stairwell.
2. If there is a fire in the hallway, stay in your room, close the doors, dial 615-460-6911 and stand close to the window to signal for help.
3. Put something in the window to alert emergency responders to your location.
4. If smoke is entering the room through the cracks in the door, stuff wet clothes in the cracks.
5. Stay close to the floor to avoid smoke inhalation, but continue to shout and peek out through the window to alert emergency responders.

Medical Emergency Information In the event of a medical emergency, you should contact the Office of Campus Security at 615- 460-6911. Also, you should alert your Resident Assistant and/or your Residence Director.

Lockdown Procedures A lockdown occurs when the safety of campus has been compromised due to dangerous activity near or on campus. A lockdown is initiated by the campus administration in an attempt to minimize residents' exposure to danger. After emergency personnel has been alerted to the potential threat, all of the exterior doors of each building are locked, which means that no one can get in or out once the lockdown procedures have been initiated.

Students are expected to:

1. Pay attention to campus text alerts as well as verbal instructions from Residence Hall Staff members, so that you are aware of the situation at hand and know the appropriate course of action.
2. Go to a secure area.
3. Lock the door and barricade yourself in the room away from the doors and windows.
4. Only let those in that can be identified (university officials, police, etc.).
5. Wait calmly until you are given the all-clear signal by a police officer, campus security, or your Residence Director.

Tornado Emergency Procedures

- Tornado WATCH

A tornado watch is issued when the weather is conducive to the development of tornadoes. A tornado watch will be accompanied by information concerning the specific area under the watch and length of time it is in effect.

- Tornado WARNING

Students will be alerted by their RA Staff, either in person or via a phone call, that a tornado has developed. A tornado warning will be accompanied by information concerning the anticipated areas in the path of the tornado. **All residents are required to proceed to the designated tornado shelter area inside the building they are in, or the closest building. All students are to remain in the shelter area until the tornado warning has expired or until notified that the danger has passed by a university official.**

- Designated interior gathering area during a tornado*

Belmont Commons: Interior downstairs closet, bathroom or hallway.

Bruin Hills: Clubhouse downstairs in back rooms (not in the living room) or an interior room, closet, or bathroom in a bottom apartment

Dickens: 1st floor hallway – make sure all resident rooms are shut and end doors are closed

Hail: 1st floor hallway – make sure all resident rooms are shut and end doors are closed

Heron: Basement of Heron

Hillside: Interior room, closet, bathroom, or bathroom tub of lower level apartment

Horrell: 1st floor hallway
Kennedy: Basement of Kennedy
Potter: Basement of Potter
Patton/Bear House: Basement of Halls
Pembroke: 1st floor of Pembroke
Thraikill: Basement of Thraikill
Wright/Maddox: 1st floor of Wright and 1st floor of Maddox

*If possible, cover self with blankets or cushions and get as low to the floor as possible. If no closet, interior room, or other recommended place is available, get under sturdy furniture (such as a desk) as far away from glass as possible. If caught outside and you cannot enter a building, lie in a ditch or depression in the ground, unless the ditch has deep water that may be hazardous.

Other Threats The campus is prepared for other threats and has developed detailed procedures for situations – see Emergency Management Plan (BIC located in Resources.) Additionally, our Residence Directors are educated and trained to handle various threats that occur in residential facilities or situations that threaten residential students. Students are expected to follow the directions and requests of Residence Life staff, Campus Security officers, and university administrators.

Grills The Metropolitan Nashville-Davidson County Fire Code prohibits the use and storage of grills within ten (10) feet of any combustible materials on any balcony or patio of a multifamily dwelling. Therefore, Belmont prohibits the possession of a private grill of any type by its residents or in any residential facility.

Permanently affixed grills located throughout Bruin Hills, The Hillside and Belmont Commons may be used by residents, provided that the following safety regulations are followed:

- Water or other appropriate extinguisher must be close at hand during use of any grill.
- Use only sufficient charcoal to cover the base of the barbecue to a depth of about 2 inches. The smallest necessary bag of charcoal should be purchased, since charcoal storage is not available. Store any extra charcoal in a metal container with a tight-fitting lid, separate from the grill. Charcoal must be stored dry, as wet charcoal can spontaneously combust and start a fire.
- Use only recognized charcoal starter fluid. Use on cold briquettes only and use the minimum quantity necessary to start the charcoal. Adding fluid to burning or hot coals can cause a flash fire and result in serious burn injuries.
- If using charcoal lighter fluid, wait one minute after applying it to the coals before lighting. Keep the container well away from the area. Take care not to spill fluid on your clothing or the area surrounding the grill.
- Lighter fluids, gas cylinders/tanks, or any other flammable grill items may not be stored inside any university building. Any leftover flammable items such as these must be safely discarded or stored in an off-campus location. Unused lighter fluid may be taken to the Metro Nashville and Davidson County Household Hazardous Waste Collection Facility (943 Dr. Richard G. Adams Dr., Nashville, TN 37207). Be sure to have your Belmont ID with you, as proof of Nashville residence is required for use of the disposal facility.
- After use, do not place hot coals in any garbage receptacle. Use a metal bucket full of water and safely immerse hot coals using long tongs. Dispose of coals only in non-combustible containers.
- Keep your combustible trash separate from the coals.
- Never leave the coals burning. Never dump the coals on the ground.
- Drip pans/grill pads **MUST** be used under the grill at all times, to prevent grease and other items from dropping and attracting vermin.

- Grease should be allowed to cool and harden, and then be disposed of in the trash, or it may be absorbed in an item such as a paper towel and then discarded

Failure to follow these guidelines will result in restricted grill use.

Hall Lobby/Clubhouse Usage

- The lobby and clubhouse are common areas available for students to use as a social and/or study space. Therefore, these areas are not an acceptable area for storage of personal property (suitcases, boxes, bikes, etc.)
- Halls, lobbies, and clubhouses must be maintained in a clean and orderly fashion by students. Papers, trash on the floor, and/or unkempt or broken furniture are unacceptable. Walls must be kept clean as well. Housekeeping will perform basic cleaning, vacuuming and dusting, on a weekly basis.
- Lobby/clubhouse furniture must not be removed at any time; it may not be used in student rooms.
- Formal inspections of the halls, lobbies, common areas, and clubhouses will be conducted regularly by Residence Life staff.
- The hall lounges/apartment clubhouses areas may be reserved. Contact your individual front desk for specific policies. The Office of Residence Life reserves the right to determine the appropriate use of the lobby/clubhouse space. **Inappropriate use and /or maintenance of the common spaces may result in fines, billings, or loss of lobby and clubhouse privileges to students.**

Health and Safety Inspections To ensure the health and safety of our residential communities, Health and Safety Inspections are conducted once a semester by staff of the Office of Residence Life, which includes Resident Assistants (RA). During this inspection, the Residence Life staff will enter every room, regardless if you are present or not, to check for the presence of potentially hazardous conditions and/or violation of university or residence life policies. Any items not allowed by university or residence life policy will be confiscated. The university is not required to announce the period of time allotted for Health and Safety Inspections.

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

Keys (refer to the *Residential Key & Access Agreement* in the *Handbook for Residential Living [RED]* side on page 12) Keys to residence hall rooms and other necessary keys, if any, are issued to residents upon check in; he/she is responsible for its proper use and maintenance. It is expected that the key is for his/her use only and students will be held accountable for “sharing/loaning” a key to another person. Duplication of keys is prohibited. If it is determined that a key has been duplicated or shared, the key and lock may be changed and the resident(s) charged for the change. If a key is lost, it is the responsibility of the student to inform a Residence Life staff member in his/her building immediately. Individual students are responsible for the cost of lost or stolen keys and will be charged in addition to a \$5 fee to have your door unlocked by a member of the Residence Life staff.

Liability and Rental Insurance The university is not responsible for personal property and is not liable for damages to students’ property caused by vandalism, mischief, or other students’ negligence. The university is not liable for damages caused by electrical or mechanical failures or difficulties, or broken water pipes or flooding. Additionally, the university is not responsible for abandoned items and personal items left in common areas. Students are strongly encouraged to obtain insurance through their parent’s or guardian’s insurance company or purchase individual renter’s insurance to cover possible losses. Coverage should include both losses of university property and losses of property owned by others, which a student may cause.

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

- Failure to maintain these areas in clean condition (as represented by the presence of litter or unsanitary conditions) can result in disciplinary action resulting in a Health and Safety Fine or other sanctions.
- Various campus officials, such as Plant Operations, report incidents of excessive litter and unsanitary conditions to the Residence Life staff as soon as discovered. This includes any chalk marking/advertising on walls, sidewalks and roads. Residence Life staff will assess the area and make appropriate referrals to the disciplinary process.
- A fine may be assigned to the entire group of residents when individual violators cannot be identified (see Collective Damages).

Noise and Disruptive Activity Policy The residential environment is one meant to be supportive of the academic mission and focus of the university. As such, noise, or other activities which are excessively loud and/or may be bothersome to other people are strictly prohibited.

- ✗ **Quiet Hours** – are in effect from 10 p.m.-10 a.m. every day of the week. Loud or excessive noise is strictly prohibited during these hours. An inappropriate noise level or bothersome noise during this time period is defined as noise above normal conversation levels. Additionally, playing loud music, loud talking in hallways or common spaces, social functions, and slamming doors, are examples of inappropriate noise levels and activities. All residential members should respect the community in their behavior.
- ✗ **Practice Hours** – are in effect from 3 p.m.-7 p.m. daily. Instruments should not be played within the residential facilities outside this allotted time period.
- ✗ **Band Practice** – band practices are prohibited in individual rooms/apartments. Band practice is defined as two or more people playing the same song within close proximity (room, adjoining suite, common areas, etc.) Students can reserve band practice rooms in the Wilson Music Building.
- ✗ **Final Exam Quiet Hours** – are in effect starting on the last day of classes each semester and initiate a 24 hour quiet period until the last final of the university is concluded. This “24-hour Quiet Hour Period” is administered to accommodate studying during the exam period.
- ✗ **Disruptive Activity** – any activity that disrupts the atmosphere of a living and learning environment, such as sports, horseplay, or activities that may be harmful or hostile to oneself or other students are strictly prohibited.
- ✗ **Personal amplification systems**, such as stereos and radios, may not at any time be played loudly, placed in residential windows, or be used to entertain people further-reaching than outside of the room in which it is played.

Residence life staff members will, in an effort to maintain an environment conducive to academic pursuits, confront and address all noise and disruptive activity issues brought to their attention. In addition, all members of the community are encouraged to actively confront others who may be in violation of the above policies. Courtesy Hours are in effect 24 hours a day, 7 days a week, meaning that students are expected to respond positively to any request by another student to lower noise levels.

Occupancy Adjustment and Consolidation The Director of Residence Life has the authority to reassign students to another housing assignment. For example, the Director of Residence Life may require single occupants living in double rooms to move together in order to open double rooms for others. Other circumstances may arise and occupancy adjustment and/or consolidation are at the discretion of the Director.

Pets in Residence Students may not have pets and other animals in university residence halls. The only exceptions are fish in 10 gallon or smaller tanks and service animals. Students are also prohibited from keeping or providing for animals on university property, and visiting animals must be kept outdoors and leashed.

Responsibilities for Guests on Campus Each resident will be responsible and accountable for the actions of his or her guests. Gatherings in on-campus residential spaces with alcohol and other drugs are strictly prohibited. All students at such a gathering will be referred to the disciplinary process, regardless if he or she was possessing/consuming alcohol at that time. The “host,” which is defined as the student(s) assigned to the residential room or apartment where the gathering occurred, will be referred to the Office of Student Conduct & Academic Integrity. If found responsible, the “host” student(s) will receive increased levels of sanctions that may affect campus housing and leadership opportunities.

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

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

Students should be aware that Health and Safety Inspections are conducted once a semester (see Health and Safety Inspections for more information).

Room Fines The Office of Residence Life may levy and collect fines separate from the disciplinary process for unauthorized use or alterations of rooms, equipment, or buildings for special cleaning necessitated by improper care or use of rooms, common areas/spaces, and equipment, and for non-compliance with check-in or checkout procedures.

Room Furnishings University-provided furniture is unique to each hall/residential facility. The university may disallow furniture and fixtures which students add to the rooms if it is determined that those items present a health or safety hazard. Students should be aware of the following parameters:

- Painting is prohibited. Items cannot be nailed or drilled into the walls.
- Waterbeds are not allowed in residential facilities because of potential leakage and damage to property.
- Furnishings are not to be used for any function other than their intended purpose. University equipment, furniture, or furnishings may not be removed or disassembled. Students will be charged for replacement or repair costs.
- The installation of furnishings or alterations such as loft systems and partitions is prohibited. Approved loft systems are provided to you from the Office of Residence Life.
- Students are not permitted to repair damages which have occurred to university property or furnishings.
- Indoor furniture that is left outside overnight by students or groups may be considered a violation of the litter/trash policy.
- Lobby/clubhouse furniture may not be placed in students’ rooms. If furniture is found within student rooms, residents will be referred to the disciplinary process.
- Cinderblocks are prohibited in all residential facilities.

If you are in doubt as to whether or not an item, decoration, or furnishing is allowed, you should ask the Residence Director of your residential facility. Please note that students may provide draperies or other decorations that are hung with the approved mounting equipment (no nails, drills, etc.). Also, the university does not provide linens or

pillows as a furnishing for residential facilities, although the Office of Residence Life does have a partnership with a linen company through which linens may be purchased for student convenience.

Safety and Security Measures (refer to page 25 in the Handbook for Residential Living [RED] side)

Residential References

- A Resident Assistant in each building or area will be on-call for problems, services, and emergencies from 6 p.m. until 6 a.m. Signs posting the contact information for the Resident Assistant On-Call should be posted in your lobby/clubhouse area.
- A Residence Director will be on emergency on-call duty for each residential area (residence halls and apartments) 24 hours a day, 7 days a week, 365 days of the year. Students may reach the Residence Director on-call by contacting the Office of Campus Security at 615-460-6617.
- The front desk of each building and clubhouse of each apartment complex is staffed by a Desk Assistant (*see page 10 in the Handbook for Residential Living [RED] side*) during visitation hours of the residence halls and 10 a.m. to 10 p.m. of the apartment complexes.

Building Safety

- Students who are not residents of a particular complex may enter during approved visitation hours, but must follow the visitation procedures. Failure to comply with procedures will result in disciplinary action.
- Non-resident guests may only visit during approved visitation time, must be checked-in and out by the host resident, and must be escorted by the host students throughout the building at all times.
- Students are not permitted to grant access to the building to an unknown resident, non-residential students, or off-campus visitor.
- Rooms should always be locked when residents are asleep or not present.
- All side doors will be locked to outside entrances and will be alarmed-activated. To help preserve the safety and security of all residential students, tampering with the door security systems will not be permitted. Additionally, door-propping and blocking of building exits/entrances or falsely activating an emergency alarm are violations of university policy and will be addressed severely through the disciplinary process.
- Students are not permitted to tamper with door/gates and locking systems in any way. Any damage that occurs due to tampering will be charged to the student.

Identification

- It is against university policy to loan out an ID card, make copies or bypass the card access systems in any building on campus. Violations will be referred to the disciplinary process.
- Any resident who loses or misplaces his/her ID card must report it to the Office of Campus Security and obtain a replacement card.
- Students who forget their ID cards may be prevented from gaining access to enter the building. Contact your Resident Assistant or the Office of Campus Security for further direction.

Screens and Window Safety Window screens must be left in the windows if your residential facility has a window screen and are not to be removed. If your windows open, they are not to be used as entrances or exits, and personal belongings are not to be hung out the windows. If a screen is missing, individual students will be responsible for the replacement cost. Additionally, sitting on the window ledge of an open window in a residential facility is strictly prohibited.

Search and Seizure A search of a student, a student's possessions or a student's on-campus residence may be authorized by the Dean's of Students Office if there is reasonable cause to believe that prohibited or unlawful activity has occurred. Any items found that violate the Code of Conduct or any local, state, or federal laws will be seized and reported to the appropriate authorities.

Solicitation All solicitation in residential areas is prohibited for any person or group who is not affiliated with an approved student organization. Students are expected to report any individual violating this policy to a Residence Life staff member. Those found in violation will be removed from the campus. Any person found soliciting after once being removed from a residential area will be arrested for trespassing. Any student or student organization wishing to solicit in residence halls or apartments must request authorization from the Residence Director of the facility. Room-to-room solicitation is discouraged.

Storage Because of space limitations, storage facilities are not available for residents. Residents should plan to store all personal belongings in their rooms. No summer storage is permitted on-campus for students. If you do not have enough room or do not want to take belongings home in the summer, you should utilize off-campus storage options. Common areas such as hallways, stairs, hall bathrooms, laundry rooms, and lounges are to be kept clean and clear of personal belongings at all times.

Substance-free Community Policy Belmont University is committed to self-control and the respect for self and others that enables all individuals to develop intellectually, spiritually, socially, emotionally and physically. Therefore, the university is committed to an environment free of alcohol, illegal drugs, legal proximates of illegal drug, and misuse of legal drugs.

It is a violation of Belmont's Community Commitments and its Substance-free Community Policy to consume, possess, or be intoxicated by alcohol or drugs or to be in the presence of alcohol or drugs regardless of your own use, possession, or intoxication on campus. Further, it is a violation to have paraphernalia on campus (such as empty bottles, posters, shot glasses, etc.) that supports, promotes, or facilitates usage of alcohol or drugs. Finally, distribution of alcohol or drugs on campus is a violation meriting an escalated disciplinary response. Violations may result in the imposition of one or more of the sanctions described in the Bruin Guide.

To facilitate student understanding of specific behaviors that violate the Substance-free Community Policy, the following definitions are provided:

- Consumption, which is considered use of alcohol or drugs. Student need not be in the act of consuming; rather, information indicative of recent consumption constitutes a violation.
- Intoxication, which is considered a student being in an altered state of mind at the time of the incident. Students found responsible for intoxication are also responsible for consumption. Due to the danger to the student and our community, intoxication escalates the university's response.
- Possession, which is considered actual presence of alcohol or drugs. When no alcohol or drugs are actually present, information may suggest the student is responsible for consumption and/or paraphernalia, but not possession.
- Paraphernalia, which ranges from items that support or promote alcohol or drugs (like posters, clothing, etc.) to items that contained or are employed in the use of alcohol or other drugs. Paraphernalia indicative of consumption may receive a response similar to consumption.
- Complicity, which is considered a student being in the presence of alcohol or drugs and does not require actual consumption, intoxication, possession or paraphernalia by or belonging to that student.

- Distribution, which is the provision of alcohol, illegal drugs, legal proximates of illegal drugs, or legal drugs proscribed to the distributor to others, whether or not for profit. Due to the danger and/or disruption to our community, distribution escalates the university's response.

Responsible Friend Clause to the Substance Free Community Policy

This part of the Substance Free Community Policy provides for special consideration in cases where the likelihood of judicial action may create a disincentive for Belmont students to seek necessary medical assistance for intoxication. The health and safety of Belmont students is of paramount importance therefore we believe is in the best interest of this community when individuals report crimes, contact 911 or seek assistance through campus resources so that we can reduce barriers to seeking assistance for students who may be concerned about judicial consequences for themselves or the person in need. To this end, Belmont University retains the right to waive standard judicial processes for students seeking medical assistance for themselves or others due to imminent risk associated with intoxication.

If an individual seeks medical attention on behalf of another student due to that student's level of intoxication, the University may not choose to pursue punitive sanctions against the student for violations of the Substance Free Community Policy. Additionally, student(s) directly assisting an intoxicated student in obtaining medical attention in such a situation may also be exempt from punitive action. (Note: a student calling for medical assistance on behalf of an intoxicated individual must stay present with this student until official help from a staff member in Student Affairs or Campus Security has arrived in order to receive this consideration.)

In lieu of standard judicial processes, students receiving consideration under the Responsible Friend Clause will be required to meet with the Director for Student Conduct & Academic Integrity, who may issue educational requirements such as alcohol education and/or assessment. Egregious or repeated incidents will prompt an escalated response. The student will be responsible for any costs directly associated with educational interventions. In most cases, consistent with the university's general policies regarding alcohol and substance abuse, the student's parents or legal guardians will be informed of the incident by letter.

This policy does not preclude disciplinary sanctions due to any other violations of the Code of Conduct, and has no bearing on the actions by police or other law enforcement personnel.

For the full policy, please see The Bruin Guide online.

Tobacco-free Campus Policy

The use of tobacco is prohibited within the main university campus. This includes all buildings (including residence halls), parking structures, campus walkways, university owned vehicles, and privately owned vehicles parked on university property. This policy applies to all students, faculty, staff, contractors, vendors, and other visitors to all university property. Prohibited tobacco products include, but are not limited to, cigarettes, cigars, cigarillos, pipes, hookahs, and all smokeless tobacco.

Enforcement: All faculty, staff, and students have collective responsibility to promote the safety and health of the campus community and, therefore, share in the responsibility of enforcement. The Offices of Campus Security and Residence Life are authorized to issue citations for violations of the policy.

The Office of Residence Life will enforce the policy within the residential community of buildings and proximate exteriors. Students found in violation of the policy will be submitted to the university judicial process.

The Office of Campus Security will also enforce and implement the policy throughout the campus community and will support the actions of the Office of Residence Life."

To review the entire Tobacco-free Campus Policy, and for a list of sanctions associated with smoking violations, please visit http://www.belmont.edu/studentaffairs/briuinguide/conduct_code/smoking.html.

Unauthorized Areas and Entry (such as Roof and Balcony Safety) Students are expected to stay clear of any unauthorized areas, such as construction areas and roofs. Students are not permitted on the roofs of any university building. In addition, students are not permitted to jump or climb from the balconies of residential buildings. Students also are not permitted to throw items (e.g. university property, water balloons, snowballs, etc.) from the windows or balconies. Access to other areas that are restricted and/or may endanger the health and safety of a student is prohibited.

Visitation All students, residential and visitors, are expected to follow the visitation rules and procedures. Additionally, students are responsible for the conduct of any guest who fails to follow the proper visitation rules and procedures. During approved visitation hours, the rights of a resident to study or sleep outweigh the right of a roommate to have visitors and/or to socialize in the room with a visitor. The following is an outline of visitation policies and procedures:

Visitation Hours

- **Residence Halls:** Sunday-Thursday, Noon-11 p.m.
Friday- Saturday, Noon-1 a.m.
- **Dickens Hall & Horrell Hall:** Sunday-Thursday, 10 a.m.- 11 p. m.
Friday-Saturday, 10 a.m.- 1 a.m.
- **Apartments:** Sunday-Thursday, 10 a.m.- Midnight
Friday-Saturday, 10 a.m.- 2 a.m.

Check-In/Out Procedures

- **Residence Halls, Dickens, and Horrell** A visitor (non-building guest or member of the opposite sex) must check-in at the front desk. The check-in process includes presenting Belmont ID or other form of ID, signing into the building, and being escorted by the guest's host. Visitors will not be allowed to check into the building without the guest's host being present at check-in. Host students and their guest must notify the desk staff if a decision to change rooms is made. Check-out must occur if student host or visitor decides to leave the building or visitation hours end. The check-out process requires the visitor and host to present themselves at the desk before the end of visitation hours. At that time, the visitor will sign out of the building and his/her ID will be given back.
- **Apartments** Visitation within the apartment setting is based on the honor system. Residents with visitors do not need to check visitors in or out at the clubhouse. However, if guests, especially of the opposite sex, are found in an apartment outside the allotted visitation times, the host and possibly the guests will be referred to the disciplinary process. Students in apartments are expected to uphold the visitation hours and regulate themselves.

Opposite Sex Guest Visitation

- Students are not permitted in rooms, suites, or halls designated for members of the opposite sex except during approved visitation hours and only if escorted by their host at all times. Students residing in co-ed residential halls are required to check in and out of rooms of the opposite sex within their own residential facility. Noncompliance will result in disciplinary action.

Overnight Guests

- Residents seeking to host nonresident, overnight guests must obtain authorization from all their roommates and should notify their Resident Assistant. Additionally, residents may only host same-sex overnight guests. No one may serve as host in absentia. The university reserves the right to require that a guest vacate a room, residence hall, apartment, or campus, for any reason at any time. Any guest staying for more than three days must be approved by the Residence Director of the host's facility, including apartment complexes. Any guest staying for an extended period of time without permission will be asked to leave immediately, and the host will be referred to the disciplinary process.

Weapons-free Campus Policy Belmont University is a weapon-free campus. Weapons of any kind are strictly prohibited on university property (on and off the main campus), in university facilities, in vehicles on university property, and at university events. A weapon includes any device defined by statute or the university which in the manner used or intended is capable of producing death, harm, or bodily injury to person or property. Such devices include but are not limited to guns (including starter pistols, paintball guns, those that shoot projectiles including pellets, BBs, airsoft beads, potatoes, etc.), explosives, ammunition, and/or fireworks, knives with blades longer than three inches, slingshots, martial arts weapons, and bow and arrow combinations (including crossbows).

- In the interest of public safety, the weapon-free campus policy includes items resembling weapons including but not limited to replica, non-firing, rubber, plastic and/or toy guns. Stage props are excluded from this prohibition only as stipulated in the theatrical addendum below.
- Those possessing permits to carry concealed weapons in public are subject to this policy and are prohibited from bringing weapons onto campus or into campus facilities.
- Weapons are not permitted on campus property and this includes possession or storage by an individual, in a university facility or vehicle on university property. Hunters must make arrangements to store weapons off campus and are not permitted to transport weapons on campus.
- Pepper and propellant sprays used for personal protection and self-defense are permitted on campus. Misuse or unauthorized use of these items will be assertively addressed via university judicial processes and/or state and federal statutes. However, electronic devices intended to stun or incapacitate (e.g. Tazors) are considered weapons and are not permitted on campus.
- Exceptions to this policy include uniformed police officers, authorized Belmont security personnel, theatrical props within the provisions identified below (see addendum).

Weapon-free Campus Policy (Theatrical Addendum) Stage weapons may be used in preparation and performance of theatrical productions under the restrictions and stipulations that follow:

- A stage weapon refers to any device or approximation of a device described as a weapon in the university's weapons-free campus policy. This includes but is not limited to guns, knives, swords, spears, bow and arrows, crossbows, whether capable of inflicting bodily injury or not.
- These stage weapons may be used on campus only in the context of practice for a university-sponsored theatrical event under the authorization of university personnel.
- Stage weapons are permitted only in defined theatrical performance and practice venues. They must be stored and maintained by authorized university personnel and "checked-out" for use under their approval.
- Campus Security must be notified of each instance a stage weapon is to be used and each performance and rehearsal at least 1 week prior.
- Blades must be blunted, dulled sufficiently so as to pose no actual threat to participants

- Real operable (even if unloaded) firearms are not permitted. Firearms should be rubber or non-functional replicas, and must be mechanically incapable of firing a projectile.
- Starter pistols or other approved theatrical weapons designed to fire a blank and only a blank are also acceptable.
- Any strange or unusual stage weapon used in a classroom, rehearsal, or production event must receive prior approval from security.
- Audience members must be notified prior to the beginning of the performance when stage firearms are to be in use.



NOTES