

## EMERGENCY TELEPHONE NUMBERS

Residence Life Office (914) 632-5400 ext 425/458/481  
Security Desk Main Hall during regular working hours (914) 632-5400 ext 404

### After Hours:

Huguenot Hall Security Desk (8:00PM to 4:00 AM daily) (914) 632-5400 ext 486  
Resident Assistant Cell Phone (914) 879-6008  
Residence Director Pager (914) 952-4889

### GUEST VISITATION HOURS

For Monroe College Students: Sunday – Wednesday 9am to Midnight } No one may have  
Thursday– Saturday 9am to 2am } a guest visit  
} before or after

All other guests: Sunday – Wednesday 10am to 10pm } No one may  
Thursday– Saturday 10am to 11pm } have a guest visit  
} before or after

### Quiet Hours:

Daily 10 am to 10 pm. Before and after quiet hours all guests must be entertained in the common areas only and not in the bedrooms.

**GUESTS MAY NOT BE LEFT ALONE IN ANY RESIDENCE LIFE FACILITY AT ANY TIME.**

**OVERNIGHT GUESTS ARE NOT PERMITTED.**

**ALL STUDENTS WHO PAY FOR THE PRIVILEGE OF MONROE COLLEGE HOUSING CAN REASONABLY EXPECT THAT THEIR PRIVACY AND ABILITY TO STUDY WILL NOT BE COMPROMISED IN FAVOR OF ANOTHER STUDENT'S GUEST PRIVILEGES.**

### REMINDERS

- 1) **Responsible Utilities Use Policy.** All apartment occupants are responsible for turning off **ALL** electrical appliances (heater/air conditioner (window closed over it) /TV/radio/lights) upon leaving. Excessive utility bills will be reviewed, investigated and may result in additional charges to apartment occupants.
- 2) **ALL** work requests must be submitted **IN WRITING** to your Resident Assistant/Residence Director or dropped in the Maintenance box in the Mail Room on Main Street.
- 3) No smoking/alcohol/illegal substances at **ANY** time. No alcohol bottles – full or empty.
- 4) Students are responsible for maintaining their residences. Failure to do so may result in disciplinary action.
- 5) Students are required to vacate housing from the end of the Spring semester to the beginning of the Fall semester.
- 6) Students are responsible for damage to apartment and furnishings.
- 7) Students vacating housing **must** complete a Housing Termination Form, **schedule a move out inspection with their RA/RD, and turn in all keys. Failure to do so will result in a \$100 improper checkout fine and additional charges of \$125-\$300 to change and replace locks and any other damages found will also be charged back.**
- 8) NO pets of any kind.
- 9) **Safety Equipment Policy.** Any apartment found with a disabled or **tampered** smoke alarm or **discharged fire extinguisher** will be **subject to a \$500** fine that will be divided equally and charged back to all apartment occupants.