On-Campus Housing

Types of Accommodations

Residence Halls
There are eight residence halls on campus: Memorial Hall for women, Moore Hall for men, and Finney Hall, Kelley Hall, Thomas Hall, Patton Hall, and the Towers Residence Complex which are coeducational.

Club and Fraternity Houses
These are designated as university housing. All room changes to club houses must be approved through the Student Life Office.

Program Houses
Designated university owned houses are available as program houses. There is an International House, located at 127 Lakeside. You may contact the house manager if you have questions about the house or wish to live there.

Room Assignment Procedures

Residence Hall Selection Process
A tuition deposit of $100 for the next academic year is required before students are permitted to pre-register for classes and sign up for housing. The housing lottery is held in the second semester of each academic year. Specific instructions for the housing lottery are distributed early in the second semester each year.

Social Club and Program House Selection Process
Students wishing to live in social club houses must request a room following the procedures established by the individual organization. Students interested in living in program houses should see the Student Life Office for more information. All regulations for residential living apply equally to residence halls, club houses, and program houses.

Residence Hall Staff
The Residence Hall Staff is composed of highly trained, qualified individuals who offer service and guidance to the resident students’ educational experiences in their residence hall living. Area Coordinators (ACs) are responsible for management of their residence halls, coordination of activities and programs and leadership of the Resident Assistant staff. Each Resident Assistant (RA) serves about twenty students in the role of program initiator, friend, resource person, peer counselor and representative of the university with respect to enforcement of policies. Resident Assistants and Area Coordinators are the first line of contact, resource or counsel in all situations.

Visit: [http://www.muskingum.edu/home/campuslife/residential.html](http://www.muskingum.edu/home/campuslife/residential.html) for complete information about on-campus housing.
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Facilities and Services

Any abuse, destruction or irresponsible damage of any of the facilities, furniture or equipment will be dealt with either on a personal basis or by referral to the Community Standards Board. Students will be charged for damage in their individual rooms and unassigned community damage will be charged equally to all residents of the building.

Each residence room maintained as a double is furnished with two closets, beds, mattresses, desks and chairs and at least one chest of drawers. A limited number of rooms are maintained as singles. No furniture is to be moved or dismantled without permission of the Associate Dean. Mattresses must stay on the bed springs; they may not be laid on the floor. Removal of window screens is permitted only for cleaning or storage by the janitors. Unauthorized removal of window screens will be referred to the Community Standards Board. Nothing should be thrown from any window. The walls of the rooms are not to be defaced in any manner. Tacks, glue or tape should not be used to post or fasten anything to any wall, door, or piece of furniture. Bulletin boards or pictures may be hung from the picture molding. Items left in the hallway for an extended period of time may be disposed.

A **room key** will be issued to each resident. It is the responsibility of residents to keep the room locked and keep the key on their person. A **Front Door Key** will also be issued to each resident within their assigned residence hall. It is the responsibility of residents to keep their residence hall locked and keep the key on themselves. If the room and/or outside door key has been lost, there will be a lock change charges of $60 and an additional $2.50 per key as part of the total lock change charges.

**Kitchenettes** are available in most residence halls and must be kept clean and in order. The kitchenettes may be used at any time by the residents for food preparation. Dishes, pots and pans must be washed and removed immediately. Perishable foods should be labeled and kept in the refrigerator.

**Vacuum Cleaners** are available from the front desk of each residence hall and may be used for a limited period of time.
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Facilities and Services (cont.)

The Main Desk in each residence hall will be open from 12 noon to 12 midnight on Sunday through Thursday and from 12 noon to 2:00am on Friday and Saturday. All doors are locked 24 hours a day, with the exception of the entrance to the dining halls. IDs will be checked when entering the building and guests will be required to be signed in. It is the responsibility of the residents to maintain hall security by not propping outside residence doors. For security purposes, entrances and exits from the hall must be made only through designated doors. Only residents and their escorted guests will be permitted access to residence halls after the doors are locked.

Some recreation equipment may be available at the desk of each hall.

Billing for Laundry Services is included in your student fees. The washers and dryers are free for students living on campus. You still need to provide laundry detergent for your personal laundry.

All students whether living in university or off-campus housing may eat in any of the university Dining Halls on a meal plan. The serving hours will be posted near the cafeteria by the Food Service Director. The meal plan is not available for use at the snack bar located in the Bottom of the Quad Center (BOC). In order to assure minimum equitable food costs to all students, food may not be taken from the dining halls without prior permission of the Food Service Director. Irresponsible behavior may result in punitive action including suspension from the dining hall for a period of time and a resulting loss of money paid for board.

Custodial Services are available for cleaning the hallways, lounges and lobby areas on Monday through Friday. Cleaning that is needed as a result of irresponsible behavior is to be done by the person(s) involved. Residents are responsible for cleaning their own rooms.

All Electrical Appliances must be UL approved. Radios, hair dryers, make-up mirrors, television sets and small refrigerators are permitted in each room. T.V. sets may not have wiring outside of the room except for the cable connection supplied through the university. Refrigerators/MicroFridges may be leased through a campus representative. Student owned refrigerators must be no larger than 3.2 cubic feet. No hot plates or microwaves may be used in student rooms.