Dear Student,

Welcome to Texas A&M University - Texarkana! On behalf of the Residence Life Department and Texas A&M University - Texarkana, I would like to invite you to experience one of the most exciting and rewarding aspects of university life. You will have a constant support system, both personally and academically, and the relationships you develop will last a lifetime. You will appreciate the close community atmosphere that exists in the residence halls.

You will enjoy the opportunity to participate in a wide variety of activities within the halls. The Residence Hall Association and resident assistant staff will provide events and programs designed to enhance your educational, professional and personal development. We want your university experience to be positive, and the dedicated staff of Bringle Lake Village is ready to make sure you enjoy your stay. We believe that the residence hall play an important role in your college experience and serve as a place for you to meet new people, learn new ideas, and develop as a person. Our staff is dedicated to making your on-campus experience a positive one that will impact your life meaningfully for years to come.

Why is living on campus so important? Studies have shown that students living in residence halls were less likely to dropout and more likely to graduate in four years with a baccalaureate degree. The most important characteristic associated with finishing college is living on campus during the freshman year. Research also indicates that living on campus has a positive influence on personal growth, involvement in extracurricular activities, and student perception of the campus’ social climate. If you have any further questions Visit our website at http://www.tamut.edu/Student-Life/Bringle%20Lake%20Village/index.html. Thanks and enjoy your residential experience at Texas A&M University - Texarkana.

Sincerely,

Nichole Couch
Residence Life Coordinator
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The Residence Hall Bill of Rights

The University has some basic expectations that govern the special nature of interpersonal relationships in the residence hall. These are reasonable expectations that the students shall have for one another while sharing space in residence hall. The Residence Hall Bill of Rights outlines these expectations:

• The right to sleep during the night as undisturbed.
• The right to sleep in one’s room free of noise and distractions during quiet hours.
• The right of access to one’s room and facilities.
• The right to be secure against physical or emotional harm.
• The right to clean common areas.
• The right to have one’s belongings respected.
• The right to have guests in the room when they will not disturb your roommate’s right to sleep or study and in line with visitation policy.
• The right to privacy.
• The right to redress grievances.

These rights apply to all students living on campus. Violating the rights of other students may result in disciplinary actions and/or reassignment to another location.

Resident Responsibilities

In a group living situation, it is important for you to understand your rights as a resident and your responsibilities to others. The rights to study and sleep are considered primary in the residence hall environment. Your major purpose for enrollment is to pursue an education. Excessive noise and distractions inhibit this goal. Therefore, when you choose to exercise a subordinate privilege, such as playing your stereo or entertaining guests, it is your responsibility to make sure that you and your guest are not inhibiting another person’s rights to sleep or study. When you enroll as a student here at Texas A&M University - Texarkana and you sign your housing agreement, you are agreeing to abide by the rules and regulations of TEXAS A&M UNIVERSITY - TEXARKANA as outlined in the Residence Hall Handbook and the Code of Student Conduct. As a student you are responsible for becoming familiar with the contents of these publications.

Safety In the Residence Hall

Safety within the residence halls begins with the resident. The Department of Residence Life encourages you to keep your door locked at all times. Report any suspicious behavior to a hall staff member and/or Campus Security. Never prop outside doors or the fire doors in the hallways. Any resident that does prop doors places all others in the hall at risk and will be subject to disciplinary action. It is each resident’s responsibility to follow the rules and regulations associated with safety procedures in the residence halls. In a community living situation the safety practices of each individual greatly affects the safety of the other members of the community.
Emergency Procedures
In case of an emergency contact one of the following:
   1. A Resident Assistant (Also known as an RA)
   2. Front Desk Employee (between 5pm-2am daily)
   3. Campus Security which can be contacted at x6611

Fire Procedures
In the event of an actual fire or a drill, all residents are required to evacuate the building. Follow the instructions of Residence Life staff, Campus Security Officers, and/or fire-fighting personnel. Keep the following items in mind in the event of a fire:
   1. Exit the building using the nearest exit. Walk; don’t run. Be particularly careful in staircases. Do not use elevators.
   2. Proceed directly to a place of safety and meet in the parking lots behind the second row. Do not attempt to salvage personal belongings.
   3. Close doors and window when you leave, if possible.
   4. Before opening a closed door, feel it to see if it is hot. If it is hot, attempt to find another exit route.
   5. A towel or blanket soaked in water can be helpful in combating smoke inhalation.
   6. At all times, follow the instructions of personnel authorized to take charge at the scene of the emergency. If you have any questions about the procedures, contact your Resident Assistant immediately.
   7. Do not enter the building until given the all clear by staff or fire professionals. Stand away from the building (parking lots). Fire alarm pull stations and fire extinguishers are installed throughout the halls. The fire alarm system in each building will automatically notify University personnel as well as the local fire department when activated.

Tornado Procedures
When a tornado or other severe weather is reported, residents are to move in an orderly manner to the designated location within the building for shelter. If a tornado warning is declared, immediately move to the designated area of safety. If there is no time, get under your desk and place your mattress over your desk. Always protect your head and neck. Keep away from windows. Keep the following items in mind in the event of a tornado:
   1. Close room door.
   2. Proceed to the center of the hall on the first floor, first floor bathroom's, and first floor stairwell and away from all windows and doors.
   3. Take a blanket or a pillow.
Residence Life Rules, Regulations, and Information

Abandoned Property
TEXAS A&M UNIVERSITY - TEXARKANA, the Department of Residence Life, and its staff are not responsible for any student property left in residence hall rooms or public areas of residence halls. In the event that student property is left in residence halls after the housing contract period is over, the property will be removed at the owner’s expense. Refer to Personal Furniture/Items and Clothing for additional information.

Adhesives
Students may not adhere tape to the walls, doors or floors in their room. PLASKI-TAK is an admissible adhesive. Carpet tape may not be used to secure items to the floor. Placing contact paper or any adhesives on the walls, woodwork or desktops may result in damage charges. 3M Command strips are admissible. Use of nails, screws, hooks, tacks, decals, or adhesive which damage walls, ceilings, furniture, doors, windows, or fixtures is prohibited. Heavy items may not be hung (i.e. shelves, large art, TVs, etc.)

Air Conditioners
For safety and electrical reasons, no student may install an air conditioner or water cooler in their room.

Alcoholic Beverages
State and federal statutes concerning alcoholic beverages will be strictly enforced on campus. The University prohibits possession, consumption or providing to minors, alcoholic beverages. When alcohol consumption or possession occurs in the halls and/or when consumption causes disruptive behavior, Campus Security will be contacted. Students will face University sanctions as well as criminal charges. Alcoholic containers and paraphernalia, even if empty, are not allowed and will be removed from the premises.

Antennas & Satellite Dishes
For safety purposes, students are not permitted to have antennas or satellite dishes outside their residence hall rooms.

Appliances
Allowed appliances include: Coffee pots, hot pots, microwave/refrigerator (University issued), crock pots, and blenders. Electrical appliances not allowed include, but are not limited to: Air conditioning units, room water coolers, camping stoves, ceiling fans, electric skillets or woks, griddles, halogen touchier lamps, potpourri pots, hot oil popcorn poppers, hot plates, oven broilers, power tools, any appliance with an open coil, space heaters, toasters, or toaster ovens. The hall staff will confiscate unauthorized or misused appliances, and the individuals responsible will be subject to disciplinary action. Staff reserves the right to require any cooking appliances to be removed if the appliance is deemed to be unsafe or otherwise damages or could potentially damage the hall or the hall community.
Babysitting
Babysitting is not allowed in the residence halls.

Bicycles
Bicycles should always be locked to prevent theft. Students may store their bicycles in their rooms, with roommate’s consent, as long as the bicycle is cleaned before entering the hall. Bicycles shall not block the room exit if stored in a room. Under no circumstances, is anyone allowed to ride or store a bicycle in the lobby or hallway of a residence hall. Bicycles are not to be left in the courtyard or chained to bike racks after a resident checks out of the hall. The University will dispose of or sell unclaimed bicycles.

Break Housing
The residence halls are closed for long breaks and between semesters. Residence Life fees do not cover the cost for these break periods. Residents will be required to make payment for break housing before the break begins and may have to relocate to a temporary room during the break. Price will be determined by the Residence Life Office.

Bulletin Boards
Only Resident Assistants are allowed to post on the bulletin boards.

Candles and Incense
Candles and incense are prohibited in the residence hall rooms, lobbies, and storerooms due to possible fire hazards. This rule includes decorative candles with burned or unburned wicks. Residents found with candles will face disciplinary sanctions and these objects will be confiscated. Confiscated items will be disposed of at the end of each semester. Candle warmers and potpourri pots are not allowed.

Cable Television
All residence halls receive basic cable television in each room. Any cable problems should be reported to the hall staff.

Card Access System
Residents are required to use their swipe card to enter the hall. Non-residents have to provide a state issued ID to enter the building and sign in at the front desk during the hours posted.

Chalking
The use of chalk on any buildings is prohibited. Groups may be approved by the Residence Life Coordinator to chalk in specific sidewalk locations around the residence hall. Clean up charges may be assessed.

Cleaning
Residents are expected to keep their assigned room reasonably neat and clean at all times. The staff reserves the right to ask residents to clean their room for safety, health, or roommate concerns. Custodial services are not provided after a resident has moved into their room. Residents should report common area cleaning concerns to a staff member.
Bringle Lake Village residents are responsible for maintaining a reasonably neat and clean bathroom. Residents may be required to clean their bathroom for safety or health reason, or roommate concerns.

**Cooking**
Cooking in the residence halls is allowed with approved cooking appliances only and in the kitchen. Residents are responsible for ensuring that proper sanitation, ventilation, and fire safety precautions are taken. Any damage resulting from improper food disposal will be billed to the individuals responsible. No food or waste should be disposed of in sinks. Residents are responsible for cleaning the kitchen when cooking is completed.

**Courtyard**
The courtyard and amenities are available for student use between the hours of 9am-10pm daily in accordance with quiet hours. Please see the Pool Rules for other guidelines.

**Damages or Losses**
Residents are responsible for keeping the premises (room/hall) and its contents in good order and free from damage both by themselves and their guests. Residents will be held accountable for any damages they or their guests cause in common areas and resident rooms. In situations where no individuals can be held accountable for damages, the Residence Life Office reserves the right to “group bill” all residents that may have been associated with damages. Each resident understands and agrees that he/she is responsible for the replacement cost for any damages that may occur to the room and/or its contents. Students are encouraged to seek property insurance for loss or theft of personal items.

**Darts/Dartboards**
Because of the potential danger to both persons and property, darts and dartboards are prohibited in the residence halls.

**Decorations**
Pictures, posters, and other items used to decorate a student’s room are allowed as long as they do not create a health or fire hazard or damage the room. Door decorations must be limited and shall not be offensive in nature. All decorations are subject to the approval of roommates. All decorations visible through the window or on the door should be in good taste. Pictures and other materials that may be considered objectionable are not to be displayed in areas that may be visible outside the student’s room.

**Disciplinary Process**
Residents and their guests are required to abide by the rules and regulations outlined in this guide. When residents or guests violate a rule or procedure, a staff member will report the event on a departmental incident report. This incident report will be submitted to the Residence Life Coordinator and may lead to a disciplinary hearing to the Residence Hall Association and/or a disciplinary sanction. All notifications will be made through email.
Drugs
The possession, distribution, consumption, and/or use of illicit drugs, narcotics, or any hallucinatory agent (i.e. Salvia) or other substance not prescribed to the person by a licensed physician on University property or property under the control of Texas A&M University - Texarkana or at any event sponsored by the University or any University student organization, whether or not conducted on University property, including student travel on behalf of the University, is prohibited.
The following items are also prohibited within the residence halls: hookahs, pipes, bongs, or any paraphernalia which may be used to inhale or ingest prohibited drugs.

Elevators
In order to keep elevators in safe working condition, the following actions are prohibited and result in disciplinary action:
• Intentional damage and/or vandalism to the elevators, such as prying elevator doors open, jumping, etc.,
• Overloading the elevator
• Use of emergency alarms and emergency stops in non-emergency situations
• Evacuating people from the elevator without trained personnel
If you are trapped in an elevator, sound the alarm and wait for help to arrive before attempting evacuation.

Emergencies
Emergencies should be reported to Campus Security at 903-334-6611 and to a residence hall staff member.

Extension Cords/Surge Protectors
Extension cords, including Christmas lights may not be used while living in the halls. Power strips/Surge protectors shall never be placed above the ceiling tiles, underneath carpet or stapled or pinched in anyway. Only power strips and multi-plugs with built in circuit breakers (surge protectors) may be used in rooms. Improper use of multi-plugs may result in a write up and possible disciplinary sanctions.

Exterior Door Locking
The exterior doors with card access are locked at all times. Residents are expected to carry their keys or University ID card to gain access to locked halls. Propping of exterior doors and/or tampering with locks are considered serious security violations. Residents are expected to aid in maintaining the security of their hall. ID cards are never to be given to another person to gain entry into the hall. Violating this policy may result in disciplinary sanctions. If a resident loses a card or the card stops working, an email must be sent to the Residence Life Coordinator immediately to deactivate the old card and order a new one.

Extermination of Pests
Exterminators will provide preventative treatment in each hall on a regular basis throughout the year. Contact a staff member should you have questions related to this service.
Fire Doors
It is absolutely essential that corridor and stairwell doors never be propped open with anything other than the magnets provided. When the fire alarm goes off, the magnets holding the doors open will deactivate and allow the doors to close. Closed doors retard the travel of smoke, heat, toxic gases, and fire from the area of origin. Propping of doors may result in disciplinary sanctions and fines. Nothing should be attached to a fire door.

Fighting, Threatening or Act of Violence
The use or threat of force or violence or terrorist activities against members, guests, or property of the University is prohibited. Any student found in violation may be suspended from the University or face other disciplinary sanctions.

Finals
All students are expected to check-out of the halls within 24 hours of the completion of their finals or by noon on the day the halls close, whichever comes first.

Firearms, Weapons, Ammunition, Explosives and Fireworks
Firearms, weapons, ammunition, explosives and fireworks are strictly prohibited in the residence halls. The possession, use, or threatened use of these items is strictly prohibited on University property or at University functions. This includes, but is not limited to: pistols, paint guns, water balloon launchers, rifles, knives, stun guns, nun chucks, sling shots, pellet guns, blow guns, air-powered guns (airsoft), projectiles, etc. These items should not be stored in a vehicle parked on campus.

Floor Meetings
Each semester, on the first week of class, mandatory meetings are held in each living area. Floor meetings will be held at different times during the semester. Attendance at these meetings is mandatory because information concerning safety and security as well as other important information is distributed. Residents are responsible for all of the information distributed at these meetings. Failure to attend or notify the Resident Assistant of that area in a timely manner can result in a fine. Roommate contracts must also be completed by the end of the first two weeks of school.

Furniture
Furniture must remain in its designated space. Common area furniture that is removed by a student for their private use will be considered stolen and disciplinary action may be taken. Room furnishings are to remain in the rooms at all times. No additional locks may be installed. Students may not leave any type of furnishings or property outside of their room or in the hallway. No University furniture should be moved to an outside location.
**Group Billing**

Financial charges relating to the cleaning of, damage to or theft of University property are billed to the specific individual(s) responsible whenever such individuals can be identified. However, when damage or theft cannot be assigned to a specific individual(s), the charges may be divided equally among the residents of a floor, unit, building, or area. Residents will be given every opportunity to identify individual(s) responsible for the damage before a group billing is finalized. Damage charges will be posted in the living area of those individuals that are charged through the group billing process. Your active involvement in reducing damages within your community is encouraged. You can assist by following these guidelines:

- Report any damages to your RA immediately
- Treat University property with as much respect as you would your personal property
- Discourage others from behaving irresponsibly in your hall

**Guests**

All guests are required to sign-in at the front desk, during the required hours. In order for a guest to sign into the building, all guests are required to provide a state issued ID. All guests are required to stay within arm’s length of their host at all times. Any guest that is seen without a host may be removed from the building and the host may lose guest privileges along with other disciplinary sanctions. Each host (resident), is only allowed 2 guests at a time.

A guest is defined as a person who is not a current resident of the building. Residence hall students are allowed to host guests in their rooms according to the rules outlined below. However, violating a roommate’s right of entry into the room, or hindering a roommate’s ability to study and/or sleep within their room is considered a violation of guest privileges. Roommates have the right to deny overnight guests (Weekend’s Only). Children under 17 years of age are not allowed in the residence halls at any time.

- **Host responsibilities** – Hosts are responsible for the behavior of their guest at all times and are obligated to inform the guest of all University and residence hall rules and regulations. Any violation of rules or regulations by a guest may result in disciplinary action being taken against both the host and the guest.
- **Escorting Guests** – Guests must be escorted and be within an arm’s length at all times. Guest left unattended or found to be unescorted may be documented and escorted out of the building. Residents should never agree to escort a person that did not sign in under their name/information.
- **Overnight Guests** – Overnight guests Sunday through Thursday are prohibited. Residents are allowed to host overnight guests Friday and Saturday night ONLY. Residents must also have approval from roommates. Roommates do have the right to refuse guests. Guests must sign-in at the front desk with a state issued ID. Any other form of ID will not be accepted. ID’s must be picked up between 6:30am– 7am or wait until 5pm that day.

**Halogen Lamps**

Due to fire safety, halogen torch lamps or other lamps using halogen bulbs are prohibited in the residence halls.
**Harassment**

Harassment includes physical abuse, verbal abuse, threats, intimidation, coercion and/or other conduct, which threatens or endangers the health or safety of any person. Refer to the Code of Student Life for additional information. Telephone harassment includes annoying, abusive, or obscene phone calls designed to irritate, anger, or threaten a listener. If a resident should receive harassing phone calls they should notify their hall staff and Campus Security. Residents will be encouraged to file a report with Campus Security and the Department of Residence Life and/or Student Life.

**Health and Safety Checks**

The University recognizes residents’ desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, the University, through a residence hall staff member, reserves the right to enter a resident’s room to determine compliance with health and safety regulations. Health and Safety Checks will occur a minimum of 5 times each semester and residents will receive posted notification of the check and any violations found.

**Heaters**

For safety reasons, no portable heating units may be used in a residence hall.

**Holiday Decorations**

If students decorate their rooms for the holidays, these guidelines must be followed:

- Trees and other greenery must be artificial and must have proof of flame resistance
- All decorations are to be removed within two days following the holiday
- Holiday lights and rope lights must be taken down in the time period mentioned above
- Fire alarm pull stations, fire extinguisher cabinets, smoke detectors, sprinkler heads and exit signs must not be covered and exits must not be blocked
- No candles, or any open flame may be used

**Identification**

For the safety and welfare of all students and to protect the property of the residence halls, members of the staff may request proof of identity of any person in the residence hall. Failure to identify yourself to a University staff member upon request may result in disciplinary action. Your cooperation is appreciated should such an occasion arise. Individuals that are unable to provide identification may be asked to leave and Campus Security may be contacted to assist with the situation.

**Incident Reports**

Incidents requiring the attention or intervention of staff members are regularly reported to the Residence Life Office. Violations of rules, medical and emergency situations, and instances of property loss or damage are documented on Incident Report forms and forwarded to the Residence Life Coordinator for informational purposes or disciplinary hearings.
Keys
Room keys and outside door swipe cards will be issued to each resident at check-in. Report lost or broken keys to a staff member as soon as possible. Students will be charged replacement costs for keys (including roommates for security reasons) and cylinders. The room key charge will cover the cost of keys and the replacement cost for the lock core. Residents failing to return their keys at the time of checkout or during vacation periods will be charged the replacement fee. Residents are encouraged to lock their doors at all times and carry their room keys. Students who are locked out of their room should go to the front desk or contact the RA on duty. When the desk is closed, students should contact an RA on duty. Excessive lockouts may result in disciplinary action or fines. Swipe Cards will be made by the campus security office and distributed by the Office of Residence Life. If you are in need of a new swipe card, email requests need to be made to the Residence Life Coordinator. There will be a $10 charge for each swipe card that will be billed to the students account. Duplication of University keys is prohibited. Possession of University keys other than those assigned is not permitted.

Laundry Rooms/Machines
Laundry machines are located in Bringle Lake Village on the 2nd and 3rd floors. Abuse of vending, laundry, or ice machines only aggravates whatever problem the machine may have and is prohibited. Please report machine malfunctions to hall staff. The Residence Life Office is not responsible for any lost money or machine malfunctions. Only residents of the hall are permitted to use the laundry machines.

Liability
The University assumes no liability for loss, injury, or damage to personal property incidental to the occupancy or use of the residence halls, and each resident accepts full responsibility for the safety and security of his/her own personal property. The student agrees to hold the University harmless and indemnify it from any and all liability resulting from the use of the residence hall by the student.

Lobby Use
The lobbies in each hall are for the use of residents and their guests. Appropriate public behavior and dress are expected in the lobby and individuals may be asked to leave the lobby should they not meet this requirement. Residence Life staff members and the Residence Hall Association may reserve a lobby for programs.

Maintenance/Repair Request
Maintenance requests or other room concerns should be reported to the RA of that area in a timely manner. For emergency repairs contact a staff member immediately. If repairs are not completed to your satisfaction, (within 48 hours for regular repairs or within a day for emergencies) notify the Residence Life Office. It will be helpful if you report maintenance problems early and with as much detail as possible and a Residence Life Staff member will follow up. Students who discover insect problems should report them to the RA of that area so that their rooms may be treated. Remember: Food attracts insects. Maintenance
personnel work between 6 a.m. and 3 p.m. on weekdays and may not always be able to arrive at hours most convenient to students.

**Motorcycles**
Motorcycles parked on campus require a parking permit and shall be parked in designated parking areas. Motorcycles are prohibited in buildings and courtyard areas.

**Non-Compliance with Authority**
Failure to comply with the oral and/or written directions of University officials acting in performance of their duties is prohibited and may require further disciplinary sanctions. These officials include faculty members, administrators, staff members, Campus Security officers, and elected or appointed student officers or representatives.

**Offensive Odors**
An offensive odor is any odor or aroma of such intensity that it becomes apparent and is offensive to others. Any odor can become offensive when it is too strong. Some examples are: perfume, air freshening spray, or large amounts of dirty laundry. Hall staff will address offensive odors when complaints are received. Residents identified, as being responsible for the offensive odor will be asked to eliminate the cause of the odor.

**Open Flame**
No items that have open flames, flammable fuels or open coils may be used in a residence hall. This includes, but is not limited to candles, lanterns, heaters, and incense. Violation of this rule may result in immediate relocation and disciplinary action. These items will be confiscated immediately.

**Painting of Rooms**
Residents are not permitted to paint their individual rooms. Students may be assessed a fine for painting any portion of their room and/or charged the cost of the repainting.

**Personal Furniture/Items and Clothing**
Students are welcome to bring personal items from home for their rooms. However, all of these items shall be kept in their room and should not be stored in any other location. Personal property left in any common area, such as bathrooms, hallways, or lobbies may be discarded by the University at any time. Items left behind after a student has checked out of the halls will be discarded immediately. Please keep personal items at least a foot from the front of your rooms heating and/or cooling unit to provide maintenance staff with adequate room to work on the unit.

**Pets**
For reasons of health and safety, no pets, except fish, are permitted in residence hall rooms (except by faculty or full-time professional staff when approved by the Residence Life Coordinator. Please check Professional Staff Handbook). Aquariums are limited to 10 gallons in size.
Publicity
Only recognized student organizations or departments are allowed to put up any type of publicity in the hall. All desired publicity must be approved by the Residence Life Coordinator via e-mail before it can be put out. Publicity must be taken down by the organization and/or department that put it up within 48 hours after the event. Publicity can only be placed in the common areas. Nothing can be placed inside any rooms or slid under doors. All publicity must also follow the current guidelines of the building and shouldn’t damage and surface.

Pranks
Pranks which result in disturbances or distress to others, or cause damage to University or personal property, are prohibited.

Profanity/Obscenity
The use of rude, vulgar, indecent or obscene verbal or written expressions, while protected by the First Amendment, are considered detrimental to the community residence hall environment. The residence hall staff reserves the right to refuse postings, which contain rude, vulgar, indecent, or obscene expressions. Residents will be asked to refrain from this type of language when in hall common areas.

Projectiles
For reasons of health and safety, propelling devices such as rockets, paint guns, water balloons/launchers, catapults, slingshots, nerf guns or any homemade device for the purpose of launching an object are prohibited.

Quiet/Courtesy Hours
Quiet hours are maintained to help provide an atmosphere that is conducive to good scholarship and to promote an environment where individuals can learn from the experience of group living. The enforcement of quiet hours is the responsibility of each resident, with the assistance of the staff as needed.
Each living area must observe quiet hours from 9 p.m. to 9 a.m., Sunday through Thursday and midnight-9AM on Friday and Saturday. Each living area may vote to extend these hours but must be voted on and passed by the Residence Hall Association. The Residence Life department reserves the right of final approval for such hours.
Quiet hours are in effect throughout the halls 24 hours a day. Therefore, noise (stereo, radio, TV, musical instruments and voices) must be maintained at levels that will not interfere with the study or sleep of other residents. If you encounter excessive noise, first request that the offenders be quiet. If they persist, contact your RA or the staff member on duty.
To help promote an intense study period, there will be 24-hour quiet hours in effect during final exams in all halls. One hour each day may be designated by each hall as “loud hour” during finals, with approval of the Residence Life Coordinator.

Rappelling
Rappelling off of any University building is prohibited.
**Restrooms**
Use of the opposite sex restroom is prohibited.

**Rooftops**
Students are not allowed on the roof of any hall for safety reasons.

**Room Entry**
The University recognizes residents’ desire for privacy, particularly in the context of their group living situation, and will do what it can to protect and guarantee their privacy. However, the University, through a residence hall staff member or University Official, reserves the right to enter a resident’s room at any time for the following purposes:

1. To determine compliance with all relevant health and safety regulations. Health and Safety Checks will occur throughout each semester and prior notification will be posted.
2. To provide cleaning and/or maintenance.
3. To conduct an inventory of University property.
4. If there is an indication of imminent danger to life, health, and/or property.
5. Reasonable belief that a violation of rules or regulations is or has occurred.
6. To search for missing property.
7. To insure that proper break period closing procedures have been followed.

Items that violate University or departmental regulations will be confiscated. Examples of items that will be confiscated include candles and unapproved appliances. Campus Security will be contacted to confiscate alcohol, alcohol containers, drugs and drug paraphernalia.

A room search by law enforcement officials must be accomplished through the use of valid search warrant, or the student may sign a release to be searched at his or her own approval. A room search by a designated Residence Life staff member is possible for any of the above listed purposes.

**Room Reservations**
Any recognized student organization and/or department must obtain permission from the Residence Life Coordinator in order to reserve any room or space in the hall. The reservation form can be found on the website. Any host(s) that is not a resident of the building will be issued a visitor badge at the front desk and must sign in with state issued ID. The visitor badge must be worn and visible at all times. Host(s) will be allowed to have access to the space reserved without a resident escort during the time the reservation is specified for. Any other participants must for the visitation/guest policy as written.

**Room Use**
Students are not permitted to sublet, assign their rooms, or to use their rooms for commercial purposes. Residents are not permitted to remove equipment or furnishings from their room.
Rule Changes
In order to change a current residence hall rule a proposal must be submitted to the Vice President of the Residence Hall Association in written form, including all of the following:
• Clearly stated change requested and detailed explanation why the change should occur
• Several options listed for the proposed change
The proposal will be considered based on any or all of the following: survey results, need, cost, national trends, or research on the area of change. Not only does the Residence Hall Association General Board need to approve changes through a vote but they may require the approval of the Residence Life Coordinator, Director of Student Life, Vice President for Student Services, the President, or possibly the TAMU Board of Regents.

Running/Roughhousing
Residents are asked to refrain from running, rollerblading, skateboarding, skating, roughhousing, scuffling, use of water guns, the throwing, bouncing, or kicking of objects in halls, stairwells, and other common areas for safety reasons.

Smoke Detectors
All student rooms are equipped with smoke detectors. Detectors will be checked prior to the start of each semester and during Health and Safety Checks by the hall staff. Residents that detect a problem with their smoke detector should contact the hall staff immediately. Disciplinary action will result if a student removes or otherwise renders the detector inoperative and a fine or community service may be assessed. Disciplinary action could also result for residents who cause potential fire hazards through unsafe practices (i.e. overloading circuits, use of inappropriate extension cords, use of unauthorized cooking appliances, etc.).

Smoking
All residence hall common areas and rooms are smoke free. Smoke outside the buildings at the designated areas and be responsible for your cigarette remains. Smoking in a room will result in disciplinary sanctions. The following items are also prohibited within the residence halls: vapors, hookahs, pipes, bongs, or any paraphernalia which may be used to inhale or ingest prohibited drugs. Must be in the parking lot or further to be able to smoke.

Solicitation
Solicitation of commercial products or services within the residence halls is prohibited. This includes, but is not limited to: solicitation/sales within student rooms, common areas, and entry areas (inside or outside) of the halls. Students and campus organizations desiring special consideration should contact the Residence Life Office. If sales personnel approach you, do not allow them to enter your room and inform Campus Security or your hall staff immediately.

Storage
Storage is not available. All furniture must remain in the room. No space is available for students who wish to store belongings over the summer or while they are not enrolled.
Student Conduct
Each student in the residence halls is expected to exercise self-discipline and to respect the rights of other students. Each resident must realize that in a group living experience, certain rules should be observed by all in order to maintain a safe and educational environment. The residence hall has the ability to institute rules, according to parameters specifically related to the goals of the Office of Residence Life, as long as these rules do not conflict with the rules of the University and are approved by the Residence Life Coordinator. Individuals in violation or in the presence of a violation of the rules established by the residence halls, University, or State and/or Federal government will be handled appropriately. Questions related to appropriate and inappropriate behavior should be addressed to the residence hall staff or the Code of Student Life.

Street/Road Signs
Street/Road signs are considered the property of the respective government agencies where located and any inappropriate taking or possession by unauthorized individuals may result in judicial or legal action. Individuals possessing street/road signs may be requested to provide proof of ownership.

Syringe Disposal
All individuals using injection needles are required to properly dispose of them to prevent students, visitors and University staff members from accidental needle sticks and injury. This means placing needles in a red biohazard sharps container. Biohazard containers shall be returned to Student Health Services for disposal: Do not attempt to personally dispose of these items. Please contact Student Health Services or the Residence Life Office for further information.

Thefts and Assaults
Thefts and assaults should be reported immediately to Campus Security (call 6611) as well as to the hall staff. As a precaution, students should keep their doors locked at all times. The University is not responsible for items lost to theft or vandalism, and students are encouraged to carry personal property insurance.

Tunnels/Crawl Spaces
Students are not allowed in tunnel or crawl space areas and should never attempt to access these areas.

Trash
Residents are responsible for their personal trash and taking it to the dumpster. Personal trash left in the halls or in the restrooms will be considered improper trash disposal and subject to disciplinary action. Any questions, please contact the Office of Residence Life.

Use of University Property
Items belonging to the University (couches, lounge chairs, tables, etc.) are not allowed in student rooms. University property other than furnishings assigned to the student’s room will be removed, and students may be referred for disciplinary action. No University
property may be moved or taken from the hall without written authorization from the Residence Life Coordinator.

**Vandalism**
Residents who remove, destroy, or deface any property or area related to the University or Residence Life (including vandalism of the elevators, ceilings, and grounds surrounding the buildings) are subject to disciplinary action and will be required to pay for any damages.

**Vending Machines**
Abuse of vending, laundry, or ice machines only aggravates whatever problem the machine may have and is prohibited. Please report machine malfunctions to the hall desk and/or hall staff. The Residence Life Office is not responsible for any lost money or machine malfunctions.

**Verbal Abuse**
Frequently, staff members must confront residents and/or their guest in order to remind them of various rules. Unfortunately, residents sometimes persist in being argumentative, respond by shouting, or make rude, vulgar, indecent or obscene comments and/or gestures to the staff member. Anytime this is done within earshot of the staff member, it is considered verbal abuse. This type of interaction could lead to additional disciplinary sanctions.

**Video Copyright Guidelines**
Due to federal copyright laws, the Department of Residence Life does not permit the showing of videotapes/DVDs in lobbies or public areas without specific authorization from the owner of the copyright. However, you may view these in the privacy of your room.

**Visitation**
Guests and hosts are responsible for knowing and observing the visitation hours established for the residence hall. Visitation hours are 7am-2am Sunday-Thursday and 24 hours on Friday and Saturday. Guests must be escorted at all times. Please refer to Escorting and Guests for additional information related to visitation rules. Guests are not to enter or be present in a room or suite or in the building without the host being present. Violating this policy may result in disciplinary sanctions or fines. Roommate contracts per room shall allow student visitation.

**Campus Security – Campus Security**
Campus Security may be contacted by calling x6611. Should you have an emergency situation you may reach Campus Security at x6611.

**Wallpaper and Border**
Wallpaper and border may not be used in rooms.

**Waterbeds**
Waterbeds are not permitted in any student rooms due to safety and maintenance concerns.
Windows/Window Screens
Windows are not to be used as a room exit unless residents do so for emergency reasons. Window screens shall not be removed. Residents will be charged for damages to screens and for the reinstallation of any removed screen. Throwing, hanging, or spitting objects from windows is prohibited. Excessive window coverings are not allowed (may include paper or foil).

Sprinkler System
Bringle Lake Village has a sprinkler system for fire protection in the building. This system is extremely sensitive. Remember;
• Never paint a sprinkler head
• Do not hang items from the sprinkler head or piping
• Sprinkler heads may never be obstructed or altered
• Nothing may be stored within 18 inches of the sprinkler head
• Any item that hits the sprinkler head may cause it to activate
The sprinkler system is activated by contact or heat, not smoke. The University is not responsible for any damage caused by the sprinkler system. Residents that cause the system to activate will be held accountable for any damages caused to their personal property, other resident’s property, and to University property. Residents tampering with the system may be fined up to $500 and will face disciplinary and possibly legal sanctions.

Pool Policies and Procedures
General Overview
1.1 The primary purpose of the outdoor pool is for recreational use by the residents of Bringle Lake Village and their guests of Texas A&M University - Texarkana. The following policies and procedures have been developed to provide a safe and enjoyable environment that meets state and industry standards.

1.2 Pool Hours - The outdoor pool will generally open by April and close by October. The opening and closing dates of the pool are subject to weather patterns. Typically, the pool will be open from 9:00am until 10:00pm unless otherwise noted. Inclement weather and other unforeseen issues may cause the daily schedule to be altered. Generally, the outdoor pool is available for open recreation use by authorized members of the Texas A&M University - Texarkana residents of Bringle Lake Village. The pool is available for private usage by officially recognized student organizations with prior reservations. Reservations should be made through the Office of Residence Life. The pool may be reserved for a two-hour period. All persons in attendance are required to adhere to all pool rules as well as all regulations, policies, and procedures of Texas A&M University – Texarkana.

1.3 The pool may be reserved for official university functions as deemed appropriate.
1.4 Sound systems may not be used at the pool unless approved by the Residence Life Coordinator. When approved, the volume of sound systems must be at a minimal level so music may not be heard beyond the pool area.

Pool Usage Rules

2.1 Rules of Pool Use

- There shall be no running, boisterous or rough play in the pool or around the pool area.
- No person under the influence of alcohol or drugs shall use the pool.
- Limit of 2 guests per resident of Bringle Lake Village. All guests must be present with the resident of Bringle Lake Village. No exceptions.
- There shall be no spitting or blowing nose in pool.
- Persons with communicable disease shall not enter the pool.
- Persons with skin, eye, ear or nasal infections shall not enter the pool.
- No animals or pets allowed in the pool.
- No glass allowed in the pool or on the deck.
- This pool is open from 9am to 10pm. (Will change with season)
- A first aid kit is located at the front desk.
- Food and beverages are not allowed within six feet of the pool.
- Swimmers must wear appropriate swimming attire including no cutoff jeans.
- Any flotation devices used must be U.S. Coast Guard approved.
- Shallow Water -- No Diving Allowed
- Smoking is not allowed in the Pool Area.
- Radios and other musical devices (MP3 Players, iPods, etc.) may be used with personal headphones only. Speakers may not be used unless approved by the Residence Life Coordinator.

2.2 Assumption of Risk - The participant understands that participation in recreational activities involves certain inherent risks of personal injury. The use of equipment, facilities, and premises of Texas A&M University - Texarkana by persons participating in recreational activities shall constitute acceptance of that risk regardless of the nature of the injury. The participant must agree that the university, its officers, employees, and agents shall not be liable for any injury, loss, or damage sustained or suffered by persons participating in recreational activities at the university, whether caused directly or indirectly by negligence or fault of Texas A&M University - Texarkana, the Department of Residence Life, its officers, employees or agents. There is no lifeguard on duty. SWIM AT YOUR OWN RISK.

The participant must further understand that Texas A&M University - Texarkana does not provide insurance coverage for individuals using recreational facilities and that individuals not having appropriate health coverage are strongly advised to acquire health insurance prior to exposing themselves to possible injury.

2.3 The participant agrees to follow the policies and procedures and university personnel while at the pool. Failure to abide by this directive may result in removal from the pool area and future denial of access, as well as other appropriate measures.
Residence Life Housing and Meal Plan Agreements and Requirements
The following area covers departmental practices and rules, which are associated with your Housing and Meal Plan Agreements.

Residence Hall Requirement
The University requires all students to live on campus unless the student meets one of the exemptions below:

- Has reached the age of 21 prior to the first class day of class each semester (fall/spring)
- Has completed 60 or more semester credit hours prior to the first day of class each semester (fall/spring)
- Is enrolled in 8 or fewer semester credit hours for the fall or spring semester (student must file exemption for each semester enrollment is 8 or less semester credit hours)
- Lives with parent or legal guardian within 30 miles of campus
- Is married or has dependent children
- Hardship exceptions are approved through the Office of Residential Life

EXEMPTIONS:
All exemptions to the University housing requirement must be documented and approved by the Office of Residential Life. Exemption forms are available on the Residential Life webpage as well as at the Residential Life Office. Students must seek approval for exemption each academic year while under the age of 21 or semester credit hour requirement. Once students achieve 21 years of age or 60 semester credit hours they are no longer required to file for an exemption to live off campus.

Checking In To the Hall
Check-in at the beginning of each semester is supervised by the Residence Life staff and is conducted according to a specific schedule of dates and times. When you check in, you will be given keys and a room inventory sheet (to check the condition of your room).

Checking Out Of the Hall
Residents are expected to vacate their rooms by the day, time, and procedures posted. Each resident must check out with an RA. Rooms are to be clean and in the same general condition as they were at the beginning of the occupancy. Residents should contact Residence Life Coordinator and Resident Assistant prior to the deadline should they need special check out arrangements. Residents who, for whatever reason, wish to check out during the semester must contact the Residence Life Office to process the necessary paperwork. Unless officially released from the Housing and Meal Plan Agreements, students will be held responsible for the full amount of their room and board charges. Failure to follow these steps may result in the assessment of fees for cleaning, key replacement, and improper check-out charges. Students withdrawing from the university will be given 48 hours notices to check out of the hall. Students should contact Office of Residence Life immediately after withdrawing to coordinate the check-out process.
**Housing Deposit**
A one-time application fee of $100.00 must accompany the student’s Housing Application. This deposit may be refundable if the student fulfills the agreement and properly checks out of the residence hall. Upon cancellation in writing, deposits will be returned by mail provided the student has paid all bills, officially checked out of the residence hall, has no further indebtedness to the University and has cancelled prior to June 1 for the fall semester, December 1 for the spring semester, May 15 for the summer I semester and June 15 for the summer II semester.

**Occupancy**
Students may occupy their rooms according to the schedule published by Residence Life. No student will be allowed to occupy their room in advance of the official opening of the halls or between semesters/sessions unless arrangements are made with the Residence Life Office ahead of time. There will be a charge for such accommodations, when they are available.

**Reassignment**
Residence Life reserves the right to assign a second student to a double room in which only one student is living. The right is also reserved to assign or reassign rooms in any way that will best utilize the facilities available. For this purpose, or for other reasonable cause, Residence Life may change room assignments or require a student to move to different accommodations.

**Room Changes**
Students have the option to change rooms within their own residence hall or to move to another hall. Room changes other than at the beginning of each semester may result in a room change administration fee to cover the cost of cleaning. Please request a room change through your RA and Residence Life Coordinator prior to moving. Non-approved room changes or unfinished room changes may result in a disciplinary fine.

**Required Hours**
To be eligible to live on campus a student must be enrolled in a minimum of eight (8) undergraduate and/or six (6) graduate hours. Students dropping below the required number of hours may be required to move out of the residence halls. Student enrolled in ESLI are exempt from the minimum hour requirement. The Residence Life Coordinator will have final say on who is allowed to stay if requirements are not met on a person to person basis.

**Acceptable Use for Network Connections in the Residence Halls**
TEXAS A&M UNIVERSITY - TEXARKANA students are responsible for the use of their computers and network connections in the residence halls. Students are responsible for any misuse of the computer network system. The student must adhere to all TEXAS A&M UNIVERSITY - TEXARKANA rules and regulations when using the network system.
**Troubleshooting Guide**

**Cable**
For problems with cable contact the Resident Assistant for your area.

**Difficult Personal Situation**
Contact a Residence Hall Staff member or Counseling Services (903-334-6726)

**Extermination**
Contact the Resident Assistant for your area.

**Fire**
Pull the nearest fire alarm and evacuate the building

**Housing Cancellation**
Contact your hall staff and Residence Life Department

**Intramural Information**
Contact Recreational Sports (903-334-6725)

**Internet**
Contact the Resident Assistant for your area.

**Locked Out Of Your Room**
Call the RA on Duty.

**Lost Key**
Contact the Resident Assistant for your area and the Residence Life Coordinator.

**Microfridge Units and Microwaves**
Contact the Resident Assistant for your area.

**Room Changes**
Contact the Resident Assistant for your area.

**Room Maintenance**
Contact the Resident Assistant for your area and they will fill out a work order

**Roommate Conflicts**
Talk to your roommate, if the conflict remains unsolved talk to your RA.

**Sexual Assault/Rape**
Contact Carl Grieg, Title IX Coordinator at 903-334-3062 and/or Campus Security at 903-334-6611.
**Student Escort**
If you feel uncomfortable walking alone at night please call 903-334-6611 to request an escort from a Campus Security officer.

**Theft**
Contact the RA on duty and Campus Security (x6611)

**Publication Notice**
This Residence Hall handbook is a publication of the Residence Life Department of Texas A&M University - Texarkana. The purpose of the housing guide is to provide students with general information regarding on campus living.

The rules, regulations, fines, and fees in this handbook are subject to change without prior notice. The provisions of this handbook do not constitute a contract, expressed or implied, between any applicant, student, staff or faculty member, or any other person and Texas A&M University - Texarkana.