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ALABAMA A&M UNIVERSITY

GUIDE TO

CAMPUS LIVING

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WELCOME MESSAGE

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Welcome to Residential Life and Housing:

Your Connection to Living and Learning
"On the Hill"!

Living on campus will be one of the most memorable college experiences you will encounter. On-campus living provides you a place for personal development, community involvement, growth, and knowledge.

To aid in the overall educational experience, our office employs a residential life program that nurtures and engages students in learning outside the classroom.

Our office works diligently to provide quality and comfortable living accommodations with a plethora of amenities to make your experience pleasurable. During your stay at A&M, enjoy your residential life experience and take full advantage of this educational opportunity.

Again, welcome to Residential Life and Housing at Alabama A&M University.

Karla Miller

*Director of Residential Life
and Housing*



PHILOSOPHY

The Office of Residential Life and Housing accepts the responsibility to provide and promote an environment that will enhance the personal growth and development of a resident as a student, individual and community member. The following procedures govern residence hall and apartment living and supplement the Student Code of Conduct.



MISSION

The Office of Residential Life and Housing supports the academic mission of Alabama Agricultural and Mechanical University by combining great accommodations with a quality living and learning environment that nurtures and supports personal development, leadership, growth, and knowledge.

VISION

To create the ultimate inclusive residential life experience that maintains the University's traditions while beckoning futuristic ideologies.



2023 — 2024 — 2025



MEET THE STAFF

OFFICE ADMINISTRATION

composed of the Secretary, Area Coordinator, Housing Coordinator Part-time, University Housing and Technology Coordinator, Normal Hills Apartment Manager, Associate Director of Housing Operations, and the Director of Housing.

HALL DIRECTORS AND PROPERTY MANAGER

full-time University employees responsible for the management and daily operations of campus residence halls and the apartment complex. They provide supervision and enforce the procedures and guidelines for student living.

SUPPORT STAFF

consists of graduate students that serve as liaisons and assist with several functions associated with the Central Office, residence halls, apartment complex, and other duties that may be assigned.

GRADUATE ADVISOR

consists of graduate students that serve as liaisons and assist with several functions associated with the Central Office, residence halls, apartment complex, and other duties that may be assigned.

RESIDENT ADVISOR

trained paraprofessional peer leaders that are responsible for building a residential community through programming, serve as a primary resource for students, and enforce residence hall procedures and guidelines.

COMMUNITY ADVISOR

trained paraprofessional peer leaders that provide assistance for the apartment complex residents. They build community through interaction with the students they service. They are a primary resource for students and enforce the procedures and guidelines.

BI-WEEKLY & WORK STUDY

students that assist the staff in the residence halls. Their duties are mostly clerical but they also handle other duties as they are assigned. They are scheduled to work in the residence hall offices and provide assistance to the hall staff.

COMMUNITY LIVING ON AND OFF CAMPUS

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Residential life is campus life. It encompasses all aspects of living in a community with people who share a common purpose. It's about all experiences outside of the classroom. The idea of residential life describes the intentional way that all out-of-class experiences on a residential campus advance the idea of a meaningful education.

AAMU's residential communities promote individual responsibility and accountability. The development of a community within a diverse world requires that individuals respect and learn from one another. Members of the community come to know each other and are accountable to creating safe and comfortable living environments supportive of the mission of Alabama A&M University. Alabama A&M University offers double, triple, and single-occupancy-style living accommodations in its residence halls. We also provide apartment living with amenities to make your stay comfortable. Each residence hall and apartment community has its own unique culture, which lends to its community atmosphere and encouragement of your personal and academic growth.

Questions regarding the property should be directed at housing@aamu.edu.

All off-campus occupants are required to have the \$653.00 meal plan, and [renter's insurance](#).

If a student would like the ultimate meal plan, contact housing@aamu.edu.

*Price is per semester, per student: includes, Internet, utilities, furniture, pest control, and valet trash.

*Shuttle service will be provided.

Note: **All residence halls and apartment communities are smoke-free facilities.**

AAMU'S RESIDENTIAL COMMUNITIES INCLUDE THE FOLLOWING:

TRADITIONAL HOUSING FOR FRESHMAN FEMALE / MALE
Hopkins Hall - Male
Palmer Hall - Female
Terry Hall - Female
Thigpen Hall - Female
NON-TRADITIONAL HOUSING FOR FEMALE / MALE
Foster Complex Freshman
Knight Complex Freshman & Sophomore
Hugine Living Learning Complex Freshman & Sophomore
Normal Hills Sophomores
Council Hall Freshman

Off Campus Apartment Communities
Constellation
The Dean at Chase Creek
The Elroy
The Kelvin
The Lofts at Dallas
Waterleaf at Cold Springs

LIVING THE BULLDOG LIFE



A&M U
RT THERE GO ANYWH

COMMUNITY LIVING ON/OFF CAMPUS

ADJUSTING TO COMMUNITY LIFE

Sharing a room with another student can be one of the most rewarding and enjoyable aspects of a college experience. The opportunity to become close friends with someone new, who has a different background and different ideas, provides a tremendous learning experience.

There is always an initial adjustment period between roommates. To make this adjustment easier, you should sit down with your roommate(s) during the first few days and discuss the following items:

- Study habits
- Cleaning the room and/or suite and bathroom
- Time for fun
- Visitation/Guest
- Noise (music, cell phone, and TV)
- Use of other's personal property and food
- Roommate agreement form to be filled out together
- Space for clothing, luggage and personal storage
- Work and study schedules

BELONGINGS

Find out your roommate's feelings about lending his or her belongings to other people and that includes you. These items may be clothes, money, car, etc. Some roommates do not mind lending personal items to their roommate(s) but will not lend to other people. Find out. Let your roommate(s) know your feelings.

CLEANING

It is a good idea to divide all the cleaning responsibilities. Make an agreement as to who cleans what and when. If someone is not doing his or her part in the room, do not wait around writing notes complaining. Talk with each other. Do not create hard feelings and increase problems but work at solving them before they grow into bigger problems.

COMMUNICATION

Always strive to keep the lines of communication open between you and your roommate(s). If something about the living situation is bothering you, chances are good it's bothering your roommate as well, so talk about it.

COMMUNITY BILL OF RIGHTS

The community bill of rights is a reminder to you of your rights as an individual and your responsibility to your fellow community members:

- 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 or suitemates, etc.
- The right to privacy.
- The right to host guests with the expectation that guests are to respect the rights of the host.
- The right for redress of grievances. Residential life staff members are available for assistance in settling conflicts and negotiating differences.
- The right to be free from fear of intimidation, physical and emotional harm.
- The right to expect reasonable cooperation in the use of "room-shared" amenities and a commitment to honor agreed-upon living standards.
- The right to expect reasonable cooperation in the cleaning of rooms, apartments and bathrooms that are shared.
- The right to be free from peer pressure or ridicule regarding one's beliefs, interests and behavior.
- The right to have a comfortable shared space with respect displayed for each person's differences.

CONFLICTS WITH ROOMMATE(S)

As it pertains to roommate conflicts in incidences where there is no solution, each student will be subject to a room reassignment within the same hall or a different hall if necessary.

GUESTS

Make specific agreements about the times visitors will be welcome and about entertaining guests. Always consider your roommate's side of the situation. Establish guidelines, with which you both can live comfortably and agree to discuss issues any time either of you has a concern. You need to be flexible, assertive and communicate your needs. You are responsible for the actions of your guests at all times and they may not be left alone in your room/apartment but must be escorted at all times.

INTER-RESIDENCE HALL COUNCIL

The Inter-Residence Hall Council (IRHC) brings together students from all halls who want to make a difference in their residence hall and apartment living experience. This group will keep themselves busy planning and organizing activities and events. Each residence hall and the apartment complex elects a Hall Council at the beginning of each academic year. Any resident of a hall or apartment may run for any office in the residence in which they reside. Hall Directors and the Property Manager serve as the advisors to the Hall Council. IRHC reflects the interest and concerns of residents by planning and implementing social and educational programs.

PERSONAL SAFETY

Here are some important tips to protect you your living environment.

In the Halls:

- Always lock your door when you are in the room and when you leave to keep yourself and your valuables safe.
- Know the emergency evacuation procedures for your building and be familiar with the location of fire extinguishers and emergency exits.
- Follow health and safety regulations and do not prop doors open as this will allow anyone and/or anything to enter your building. If found doing so, a fine will be assessed to the individual (s) or the entire building.
- Look out the peephole before you open the door to ensure you know who there.

Around Campus:

- Avoid walking alone at night. Take a friend with you if you must go out.
- Look alert and eliminate a potential attacker's element of surprise.
- Carry your keys in your hand because this helps avoid fumbling in the dark.
- Vary your daily patterns because some attackers stalk before they strike.
- Pay attention to your surroundings! What is the best-lighted route? Where can you run for help if necessary?

Victim of an Attack:

- Keep your wits about you, taking into consideration that struggling can save you but sometimes it only antagonizes the attacker.
- Consider passive resistance. Try talking to your attacker in a calm manner.
- Report any attack to Public Safety and residence hall staff immediately.
- Seek medical attention, if necessary.
- Locate emergency stations. Look for the BLUE LIGHT!

PRIVATE ROOMS

A limited number of private rooms are available for upperclassmen only in select residence halls and Normal Hills Student Apartments. When assigned to one of these rooms, you will automatically be charged for double occupancy until such time you request to be moved or fail to reapply for this room.

When a space becomes available in your room or apartment, a roommate may be assigned at any time during each semester. It is your responsibility to keep the other side/bedroom prepared for possible occupancy. This means clothing or personal belongings may not be placed upon or stored in the space provided for a second roommate. Your failure to comply will result in both a private room charge being assessed and possible disciplinary actions.

RESIDENTIAL LIFE STAFFING

The staff member with whom you will have the most direct contact is the Resident Advisor (RA) or Community Advisor (CA). This person lives on your floor or in the building to which you are assigned and is available to assist you with residence hall or apartment living and serves as an informational resource. The RA/CA also ensures that community living standards are maintained and works to plan informative and enjoyable activities. Each residence hall is supervised by a Hall Director and the apartment community by the Property Manager.

RESPECT

The community bill of rights is a reminder to you of your rights as an individual and your responsibility to your fellow community members:

ROOM CHANGES

In hall room changes are only allowable if space is available. Contact the Hall Director or Property Manager for your building at the beginning of the semester to make your request

MEDIATION CHANGES:

While learning to live with differences is an important aspect of college life, we realize that sometimes needs and personalities are just too different. If you really try and it still is not working out, let your Hall Director or Property Manager know. He/she will work with you and your roommate(s) through a Roommate Mediation. Any room and hall change MUST be approved in advance by the appropriate housing staff. Violators will be subject to an improper check-out charge and possible disciplinary action.

STAFF OFFICES

Located in the main lobby of each residence hall/complex is the place to:

- Report maintenance needs.
- Receive assistance when locked out of your room.
- Ask for assistance regarding residence life concerns.

Traditional and Non-Traditional halls are staffed 24 hours 7 days a week. Normal Hills Student Apartments and our off campus properties office is staffed Monday through Friday from 8:00 a.m. – 5:00 p.m. CST

RESIDENTIAL SERVICES

BREAK PERIODS

All halls and apartments will close for the Winter Break. Residents must vacate the hall or apartment by the posted closing times. Students are not required to remove all items out of their room for the breaks, although it is suggested they remove all items deemed valuable. Students are required to relinquish their key or have their ID cards deactivated during break period.

XFINITY STREAMING SERVICES

Look for the Xfinity App in your student self-service banner.

xfinity
on campus

4.0 AAMU IPTV
Xfinity

CUSTODIANS / HOUSINGKEEPING

Each weekday, custodians will clean all hallways, public lounge areas, stairwells, vending and laundry facilities of each residence hall/complex. The cleaning and the supply of cleaning materials for room and apartment living areas and the proper disposal of garbage are the responsibilities of the individual residents.

The residents of each room will be held responsible for their room/apartment. This includes cleanliness, general housekeeping practices and general appearances. Do not leave your trash out overnight because it may attract insects, rodents, and other unwanted creatures. Residents must take all trash and boxes directly down to the dumpsters located adjacent to buildings. If you reside in one of the complexes, you may use the trash chutes.

IN-ROOM INTERNET ACCESS (WHITESKY)

Alabama A&M University is a wireless community. Each residence hall is equipped with wireless internet access. Please make sure your laptop and/or desktop is capable of receiving a wireless signal. For information regarding connection to the internet, please visit IT Services or click the link below:

Technical support issues with AAMU-ResNET or AAMU-Guest, please contact **WhiteSky Support**:

Web: <https://support.whitesky.us/hc/en-us>

Email: support@whitesky.us

Phone: (866) 755-8593

Off-campus, contact the service provider given at the time of move-in.

RESIDENTIAL SERVICES

INTERIM HOUSING

Interim housing is only available for students who are required to remain on campus due to their academic or athletic obligations to A&M (i.e. Student Teachers, Co-Op Participants, winter sports, and others.). If you believe you are eligible for Interim Housing, please have your program/team leader contact the Office of Residential Life and Housing for approval.

For safety and security reasons during winter recess interim periods, all resident's keys are collected, and the I.D. cards are deactivated for all exterior residence hall doors to be locked. Lobby and laundry facilities also are secured.

LAUNDRY MACHINES

Washers and dryers are located in each residence hall and the apartment communities for residents use only. For the protection of your personal belongings, do not leave them unattended. Also, do not overload the washers/dryers. Problems and/or requests for with laundry equipment should be submitted on-line to CSC Service Works.



All Residence Hall/Apartment Communities provide free laundry.

RESIDENTIAL SERVICES

MAINTENANCE

The Alabama A&M University Office of Physical Facilities schedules and completes repairs as needed. Problems in your room/apartment or problems that you observe in public areas should be reported to the staff office located in your lobby. In the event of an emergency repair and no one is in the staff office, please contact the Department of Public Safety at ext. 5555. When repair needs are reported to the office, a maintenance work order is submitted to Physical Facilities.

The maintenance requests are prioritized and scheduled by the Physical Facilities office. Most repairs are completed within three working days. If you have a question about the status of your repair request, contact your Hall Director or Property Manager. While every attempt is made to respect your privacy, by reporting a maintenance need in your room or apartment, you are authorizing access by Physical Facilities staff during the business hours of 8 a.m. – 5 p.m. (Monday through Friday).

Please plan accordingly. Emergencies may require access to your room after normal business hours. It is every student's responsibility to report maintenance issues.

Off-campus, submit your maintenance request based on the direction given from the property office. Your CA will be able to assist. It is your responsibility to report any problems in your apartment unit or you will be held responsible for the cost of repairs.

PEST CONTROL

Pest control problems should be reported to the Hall Director or Property Manager. All rooms and apartments are sprayed for pests as problems are reported.

VENDING MACHINES

Carbonated beverages, water and snack machines are located in all the hall lobbies. Problems or requests for refunds should be reported to the vendor utilizing the contact information found on the machine. The vendors will process reimbursement and leave the amount to be reimbursed with the Hall Director.

FOOD SERVICES

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MEAL PLAN REQUIREMENT

All students residing in on-campus housing must participate in the “Ultimate” meal plan. This means you have access to all available meals in the cafeteria of Knight Complex and Foster Complex. The “Ultimate” Plan is optional for those residing in Normal Hills. However, Normal Hills will automatically be billed for the \$653 Commuter Plan.



CHIC FIL-A

Located in The Welcome Center, Whether you're hungry for a Chick-fil-A® Chicken Sandwich, salads prepared fresh daily or Grilled Nuggets, we're here to serve you delicious food made with quality ingredients every day (except Sunday).

SUBWAY

Located in Ernest L. Knight Center, the Subway is a great location to grab a healthy sub-sandwich, salad and a refreshing beverage. Food can be purchased with the student meal plan.



THE P.O.D. (PROVISION ON DEMAND)

Located in Ernest L. Knight Center, the P.O.D is a store for convenience where students can make purchases.

YOUR ROOM

FURNISHINGS

Each room contains 2 beds, 2 desks, 2 chairs, 2 closets, 2 dressers, cable jack and window blinds. Singles contain one each of the before-mentioned furnishings. The complexes also have a wardrobe in the bedrooms, and a couch, table, chairs, microwave, and mini refrigerator in the common areas. Apartments are furnished with bed, chest or dresser, microwave, refrigerator, sofa, tables and chairs. Individuals are responsible for providing pillows, linen, study lamps, toiletries, and other personal items as necessary. You may not remove University furnishings or equipment from the room/apartment unless it has been approved by the Hall Director or Property Manager for special needs (i.e., disabled mobility). University furnishings may not be stored or placed in walkways outside your room/apartment. You are responsible for inspecting the condition of your room/apartment when moving in and out, and you will be held accountable for any damage to University furnishings and equipment on or off campus.

GARBAGE DISPOSAL

AAMU strives to keep the campus and the residence halls/apartment complex beautiful and clean. To promote safe and sanitary living conditions, students are required to bag their trash and place it in the designated outside trash areas. Trash should never be left in common areas, hallways, stairwells, or outside the door to your room/apartment. Students with excessive trash will be fined. The Hall director and or Property manager reserves the right to impose fines on a building and or floor as a whole to discourage excessive trash being placed in undesignated areas on or off campus.

HEALTH AND SAFETY

Weekly inspections are conducted by residential life staff to ensure compliance in living areas with health and safety standards. To limit the likelihood of insects becoming a problem, you should not store perishable items in open containers. It is your responsibility to keep your room/apartment and bathroom (if applicable) clean and neat, and to dispose properly of trash in outside dumpsters (or trash chutes). Residential Life staff reserves the right to check your room/apartment to ensure proper health and safety standards are maintained by all occupants.

Residents do not need to be present for inspections. If a room is found in violation, the resident will be required to promptly correct the situation. Rooms will be rechecked until the situation is resolved. Prohibited items found in rooms will be confiscated. Confiscated items may be picked up from the building Hall Director or Property Manager for permanent removal from the hall. Policy violations found during a Health and Safety inspection may also result in a judicial sanction. For example, failed room check with regards to cleanliness. If the failed room check is not corrected a fine will be imposed on or off campus.

HEATING AND COOLING

Students are not allowed to have privately owned air-conditioning units or space heaters in the residence halls. Each residence hall has central heat and air that is on a system of heated and chilled water that cannot be switched back and forth quickly. The Office of Physical Facilities, in conjunction with Residential Life and Housing will evaluate the weather patterns to determine when to switch the system to heat/air conditioning.

LOBBIES

Residence Hall lobbies are open 24 hours a day for study purposes and social interaction. They may be closed at the discretion of the Hall Director in the event a problem arises.

LOCK-OUTS

Each resident should carry their room key and ID at all times. If a lock-out occurs, contact the front desk. The front desk will contact a staff member to unlock your room or perform the task themselves. You will be required to present proof of identification before a staff member can unlock your room.

MAIL DISTRIBUTION AND PACKAGES

AAMU Students Mail Process:

- Mail will be picked up from the Post-Office, Monday thru Friday, at 9:00a.m.
- Mail will be ready for residents to pick up, Monday thru Friday, by 11:00a.m. at 211 Ralph Lee Student Center (located at the opposite end of the bookstore).
- Notification will be emailed to the students at their (bulldogs@aamu.edu) email address or texted, if provided, to students if they have mail (includes letters and/or packages). Students will need to bring their Student ID or Driver's License as identification to receive mail. It is the responsibility of the students to check for their mail.
- Packages dropped off to your unit/door will need to be pick-up within 24 hours of being delivered. (Normal Hills Residence Only)



STUDENT MAILING ADDRESS

1

All Residence Halls

Name of Student
Alabama A&M University
4900 Meridian Street
Hall Name / Room Number
Normal, AL 35762

2

Normal Hills Apartments

Name of Student
Alabama A&M University
115 Chase Road
Normal Hills Apartment #
Huntsville, AL 35811

3

Off Campus Properties

Check with property
Leasing Office for the
address.

YOUR ROOM

MICROWAVES

Microwaves are not allowed in our buildings with the exception of Foster Complex, Knight Complex, Hugine Living Learning Complex, and Normal Hills Apartments. They are provided by AAMU for student use and can be found in the public areas of your residence hall. Morris, Hopkins, Palmer, Thigpen, and Terry Hall cannot bring a microwave. One will be provided for students to use.

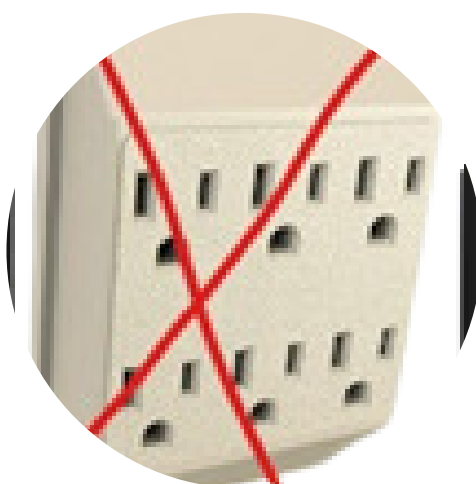
The unauthorized use of a microwave in your room is a fire hazard and violation of university guidelines. You will be given 24 hours to remove the microwave or it will be confiscated by residential hall staff.

MULTI-PLUGS

The use of multi-plugs is not allowed in the residence halls/complexes. A multi-plug is not the same as a power strip with circuit breaker and it is permissible. The only authorized multi-plugs options are power strips and surge protectors. You must plug authorized extenders directly into the wall. Each student is allowed two authorized extenders, per room. This is a total of four authorized extenders per room if you reside in a double occupancy room, or two authorized extenders if you reside in a single occupancy room. Multiple violations (two or more) will result in a fine, three or more violations will result in removal from housing.

The Allstate Blog recently published 8 Helpful Fire Safety Tips for College Students, please take 2-3 minutes to read: <https://www.allstate.com/blog/8-helpful-fire-safety-tips-for-college-students/>

EXAMPLES OF WHAT, AND WHAT NOT TO USE:



YOUR ROOM

REFRIGERATORS

Residents of Hopkins Hall, Palmer Hall, Stephens Hall, Terry Hall, Thigpen Hall and Council Hall, may only bring a 1.7 cubic feet refrigerator. In addition to wattage requirements, you must use a power strip with a circuit breaker. If your refrigerator unit exceeds 1.7 cubic feet or you are not using an approved power strip with a circuit breaker, you will be given 24 hours to correct the situation. Failure to do so will cause your refrigerator to be confiscated by residential life staff.

ROOM KEYS

A room key is issued to each resident upon check-in, with the exception of Hugine Living and Learning Complex. Their access is gained by an ID card. Residents are expected to carry their ID cards at all times for entry into the residence hall. Lost keys should be reported to the front desk immediately. The cost of replacing a lost key, re-keying the lock core and issuing additional replacement keys is charged to the student and is non-refundable. Report your lost key immediately to your Hall Director or Property Manager.

ROOM PERSONALIZATION

The use of Command Strips is the only adhesive material allowable for decorations. Be very careful that no holes or any type of damage results when it is removed. All types of personalization must be removed at the close of each academic year or any time when residents are not returning to the room/apartment. Failure to comply with the above guidelines will result in charges being assessed.

SMOKE DETECTORS

Smoke detectors are provided in all residence halls and apartments. They are checked regularly to ensure proper working order. Students are not to tamper with smoke detectors. Tampering will result in a restoration charge and judicial action.

WINDOWS

Windows should remain closed when heating/cooling systems are operational, and windows should remain locked for the security of your personal property. No items should be stored, thrown, or passed through any window.

WINDOW SCREENS

Window screens are to remain properly secured in window frames at all times. They allow for fresh air to be ventilated when the window is open. Removal or damage of screens will result in a restoration charge being assessed. In windows that do not have screens, keep the window closed so that undesirable pests do not enter.

ACCESS TO YOUR ROOM/APARTMENT

Residential Life staff may enter a student's room/apartment for the purpose of maintaining conditions of health, safety, inventory control, and enforcement of residence regulations. Staff may search a room and seize evidence when strong probable cause exists to make them believe that University guidelines or state laws are being violated. Residents need not be present or give permission for search and staff is not required to identify what they are searching for on or off campus.

ALCOHOL

The use and/or possession of any alcoholic beverages are strictly prohibited on or off campus. Knowingly being in the presence of alcohol constitutes a violation of University regulations. Empty alcoholic beverage containers, either in one's personal possession or assigned room are not permitted as decorations. Alcohol found in a room/apartment will be poured out on or off campus.

COMFORT/SERVICE ANIMALS/PETS

Comfort and/or Service animals are permitted in the residence halls and apartments. The student must receive prior approval from the Office of Veteran Affairs and Disability Services to make these accommodations. The director of Disability Services will send in writing the approval for a new or currently enrolled student residing in Residential Life and Housing to the Housing Director. No other animals are permitted to enter or be kept in the residence halls/apartments.

Any resident in violation of this regulation will receive a fine, and must immediately remove the non-sanctioned animal/pet. If the unauthorized animal/pet cannot be immediately removed, the staff person will contact AAMU's Department of Public Safety for assistance. The resident will be charged any expenses incurred in addition to judicial charges.

Dogs, cats, snakes (reptiles of any kind), small mammals, birds, fish, amphibians, arachnids (spiders of any kind) or insect species, etc., are not permitted on the property on or off campus. If you or your guests are caught in possession of any pet, you will be fined for cleaning your apartment as well as face possible eviction.

APPLIANCES

Televisions, electric razors, irons with auto shut-off features, clocks, hair dryers, lamps, heating pads, electric blankets, humidifiers, small coffee machines, and fans are permitted in rooms provided their use does not disturb other residents, or their state of repair is not a fire hazard. All appliances must be UL-listed. General safety, fire codes, and insurance standards require that certain restrictions be placed on using electrical appliances in the residence halls and apartments. Hot plates, grills, electric skillets, toasters, toaster ovens, space heaters, air fryers, **ice makers**, and gas-powered appliances are prohibited.

Please note that this list is not all-inclusive. No cooking is permissible in the traditional rooms but a microwave is provided in the common areas for all the residents to warm and/or cook food. The non-traditional rooms in Foster Complex, Knight Complex, and Hugine Living Learning Complex have microwaves in each suite to warm and/or cook food. Normal Hills has a stove/oven for cooking. Violators of this guideline may have the appliances confiscated and will be subject to disciplinary action for all on or off campus properties.

BICYCLES

Bicycles may be stored in student rooms/apartments provided they do not restrict free entry and exit, or may be placed in bike racks conveniently located near your residence hall/apartment (if applicable). Bicycles may not be stored in stairwells, hallways or other common areas and are not to be chained to exterior light poles, trees, etc. for all on or off campus properties.

BUSINESSES

The student shall use and occupy the assigned space exclusively as student housing and for no other purposes except as may be permitted by AAMU. The student agrees to exercise due care in the use of the assigned space, its appliances, furnishings, and other AAMU property. At the end of occupancy, the student must vacate and return the space to AAMU in the same condition, including cleanliness, as it was at the beginning of the term of occupancy. NO BUSINESSES CAN BE OPERATED FROM THE RESIDENCE HALLS OR APARTMENTS. IF FOUND OPERATING A BUSINESS A FINE WILL BE IMPOSED WITHOUT WARNING on or off campus.

CANDLES/INCENSE/OPEN FLAME/HEAT SOURCE

Candles, incense, essential oil warmers and any item with an open flame or exposed heat source are potential fire hazards, and thus are prohibited within all residence halls. No candles, including candles that have never been burned, are not permitted in the residence halls. Candles incense, and any item with an open flame or exposed heat source will be confiscated.

CAR REPAIR

Residents are not allowed to perform any type of car maintenance in residence hall/apartment community parking areas. This includes all off campus properties as well.

CHILDREN

Children are not allowed to stay overnight or live in residence halls/apartment communities. Furthermore, because of the concern for liability and proper supervision, RESIDENTS ARE NOT PERMITTED TO USE THEIR ROOM/APARTMENT AS A LOCATION TO BABYSIT on or off campus.

COHABITATION

In University housing, cohabitation is not permitted. Cohabitation is defined as physically residing in another resident's room/apartment communities on a semi-permanent basis usually associated with a sexual or personal relationship (squatting). This includes same-sex and opposite-sex relationships. Cohabitation and excessive visitation violate the rights of roommates/suitemates to reasonable privacy and the pursuit of academic goals. All residents are assigned a specific hall room or apartment.

They are expected to reside in their assigned room and keep their personal belongings there. Residents may move their personal belongings into another room only as part of an approved room transfer on or off campus.

RESIDENTIAL REGULATIONS

CONDUCT

Any resident who intentionally commits attempts to commit, incites or aids others in committing any acts of misconduct will be subject to disciplinary action. Following a report of an incident, a judicial hearing will be established. A decision regarding disciplinary action will be made after the resident's hearing and thereafter, the student will have an opportunity to appeal the decision. Below is a list of such acts which may warrant a meeting and/or hearing. This list is not inclusive. This includes all on or off campus properties.

- Obstruction or disruption of disciplinary procedures, residence life procedures, University and/or Residence Life programs or any other authorized function or event.
- Displaying obscene photographs, drawings or purposefully offensive materials in or from student rooms.
- Failure to follow emergency procedures, actual or drill, in case of fire, tornado or other emergencies.
- Failure to maintain proper health/safety standards.
- Failure to respond to a verbal request or written summons from a residence life staff member or other University official.
- Housing of all pets other than approved comfort/service animals.
- Interference with the right of access to residence halls or apartment buildings of those with a contractual right to be in University housing.
- Misrepresentation or misuse of student identification in University housing or failure to show identification upon request by a residential life staff member or University official.
- Possession of alcohol or empty alcoholic beverage containers, either on one's person or in a room/suite that can be identified as belonging to an individual will constitute a violation.
- Removal of and/or damage to University property. Residents in violation will be charged to replace missing or damaged items.
- Tampering with and/or modifying electrical systems (i.e. smoke alarms, outlets). It is against University policy and the Student Code of Conduct to tamper with equipment which includes attaching unauthorized devices such as routers to the network. Students found attaching unauthorized devices to the network may face disciplinary actions, including removal from housing.

Some examples of devices would be:

- any network hubs / switches / routers (e.g. Netgear, Linksys, HP, Cisco, D-Link)
- all wireless routers (e.g. Netgear, Linksys, HP, Cisco, D-Link)
- any other device that acts as a "connection" to the AAMU network
- any device that interferes with the AAMU network

Some examples of activity would be:

- removing / modifying existing AAMU network devices for any reason
- tampering with existing cabling infrastructure
- disrupting network services / traffic
- "eavesdropping", "sniffing", "monitoring", "hacking" network traffic
- any activity deemed "illegal" under Federal or State law.

CONFISCATION OF ITEMS

Illegal substances and items found to constitute a health and safety violation will be immediately removed by residential life staff in cooperation with the Department of Public Safety. An incident report will be made listing all items removed or retained as evidence. The illegal items will be disposed of by the campus police. Some items, depending on the severity of the violation, will be disposed of and others may be returned when a student leaves campus housing and a proper check-out of the residence hall/apartment is done. This includes all off campus properties as well.

CONTROLLED SUBSTANCES/DRUGS

The manufacture, sale, possession, use and intent to distribute controlled substances or drug paraphernalia is illegal and prohibited on campus. Violators will receive disciplinary action. This includes all off campus properties as well.

CURFEW

All who are visiting and do not reside in that hall/apartment communities must vacate by midnight. This includes all off campus properties as well.

DISCRIMINATION

The Office of Residential Life and Housing is committed to the education of all of its' residential population. This department does not discriminate with regards to gender, sexual orientation, religious beliefs, interests, and race when pertaining to housing assignments/reassignments, staffing, and office assistance. This includes all off campus properties as well.

DISCIPLINE PROCESS

Residential Life staff works diligently to provide a safe and comfortable environment for all students. Students have an important role in contributing to our success. Those who do not cooperate with our efforts will be held accountable for his/her actions through the discipline process. This process is designed to be fair, uphold student's rights, and to be an educative process. The disciplinary process usually begins with a student misconduct report.

Misconduct reports are used by hall/apartment staff to document, in writing, an incident that occurs in and around the residence halls/apartments. Usually these incidents are regulation violations that have occurred and are used to communicate the facts of the incident to the offices of Residential Life and Housing and Judicial Affairs. Misconduct reports can be used to keep the hall/apartment staff informed and ensure the appropriate action is taken. All violators of a regulation will be subject to disciplinary action. This includes all off campus properties as well.

ENROLLMENT

Students residing in University housing must be enrolled as a FULL-TIME STUDENT for the semester in which they live in the residence halls/apartments. The minimum for an undergraduate student is 12 hours and the minimum for a graduate student is 9 hours. This includes all off campus properties as well.

RESIDENTIAL REGULATIONS

GAMBLING

This activity is not allowed inside or outside of any of the residence halls/apartments. All violators will be subject to disciplinary action. This includes all off campus properties as well.

HALL/FLOOR MEETINGS

Hall and/or floor meetings are conducted on a monthly basis in the residence halls/apartments to familiarize students with the expectations of campus living. Residents will be held responsible for all information that is discussed during the meeting. Hall meetings provide excellent opportunities for residents to share concerns and ideas with community members because the entire building meets together. There is also an advantage to hold meetings by each floor separately to address the needs of the floor that are distinctive for the building. The non-traditional halls and apartments have the largest amount of residents to accommodate and usually meet by floor.

INTER-ROOM VISITATION POLICY

The Hall Director can restrict or deny visitation to the individual(s) on a floor or the building. Visitation refers to guests of the same or opposite sex visiting residents in residence hall rooms during regularly scheduled hours and days. Visitation refers to residents who do not live in the same building as the resident being visited. The resident checks in another student (maximum of two) by going to the office with the guest(s) to give their IDs to the staff. IDs are returned to the resident and guest(s) before exiting the building. Normal Hills Apartment guests must leave the property by midnight. There is no visitation during Mid-term and Finals Week. This includes all off campus properties as well.

INSURANCE

The university is not responsible for lost, stolen or damaged property. Therefore, the protection of personal property is the individual's responsibility. Students are strongly encouraged to obtain personal renters insurance, possibly through their parents' homeowners insurance. An example of renter's insurance can be found at <https://gradguard.com>. This includes all off campus properties as well.

LATE CHECK IN

Upon written request, the Office of Residential Life and Housing will hold your assignment for a limited period of time after the official check-in period has ended. Failure to notify our office and/or move in within 48 hours of assigned move-in time will result in your being counted as a NO SHOW and your housing assignment will be cancelled. This includes all off campus properties as well.

RESIDENTIAL REGULATIONS

LITHIUM-ION BATTERIES

Out of an abundance of caution, Alabama A&M University has adopted a policy to prohibit charging lithium-ion batteries in its facilities. The charging of lithium ion-powered devices in any campus building is strictly prohibited. Lithium Ion batteries are often found in e-bikes, electric toothbrushes, scooters, and solar power/backup storage; you are responsible for ensuring that the devices in your possession comply with this policy. Exceptions to this policy are MPTVs used for medical accommodation purposes (e.g., lithium-ion battery-powered wheelchairs).

Devices powered with lithium-ion present a serious hazard and may explode, causing injuries and fires. These fires cannot be extinguished like traditional fires, creating toxic gasses that can be deadly in enclosed spaces. Fire extinguishers do not work on lithium-ion fires.

This policy applies to all University faculty, staff, students, visitors and guests. Anyone violating this policy will be required to remove the device/battery in question immediately and will be considered to be in violation of University policy and subject to applicable disciplinary procedures. This includes all off campus properties as well.

LOCKOUTS

Room keys are distributed to residents to access their room at any time. Carrying room keys at all times is an individual responsibility but lockouts occur. Assistance is available by requesting to be let into your room/apartment by office staff but charges for lockouts apply. This includes all off campus properties as well.

NOISE

Quiet hours will be observed in the residence halls/apartments communities from 10 p.m. to 8 a.m. daily. During quiet hours, all noise must be contained within individual student rooms and apartment units at a level that is not disruptive to other residents. During mid-term and final exams, 24-hour quiet hours are in effect. Staff members are available to assist in resolving noise-related problems. It is best to attempt to resolve the problem directly before staff is asked to intervene. This includes all off campus properties as well.

BAG AND TAG

Personal property left in a room after a resident leaves by proper or improper check out, is deemed to have been abandoned and will be removed and disposed of at the resident's expense. The University is not responsible or liable for any losses or damages to any abandoned property. The belongings will be packed and stored or bagged and tagged for only two weeks. This includes all off campus properties as well.

RESIDENTIAL REGULATIONS

PUBLIC AREAS

Public areas in the residence halls and apartment communities are for use and enjoyment for all residents and may not be reserved for private social events. **THIS IS A NON-SMOKING CAMPUS** so smoking is prohibited in our off campus communities as well.

RESTRICTED AREAS

Certain areas in and around the residence halls are off limits to students. These include, but are not limited to, roofs, ledges, mechanical rooms, crawl spaces, storage rooms, etc. This applies to our off campus communities as well.

SQUATTING

Squatting is a criminal violation. The harboring of non-residents during the academic year including the holiday and semester breaks are prohibited. Additionally, the storage of property for a non-resident is prohibited as well. Violations of this rule will result in a fine/ loss of residential status. The final decision will be based on the severity of the violation. This includes all off campus properties as well.

SECURITY

For your own protection and that of your personal property, do not leave your room/apartment unlocked when unattended. Valuable items serial numbers should be registered with Public Safety. University housing is continually monitored to limit the risk of personal injury or damage to personal property. As members of a residential community, resident students are expected to comply with all safety measures in place. If something appears to be wrong, notify your residential life staff and/or campus police. This includes all off campus properties as well.

SURVEYS

Surveys conducted by University housing target the beginning of the fall semester associated with move-in and at the end of the spring semester. Assessments rate the quality of residential life services, specific issues affecting campus life, and official U.S. government census. If you are sent a survey, please take the time to fill it out. This includes all off campus properties as well.

RESIDENTIAL REGULATIONS

THERMOSTAT

In residential facilities off campus with central air conditioning and heating, thermostats are to be set in a range from 68 degrees to 72 degrees. This will help ensure cooling systems do not freeze up in warm weather and will help conserve energy during peak winter months. This includes all off campus properties as well.

UNAUTHORIZED AREAS FOR OUTDOOR ACTIVITIES

Bouncing of basketballs, Frisbee throwing, skateboarding, throwing darts, roller blades, golf, use of archery equipment, water sports, playing catch or any other similar activities or games inside or in close proximity to the halls, breezeways, and the respective parking lots are prohibited because of the possibility of damage and the resulting noise. The use of other games posing a threat to resident safety or facilities maintenance also is prohibited. This includes all off campus properties as well.

VACATING UNIVERSITY HOUSING

STUDENTS IN RESIDENCE HALLS/APARTMENT WILL BE GIVEN 24 TO 48 HOURS TO VACATE FOR THESE REASONS:

- Voluntary cancellation of housing agreement.
- Loss of Housing privileges
- Suspension from University housing.
- Loss of status as a student.
- Non-payment of registration fees, housing fees, etc.
- Withdrawal from the University.

RESIDENTIAL REGULATIONS

HOUSING VIOLATIONS/LOSS OF HOUSING

THE FOLLOWING VIOLATIONS WILL RESULT IN THE LOSS OF HOUSING FOR ALL RESIDENTS INVOLVED AND THESE CASES ARE REFERRED TO JUDICIAL AFFAIRS FOR ADJUDICATION

This applies to all on or off-campus properties.

FIGHTING

ALL DISCIPLINE CASES GO TO THE JUDICIARY OFFICE

ILLEGAL DRUGS

ALL DISCIPLINE CASES GO TO THE JUDICIARY OFFICE

SEXUAL ASSAULT

ALL DISCIPLINE CASES GO TO THE JUDICIARY OFFICE

SQUATTING

ALL DISCIPLINE CASES GO TO THE JUDICIARY OFFICE

DAMAGES

(DISCRETION OF THE HOUSING DIRECTOR)
IN THE ASSESS OF \$1000

UNAUTHORIZED PETS

DPS/Animal Control will be contacted to remove the pet

WEAPONS

If you are found with any type of weapon, especially a gun, you will receive a fine and EXPELLED from the University immediately.

LOSS OF HOUSING

LOSS OF HOUSING

LOSS OF HOUSING

LOSS OF HOUSING

LOSS OF HOUSING

LOSS OF HOUSING

UNIVERSITY EXPULSION

IF JUDICIAL AFFAIRS ISSUES A WARNING INSTEAD OF REVOKING HOUSING PRIVILEGES, THE STUDENT WILL INCUR A FINE.

RESIDENTIAL REGULATIONS

DETAIL OFFENSES/FINES

If needed to curtail the behavior in public areas and the responsible individual(s) cannot be identified, a fine may be imposed/prorated individually/evenly between residents living in a specific section, on a particular floor, or the entire building.

Please note: The Office of Judicial Affairs does not process or consider Housing Fine appeals, nor does the Office of Residential Life and Housing. However, if you have questions, please don't hesitate to contact your hall director or apartment manager.

COMFORT/SERVICE ANIMALS DAMAGES

EACH OFFENSE

\$500.00 FINE

2ND OFFENSE \$1000

3RD OFFENSE LOSS OF HOUSING

UNAUTHORIZED COMFORT/SERVICE ANIMALS/PETS

UNLEASHED COMFORT/SUPPORT ANIMAL

1ST OFFENSE – WARNING

\$100 FINE

2ND OFFENSE

\$200 FINE

3RD OFFENSE

\$300 FINE

4TH OFFENSE

\$500 FINE AND LOSS OF HOUSING

CONSUMPTION/POSSESSION OF ALCOHOL

1ST OFFENSE

\$200 FINE EACH PERSON

2ND OFFENSE

\$300 FINE EACH PERSON

3RD OFFENSE

\$400 FINE EACH PERSON

4TH OFFENSE

\$500 FINE EACH PERSON

5TH OFFENSE

\$600 FINE EACH PERSON

DESTRUCTION OR DEFACING UNIVERSITY PROPERTY

EACH OFFENSE

\$1000 FINE EACH PERSON

SQUATTING

\$2000 FINE EACH PERSON SQUATTING

DRUG/PARAPHERNALIA

EACH OFFENSE

\$1000 FINE EACH PERSON

EACH OFFENSE THEREAFTER WILL ADD \$1000 INCREMENTS

\$2000 FINE EACH PERSON

GAMBLING

1ST OFFENSE

\$100 FINE EACH PERSON

2ND OFFENSE

\$400 FINE EACH PERSON

GARBAGE DISPOSAL OF EXCESSIVE TRASH

1ST OFFENSE

\$200 FINE EACH PERSON

2ND OFFENSE

\$300 FINE EACH PERSON

3RD OFFENSE

\$400 FINE EACH PERSON

EACH OFFENSE THEREAFTER WILL ADD \$100 INCREMENTS

ILLEGAL ROOM CHANGES

EACH OFFENSE

\$250 FINE EACH PERSON

IMPROPER CHECK-OUT

\$100 FINE

KEY REPLACEMENT

EACH CHARGE

\$165 – \$215

LOCKOUTS

1ST OFFENSE

WARNING

2ND OFFENSE

\$100 CHARGE EACH TIME

RESIDENTIAL REGULATIONS

DETAIL OFFENSES/FINES

30

If needed to curtail the behavior in public areas and the responsible individual(s) cannot be identified, a fine may be imposed/prorated individually/evenly between residents living in a specific section, on a particular floor, or the entire building. This applies to off-campus properties as well.

Please note: The Office of Judicial Affairs does not process or consider Housing Fine appeals, nor does the Office of Residential Life and Housing. However, if you have questions, please do not hesitate to contact your hall director or apartment manager.

RIOTOUS BEHAVIOR

1ST OFFENSE	\$200 FINE EACH PERSON
2ND OFFENSE	\$500 FINE EACH PERSON
ADDITIONAL FEES WILL BE IMPOSED BEYOND THE 3RD OFFENSE	
\$100 INCREMENTS	

FAILED ROOM CHECK

1ST OFFENSE	\$150 FINE IMPOSED
2ND OFFENSE	\$200 FINE IMPOSED
3RD OFFENSE	
EACH OFFENSE THEREAFTER WILL ADD \$100 INCREMENTS	

SMOKING: IF FOUND IN OUR FACILITY

1ST OFFENSE	\$500 FINE EACH PERSON
2ND OFFENSE	\$1000 FINE EACH PERSON
3RD OFFENSE	
ADDITIONAL FEES WILL BE IMPOSED BEYOND THE 3RD OFFENSE	
\$100 INCREMENTS	

TAMPERING WITH FIRE SAFETY EQUIPMENT

1ST OFFENSE	\$1000 FINE EACH PERSON
2ND OFFENSE	\$1500 FINE EACH PERSON
3RD OFFENSE	LOSS OF HOUSING EACH PERSON
ADDITIONAL FEES WILL BE IMPOSED BEYOND THE 3RD OFFENSE	
\$100 INCREMENTS	

UNAUTHORIZED BUSINESSES (ALL RESIDENTS)

EACH OFFENSE	\$500 FINE IMPOSED
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UNAUTHORIZED BABYSITTING/CHILDREN IN RESIDENTIAL LIFE

1ST OFFENSE	\$500 EACH PERSON
2ND OFFENSE	\$600 EACH PERSON
3RD OFFENSE	LOSS OF HOUSING

UNAUTHORIZED VISITATION

1ST OFFENSE	\$200 EACH PERSON
2ND OFFENSE	\$400 EACH PERSON
3RD OFFENSE	\$600 EACH PERSON
ADDITIONAL FEES WILL BE IMPOSED BEYOND THE 3RD OFFENSE	

RESIDENTIAL REGULATIONS

HOUSING DAMAGES CHARGES

Residents are responsible for their assigned apartment, room, or suite and its contents. Alabama A&M University makes no provision for the replacement or repair of equipment due to student negligence or malicious behavior. You may be charged for any damage(s) or extra cleaning resulting while you are living on campus. In the event that damage(s) or a need for cleaning occurs in your apartment, room, or suite and it cannot be attributed to one responsible individual, it will be necessary to divide the charge(s) equally among all apartment, room, or suite residents.

If damage occurs in public areas and the responsible individual(s) cannot be identified, the repair cost may be prorated evenly between residents living in the specific section, on the floor, or in the building. All damage appeals must be in made in writing and submitted to the Office of Residential Life and Housing. Appeals must be filed within 10 business days from the date charges were applied. Charges may be subject to change and additional charges may be assessed based on labor costs and specialized materials.

Bed	\$300.00+
Blinds	\$200.00+
Chair	\$200.00+
Couch	\$500.00+
Desk	\$300.00+
Dresser	\$200.00+
Exit Lights	\$200.00+
Fire Extinguisher and Case	\$350.00+
Glass Door	\$300.00+
Glass Window	\$300.00+
Key Replacement	\$50.00+
Light Fixture	\$100.00+
Locks	\$165.00+
Mattress	\$300.00+
Metal Door	\$500.00+
Smoke Alarm	\$250.00+
Table	\$400.00+
Window Frame	\$300.00+
Wood Door	\$300.00+

*Furniture damage subject to replacement costs plus shipping

GUIDE TO CAMPUS LIVING FOR ALL APARTMENT/OFF CAMPUS PROPERTIES

THIS SECTION IS NOT LIMITED BUT IS ALSO INCLUSIVE OF RESIDENTIAL LIFE AND HOUSING IN GENERAL

PARTIES/GATERINGS

Parties are not permitted on the property by residents. Residents should be able to entertain their guest in the unit without disruption to roommate(s). No large crowds should be gathered by residents on the lawn or balcony of any unit. Violation of this rule will result in a fine. Apartments considers EIGHT individuals which includes resident(s) as a large gathering or party. \$500.00 fine per resident.

SOLICITATION

Normal Hills does not permit the solicitation and distribution of flyers on cars and apartment doors. Violators will be subject to a fine for cleanup.

WILDLIFE

Please be aware that due to the proximity to the wooded areas and mountains you may see wild animals on or around the property. Please DO NOT engage them. They are dangerous and AAMU on campus and off campus properties are not responsible for injuries sustained by interacting with such animals. Please call Alabama A&M University Public safety at (256) 372-5555.

RENTAL INSURANCE

AAMU on campus and off campus properties encourages all residents to purchase renter's insurance or to insure your parents' home owner insurance covers your personal items while you are a resident.

ALCOHOL, TOBACCO OR DRUGS

These items are all illegal and if found on AAMU on campus and off campus properties, the resident (s) will be subject to fines/the loss of their housing.

EXTERIOR NOISE

Residents should be mindful that other residents in their units should not hear your stereo or vocal noise if you are outside. Repeated violations of this rule could result in fines and dismissal from residency status.

GUEST

AAMU on campus and off campus properties are student residential communities. Harboring a non-student is a violation of the housing rules and regulations. Resident who have roommates should note that they live in a shared space and your roommate is not to have residential comfort compromised as a result of your guest. For the safety of the residents and other guest you are asked to monitor all activities during their visit. Violations of this rule can result in a fine.

APARTMENT COMMUNITIES

GUIDE TO CAMPUS LIVING

THIS SECTION IS NOT LIMITED BUT IS ALSO INCLUSIVE OF RESIDENTIAL LIFE AND HOUSING IN GENERAL

MINOR CHILDREN

Minor children are those defined as under the age of 18 years old. For insurance purposes minor children are not permitted in the rooms/suites/units. This is a college campus and follows housing guidelines in accordance with dormitory regulations for visitors. Babysitting/Children living with a resident is not permitted on the property. \$500.00 fine.

SQUATTING

Squatting is a criminal violation. The harboring of non-residents during the academic year including the holiday and semester breaks are prohibited. Additionally, the storage of property for a non-resident is prohibited as well. Violations of this rule will result in a fine/ loss of residential status.

BAR-B-Q PITS/GRILLS

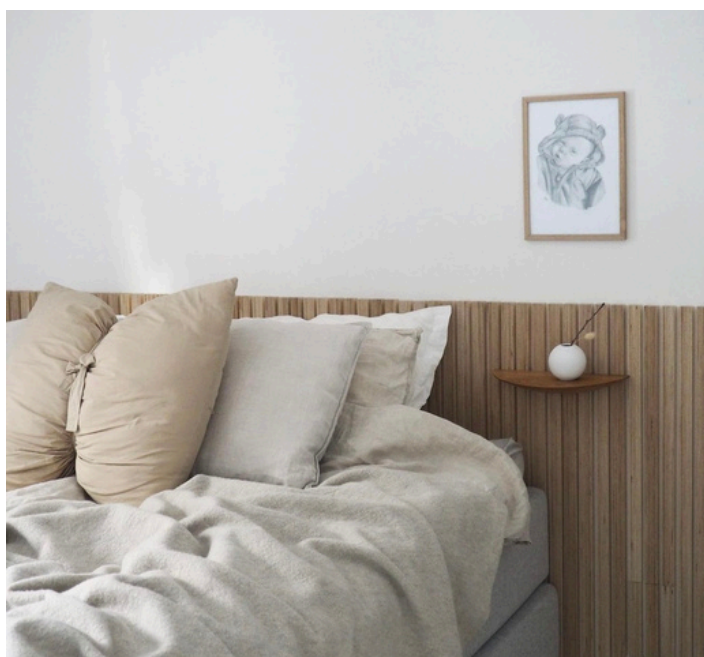
Bar-B-Q Pits/grills are not permitted on the property. They are especially, not permitted on the balcony of any apartment unit as they are hazardous and can cause a fire. Violation of this rule will result in a \$250.00 fine. A student will not receive a warning.

PARKING

Parking enforcement at Normal Hills is managed through the AAMU police department. Residents should follow the same protocol as a dormitory resident in obtaining the appropriate parking decal. Failure to obtain a parking decal, illegal or improper parking is subject to fines and towing without warning at the owner's expense. Additionally, vehicles that appear abandoned or inoperable will be towed. Normal Hills defers to AAMU DPS for towing enforcement, but retain the right to tow at its discretion when necessary. Parking regulations will be enforced at our off campus properties as well.

GARBAGE

Garbage or garbage bags are prohibited on balconies, outside of apartment doors or in parking lots. Residents and their guest should be mindful of garbage and dispose of it properly in the dumpsters located near and around each apartment building. Residents leaving bags of trash on the balcony outside their apartment will be fined \$100.00 per incident. In addition, anything left on the balconies will be discarded, chairs, shoes, plants, mops, grills, etc. Garbage bags should NEVER be placed in front of the dumpster. Place all bags inside the dumpster. Property Manager reserves the right to impose fines on a building and or floor as a whole to discourage excessive trash being placed in undesignated areas.



Living the Bulldog Life!