



UNIVERSITY *of*
LOUISIANA
L A F A Y E T T E[®]

ON-CAMPUS LIVING HANDBOOK

2025 - 2026





WELCOME TO CAMPUS

We're thrilled to welcome you to your new home at the University of Louisiana at Lafayette. Living on campus is more than just a place to stay—it's an opportunity to grow, connect, and fully experience the vibrant spirit of our Ragin' Cajun community. We take great pride in the diversity, energy, and traditions that make our campus one of a kind, and we're excited for you to be part of it.

This On-Campus Living Handbook is your go-to guide for living on campus. Inside, you'll find important information about our residence halls, apartment communities, and satellite locations, along with the policies, procedures, resources, and services that support a safe, respectful, and enriching living environment. Whether you're navigating daily life, resolving a concern, or looking to get involved, this handbook will help you make the most of your on-campus experience—so keep it handy.

As you settle in, we encourage you to explore, connect, and challenge yourself. Embrace the diverse perspectives, student organizations, and cultural experiences that shape life at UL Lafayette. Our team is here to support your academic and personal success every step of the way.

Welcome home, Ragin' Cajun! We're glad you're here.

Dawn Miller
Director of Property Management

Maylen Aldana, Ph.D.
Director of Residential Life



HOUSING AND RES LIFE

Housing/Residential Life Mission Statement

The Offices of University Housing and Residential Life are committed to enhancing student learning and personal growth by providing safe, well-maintained, inclusive, and sustainable on-campus housing. Our dedication to supporting the mission of the University is evident by creating purposeful residential communities and engaging with students focusing on the total guest experience.



Living on campus is more than just having a place to sleep—it's about connection, growth, and discovery. As members of the on-campus community ourselves, we know firsthand how meaningful this experience can be. That's why we're here: not just as housing providers, but as neighbors, mentors, and guides through everything UL Lafayette has to offer.

We believe your college experience should be as comfortable as it is memorable. By choosing to live on campus, you're placing yourself at the heart of opportunity—steps away from campus resources, new friendships, and life-changing ideas. Every time you open your door, you're stepping into something new.

We are proud to welcome you into our community and look forward to supporting your journey. Through intentional staffing, quality facilities, and dynamic programs, our goal is to create an environment that fosters academic success, personal development, and a true sense of home.

Welcome to campus!
Where your story starts.





COMMUNITY LIVING

Living on campus at UL Lafayette means becoming part of a vibrant, supportive, and diverse residential community. Our on-campus housing is intentionally designed to foster a safe, inclusive, and academically enriching environment where students can thrive both personally and intellectually. In alignment with the University's mission, the Offices of University Housing and Residential Life are committed to maintaining a community that promotes academic achievement, individual growth, and responsible citizenship. Students are expected to uphold the standards outlined in this Housing Handbook and in the Housing Room and Meals Contract. We encourage all residents to be informed about their rights and responsibilities and to take an active role in shaping a positive living environment—whether through leadership, service, or daily interactions with fellow residents.

Title IX and Office of Civil Rights

Title IX of the Education Amendments of 1972 prohibits sex discrimination in educational programs and activities at institutions receiving federal financial assistance. UL Lafayette is committed to providing an educational and working environment free from discrimination, including sexual harassment, sexual assault, dating violence, and other forms of sexual misconduct.

In compliance with Title IX, UL Lafayette ensures that all students, regardless of gender, have equal access to opportunities and resources across all areas of campus life. This includes admissions, academics, athletics, housing, extracurricular activities, financial aid, student services, and support for pregnant and parenting students.

To maintain compliance, the University has designated a Title IX Coordinator responsible for overseeing investigations, responding to complaints, and supporting institutional efforts to prevent and address gender-based discrimination. Policies and procedures are in place to educate the campus community and ensure a fair and transparent process for all parties involved.

All Residential Life and Housing staff are mandatory reporters, meaning they are required to report any incident that may involve a Title IX violation. For more information, including policies, procedures, and available support



LIVING ON CAMPUS

The University of Louisiana at Lafayette housing community is a valuable part of the college experience. The University emphasizes teaching, learning, and scholarship; living in our communities challenges each student to incorporate personal responsibility and maturity into the quest for academic achievement.

The Offices of University Housing and Residential Life are responsible for all aspects of on-campus living. We believe that as a UL Lafayette student, you are an individual with specific needs and our departments are here to help you meet those needs. You can use our offices for information and assistance with any questions and problems that may arise.

There are six residence halls, three apartment complexes, one satellite location, and one support hall that make up University Housing and accommodate approximately 3,900 undergraduate and graduate students each semester. All of our communities are single student housing with the exception of The Cottages at Cajun Village apartments.

Students are responsible for all regulations and outlines in this handbook, in the Housing Room and Meals Contract, in the University Code of Student Conduct and Appeal Procedures, in the University Student Handbook, and at area, hall, or floor meetings. We encourage our residents to know and understand their rights and responsibilities as members of our communities, and to become involved as leaders within their residence hall, satellite location, or apartment community.





GEAUX GET INVOLVED

Getting involved in your community is a great way to meet new friends, learn valuable skills, and contribute positively to your living environment. Many different student leadership opportunities allow you to be involved within both your specific community and within campus as a whole. If you have any questions, speak with your resident assistant (RA) or community assistant (CA).

Residence Hall Association (RHA)

The Residence Hall Association is committed to connecting on-campus residents at UL Lafayette through good times. RHA empowers residents to become active student leaders on campus through service, social & educational programming, and community development. We work with the Housing administration, UPC, Food Service Committee, Student Government Association (SGA), and Student Life & Conduct to ensure that residents' on-campus living experiences are rich, rewarding, and positive.

Resident Programs

Resident Programs are traditionally held weekly within the residence halls and communities to assist with the resident's transition to college life and give the residents a chance to meet new people. All of our communities have signature programs that are scheduled regularly and we even offer various weekend programs for those that cannot attend the weekday ones. Follow the @ul_reslife on Instagram for upcoming programs.

Join a Student Organization

Becoming part of a student organization is a personal decision, and each decision is really about opportunity. UL Lafayette has more than 200 student organizations that you can become part of, contribute to, and explore! The abundant platforms of experiences are there to help you grow and develop, be empowered, and be a strong and positive contributor to your communities.

Events and Traditions

Traditions are treasured on campuses around the world, but there is nothing like the traditions here at UL Lafayette. UPC is proud to be responsible for planning the events that bring the student body together year after year. The yearly events include Cajun Craze, Freshman First Down, Student Tailgating, Homecoming, Krewe of Roux, Ragin' Roar, and Lagniappe Day. If you are interested in helping create these memories, please join one of the committees!

Sororities and Fraternities

Forge lasting friendships and participate in a wide range of activities by joining a fraternity or sorority. More than social events, fraternity and sorority life incorporates academic support, networking, and philanthropy for a truly rounded experience.

Intramural and Club Sports

Rec Sports has two great ways for you to stay active in sports: If you and a group of friends want to band together and play against rival UL Lafayette students then Intramurals are for you! But if you need a higher level of competition check out our Club Sports. These teams practice weekly and play at a competitive level against teams from other universities in our state, region, and nationally. No matter what, Rec Sports has what you want!

Learn more about getting involved at UL Lafayette at louisiana.edu/campus-life/get-involved.





LIVING WITH ROOMMATES

One of the most exciting—and sometimes challenging—aspects of living on campus is sharing your space with a roommate. Whether you're moving in with someone you've never met or a friend from home, this new relationship can shape your college experience in powerful ways.

Roommates share more than just a room. They share part of their lives. While you may not always see eye-to-eye, living together offers a valuable opportunity to learn about communication, compromise, and mutual respect. With open dialogue and shared expectations, even the most different of roommates can find success.

Before You Move In

Your roommate relationship starts before move-in day. Reach out early to begin setting the foundation for a respectful and supportive environment. Start by discussing:

- Who's bringing what (TV? Mini fridge? Cleaning supplies?)
- How you'd like to divide shared responsibilities
- Your goals for the year—and how you can support each other

Whether you're moving in with a friend or a stranger, this is a fresh start for both of you. Clear communication and an open mind go a long way in creating a comfortable and cooperative living space.

Discussion Topics

Routines and Habits

- What time do you usually go to sleep and wake up?
- Are you a light or heavy sleeper?
- When do you prefer to study—and what's your ideal study environment?

Space and Shared Responsibilities

- How often should the space be cleaned? Who cleans it?
- What items are okay to share (microwave, snacks, cleaning supplies)?
- What's your preferred room temperature?

Communication and Conflict

- How do you want to address concerns or disagreements?
- Do you prefer texts, in-person talks, or something else?
- When should your RA/CA be involved?

Guests and Visitors

- How do you feel about guests and how often is okay?
- What's your stance on overnight visitors?
- How will you bring up concerns if guests become an issue?

Roommate Guidelines

- Set clear expectations and boundaries early—your Roommate Agreement will help with this.
- Be honest about your feelings, preferences, and pet peeves.
- Compromise when possible, but know your non-negotiables.
- Show your roommate the same respect and consideration you expect in return.
- Choose the right time and setting for serious conversations—five minutes before class isn't ideal!
- Speak directly with your roommate (or hall staff), not just with friends or neighbors.
- Understand that people change, and that's part of growing.
- If problems arise that you can't solve together, talk to your RA or CA for support.

Roommate Agreement

Soon after you move in, you will receive a Roommate Agreement, which must be completed and signed within the first three weeks of the semester. This is your chance to talk through expectations, build understanding, and set the tone for the year ahead.

Tip: Students who invest time in these conversations experience fewer conflicts later on.

Even if you know your roommate already, take this opportunity to talk intentionally about how you'll live together—what worked at home might not work here!

Roommate Conflicts

Our goal is to make your on-campus living experience enjoyable, safe, and growth-oriented. If conflicts arise, Residential Life staff can step in to mediate and help you find a solution. In some cases, you may be asked to revisit or revise your Roommate Agreement to resolve specific issues. This agreement becomes a guiding document for managing ongoing concerns.

If a situation escalates—especially if one roommate is acting in a way that's harassing, intimidating, or harmful—staff will work to protect all residents involved. In serious cases, one or both roommates may be reassigned. This may occur if:

- One of the roommates is an aggressive party, and the person(s) being harassed refuse(s) to report the harassment to appropriate University officials in accordance with the Code of Student Conduct
- Both roommates are violating each other's rights
- One or both roommates refuse to complete a roommate agreement or adhere to the agreements within the roommate agreement
- A violation of procedure(s) has occurred
- If a resident harasses another resident during a roommate conflict, the resident is subject to disciplinary action

Remember: Harassment and intimidation are never acceptable and may result in disciplinary action.

Living with a roommate isn't always easy, but it can be one of the most meaningful experiences of your college years. Be patient, be proactive, and don't be afraid to ask for help—we're here to support you every step of the way.



POLICIES

All residents are expected to uphold the policies and regulations established by the University of Louisiana at Lafayette, including those outlined in the Code of Student Conduct and this On-Campus Living Handbook. Additionally, students are required to comply with all applicable federal, state, and local laws. While the policies outlined in this handbook address many common concerns, they are not exhaustive. In situations not specifically addressed, students are expected to exercise sound judgment, behave in a manner consistent with the University's values, and conduct themselves as mature, responsible individuals committed to the well-being of the campus community.

Failure to adhere to these policies outlined below may result in immediate removal from the on-campus housing community, suspension of guest privileges, and/or referral to the Office of Residential Life, Office of Student Rights and Responsibilities, and/or University Police Department. Possible sanctions include, but are not limited to:

- Educational Module (student responsible for the fee associated with the module)
- Warning Probation
- Disciplinary Probation
- Suspension of Rights and Privileges
- Fines (doubled for repeat offenses)
- Holds on University accounts/registration
- Room move with room move charge
- Eviction

By choosing to live on campus, residents accept responsibility for understanding and adhering to all housing and University policies. These standards are in place to promote a respectful and safe community for everyone.

Abandoned Possessions

The safety and storage of items left by students in rooms or halls are not guaranteed by the University. The Office of University Housing staff will dispose of abandoned items 48 hours after the end of the student contract period or after a student's contract is terminated for any reason. Students will be responsible for all costs incurred in the removal of abandoned possessions, which will be assessed on the student's University account.

Alcohol

Alcohol, including beer or wine, is prohibited in University residence halls, apartment complexes, and satellite locations. Any violation of this provision could result in the resident being referred to Residential Life or Student Rights and Responsibilities for possible disciplinary action. Empty or unopened beer, wine, or liquor bottles or cans are not allowed in any hall, apartment, or satellite location, including parking lots.

Animals

No pets are allowed in any on-campus community. No exceptions. Dogs, cats, birds, snakes, fish, and other reptiles, amphibians, guinea pigs, etc. are not allowed in residence halls/apartments/satellite locations. Students keeping or attempting to keep any pet in the on-campus housing communities will be subject to disciplinary action and possible eviction. There is a fee associated with any animal found in the rooms, even if just visiting.

Service Animals: Service animals that have full documentation will be permitted in Housing communities at the full responsibility of the owner/handler. Any incident related to the conduct of the service animal will be the full responsibility of the owner/handler. The University will not take responsibility for any action that is related to the handling or mishandling of the service animal. All policies and procedures for animals on campus can be found in the [University Animal Policy](#).

Assistance/Support Animals: Assistance or support animals, in accordance with the Fair Housing Act, are allowed in a student's assigned room/apartment after completing registration and receiving approval from both the Office of Disability Services and the Office of University Housing. Assistance or support animals include Emotional Support Animals (ESAs). If you have any questions, email esarequests@louisiana.edu. NOTE: All Emotional Support Animals must be at least 1 year old and up-to-date on all their shots. All requests must be approved by a licensed Mental Health Professional. Emotional Support Animals are not authorized in residential buildings until approved. ESAs are not approved until the resident is emailed with the decision from the ESA committee.

Deadlines to apply to submit your ESA paperwork for consideration by the ESA Committee:

- Early Fall Semester Deadline: August 10
- Mid-Fall Semester Deadline: October 15
- Early Spring Semester Deadline: January 10
- Mid-Spring Semester Deadline: March 15
- Summer Semester Deadline: May 10

Both service and assistance animals must be registered with University Housing **before** being brought to campus. If a support animal is found on campus without approval from the ESA committee, the resident will be fined for each occurrence of noncompliance with housing policies and subject to disciplinary action.

If pests such as fleas, ticks, or mites are introduced due to the presence of a pet (unapproved or approved) in the resident's room or apartment, the resident will be held responsible for the cost of any additional pest control services needed to address the issue. Maintaining proper hygiene and regular pet care is essential in preventing pet-related infestations.

Appliances/Electronics

Appliances and electronics may be present within on-campus communities under the following conditions:

- Appliances with no open heating element or flame
- Appliances that don't create or emit grease or are used for frying
- Appliances that don't overload the electrical outlet
- Appliances don't interfere with the University's Wi-Fi signal

The following items are **NOT** allowed in residence halls, satellite locations, or apartments:

- Window air conditioners
- Open heating elements or hot plates
- Toasters, toaster ovens, convection toaster ovens
- Candles
- Coffee makers without automatic shut-off
- Large refrigerators (larger than 4.5 cubic feet)
- Space heaters
- Wireless internet routers
- Wireless printers (will not connect the campus WiFi, we recommend one with a connection cord)
- Bidets

The following items are allowed in residence halls or apartments as long as they are properly cleaned and stored:

- Air fryers
- Beverage and coffee makers, like a Keurig, with an automatic shut-off
- Refrigerators under 4.5 cubic feet
- Microwaves under 700 watts
- Slow cookers with automatic shut-off
- Rice cookers

All students should keep any electrical equipment or appliances at least one inch off the floor and must unplug appliances other than televisions, computers, and refrigerators when the room is unoccupied. Power strips and surge protectors are acceptable for room use, provided they have some type of circuit breaker or reset switch in their design. Receptacle splitters or expanders are also acceptable, provided they plug directly into the wall receptacle.

Bicycles

The University encourages all students to secure bicycles with locks to prevent theft. Bicycles may be secured in a designated bike rack area near each hall or stored in your room/apartment with consent from the student's roommate(s). Bikes should not be left or parked in hallways, stairwells, attached to trees, or breezeways, and they are not to be ridden in the residence halls/breezeways of buildings. All residents are encouraged to purchase metal U-bolt-type locks.

All bicycles must be removed from on-campus housing areas at the end of the contract term. Bicycles left in on-campus housing areas after the contract period ends will be considered abandoned and will be removed and disposed of in accordance with the abandoned possessions policy discussed in this document.

Bullying and Harassment

Behaviors with the purpose of bullying, intimidating, harassing, and/or physically harming any member of the University community,

in-person, verbally, or through an electronic medium, including but not limited to social media websites, text messages, email, and/or instant messaging, are not permitted. Any violation could result in the resident being referred to Residential Life or Student Rights and Responsibilities for disciplinary action.

Cleanliness (Suites and Apartments)

All on-campus students are required to maintain a maximum level of health standards in their room/apartment. Residents are responsible for always maintaining a reasonably neat and clean room/apartment. Frequent, general cleaning practices are expected of each resident to prevent the spread of health-related issues. Residents are required to maintain their space to the following minimum standards:

- All areas in living quarters, including floors, walls, furniture, and appliances, must be maintained in a reasonably clean and sanitary condition at all times. Food should be properly stored or disposed of to avoid attracting roaches or other pests. Students should not keep dirty dishes in their rooms.
- Trash should be emptied regularly. Daily disposal of trash in the trash rooms and/or exterior common trash dumpsters will help maintain health and safety standards and a desirable environment in your living unit. Fire and health regulations prohibit leaving trash in the hall and/or breezeways.
- Lack of cleanliness can result in a fine per resident. If a student fails to meet cleanliness expectations, he/she will be given 48 hours to clean their space. If, upon a re-inspection after the initial violation was discovered, the room/apartment is still deemed unclean, the student may face disciplinary action, up to and including eviction and cancellation of the student's contract.
- **Residence Hall Housekeeping:** It is the responsibility of each resident in the room or suite to clean and maintain the connecting or private bathroom. Toilet paper is not provided in the residence halls, except for Harris Hall communal bathrooms. Housing custodial staff clean residence hall suite bathrooms and the communal bathrooms regularly. In the residence halls, the Office of University Housing has custodial staff who are responsible for the general cleaning of all building common areas: the lobby area, bathrooms, hallways, and stairwells. Food preparation in the residence halls should be confined to designated kitchens specifically equipped for such activity. Housekeeping staff will not do dishes left in the community kitchens.
- **Apartment Housekeeping:** In the apartments, custodial workers are responsible for the general cleaning of the breezeways and grounds of the complex. Legacy Park, The Heritage, and The Cottages at Cajun Village apartment residents are completely responsible for the upkeep of the inside of the apartments and for bringing trash to the designated trash dumpsters. Failure to do so will result in a charge per trash bag on the student's account.
- **Satellite Locations Housekeeping:** In the satellite locations, housekeepers will clean the room once a week. This includes changing bedding and bathroom linens.

All residents are expected to assume and share responsibility for keeping common areas of the residential facilities (i.e., lounges, computer rooms, kitchen areas, laundry rooms, etc.) clean, neat, and orderly. The University reserves the right to check rooms/apartments regularly to determine if unsanitary or unsafe conditions or unreported damage exist. If such conditions exist, residents will be expected to correct the conditions immediately.

Although the residential areas are treated for pests by professional exterminators on a regular basis, cleanliness is the best form of pest control and the elimination of possible breeding grounds. Empty cans, bottles, and other trash should be discarded immediately and in proper receptacles. For safety reasons, cooking with grease is prohibited in residence halls. Food should never be left unattended. Kitchens may be locked and/or microwaves removed if they are not maintained properly.

Apartment Patio/Balcony Regulations: Apartment residents are required to keep patios and balconies clean and presentable at all times. This includes keeping the area free of trash, brooms, mops, cigarette butts, barbecue pits, storage bins, shoes, and other miscellaneous items. Only appropriate patio furniture—preferably wooden or black wrought iron—is permitted. Foldout chairs and plastic furniture sets may be used temporarily but must be brought inside when not in use. Apartment-issued furniture is not weather-resistant and may not be left outdoors. Cooking, grilling, or frying food on patios or balconies is strictly prohibited due to fire safety concerns and community cleanliness standards. Seasonal decorations may be displayed up to 30 days before a holiday and must be removed no later than 5 days after the holiday.

Dangerous Weapons

All “dangerous weapons” as defined by La. R.S. 14:2, are prohibited in University residence halls, satellite locations, and apartment complexes. Dangerous weapons shall include, but not be limited to, explosives (including fireworks and ammunition), arrows, axes, and machetes. La. R.S. 14:95.2 provides that the University is a gun-free zone, which includes certain specific statutory exceptions. Handheld self-defense sprays and handheld tasers or stun guns are permitted. Any violation of this provision shall result in immediate eviction and termination of this Student's Resident Housing and Meals Contract. If evicted pursuant to such a violation, Student's prepayment and application fee will be forfeited and Student will not be entitled to a refund of any rental payments made, and full rent is due for the Term of this Contract will still apply.

Decoration

Residents are encouraged to decorate their rooms and apartments. All decorations must comply with Fire/Health and Safety regulations. Food and beverage containers may not be used as decorations, as they may attract roaches and other pests. Hanging items from fire safety equipment, including sprinkler heads, is strictly prohibited. For safety reasons, ceilings, air vents, and light fixtures may not be covered by paper or other materials such as wrapping paper, fishnets, parachutes, large flags, etc. When hanging decorations, screws or nails should not be used. We recommend students use Command Strips, white sticky tack, painter's tape, or

comparable products. Tape, glue, and other forms of adhesive substances should not be used. Wallpaper and contact paper may not be used within the communities. Permanent alterations to residence hall/satellite location/apartment rooms, including painting any part of the room, are not allowed. Altering a room in any way and damages caused by hanging or removal of decorations may result in damage charges. The resident is responsible for removing all Command Strips and sticky tack from the wall before check-out. Any decorations that are left in the room or cause any damage to the wall will result in a damage charge.

Doors

Exterior entrances and doors in the residence halls, satellite locations, and apartments must remain locked unless authorized by the Offices of University Housing & Residential Life. Locked doors must not be compromised in any manner. This includes propping room, hallway, apartment, bathroom, or exterior doors open, placing a wedge between the door and frame, holding the door open, and/or providing entry for unauthorized individuals. Disabling a lock or holding a door open for an unknown person creates a safety risk for all residents. Compromising exterior doors may result in disciplinary action as well as a financial fee.

Doors marked as "Emergency Exit Only" shall not be used to enter or leave a building except when exiting the building during an emergency. All doors in residence halls and satellite locations other than the primary lobby entrances are designated for emergency exit only. Persons who are caught using these doors inappropriately are subject to disciplinary sanctions and fines.

Drones

The use of drones is prohibited on campus and within the University Housing and Residential Life communities.

Drugs/Controlled Substances

Illegal drugs are prohibited in University residence halls, satellite locations, and apartment complexes. Any violation of this provision shall result in immediate eviction and termination of this Contract. If evicted pursuant to such a violation, the Student's prepayment and application fee will be forfeited, and the Student will not be entitled to a refund of any rental payments made and full rents due for the Term of this Contract will still apply.

Illicit use or use other than that prescribed and monitored by a physician of over-the-counter and/or prescription medication is also prohibited. Any substances that smell, appear, or otherwise can be perceived as marijuana or any other illegal substances are strictly prohibited in all hall areas. All students are expected to read and be aware of the University's policy on drugs and other substances as outlined in the general regulations and policies section of the Code of Student Conduct.

State and federal law are very explicit regarding illegal drugs. UL Lafayette upholds these laws and forbids the illegal use, sale, transportation, transfer, or possession of drugs or any controlled substance including, but not limited to, marijuana, narcotics, fentanyl, hallucinogens, non-prescribed amphetamines, barbiturates, Rohypnol, GHB, ketamine, Ecstasy, and other "club drugs", as well as the abuse of prescribed medicines. Drug paraphernalia or any item(s) that may facilitate drug usage is prohibited. Any violation of these regulations will result in sanctions, and/or subject to disciplinary action and will result in immediate eviction and termination of this Contract.

Electronic Wheeled Devices

Electric low-speed scooters, skateboards, roller blades, roller skates, bicycles and similar wheeled devices are not permitted to be ridden inside University buildings, including residence halls, satellite locations, and apartments. Additionally, skateboards and other wheeled items may not be ridden on railings, curbs, benches, or any such fixtures that may be damaged by these activities, and individuals may be liable for damage to University property caused by these activities. No electronic skateboard devices (i.e., hover boards, etc.) will be permitted for use, charging, possession, or storage on University grounds or inside buildings, including campus housing. Electric Low-Speed Scooter is a device weighing less than one hundred (100) pounds that (i) has handlebars and an electric motor, (ii) is solely powered by the electric motor and/or human power, and (iii) has a maximum speed of no more than twenty (20) mph on a paved level surface when powered solely by the electric motor. Any student or students found to violate this policy will be held responsible for any repair costs and subject to disciplinary action.

Elevators

Tampering with or disrupting the service of elevators is not permitted. Any student or students responsible for such actions will be held responsible for repair costs and subject to disciplinary action.

Email

Email is a mechanism for official University communication with students. The University will exercise the right to send email communications to all students, and the University will expect that email communications will be received and read in a timely manner. The student's official email address is the destination to which the University will send official email communications. Students are responsible for all material sent to their University email and should check it at least once every 24 hours.

Fire Exits

Fire exits may be used only in cases of emergency. Residents should not exit or enter through any exits other than the designated primary entrance(s) to the building. Use of fire exits at any other time will result in disciplinary action and fines.

Flammable Items

The possession or burning of incense, candles, fireworks in any form, ammunition, petroleum fuel, motorized vehicles, gasoline-fueled machinery, explosive devices or materials, Sterno, kerosene or oil lamps, or any combustible materials are strictly prohibited in residence halls, satellite location, and apartments, even during a loss of electrical power. If such items are found, the items will be confiscated, and the resident(s) will face disciplinary action. UL Lafayette accepts no liability for loss of residents' personal property due to fire.

Fireworks: The use or possession of firecrackers, rockets, or any other type of fireworks, ammunition, or explosive devices or substances is strictly prohibited in all on-campus housing areas. Students are not allowed to have the materials on campus or around any on-campus housing area at any time.

Furniture

All University housing rooms come furnished, except The Cottages at Cajun Village. All University furnishings must be kept inside campus residences. The University does not remove or store furniture for residents. Misplaced furniture or furniture not in its designated location may result in disciplinary action and cost of replacement. Furnishings in common areas may not be removed to individual rooms or apartments. Damage to University furniture will require restitution for the cost of the property in addition to additional sanctions.

Students may bring their own furniture items, except for water-filled furniture, provided they do not present a safety hazard and do not create the need to store or displace furniture provided by the University. Disassembled, missing, or damaged furniture will result in damage charges.

Beds in our residence halls come standard that can be adjusted to up to 31 inches. If the student wants to request the bed to be lofted up to 62 inches, they must submit a work order request after check-in. There is a per semester charge to install the bed lofting equipment. Please know not all beds provided are designed to be lofted. Bed risers are allowed but not supplied by the University.

Below are the bed sizes for each building:

- Agnes Edwards Hall: Twin XL
- Baker Hall: Twin XL
- Bonin Hall: Twin XL
- Coronna Hall: Twin XL
- Harris Hall: Twin XL
- Huger Hall: Twin XL
- Legacy Park Apartments: Twin XL
- The Heritage Apartments: Full
- Wingate Satellite Location: Queen

Garbage Removal/Trash

Residents are responsible for removing trash from their rooms or apartments and placing it in the proper receptacles. Designated trash rooms or dumpsters are located inside or outside of all housing facilities. It is not acceptable to place excessive trash in the common area trash containers in the residential communities. It is also not acceptable to place trash or trash bags outside apartment doors/balconies or in building corridors, stairwells, or common areas.

Residents shall not dispose of trash bags by placing them in trashcans located inside or immediately outside the residence halls/apartment complexes, or the courtyards. These receptacles are designed for smaller, individual items (i.e., candy wrappers, single drink containers, etc.). Trash receptacles in common areas of all housing facilities are for the disposal of individual items, and residents should not fill them with bags of trash from their rooms or apartments.

Grills and Grilling

Outdoor cooking for any on-campus community is limited to the designated common areas only. Outdoor cooking is NOT permitted at the satellite locations or apartment patio/balcony areas. All cooking with grease, such as frying, is not permitted within all residential communities. Residents are responsible for maintaining the appearance and cleanliness of all used cooking areas.

Guests and Guest Violations

The UL Lafayette residence halls, satellite locations, and apartment complexes are intended to provide housing for enrolled UL Lafayette student residents only. While students may host guests, all guests are expected to comply with University and Housing policies at all times. Failure to do so may result in fines, disciplinary action, or the loss of guest privileges.

A guest is defined as any person who is not assigned to that room, suite, or apartment. Residents are limited to two guests per resident at a time.

Guest Requirements:

- All guests must be at least 18 years of age.
- All guests must sign in at the front desk when entering the building, whether visiting or staying overnight, by 11:00 p.m.

- Guests must present a valid photo ID upon check-in.
- Guests must remain in the physical presence and line of sight of their host at all times.
- Guests must use gender-appropriate bathrooms in the community.
- Hosts cannot transfer responsibility for their guest to another resident and are fully responsible for their guest's behavior.
- Guests are required to follow all University and Housing policies.
- Residents cannot host minors for babysitting purposes in their on-campus residence, even if they are relatives.
- Guests may be asked to leave or escorted out by Residential Life staff or University Police if they are found to be in violation of Housing and Residential Life or University policies.

There are two types of guests: visiting guests and overnight guests:

- **Visiting Guests:** Visiting guests are permitted in residence halls, satellite locations, and apartment complexes only during designated visitation hours (10:00 a.m. – 12:00 a.m.). All visiting guests must be signed in at the front desk by 11:00 p.m. to be allowed entry into the building. If a visiting guest leaves the building at any point during their visit, they must sign in again upon re-entry, even if they were previously signed in that day. Visiting guests must remain in the physical presence of their host at all times, may not be left unattended in any room or unit, and must adhere to all University and Housing policies. Hosts are fully responsible for the conduct of their guests at all times.
- **Overnight Guests:** Overnight guests are permitted as long as the guest is the same gender as the occupants of the room and the resident who is hosting the guests has gotten approval from the roommate or suite mate. Overnight guests must be signed in and properly registered with a staff member by 11:00 p.m. on the first night of their stay. Overnight guests may not stay for more than three consecutive nights and may not stay more than five nights in a month. Residents may not alternate guest registrations with others to create continuous stays for a single guest. Guests must check out at the front desk when their stay ends. The guest cannot be left unattended in a room or building and cannot possess the resident's Cajun Card or room key. The host must be present overnight when a guest is staying.

There are changes to the guest policy and procedure every semester. For an updated guest policy and procedure, contact your RA. Violation of the guest policy may result in fines, disciplinary sanctions, or the revocation of guest privileges.

Keys, Locks, and Access Cards

- **Room Keys:** Room keys are property of the University and may not be duplicated. All keys are non-transferable. Keys may not be modified in any manner or loaned to other persons. Possession of a key by anyone other than the individual to whom the key was issued is considered unauthorized possession and is prohibited.
- **Student Identification:** For safety and security in the on-campus community, students must carry a valid UL Lafayette student ID at all times. The UL Lafayette ID is the property of the University, and it must be produced upon request by any University official. UL Lafayette student ID cards are non-transferable. Students should not allow others to use their ID card. Students should immediately report loss/theft of their student ID to the Cajun Card office.
- **Unlock Door Policy:** Students should have their keys with them at all times. Students who lock themselves out of their room/apartment may contact the RA/CA on Duty to unlock the door. Students will be subject to a charge if a staff member has to unlock the door. We don't give a warning for first-time lockouts. There is a lock-out charge applied to each door that must be unlocked (building entrance, suite, bedroom, closet, etc.).
- **Lost Key and Lock Changes:** Lost keys are to be reported to your RA/CA, Area Coordinator, or Property Manager immediately. Failure to notify a staff member within 24 hours of the loss may result in disciplinary action. If a resident loses a key, he/she will be charged a fee for labor and materials to replace the key and to re-core all locks associated with the lost key. Anyone possessing or duplicating UL Lafayette keys without authorization will be subject to University discipline and the lock change charges.
- **Override Keys:** In some situations, a resident will be given an override key while their lock is being repaired. If a resident is given one of these, they are responsible for this key and should report the loss of this key to the Property Manager immediately. These keys should be returned within 48 hours to the Property Manager or Area Coordinator.

Medical Supplies

Residents are responsible for properly disposing of hypodermic needles, syringes, or other biohazardous materials needed for medical reasons. These items should not be disposed of in the residence hall trash rooms.

Noise and Quiet Hours

To support a positive academic and residential environment, quiet hours are enforced daily from 10:00 p.m. to 8:00 a.m. During these times, residents must keep noise to a minimum to allow for study and sleep. Courtesy hours are in effect 24/7, meaning noise should always be kept at respectful levels. As a general rule, if noise can be heard outside your room or apartment, it should be reduced. Some areas may be designated as 24-hour quiet zones and will be clearly marked. During Final Exams, all on-campus housing observes 24-hour quiet hours to ensure a focused and disruption-free environment.

Residents are expected to respect their neighbors at all times. Yelling from windows, balconies, or patios is prohibited. Speakers may not be placed in or near windows, and large musical instruments such as full-size pianos or organs are not allowed. Misuse of audio or electronic equipment may result in loss of privileges. Quiet hours help ensure students' rights to an appropriate environment for sleep and study. Quiet hours are maintained to provide an atmosphere conducive to studying. Quiet hours are in effect from 10:00 p.m. to 8:00 a.m., daily.

Courtesy hours are in effect 24 hours a day. During this time, students should respect their neighbors' rights and be courteous by

controlling noise levels at all times. Generally, if the noise can be heard in another room, the volume level must be lowered to a level where it is no longer a disturbance. Certain areas of campus residential facilities may be designated “quiet areas” and will be enforced 24 hours a day.

During Final Exams, there is a 24-hour quiet hour policy in effect in all on-campus housing facilities to allow residents to study without disturbances.

Noise disturbances are considered serious disruptions to the academic environment. Students should respect the rights and requests of their neighbors. Noise should not disturb residents’ studies, sleep, etc. Yelling from windows or balconies/patios is not permitted at any time. Speakers are not allowed to be placed in windows, balconies, or patios. Standard-size pianos and organs are prohibited in the rooms or apartments. The use of electronic audio equipment is a privilege that may be revoked if used in such a way as to interfere with maintaining quiet and courtesy hours.

Excessive or repeated noise violations may result in disciplinary action, including fines, visitor restrictions, relocation, or loss of on-campus housing privileges. All noise violations are handled individually. The University expects residents to maintain a respectful environment, especially during quiet hours. The progressive discipline for noise violations is as follows: first violation—written warning; second—\$25 fine; third—\$50 fine; fourth—\$75 fine and referral to the Office of Student Rights and Responsibilities. Continued violations may lead to additional sanctions.

Personal Safety Items

Residents and guests are allowed to possess items such as pepper spray and mace for personal safety within on-campus residential communities. The use of these items to intimidate or harm another person is prohibited.

Private Enterprise

Residents are not permitted to operate or promote any personal business for profit within University-owned housing, including residence halls, satellite locations, or apartment communities. This includes, but is not limited to, the sale or solicitation of goods and services such as hair or nails styling, textbooks, tickets, apartment listings, or freelance work. Babysitting or providing childcare services within residential spaces is also strictly prohibited. Additionally, residents may not advertise, market, or promote any business—whether their own or someone else’s—within the residential communities by any means, including printed materials, door-to-door solicitation, or digital/social media platforms targeting on-campus residents.

Property Misuse and Damage

Residents are responsible for damages incurred accidentally, carelessly, or maliciously to their room and apartment. Appropriate damage charges will be assessed to the resident’s Statement of Account found in [ULink](#). Vandalizing University property or another resident’s property is prohibited. For a complete damage charge list, please see Appendix B.

Safety Equipment

In the event a fire extinguisher is discharged in response to a fire, the discharged extinguisher must be reported to the University Housing Staff immediately to ensure the extinguisher is refilled. Pulling a false fire alarm is a felony. Tampering with fire protection equipment and systems may result in criminal charges in addition to University sanctions. The cost of re-charging discharged extinguishers and replacing damaged equipment may be split among all residents if the individual(s) involved in discharging or damaging them is not identified. Residents found to be tampering with or disabling smoke detectors will be subject to disciplinary action. Hanging items from fire safety equipment, including sprinkler heads, is strictly prohibited. For safety reasons, ceilings, air vents, and light fixtures may not be covered by paper or other materials such as plastic bags, wrapping paper, fishnets, parachutes, large flags, etc.

Semester Breaks

The Academic Year Housing Room and Meals contract is for the Fall and Spring semesters; therefore, students are not required to move out during the time between the Fall and Spring semesters. However, there is no food service provided during this break. For the summer break, housing is available, but students must have applied to live on campus for the summer session and cannot move in until the official Summer Move-In Day.

- **Spring Only Housing:** Housing is available for the spring session only. The student may apply for this term during the Fall semester when the application opens. There will be a spring only move-in date before the start of the Spring semester. We are unable to provide housing to Spring Only residents before official Spring Move-In date.
- **Summer Housing:** Housing is available for the summer session. At the end of the spring semester, all current residents must move out, except graduating seniors and apartment residents who are remaining in their same room for the summer. Due to graduation, full capacity, and fall self-selection of rooms, it will not be possible to allow summer residents to stay on campus until their summer room is ready. Instead, the resident must move out at the end of the spring semester and check back into the summer room during the official Summer Move-In. If the resident is moving to campus from off-campus for the summer, they will move in during official Summer Move-In as well.
- **Apartment Storage:** Residents living in Legacy Park or The Heritage Apartments are eligible for our apartment storage program for the summer. You are required to have submitted a renewal application and be remaining a resident in the same bedroom and apartment for the next academic year. The students must not have an account hold on their account when applying. Students participating in apartment storage are not eligible for a room change. There is a fee associated with summer storage

and rates will be posted during the spring semester. All personal belongings must be stored in the resident's bedroom, including all living room and kitchen items. Residents will officially check out of the apartment and will NOT be allowed back into the apartment until the official Fall check-in.

Smoking, Tobacco, Vaporizers, Electronic Cigarettes

The University of Louisiana at Lafayette intends to provide a tobacco-free environment for its faculty, staff, students, and visitors. Smoking and the use of all tobacco products are prohibited within all University buildings, facilities, and campus grounds, including University Housing. Any advertising, marketing, or promotion of tobacco products or tobacco-related companies is prohibited on a University campus, at University-sponsored events, or through other University assets. Distribution of tobacco products is prohibited on a University campus or at University-sponsored events. Littering on campus with the remains of tobacco- or smoking-related products is prohibited.

The use of tobacco-less electronic cigarettes and vaporizers is not permitted inside buildings. Parking garages are considered state buildings and as such, e-cigarettes are not permitted within parking garages.

[Read the University's full tobacco policy here.](#)

Solicitation

Commercial sales and solicitation are prohibited in residence halls, satellite locations, and apartments. Anyone caught soliciting within the on-campus community may be arrested by University Police and subject to University sanctions. Students should report all solicitors and/or salesmen to the staff.

Signs

Residents and guests are expected to comply with all Office of University Housing and Residential Life and University signs, digital screens, and notifications. Tampering or removal of these is prohibited and may result in disciplinary action.

It is illegal to possess and/or display any stolen street or traffic signs or other municipal, county, state, and/or federal signs. Residents found in possession of such a sign without a receipt indicating lawful purchase of the sign will face disciplinary action, and law enforcement officials will be advised about the signs.

Subleasing

Residents are prohibited from subleasing their room to other persons through any means, including rental websites and apps.

Trespassing

Within each on-campus community, there are areas that residents are not allowed to enter such as the roof and maintenance closets/hallways. Residents are responsible for contacting a University Housing or Residential Life staff member to determine areas that are off limits within the community.

Residents are also not allowed to enter another resident's room without permission from that resident. Entering another student's room without permission can result in disciplinary action.

Vandalism

Vandalism negatively impacts the entire residential community by reducing services, creating safety hazards, and increasing costs for all residents. Any form of vandalism should be reported immediately to hall staff or the UL Lafayette Police Department. Residents are strongly encouraged to take an active role in maintaining their living environment and reporting any observed damage. Preventing vandalism helps ensure a safer, more comfortable, and more affordable community for everyone.

Vandalism includes, but is not limited to, damaging University property, graffiti, deliberately placing trash in hallways, defacing bulletin boards, and engaging in other destructive or inappropriate behaviors. These actions are not considered routine wear and tear and are unacceptable in the on-campus living environment.

When the individual(s) responsible for vandalism cannot be identified, the University may assess common area charges to the residents of the affected floor, wing, or building. These charges will be divided among all residents in that area.

Water and Plumbing

- The following actions regarding water and plumbing in the residence halls, satellite locations, or apartments are prohibited:
- Disposing of food or garbage in drinking fountains is prohibited.
- Disposing of trash or food scraps in bathroom sinks and toilets is prohibited. This will create plumbing and sanitation problems.
- Altering or obstructing shower heads is prohibited. Swapping university-provided shower heads for personal or store-bought shower heads is prohibited. Failure to comply with this policy will result in disciplinary action, including fines and charges for any damages caused.
- Altering or obstructing faucets or sinks is prohibited. Changing university-provided faucets/faucet fixtures to personal or store-bought faucets/faucet fixtures is prohibited. Failure to comply with this policy will result in disciplinary action, including fines and

charges for any damages caused.

- Installing a bidet is prohibited in all University Housing communities.
- Flushing anything other than toilet paper is prohibited. This includes flushable wipes and sanitary items.

Windows

The windows of the residence halls, satellite locations, and apartments are not to be used for entering or exiting the building/apartment. Talking from, yelling from, or throwing any item from windows is strictly prohibited. Any window allowing access to the residence halls, satellite locations, and apartments should be locked or secured by the occupant of that room/apartment. Residents are allowed to open windows for fresh air. During a hurricane, staff is allowed to enter a room if they see a window open and they will close and lock the window.



PROCEDURES

Live-On Requirement

Recognizing the influence that living within the residence halls can have on a freshman student, UL Lafayette requires that all freshman students live on campus as long as space is available. In support of a student's holistic development, UL Lafayette considers a freshman as a person who is about to attend college for the first time or is currently in his/her first year of college. Please visit the [Office of University Housing website for more information](#).

Room Inventory Form

The Room Inventory Form states the condition of the room/apartment including furnishings. The student receives this form on their Housing Portal when they check into their room for the semester. The student is expected to inspect their room and common spaces. If the student finds any changes and/or omissions, the student should note these in the appropriate area of the form. The submission is kept on file until the student moves out. At move-out, the submission is used to during the final inspection of the room space. The student may be charged for any damages or changes in the condition not previously indicated on the form at check-in.

Room Change Process

Students wishing to transfer from one room/apartment to another room/apartment must request the transfer through the Room Change Request Form found on the Housing Portal. Room changes must be officially approved before any moving of belongings takes place. If your room change request can be granted, our staff will notify you via University email to offer you the room change. You will have 48 hours to accept the room change. If you do not accept the room change in that time period, your room change request will be canceled. Follow instructions from the University Housing Assignments Coordinator for checking out of your current room and checking into your new assignment.

Dates for Room Change Requests:

- Fall Semester Requests (*closed July 28, 2025 - September 15, 2025*)
 - Continuing Students: March 17, 2025 - October 17, 2025
 - First-Time Freshmen: July 14, 2025 - October 17, 2025
 - Any room change requests not granted by October 17, 2025, should be resubmitted for consideration for the Spring semester.
- Spring Semester Requests (*closed December 22, 2025 - January 23, 2026*)
 - All residents: October 18, 2025 - March 16, 2026
 - No room changes will be granted after these dates.

Contract Buyout Request

Any student leaving the residence halls, satellite locations, and apartments or the University for any reason must complete a contract buyout request form and follow the proper procedures for check-out. Separation from the University through resignation, academic suspension, or disciplinary action does not automatically terminate a student's housing contract. Housing charges continue to accumulate until the student has officially checked out of their room. A student who is suspended from the University for academic reasons may not check into the residence hall, satellite location, or apartment unless an appeal of the suspension has been approved and officially granted. Any student who has resigned or who is leaving for disciplinary reasons may not remain in the residence hall, satellite location, or apartment after the effective date of separation. Students leaving as a result of disciplinary action is in violation of the Housing contract and is not due a refund.

Checking In

Students will check-in with University Housing and Residential Life to receive access to their building and a key to their room. During official move-in days, students will follow instructions provided by our offices to check in and unload. If the student is checking in

outside of official move-in days, they will report directly to their assigned hall and contact the RA/CA on duty to complete check-in and receive their key.

Visit our [Move-In Central page](#) for more information about move-in.

Moving and Checking Out

Residents are required to move out between Spring and Summer semesters. Residents are not required to move out during the winter break but are only allowed access to halls that are designated winter break halls. If a student fails to check out properly, improper check-out fees may be applied to the student's account, or the student may be charged for the entire semester.

Graduating Students: if you are graduating, your check-out will be moved until the day after graduation. Our office will confirm your graduation during the semester and then send move-out information for you once confirmed.

Non-graduating Students: if you are not graduating, your checkout is 24 hours after your last final with the deadline being the Saturday after finals are done. If you need to apply for an extension, please contact the Office of University Housing. You will need an approved extension to be able to check out late. Late check-outs are subjected to daily rates for each day you stay past the last check-out day.

Move Out Instructions:

- Remove all personal belongings and remove decorations from all surfaces
- Empty and clean your room/suite/apartment
- Empty and clean closets, cabinets, drawers, and counters
- Clean bathtub/shower, sink, and toilet
- Take all trash to designated trash rooms or dumpsters for proper disposal
- Report any maintenance work orders

Check Out Processes:

- Express check out: find and fill out the express check-out envelope from the hall or apartment's front desk, turn in your room key, P.O. Key (if not returning to campus or moving to The Heritage), and Ozzi Coin given at check-in, and leave your community. By choosing express check out, you waived your right to appeal any charges under \$500.00.
- Traditional check out: schedule a move-out walk-through with your RA. After the walk-through, turn in your room key, P.O. Key (if not returning to campus or moving to The Heritage), and Ozzi Coin given at check-in to complete check out.

Full checkout instructions are sent toward the end of the semester to the resident's University email.

Eviction

Eviction from campus housing may occur due to, but not limited to, failure to pay housing or other charges when due, failure to be enrolled, violations of any University policy, and/or academic or disciplinary suspension from the University. Students evicted due to a disciplinary matter or failure to pay one's University account will receive no refund or reduction of housing or meal charges.

In the event that a student is evicted from campus housing for any reason, the student shall be permanently prohibited from applying for, being assigned to, or residing in any future University housing, whether on a temporary or permanent basis. This prohibition extends to all current and future housing accommodations provided by the University, and the student shall forfeit any eligibility to reside in University housing in the future. This clause is applicable regardless of the reason for eviction, and the University reserves the right to enforce this restriction without further notice.

Room/Apartment Entry by Staff

The University reserves the right to enter residents' rooms to address emergencies, make repairs, provide pest control, and enforce regulations. Staff members will knock on the door first—if no one responds, staff will identify themselves and then enter the room using a master key. If a room is unlocked and the occupants of the room are not present, the University staff member will lock the room when they leave.

The University is sensitive to the privacy of students living in University Housing communities. However, the relationship of the University to the student is not defined as that of landlord to tenant. If possible, our office will give residents 24-hour notice when University personnel or contractors will be entering their living quarters. The University reserves the right for University personnel to enter rooms for the following purposes:

- Maintenance—to check on and/or complete repairs, inventory, sanitation, furnishings, preventive maintenance, etc.
- Safety—to monitor for missing persons, illnesses, safety, violations of University regulations and/or other rules and laws, etc.
- Welfare—to conduct any search whenever it is felt that the community's or individual's welfare is at issue.
- Inspections—to ensure residential facilities are being regularly and properly cleaned and maintained. An inspection is made of all rooms and apartments at the beginning of each semester and periodically throughout the year. The resident may or may not be present during the inspection. Staff members have the authority to enter the room/apartment even if the resident is not home.
- Room Search—The Director of Property Management or the Director of Residential Life shall determine if the reasonable belief of policy violation and/or imminent harm sufficiently exists to search a student's room or apartment. If reasonable belief is determined, the student will be informed of the basis for the search. If possible, the search will be conducted in the student's presence. However, the student's absence will not prohibit a search. A student living in University residential facilities is not immune from a legal search by law enforcement officers.



SAFETY

UL Lafayette is committed to maintaining a safe and secure environment for all students, faculty, and staff. Safety is a shared responsibility, and we encourage students to stay informed and prepared. The UL Lafayette Police Department monitors all areas of the campus day and night with uniformed officers, plain clothes patrol, police units, and foot patrols. ULPD monitors all areas of campus day and night to ensure a visible and responsive presence.

The Office of Residential Life participates in the UL Lafayette Dean on Call Rotation, which designates a professional staff member from Student Affairs who is available to students 24 hours a day, 7 days a week. The Dean on Call can be contacted through the UL Lafayette Police Department.

The Code Blue Emergency System consists of highly visible, lighted poles located throughout campus. These emergency call stations provide a direct line to ULPD and can be used at any time to report an emergency or request assistance.

For medical emergencies, fires, and other emergencies, students should call 911 or contact the UL Lafayette Police Department at 337-482-6447 immediately and then the Dean-on-Call or a hall staff member. Emergency evacuation routes for all areas are posted in each room. In the event of an emergency, students should follow evacuation routes and procedures. For more information on staying safe, please [visit the UL Police Website](#).

Emergency Communication

The university has multiple ways of communicating emergency situations to students, faculty, and staff:

- Emergency Notification System (ENS): If you have not already done so, sign up for the university's emergency notification system by visiting ulink.louisiana.edu. Here you can register yourself and one other person to receive emails, texts, and phone calls in case of an emergency alert on campus.
- UL Shield App: The UL Shield mobile app is a free tool designed to improve the safety and security of the UL Lafayette community and is available to everyone—students, faculty, staff and visitors.
- Broadcast email: Anyone with a university email address will receive broadcast emails.
- UL Lafayette website: Access the university website at louisiana.edu for information.

Emergency Communications and Severe Weather Procedures

In the event of a on-campus housing or campus-wide emergency, the Offices of University Housing and Residential Life and the University will use various methods to communicate with students, but primarily will send information via University email. This communication will include important information for our residents, including possible shelter-in-place or emergency evacuation plans.

Preparing for and recovering from emergencies is truly a team effort for the University. An extensive Hurricane Preparedness Committee exists with representation from all areas of the campus including members from our offices. This committee operates on a site-specific document that references preparations and recovery plans for all facets of our campus. Regular meetings are held by the committee to update information and ensure good communication within every organizational unit. All plans are implemented keeping in mind the safety of our students and employees, as well as preserving the academic mission of the University.

Fire Safety and Fire Drills

All residents and their guests must immediately evacuate the building when a fire alarm sounds—no exceptions. Once outside, proceed directly to your building's designated evacuation area. Upon arrival, you must check in with the Residential Life staff member present to confirm your safety. Failure to evacuate promptly, report to the designated gathering location, or check in with staff may result in disciplinary action.

As part of the University's commitment to safety, regular fire drills will be conducted throughout the year in all residential communities. Participation in these drills is mandatory and should be taken seriously. Treat every alarm as if it were a real emergency. Fire drills help ensure you are familiar with exit routes and emergency procedures.

The setting of false fire alarms or unauthorized use of fire safety equipment—including extinguishers, smoke detectors, and exit signs—is strictly prohibited and endangers everyone in the community. Tampering with smoke detectors, removing batteries, or covering detectors is not allowed under any circumstances.

Burning any substance or setting fires in the housing areas is also prohibited. This includes, but is not limited to, lighting candles, incense, or igniting flyers, decorations, or other materials. Violations of any fire safety policies may result in disciplinary action, fines, or further consequences under University policy and local law.

Evacuation Procedures

The following locations will be used in the case of an evacuation, such as a fire alarm. Please find the nearest exit, proceed to your community's assigned meeting area, and wait for further instructions. When a fire alarm or evacuation alarm is activated, you are required to immediately evacuate the building. All resident must follow the direction of the Lafayette Fire Department once at the building's evacuation site.

Here are the evacuation sites for each community:

- Rose Garden (Bonin, Corona, Harris): Boucher Street in front of Cypress Plaza
- Taft Street (Baker and Huger): Parking lot behind Hamilton Hall
- Agnes Edwards Hall: Sidewalk across the street (along the side of Montgomery Hall)
- Legacy Park Apartments: Center of the back parking lot for all buildings
- The Heritage Apartments: Front parking lot near Johnston Street
- The Cottages at Cajun Village Apartments: Front parking lot area of the complex
- Wingate Satellite Location: Front parking lot area of the building

UL Shield App

The UL Shield App is a powerful personal safety tool that acts as a mobile emergency button, providing quick access to emergency services from your phone. The app is free to download on both Android and iOS devices.

With UL Shield, you can:

- Instantly contact local police, fire, or EMS in an emergency
- Activate the Safety Beacon feature to share your real-time location with the UL Lafayette Police Department (ULPD) and signal that you need help
- Submit non-emergency reports, such as suspicious or concerning behavior observed on campus
- Access helpful emergency response guides, with instructions on how to respond to various situations

We strongly encourage all students to download and explore the UL Shield App. It's a quick and effective way to enhance your personal safety and stay connected to campus resources.

Dangerous Weapons

All dangerous weapons as defined by La. R.S. 14:2 (including but not limited to firearms, BB guns, pellet guns, air pistols, and paint guns), alcohol, and illegal drugs are prohibited in University residential halls, satellite locations, and apartment complexes. La. R.S. 14:95.2 provides that the University is a gun-free zone which includes certain specific statutory exceptions. Handheld self-defense sprays and handheld tasers or stun guns are permitted. Any violation of this provision shall result in immediate eviction and termination of this Contract. If evicted pursuant to such a violation, Student prepayment and application fee will be forfeited and Student will not be entitled to a refund of any rental payments made and full rents due for the Term of this Contract will still apply.

Personal Safety

- Avoid walking alone—especially at night. Stick to well-lit, commonly traveled routes.
- Walk with purpose and confidence; know your surroundings.
- Use blue light emergency phones or call ULPD if you feel unsafe.
- Keep your room and car keys ready; always lock your doors and windows.
- Do not share personal information like your phone number or address online.
- Use the night shuttle service (Mon–Fri until 10:00 p.m.) if you don't feel safe walking. void walking alone unless absolutely necessary. When walking, keep to well-lit, commonly traveled routes.

Community Safety

All students are expected to assume and accept responsibility for the security of the housing areas. Students should immediately report any suspicious person or activity to University Police, hall staff, and/or the front desk staff. To provide a more secure environment, students should:

- Take responsibility for keeping your residential area secure.
- Report suspicious activity to University Police, hall staff, or front desk staff.
- Never prop open exterior doors or allow strangers into the building.
- Keep valuables out of sight and avoid leaving items unattended.
- Mark and record serial numbers of electronics and other valuables.
- Do not remove window screens or leave windows unsecured.

Security Cameras

Security cameras have been placed in the residence halls, satellite locations, and apartment complexes to assist in policy enforcement and monitor the living environment for the residents. Any violation recorded on the cameras will be considered for administrative action through the judicial system and/or legal action through the University Police Department. Tampering with security cameras will result in aggressive disciplinary action, which could result in eviction from University Housing, suspension from the University of Louisiana at Lafayette, and/or criminal action through the University Police Department.

Violence Free Workplace

The University has adopted a Violence Free Workplace Policy that relates to the entire campus, including the living and learning environment in the residence halls, satellite locations, or apartment complexes. All students in residential communities are expected to show respect for one another, recognize personal privacy and safety, and maintain civility at all times. Further information about the Violence Free Workplace Policy may be obtained through the [Office of Operational Review website](#).

Missing Persons

A resident is considered a missing person when the Office of Residential Life or University Housing is contacted to perform a wellness check and the resident cannot be located or reached. This status remains until the individual's safety and well-being are confirmed by a trusted source, such as a faculty or staff member, Resident Assistant (RA), Community Assistant (CA), or a parent or guardian.

If a resident is determined to be missing for 24 hours, the University is required by law to notify specific individuals and agencies. Within that 24-hour window, the University will notify the resident's designated Missing Person Contact, if one was provided during the housing application process. If no contact was provided, or in addition to that contact, the University will notify the appropriate law enforcement agency. For residents under the age of 18 who are not legally emancipated, the University is also required to notify the resident's custodial parent or legal guardian.

During the housing application process, students are given the opportunity to identify a confidential Missing Person Contact. This information is kept secure and will only be used in the event the student is reported missing. Students are encouraged to keep this contact information up to date through the Housing Portal.

If you are concerned that a roommate, friend, or fellow resident may be missing or if someone has been unreachable for an extended period of time, you should report your concern immediately to a Housing or Residential Life staff member, RA/CA, or directly to the UL Lafayette Police Department. Timely reporting helps ensure the safety and well-being of our residential community.



SERVICES

Internet

GeauxWiFi is a campus network that provides a dedicated network connection for students living in the residence halls and apartment complexes. A direct network connection allows fast and easy access to campus resources and the internet. If you have any issues connecting your mobile devices to the campus internet, contact the IT Help Desk at 337.482.5516.

All on-campus buildings have the university's wireless system available for student use. Satellite locations have site-specific WiFi connections for student use. Issues should be reported through the IT Help Desk.

Personal wireless routers are NOT allowed. Violation of this term by installing personal wireless routers will result in a referral to Student Rights and Responsibilities and a fine will be imposed. Routers found will be confiscated and NOT returned until the end of the contract term. The University is NOT liable for lost, stolen, misplaced, or damaged confiscated items.

Dining and Food Service

The Housing contract with the Office of University Housing and the Office of Campus Food Services is a legal and binding document and it states that students who live in one of our residence halls or Legacy Park Apartments are required to have a meal plan. Meal plans are optional for students residing in The Heritage Apartments, The Cottages at Cajun Village, and our Wingate Satellite Location.

Meals plans are accepted at all campus dining locations. For information about where you can use your meal plan, visit campusfoodservices.louisiana.edu.

Distribution of Advertisement

All notices, signs, and information posted in the residence halls, satellite locations, and apartment complexes must be approved by the Offices of University Housing and Residential Life. Housing community staff may place materials on doors or walls with permission from the Offices of University Housing and Residential Life. Bulletin boards and electronic signs in residential communities are for the use of University Housing and Residential Life staff and University officials only.

- Chalking: Chalking on sidewalks adjacent to all residence halls, satellite locations, and apartment complex buildings requires written permission from the building's Area Coordinator or Property Manager at least one week prior to the chalking date. All chalking must be able to be cleaned by rain or water. The chalking must be for a recognized University organization and may not be for the sale of services or products or any off-campus events.
- Signage: Flyers, bulletins, banners, brochures, and other materials may not be posted on walls, columns, counters, furnishings, or windows of any University Housing facilities without approval and permission of the Offices of University Housing and Residential Life. Only approved tape may be used when posting materials in or around University Housing facilities. Posting using any other adhesive or unapproved items may result in the person or group sponsoring the posting being billed for any damages resulting from the use of inappropriate adhesive and/or items. Signage in bedroom windows and balconies must be approved by the Offices of University Housing and Residential Life.
- Outdoor signage: The display of any outdoor signage, including but not limited to advertisements, banners, posters, yard signs, and flyers, is strictly prohibited unless prior written approval is obtained from the Offices of University Housing and Residential Life. Any signs found in violation of this policy will be removed and discarded without notice. The University will not be liable for the cost of the item or any other associated expenses incurred by the owner of the signage. If signage is approved, the individual or organization responsible for the request must ensure that the signage is removed in a timely manner, as outlined in the approval terms. Failure to do so may result in the removal of the signage by the University and potential revocation of future signage privileges.

All approved signage must adhere to the University's guidelines on content, location, and duration. Signage that contains offensive, discriminatory, or inappropriate content will not be approved, and any existing signage found to violate these standards will be removed immediately. Damaging, tampering, and/or destroying materials approved and appropriately displayed in or around

residential facilities may be considered vandalism and sanctioned accordingly.

Front Desk

Your community's front desk can assist you in submitting a work order, contacting the RA/CA on Duty, or finding on-campus resources. All desks are staffed 24 hours a day with a third party vendor staffing the desk from 12:00 a.m. - 8:00 a.m.

Below are the Front Desk Numbers:

- Agnes Edwards Hall Second Floor: 337-482-1054
- Agnes Edwards Hall Third Floor: 337-482-1055
- Agnes Edwards Hall Fourth Floor: 337-482-1056
- Baker Hall: 337-482-1851
- Bonin Hall: 337-482-6080
- Coronna Hall: 337-482-2877
- Harris Hall: 337-482-2884
- Huger Hall: 337-482-2820
- Legacy Park Apartments: 337-482-1438
- The Heritage Apartments: 337-482-1498
- The Cottages at Cajun Village: 337-345-5038

Duty Phones

Each community has an RA/CA on duty 24 hours a day, 7 days a week. The duty phone is for resident's use ONLY. The RA/CA on duty carries the duty phone for their community during this time and is available if residents are locked out or have an emergency work order. Emergency work orders consist of no heat/air, major leak, flood, fire, etc. All other work order needs should be submitted using the work order request form on the Housing Portal. Below is each community's duty phone number. We recommend that you save your building's number for easy access.

Below are the Duty Phone Numbers:

- Agnes Edwards Hall: 337-281-3375
- Baker Hall: 337-281-3643
- Bonin Hall: 337-281-3402
- Coronna Hall: 337-281-3414
- Harris Hall: 337-258-2414
- Huger Hall: 337-281-1623
- Legacy Park Apartments: 337-281-3338
- The Heritage Apartments: 337-247-2931
- The Cottages at Cajun Village: 337-247-2931
- Wingate Satellite Location: 337-257-4522

Health and Safety Inspections

To ensure the health and safety of all residents, health and safety inspections are completed on a semesterly basis and residents are provided with at least 72 hours of advance notice via University email, social media, and hall postings. Residential Assistants, Community Assistants, and/or other authorized University personnel conduct these inspections and check for health and safety violations, general cleanliness, and maintenance needs. Residents in violation of University policies may be fined or sanctioned.

Inspections of each suite/room/apartment will be conducted, and a copy of the evaluation will be sent to the student. If conditions are found that are out of compliance or require attention, the resident(s) will be asked to make the necessary corrections within 72 hours for a second inspection. If the same or similar conditions exist during the second inspection, the resident(s) will face additional disciplinary action and fines. Repeated violations of health or safety standards may result in eviction from the on-campus community.

Renters' Insurance

The University is not responsible for loss in the residence halls, satellite locations, or apartments due to theft, fire, floods, interruption of utilities, or other causes. The University is not responsible for personal property that is lost, stolen, or damaged in residence hall/apartment properties. This policy includes student rooms, storage rooms, parking lots, and all other housing areas during the semester and semester breaks. The University strongly encourages all students to have renters' insurance to cover the student's personal property.

Laundry Facilities

Laundry rooms are available in all residence halls and satellite locations. These washers and dryers are accessible to in-room residence hall or satellite locations students only. All students are encouraged to remain with their laundry to avoid theft. The University is not responsible for lost, stolen, or damaged items. Legacy Park and The Heritage Apartments are equipped with washers and dryers in the apartments. The Cottages at Cajun Village have washer and dryer hook-ups in each apartment. Students should report problems with the machines through a work order request on the Housing Portal.

Lounges and Community Rooms

Hall lounges, community rooms, and lobbies are for the use and enjoyment of all residents and their guests. Please help keep the lounge areas clean and in good physical condition. Lounge furnishings and areas may not be used as overnight accommodations. All furniture and decor in the lounges and community rooms should not be removed or brought into a resident's rooms. Personal items will be removed from public areas if left for extended periods.

Mail Delivery

No mail or packages can be delivered directly to any University Housing property. If a resident would like to receive mail or packages while living on campus or at our satellite location, they may register for a Post Office Box through the University's Post Office located in the Student Union. Students are not allowed to share boxes or receive C/O mail. Housing students who are moving off campus and are not returning to on-campus housing must return the key directly to the Post Office. Housing students who are returning to campus housing are advised to keep their key to maintain their current PO Box address.

Legacy Park Apartments and The Cottages at Cajun Village Apartments cannot have mail delivered directly to their apartment. To receive mail or package delivery, the resident would have to register for a PO Box with the University's Post Office located in the Student Union.

The Heritage Apartments has its own mail room, and residents are given a PO Box key to check their mail there. Mail and packages should be addressed as shown below. USPS mail will be delivered to the Post Office in the Student Union and then delivered by University Post Office staff once a day to The Heritage Apartments, Monday through Friday. UPS, FedEx, DHL, Amazon, and all other non-USPS deliveries addressed to residents will be delivered to your apartment door. Please be advised that it is best to be available at the time of delivery to prevent theft and ensure the correct location of delivery. University Post Office employees do not handle these packages and all questions regarding non-USPS deliveries should be directed to the individual carriers. If the resident had a PO Box in the Student Union prior to living at The Heritage, they must return this key to the Post Office in the Student Union. At check-in, the resident will receive a mailbox key for The Heritage mailroom designated to the resident's apartment. This key should be returned at check-out with your room key. A lost PO box key should be reported to your Property Manager, and the fee for the lost key will be assessed, depending on the apartment size.

Grocery or food delivery: these deliveries can be sent to the student's assigned building, but the student must meet the delivery person at their car to pick up the items. The delivery person may not enter the building or leave the items at the front desk or the building's entrance. Find your [building's physical address here](#).

How to address mail and packages to your P.O. Box:

Student Union PO Box Address

Student's Name
620 McKinley St Rm 158
PO Box # _____
Lafayette, LA 70503

The Heritage Apartments PO Box Address

Student's Name
PO Box # _____
110 E. Lewis St. Apt # _____
Lafayette, LA 70503

Maintenance and Work Orders

Any maintenance needs to your living unit or community area should be immediately reported electronically through the Work Order Request form on the Housing Portal. The resident is responsible for submitting work order requests. We recommend that residents submit their own work orders so they will receive the updates to that ticket from University Housing or Facility Management. Residents should never rely on someone else to submit their work order requests. Any unreported maintenance issues can lead to bigger issues that could be deemed the fault of the residents.

Only UL Lafayette staff members or University-authorized contractors are allowed to conduct maintenance in our campus housing facilities. Residents are not permitted to make any repairs and can be fined if they do so. Maintenance and custodial staff lock each room/apartment upon leaving, even if the room/apartment was unlocked when they arrived.

In the event of a maintenance emergency:

- During normal office hours, Monday through Friday, residents should contact the Office of University Housing at 337.482.6471 to report the issue.
- After normal office hours, contact the RA/CA on duty who will contact emergency maintenance for the resident. The resident should never contact emergency maintenance themselves.

The Office of University Housing, along with the Office of Facility Management, is responsible for residence hall/apartment

maintenance needs. To be the most efficient, work order requests are prioritized with safety being the primary concern. Students should report any and all maintenance problems through the Housing Portal. This service allows for immediate reporting of all problems.

Parking

All students wishing to park on campus must purchase a parking permit from the Office of Transportation Services. Our residents are able to purchase a residential parking permit that allows them to park close by their building in specified areas and campus lots. Visitors should park in one of the pay lots located around campus or off campus. Designated handicapped parking spaces are available across campus and are able for those with displayed handicap parking credentials. Any vehicle parked improperly or without the proper permit is subject to being ticketed and/or towed at the owner's expense. All parking rules and regulations are enforced and must be adhered to at all times. [Visit the Office of Transportation Services website for more information.](#)

Pest Management

The Office of University Housing manages a proactive pest control program to help eliminate common pests such as roaches, ants, and spiders. All residence halls and apartments receive monthly treatments, and additional perimeter treatments are applied to help prevent pests from entering the buildings. However, pests can still be attracted by poor housekeeping, food debris, or clutter. Residents are expected to maintain clean living spaces to support the effectiveness of these treatments.

If you notice any pests in your room, notify your RA/CA immediately so appropriate action can be taken. If pests such as fleas, ticks, or mites are introduced due to the presence of a pet in the resident's room or apartment, the resident will be held responsible for the cost of any additional pest control services needed to address the issue. Maintaining proper hygiene and regular pet care is essential in preventing pet-related infestations.

Streaming TV Service

All residence hall and apartment rooms are equipped with TV service provided by LFT Fiber connectTV. UL Lafayette University Housing partnered with LFT Fiber to provide connectTV services to the residence halls and apartments. connectTV powered by LFT Fiber is a full-featured streaming video service delivered to your TV, laptop, and mobile devices. Residents receive information about this service within 24 hours of checking in.

Student Health Services

The University operates a free clinic with several doctors, nurse practitioners, and nurses on staff. The Student Health Services staff routinely see students. All students need a valid UL Lafayette ID to be seen by medical personnel. Services include: minor illnesses, minor injuries, & stable chronic medical conditions, minor surgeries & procedures, physical exams, women's health, immunizations, and allergy shots.

The Office of Counseling and Testing provides personal counseling, crisis intervention, and short-term psychotherapy for individuals, couples, and groups. The Center offers an unlimited number of sessions, free-of-charge to University students, faculty, and staff. Consultation services and workshops are available to student groups, faculty, and staff. They have also partnered with Uwill that offers students free and immediate access to teletherapy, mental health crisis support, medication management, and wellness programming through its user-friendly online platform. The service is private, secure, and confidential. This program offers teletherapy, mental health crisis support, medication management, and wellness programming.

Vending

Vending machines are available in each residence hall, around the apartment complexes, and throughout campus. All machines operate with cash, card, Apply Pay, Samsung Pay & Android Pay. Any malfunctions or interruptions in service should be reported to the staff immediately.

Appendix A

Resident Housing and Meals Contract

NOTE: THIS IS A BINDING CONTRACT.

THIS CONTRACT is effective on the date of signature through the Sunday after finals of the last semester of the Academic Year Fall 2025 - Spring 2026 term(s) by and between the student and University of Louisiana at Lafayette's Office of University Housing, with the below terms and conditions. This Contract governs the residence halls and the apartment complexes. Dates are based on the University academic calendar published in the University General Bulletin.

1. **ACCEPTANCE OF CONTRACT.** By signing this Contract, Student agrees that they have read, understand, and agree to the terms and conditions set forth below.
2. **ELIGIBILITY FOR AND DURATION OF CONTRACT.** To be eligible for residency in the residence halls and apartment complexes, one must be a registered full-time student of University, and must remain a registered, full-time student for the duration of the Contract period. For the duration of the Contract period, the student must live in a University residence hall or apartment complex. The Office of University Housing at its sole discretion may permit a part-time University student to live in a residence hall or apartment complex.
3. The term of this Contract ("Term") begins the day classes begin in the Fall Semester and runs continuously until the day after the Spring Semester ends. Move-in dates will be announced prior to the beginning of the Term. If Student's program operates on a different calendar from that of the regular University campus (such as Intensive English Program), Student should be aware that no food service will be provided during some periods in which Student is enrolled in classes or whenever the University is observing a break from classes. Moving out before the end of the Term is a violation of this Contract, and Student will be required to pay charges and penalties as outlined in Sections 7 and 8 below.
4. **INELIGIBLE OCCUPANTS.** Only residents assigned by the Office of University Housing are permitted to occupy rooms in University residence halls and apartments. When public health restrictions are not in place, all guest(s) must be signed in with hall staff. Permitting ineligible occupants to move into or stay in the room/suite/apartment is not allowed and can cause Student to be removed from campus housing. To have an overnight guest, Student must register overnight guest before 11:45 pm prior to guest staying. Student is requesting that person to stay. Guests must be at least 18 years of age, of the same gender as Student and are not permitted to stay more than three (3) consecutive nights or more than five (5) total nights per semester. Cohabitation is not allowed.
5. **BREAKS BETWEEN SEMESTERS.** University housing is open during all University closures except Winter Break in December. During this period, residents are not allowed access to their room, with the exception of the designated winter break halls. Students are not required to move out between Fall and Spring semesters if returning to the same room in the Spring. Meals are not served during breaks. Summer housing is considered a separate Contract period and summer room fees apply along with a summer meal plan.
6. **MANDATORY MEAL PLAN.** All residents in residence halls and Legacy Park apartments are required to purchase and retain a meal plan during the Term. The default meal plan is chosen for Students who do not indicate a meal plan choice. Meal plans may be changed by the Student during the first week of classes of each semester. Meal plans are non- transferrable. Meal plan options may be viewed on the dining website at <http://dining.louisiana.edu> and should be selected through the housing application portal. Failure to make the appropriate payments by the due dates or not being a registered UL Lafayette student will result in the meal ticket not being activated or canceled and the Student being liable for the full cost of the meal ticket through the Term of the Contract.
7. **APPLICATION FEE/PREPAYMENT.**
 - New Students/First-Time Freshmen: A nonrefundable application fee in the amount of \$100.00 and a nonrefundable prepayment in the amount of \$150.00 is due to complete the application process. The \$150.00 prepayment will be applied to the housing balance after the semester census date.
 - Continuing Students: Students that have chosen to renew the housing and meals contract from the academic year 2025-2026 will not be required to pay an application fee or prepayment for the 2025-2026 academic year.
8. **CANCELLATION/WITHDRAWAL.** Student is required to submit an Application for Contract Buyout Request through the Housing Application Portal for any request to cancel this Contract. Only applicants who can show highly extenuating circumstances will be approved for Contract buyout. Applications for Contract Buyout are only accepted during the Term. Applications for Contract Release that are made after the end date of the active Contract will not be reviewed, and Student will be held liable for all charges on account. Contract cancellation charges (including meals, if applicable) for the academic periods listed below will be applied. All cancellations will forfeit the application fee and prepayment (\$250) plus the following:
 - a. Academic Year Contract (Fall & Spring):
 1. June 10 until check in: \$250 cancellation fee
 2. Check in until 14th class day: \$500.00 fall cancellation fee and \$250.00 spring cancellation fee
 3. 15th class day until end of fall semester: Proration of charges until key is returned and \$250.00 spring cancellation fee
 4. January 1 until check in: \$250.00 cancellation fee
 5. Check in until 14th class day: \$500.00 penalty charge
 6. 15th class day until end of fall semester: Proration of charges until key is returned
 - b. Spring Semester Only Contract:
 1. January 1 until check in: \$250.00 cancellation fee
 2. Check in until 14th class day: \$500.00 penalty charge
 3. 15th class day until end of spring semester: Proration of charges until key is returned

- c. Summer Session Application:
 - 1. May 1 until check in: \$250.00 cancellation fee
 - 2. Check in until 14th class day: \$500.00 penalty charge
 - 3. 15th class day until end of summer semester: Proration of charges until key is returned
- d. Special Circumstances:
 - 1. Graduating during the Term or academically ineligible to return: No cancellation fee
 - 2. Move out as a result of disciplinary action: Payment in full for full Term of Contract
 - 3. Move out for force majeure or the convenience of the University: Prorated fees as of move out date
- e. Student should NOT check-out or sign another lease until after receiving written approval of Contract Buyout.
- 9. **TERMINATION OF CONTRACT.** In addition to the termination provisions found in Section 27(g), University, at its sole discretion, may also terminate this Contract for any violation of the terms and conditions of this Contract, the Student application policy, the Housing handbook, the Code of Student Conduct, or state and federal laws. Student will be required to be familiar with and abide by the terms and conditions of the Code of Student Conduct and all rules and policies of the Offices of University Housing, Residential Life, Student Rights and Responsibilities, and the University. Student herein specifically waives any right to notice which may now or at any time during the term of the Contract be required by Louisiana law, including the five (5) day written notice to vacate the premises prescribed by Article 4701 of the Louisiana Code of Civil Procedure and Student consents to the University instituting immediate eviction proceedings in the event of the termination of this Contract and/or Student's loss of Student's right of occupancy for any reason. Failure to strictly or promptly enforce any of the terms and conditions of this Contract by University shall not operate as a waiver of any of University's rights as provided herein. Student must advise University immediately if arrested for, convicted of, or plead guilty to a crime other than a minor traffic offense.
- 10. **IMPROPER OR LATE CHECKOUT.** If Student fails to follow the proper procedure to check out of the assigned room, Student will be assessed a service charge of \$50. In addition, if Student fails to check out by the date and time announced for the closing of the hall or the end of the occupancy period, Student will be assessed an additional service charge of \$25 for each hour or portion thereof from that announced time until the time Student completes a proper checkout. This is in addition to any other damage charges or service fees for which the Student may be liable.
- 11. **RENT.** Rental fees will be established as published by the Office of University Housing for the assigned room. Payment shall be made or deferred no later than the payment deadline as advertised by the University Bursar's Office. If room and meal charges are not paid in full prior to the University deadline, the Student may join the University payment plan. Once the semester has begun, Student will be charged in full for the Contract period unless approved for Contract buyout as described in Section 8 above. Failure to make the appropriate payments by the due dates will subject the Student to being evicted from the residence hall/apartment and the meal plan not being activated or cancelled. Locks may be changed to prevent a Student who is delinquent in payments from re-entering the room. If a Student is evicted, the Student will be liable for the full cost of the room and meals through the Term and a hold will be placed on the account, which would restrict the Student from registering classes or receiving a transcript. Furthermore, all cost associated with the collection of outstanding debts will be assessed against the Student. Student agrees to be bound by the University's Financial Obligation Policy (see https://bursar.louisiana.edu/sites/bursar/files/Financial%20Obligation%20Policy_0.pdf) which states that "failure [of Student] to respond to demands for payment [pursuant to this Contract] may result in such debt being transferred to the State of Louisiana Attorney General's Office for collection. Upon transmittal for collection, [Student is] responsible for the collection/attorney's fees in the amount of thirty-three and one-third percent (33 1/3%) of the unpaid debt, and all costs of court." Per University of Louisiana System Policy Number FB-IV.(3), Students who are non- Louisiana residents with prior semester/session debts will not be allowed to enroll in University or live on campus until such debts are paid; Students who are Louisiana residents and who are current on any payment plan arranged for past semester/session debts shall be allowed to enroll in University or live on campus. By signing this Contract, the Student authorizes University to deduct immediately from any balance of financial aid or cash in the Student's account the total of all housing charges due from this or previous semesters/sessions. If Student is receiving a Guaranteed Student Loan, Student agrees to pay any balance due upon receipt of such loan. Student authorizes University to deduct any housing related debts from any college work-study funds payroll checks until the total amount due is paid.
- 12. **ROOM ASSIGNMENTS, SUBLEASE AND INSPECTIONS.** This Contract is for space within the residence halls or apartment complexes and not for a specific building, floor, or room. Assignment and/or subleasing is prohibited. No provision of this Contract shall be transferred or assigned. University reserves the right to reassign Student to a different room or building. University reserves all rights in connection with assignment of rooms. University shall have the right to enter any room at any time for the purpose of inspection, repair, cleaning, inventory, pest control, fire, suspected violation of housing regulation or the Code of Student Conduct, or other emergencies. If Student has not checked-in by their check in date and time, Student will be considered a NO-SHOW, and Student's reservation may be canceled without any additional notification, and another Student may be assigned to the space. Failure to check-in does not void this Contract, and Student will still be financially obligated to the terms set forth. If Student arrives on campus after the deadline, (on the date and time of check in) and Student's room assignment has been canceled, Student may be assigned a space, if space is available on campus, but Student is not guaranteed original assigned room type or roommate. All first-time freshmen must register for Orientation by June 10 or their housing assignment will be cancelled. All continuing students must have registered fall classes by June 10 or their housing assignment will be cancelled. Once first-time freshman orientation is registered or the continuing student has registered classes and provided proof to the Office of University Housing, the student will be reassigned if space is available.
- 13. **ROOM CHANGES.** Room changes are not allowed two weeks prior to move in through the second week of classes. If, for any reason, Student is required to move to a different room, Student will be charged or refunded the difference between the two rates (prorated for the remainder of the Term). If, for any reason, Student is granted a new room and is relocated; there may be a \$250 transfer fee as well as the prorated rate for the remainder of the Term. If, for any reason, Student is required or allowed to move to Family Housing as the renting Student, the remaining prorated portion of Student residence hall or apartment rent will be credited toward Student Family Housing

apartment rent.

14. **PARTIAL OCCUPANCY.** Residence hall rental rates are based on the room being occupied at full capacity. During the Contract period, if the room becomes occupied at less than full capacity, Student may exercise one of the following choices:
 - a. Request assignment to another room
 - b. Find an eligible roommate to move into the room so that it becomes fully occupiedDuring partial occupancy, the Student will be sent a letter outlining these choices and the timeline to choose from one of the options above..
15. **RATE CHANGES.** Rental rates are subject to change at the beginning of any academic term or with 60 day written notice from the Office of University Housing.
16. **CABLE SERVICE.** LUS ConnectTV is provided to all residents through an app.
17. **INTERNET SERVICE.** All buildings have the University's wireless system available for student use. Personal wireless routers are not allowed. Violation of this term by installing personal wireless routers will result in a referral to Student Rights and Responsibilities and a fine of \$150.00 will be imposed per student in the unit.
18. **REFERRALS.** Student gives permission to University to share Student's name and contact information with other apartment complexes, etc. in the event that space becomes unavailable before Student receives an assignment on campus.
19. **CONDUCT.** Student will be required to be familiar with and abide by the terms and conditions of the Code of Student Conduct and all rules and policies of the Office of University Housing, Office of Residential Life, Office of Student Rights and Responsibilities, and the University. University, at its sole discretion, may terminate this Contract if the Student engages in any misconduct, academic or otherwise, as defined in the Code of Student Conduct or departmental rules and policies including the Housing handbook.
20. **SMOKING PROHIBITED.** The University is a smoke-free campus. Smoking is not permitted anywhere on University property.
21. **ALCOHOL, ILLEGAL DRUGS, EXPLOSIVES AND GUNS.** All weapons (including but not limited to firearms, BB guns, pellet guns, air pistols, and paint guns), pets, alcohol, illegal drugs, and explosives are prohibited in University residence halls and apartment complexes. Any violation of this provision shall result in immediate eviction and termination of this Contract. If evicted pursuant to such a violation, Student will not be entitled to a refund of any rental payments made and full rents due for the Term of this Contract will still apply.
22. **PETS.** Pets are not allowed within the residence halls or apartment complexes. Service animals are not defined as pets. Service animals must be registered with the Office of Disability Services. Emotional Support Animals must be preapproved through the ESA Approval process which can be found on the Housing website. The deadline to apply to have an ESA in the residence halls/apartments is as follows: Fall semester: August 10 or October 10, Spring semester: January 10 or March 10, or Summer semester: May 10.
23. **EQUIPMENT MALFUNCTIONS.** In the event of a malfunction of mechanical equipment in the residence hall or apartment, University personnel shall make every effort to restore operations as soon as possible. Partial refunds of rent will not be made for suspension of services caused by equipment malfunctions. If suspension of service is prolonged, the Office of University Housing at its sole discretion may terminate this Contract and refund the remaining portion of the semester rent. If a particular malfunction continues for more than 10 days, Student may request to be moved to another room. University will make every effort to reassign the Student provided space is available. If Student is reassigned to another residence hall or apartment, Student will be charged or refunded any difference in rates.
24. **SAFETY HAZARD.** University, at its sole discretion, may terminate this Contract without prior notice if it reasonably believes that Student's continued occupancy presents a safety hazard to the Student or others or that it is detrimental or disruptive to others.
25. **LIABILITY FOR DAMAGES OR LOSS.** Student is liable for and shall pay for any damage Student or Student's guest(s) cause to University property. Student may also be held liable for and may be required to pay a share of damages to Student's assigned residence hall or apartment complex that occur in public spaces within the residence hall or apartment complex such as but not limited to room number plates and exit signs being vandalized, wall, floor or ceiling damage, or any other forms of damage to the buildings. This includes the failure to report any maintenance issue to the residence life staff within a timely manner. The University assumes no responsibility and shall not be liable for any loss of or damage to Student's personal property. The University strongly recommends renter's insurance be purchased for all personal items.
26. **PROPERTY.** Upon termination of this Contract, all personal property and refuse in the room belonging to Student or others must be removed from University property. Student will be charged \$300 for removal and disposal of any property or refuse. Further, the Student hereby agrees to hold the University, its agents, employees, and contractors harmless for any loss or damage of personal property remaining on University property after termination of this Contract. Further, the Student agrees to indemnify and defend the University, its agents, employees, and contractors as to any suits, claims, or demands alleging loss or damage of property of others that was left in the Student's room or suite or in the Student's possession, custody, or control.
27. **PUBLIC HEALTH AND SAFETY SPECIFIC TERMS.**
 - a. Code of Student Conduct. Student is required to be familiar with, stay current with, and abide by the terms and conditions of the Code of Student Conduct's COVID-19 and Public Health Informed Policies: <https://studentrights.louisiana.edu/student-conduct/code-conduct>.
 - b. On Campus Living Handbook. This Section 27 shall be incorporated into the On Campus Living Handbook and will be applicable to all residential students.
 - c. Evolving Guidance. As policies and guidelines related to specific health and safety guidance change based on state, local, and University mandates, the Office of University Housing will notify residential students of any and all changes that may affect the Contract and the On Campus Living Handbook
 - d. Relocation. Pursuant to de-densifying efforts that may need to be made by the University, residential students are required to comply with any de-densifying efforts needed on campus due to COVID or other public health emergency, including, but not limited to, the relocation of all or some residential students to alternative housing. Should Student be relocated by the University, relocation shall not constitute a termination of Student's Contract. In the event Student must be relocated as part of a de-densifying strategy due to public

health concerns for an extended period of time and alternative housing is not available, the University will offer impacted residents fair and reasonable reimbursement as appropriate and based on information available at that time.

e. Dining Services. Dining service, including where and how it will be offered to Student, is subject to the discretion of the University and is subject to modification to address public health concerns. Due to health and safety guidance adopted by the University, University may limit the occupancy of dining halls, limit the amount of time students may remain within dining halls, or make other operational adjustments needed to address health and safety concerns. If Student should be required to quarantine or self-isolate on-campus pursuant to the Code of Student Conduct's COVID-19 and Public Health Informed Policies, Student is responsible for arranging meals for the duration of Student's quarantine or self-isolation.

f. Cleaning. Office of University Housing will continue to implement and modify its cleaning protocols to address COVID-19 or other public health emergencies in the interest of minimizing the spread of disease. Office of University Housing will educate and inform Student on appropriate cleaning protocols within Student's assigned space to reduce the spread of COVID-19 within residence halls and apartments and Student shall follow any and all such cleaning protocols.

g. Termination. Upon reasonable notice, Office of University Housing reserves the right to terminate housing contracts due to public health emergency needs, including but not limited to, COVID-19. In the event housing contracts are terminated due to a public health emergency, Office of University Housing will offer fair and reasonable reimbursements should Student be impacted as appropriate and based on information available at that time. In the event of a conflict between this Section 27 and the On Campus Living Handbook, this Section 27 will apply.

h. Voluntarily Vacating Residence Hall or Apartment. If Student voluntarily vacates the residence hall or apartment to which Student was assigned in order to attend the University remotely any time during the Term of the Contract, Student will be required to check out with the Office of University Housing, complete a Contract Buyout Form, and take all personal belongings upon vacating. Section 8 herein shall apply upon any student voluntarily vacating a residence hall or apartment during the Term of the Contract. Any personal belongings remaining on University premises forty-eight (48) hours after Student vacates will be considered abandoned and will be disposed of by the University.

i. Emotional Support Animals. If Student has been approved by the University to bring a Service Animal or Emotional Support Animal ("ESA") into University Housing, Student shall at all times adhere to the Centers for Disease Control and Prevention ("CDC") Suggested Guidance for Homes with Household Animals. Furthermore, should Student be required to quarantine or self-isolate pursuant to the Code of Student Conduct's COVID-19 and Public Health Informed Policies, Student shall arrange to have the ESA immediately transferred off University property until Student's quarantine or self-isolation has expired.

Contract Terms Agreement Section

1. By clicking the check box below, I agree that I understand that this is a LEGALLY BINDING CONTRACT. I understand that the conditions set forth in the above CONTRACT for housing and meals for the Academic Year Fall 2025 - Spring 2026 term are non-disputable.
2. I have read the document above and agree that this is a Legally Binding Contract: True
3. By clicking the check box below, I agree that I have READ and AGREE that this CONTRACTED period is for the Academic Year Academic Year Fall 2025 - Spring 2026 term(s): True
4. By clicking the check box below, I agree that I have READ and AGREE to all terms and conditions set forth in the above stated CONTRACT for housing and meals for the Academic Year Fall 2025 - Spring 2026 term.
5. I have read and agree to the Contract Terms and Conditions: True
6. By clicking the check box below, I agree that I DO NOT HAVE, NOR WILL I SIGN A contract with any other entity for housing off campus for the term of Academic Year Fall 2025 - Spring 2026 as long as this contract is in effect. Further more, I also understand that by breaching this agreement I will be held liable for ALL HOUSING and MEAL Charges for the term of this contract.
7. I agree that I do not have, nor will I sign a contract with an off campus entity for the duration of this contract period: True
8. By clicking the check box below, I agree that I understand that this is a CONTRACT for Room and Meals for the contract period of Academic Year Fall 2025 - Spring 2026, and that I have read and understand the RATES associated with room and meals at the University of Louisiana at Lafayette for the term that I have selected. I also understand that, in some extreme cases, I may not receive an assignment until classes begin for the contract period, and that a lack of assignment does NOT void this contract. Contract is for Room and Meals Agreement: True
9. Electronic Signature: Typing in your ULID below serves as an electronic signature. By placing your electronic signature onto this page you are hereby agreeing to abide by the contract terms listed above, along with the terms listed and all rules and regulations set forth by the Office of University Housing's Residence Hall Handbook and the Code of Student Conduct for the contract period Academic Year Academic Year Fall 2025 - Spring 2026.
 - Signature: [Student's ULID]
 - Date/Time of Signature: [Date and Time]

Appendix B

Damage Charges and Fines

Cost shown is minimum charge. All charges and fines are subject to change based on market value.

DAMAGE TO THE LIVING SPACE	COST	DAMAGE/REPLACEMENT OF FURNISHINGS	COST
Wall hole repair <i>(each)</i> - quarter size or smaller	\$20.00	Replacement of bed frame	\$400.00
Wall hole repair <i>(each)</i> - bigger than a quarter	\$50.00	Replacement of chair	\$200.00
Painting of wall <i>(per wall)</i>	\$75.00	Repair or cleaning of chair upholstery	\$75.00
Replacement of electric/cable outlet cover	\$10.00	Replacement of sofa/loveseat	MKT PRICE
Replacement of overhead light fixture	\$200.00	Replacement of desk	\$400.00
Replacement of overhead light cover	\$50.00	Replacement of armoire	\$600.00
Replacement of exit light	\$125.00	Replacement of mattress	\$250.00
Replacement of window screen	\$50.00	Replacement of cabinet door	\$100.00
Replacement of window pane	\$500.00	Unauthorized transfer of furniture <i>(each)</i>	\$75.00
Replacement of window latch	\$100.00		
Replacement of blinds	\$100.00	HEAVY CLEANING REQUIRED	COST
Replacement of exterior door	\$500.00	Cleaning of bedroom/bed space	\$75.00
Replacement of room/apt. door	\$500.00	Cleaning of bathroom	\$150.00
Replacement of interior/closet door	\$500.00	Cleaning of refrigerator <i>(residence hall)</i>	\$25.00
Replacement of closet hardware	\$100.00	Cleaning of refrigerator <i>(apartment)</i>	\$100.00
Replacement of glass interior/exterior door	\$1000.00	Cleaning of stove/oven	\$100.00
Refinish door	\$150.00	Cleaning of adhesive residue <i>(each)</i>	\$25.00
Replace peephole	\$20.00	Removal of markings <i>(each)</i>	\$25.00
Replacement of door lock <i>(lost keys or not returned)</i>	\$200.00	Removal of trash <i>(each bag)</i>	\$50.00
Replacement of broken door key	\$50.00	Removal of abandoned property	\$300.00
Replacement of ceiling tile <i>(each)</i>	\$20.00		
Replacement of floor tile <i>(each)</i>	\$25.00	MISCELLANEOUS	COST
Repair of damaged common area carpet	MKT PRICE	Improper check out	\$50 + \$25/hour
Repair to damaged common area furniture	MKT PRICE	Improper room change	\$100.00
Replacement of towel rack	\$50.00	Room change/room move fee	\$250.00
Replacement of shower curtain rod	\$50.00	Lock out <i>(before 10pm)</i>	\$25.00
Replacement of desk drawer	\$100.00	Lock out <i>(after 10pm)</i>	\$50.00
Replacement of mirror	\$200.00	Second failed health and safety check	\$25.00
Replacement of door number	\$50.00	Third failed health and safety check	\$50.00
Replacement of sink	\$250.00	Smoke detector tampering fine	\$250.00
Replacement of toilet	\$300.00	Pulling fire alarm/false alarm	\$100.00
Unauthorized alteration of plumbing equipment	\$200.00	Improper discharge of fire extinguisher	\$75.00
Door hardware, latches, hinges, closures, locks, etc.	\$200 - \$1000	Improper items on balcony/patio	\$75.00
		Mounted TV	\$300.00
		Unauthorized Animal <i>(per occurrence)</i>	\$300.00
		Unapproved Room Modifications	based on mods.

Note: Any discrepancy from check-in to check-out is subject to damage charges. Damage charges are assessed by a member of the housing administration and are placed on the student's account along with an account hold. All debts to Housing or Residential Life for unpaid rents, damage fees, or fines are to be paid in full before this hold will be removed.

Appendix C

The Heritage Apartments Policies

Welcome to The Heritage at Cajun Village Apartments! Included in this section are important phone numbers, policies, and services available to you. Please keep this as a reference. Take advantage of the amenities that are part of this great new community.

The Heritage at Cajun Village amenities are for the exclusive use of complex residents. To ensure safety and security, every person who enters the amenities areas must show valid identification, which consists of:

- Residents: your Cajun Card
- Guests: must be 18 years of age or older and possess a valid pictured driver's license.

People who do not fall into one of the above categories are not permitted to use the complex amenities. The Heritage at Cajun Village complex is not open to the general public.

Hours of Operation

- Office: Monday – Thursday from 8:00 a.m. – 5:00 p.m. and Friday from 8:00 a.m. – 12:30 p.m., weekends by appointment only
- Main Clubhouse: 8:00 a.m. – 10:00 p.m. (Clubhouse Phone Number: 337.482.1498)
- Fitness Area: 6:00 a.m. – 12:00 a.m.
- Swimming Pool: 10:00 a.m. – 10:00 p.m. (open only during the specified time of year)

The following policies are for the protection and benefit of all to assure the safe use of all the complex amenities. Any failure to comply with these policies could result in University disciplinary action and/or suspension of residents' privilege to use the complex amenities. The policies may be revised as deemed necessary by the complex staff.

Clubhouse

1. Residents are to be with their guest at all times and are responsible for the actions of their guest.
2. All gaming equipment for billiards, shuffleboard, ping pong, and card tables can be checked out at the clubhouse desk. Resident must leave their university ID to receive the gaming equipment. The university ID will be returned when the equipment is returned. The resident will be responsible for any damage caused due to misuse of equipment.
3. The University is a smoke-free campus, therefore no tobacco, smoking, or vaping is allowed anywhere in and within 25 feet of University property
4. All furniture must remain as is and not be removed from the clubhouse.
5. No food or drink is allowed near the billiards tables.
6. Study areas are available on a first-come, first-serve basis for studying purposes only. Please keep this area quiet.
7. Decorations of any kind are not permitted on the walls, windows or fixtures.
8. All clean-up must be completed before leaving the clubhouse area.
9. No cooking is allowed in the dining area of the clubhouse. Food is allowed but the resident is responsible for cleaning up the area before leaving.
10. The University is not responsible for any food/items left in the refrigerator. Anything left in the refrigerator will be thrown away.
11. Alcohol is not allowed in the clubhouse area.
12. The clubhouse and its amenities are for resident use only. It cannot be used for organizational functions or meetings, parties, or business-related activities.

Fitness Center

1. Residents using the fitness center do so at their own risk.
2. Smoking, drinking (except for water in a closed/capped container), and eating are not permitted.
3. Residents should read and strictly adhere to instructions on equipment regarding proper use.
4. Management will not be responsible for loss or damage to any personal property of any kind.
5. Be courteous to others waiting to use the equipment.
6. Undue disturbance in the fitness center will not be allowed. Residents must use headphones for listening purposes.
7. Keep the area neat, clean, and orderly.
8. Residents should not move any exercise apparatus and should return weights/dumbbells to their proper place.
9. Clean the exercise apparatus with the cleaning products supplied in the room.
10. Residents should wear proper exercise clothing as well as proper exercise shoes.

Swimming Pool/Pool Area

In case of an emergency, the emergency phone is located near the clubhouse entrance and provides a 24/7 direct line to ULPD.

1. NO LIFEGUARD ON DUTY AT ANY TIME. SWIM AT YOUR OWN RISK.
2. Hours of Operation: Swimming is permitted only between the hours of 10:00 a.m. and 10:00 p.m. while the pool is open or as otherwise directed by complex staff. Open dates/times are subject to change due to weather conditions. The pool may be closed at any time at the sole discretion of management.
3. The Heritage at Cajun Village resident is allowed one guest at the pool/pool area unless otherwise approved by complex staff.

4. No one under the age of 18 is allowed at the pool or in the pool area.
5. Soap showers are recommended before and after swimming. No person shall be permitted in the pool with bandages, open sores, or wounds. No person having any diseases of the eyes, ears, nose, throat, or skin, or any communicable disease will be permitted in the pool. No spitting or blowing nose is allowed in the pool.
6. No glass or ceramic is allowed in the pool or the pool area.
7. No eating is allowed in or near the pool area. All trash must be disposed of in trash bins.
8. No alcoholic beverages of any kind are allowed in the pool or the pool area. No one under the influence of drugs or alcohol will be allowed to use the pool or the pool area. Any violations of this rule are subject to University disciplinary action through the Student Rights and Responsibilities Office.
9. The University is a smoke-free campus, therefore no tobacco, smoking, or vaping is allowed anywhere in and within 25 feet of University property.
10. No running, pushing, wrestling, shouting, or unnecessary splashing is permitted in the pool area. All persons using the pool and pool area shall comply with the requests of the complex staff as well as any official University staff person respecting manners of personal conduct in and about the pool and pool area. All persons using the pool and pool area must be courteous to others in the pool and pool area.
11. No loudspeakers of any kind are permitted around the pool or pool area without prior approval by the complex staff. If a complaint is received, the complex staff will ask the violator(s) to leave the pool and pool area. The violators may be subject to University disciplinary action.
12. Proper swimwear must be worn while in the pool and the pool area. Cut-offs, gym and casual shorts, and thong bathing suits are not allowed to be worn.
13. Management will not be responsible for loss or damage to any personal property of any kind.
14. No diving allowed at any time.
15. Due to safety concerns, the number of swimmers allowed in the pool at one time is posted near the clubhouse entrance.
16. No animals or pets are allowed in the pool or pool area.
17. No one is allowed in the water during any bad weather, especially during thunder or lightning storms.
18. To ensure safety and discourage trespassers, the entry gates to the pool area must remain locked at all times. Everyone entering the pool area must use designated pool entrances for access. No jumping off the pool fence or apartment patios is allowed.

Apartment/Bedroom Access

Residents must use their university ID to gain access to their apartment. Each resident is responsible for their bedroom key. Residents should not leave apartment/bedroom doors unlocked or with the door propped open at any time. There are fees associated with lockouts and lost key or access card. You will be charged for a lock change regardless of when the lost key is reported. If you are given an override key to your apartment, you must return this key within 48 hours to your Property Manager or CA. There is a fee associated with a lost override key.

Mail/Packages

The Heritage Apartments has its own mail room, and residents are given a PO Box key to check their mail there. Mail and packages should be addressed as shown below. USPS mail will be delivered to the Post Office in the Student Union and then delivered by University Post Office staff once a day to The Heritage Apartments, Monday through Friday. UPS, FedEx, DHL, Amazon, and all other non-USPS deliveries addressed to residents will be delivered to your apartment door. Please be advised that it is best to be available at the time of delivery to prevent theft and ensure the correct location of delivery. University Post Office employees do not handle these packages and all questions regarding non-USPS deliveries should be directed to the individual carriers.

If the resident had a PO Box in the Student Union prior to living at The Heritage, they must return this key to the Post Office in the Student Union. At check-in, the resident will receive a mailbox key for The Heritage mailroom designated to the resident's apartment. This key should be returned at check-out with your room key. A lost PO box key should be reported to your Property Manager, and the fee for the lost key will be assessed, depending on the apartment size.

The Heritage Apartments PO Box Address

Student's Name

PO Box # _____

110 E. Lewis St. Apt # _____

Lafayette, LA 70503

Furniture

All University furnishings MUST be kept inside the apartment. Mishandled/damaged furniture will require restitution for the cost of the property. Residents are required to keep the patios and balconies presentable at all times. This includes keeping this area free from trash, brooms, mops, cigarette butts, barbecue pits, storage bins, and other items. Only presentable patio/balcony furniture (preferably wooden or black wrought iron) is allowed on the patio/balcony. Foldout chairs and plastic furniture sets are not permitted but may be used as long as they are brought back inside when not in use. The Heritage apartment furniture is not weather-resistant and therefore cannot be left on the patio/balconies. Seasonal decorations may be displayed no more than 30 days before the holiday and no more than 5 days after the holiday.

Guest Parking

All cars parked at The Heritage Apartment complex must have a registered parking permit for that residential zone through the Office of Transportation Services. Non-registered vehicles parked in campus lots will be ticketed and are subject to towing. Guests of The Heritage Apartments must park in the hourly parking lot designated for visitors located at the Girard Park Circle Parking Garage. There is no parking in the lot along Johnston Street in front of building 1. Any car parked here will be ticketed.

Maintenance and Work Orders

Only University staff or University-authorized contractors are allowed to conduct maintenance in University apartments. Residents are not permitted to make any repairs and will be fined if found to have made personal repairs. Any maintenance needs should be reported immediately through the Housing Portal. In the event of an emergency, during office hours, contact the complex office and after hours/weekends, contact the CA on duty. Emergencies would include no heat/air conditioning, power outage, vandalism, broken windows, and alarms associated with fire or other disasters.

Outdoor Cooking

Barbecue grills are provided throughout the complex. Outdoor cooking is allowed in these designated common areas only. Residents are responsible for removing all trash. No grills are allowed on patios/balcony areas.

Pets

No pets are allowed unless it is a service animal or an approved emotional support animal. Residents having any pets in the apartment will be subject to possible eviction. Any incident related to the conduct of the service/emotional support animal will be the full responsibility of the owner/handler. There is a fee for animals found in the apartments, even if just visiting, per occurrence or violation. Multiple violations can lead to eviction.

Private Enterprise

Residents are not permitted to operate or promote any personal business for profit within University-owned housing, including residence halls, satellite locations, or apartment communities. This includes, but is not limited to, the sale or solicitation of goods and services such as hair or nails styling, textbooks, tickets, apartment listings, or freelance work. Babysitting or providing childcare services within residential spaces is also strictly prohibited. Additionally, residents may not advertise, market, or promote any business—whether their own or someone else's—within the residential communities by any means, including printed materials, door-to-door solicitation, or digital/social media platforms targeting on-campus residents.

Security

All residents are expected to assume and accept responsibility for the security of their belongings in their apartments and vehicles at the complex. Residents should immediately report any suspicious person/activity to the University Police and/or complex staff. Security cameras have been placed in and around the apartment complex.

Staff Entry Into Apartment/Rooms

The University reserves the right to enter residents' rooms to address emergencies, make repairs, provide pest control, and enforce regulations. Staff members will knock on the door first—if no one responds, staff will identify themselves and then enter the room using a master key. If a room is unlocked and the occupants of the room are not present, the University staff member will lock the room when they leave. The University is sensitive to the privacy of students living in campus housing. However, the relationship of the University to the student is not defined as that of landlord to tenant. Our office tries to give residents 24-hour notice when University personnel or contractors will be entering their living quarters. The University reserves the right for University personnel to enter rooms for the following purposes:

- Maintenance—to check on and/or complete repairs, inspections, inventory, sanitation, furnishings, preventive maintenance, etc.
- Safety—to monitor for missing persons, illnesses, safety, violations of University regulations and/or other rules and laws, etc.
- Welfare—to conduct any search whenever it is felt that the community's or individual's welfare is at issue.
- Inspections—to ensure residential facilities are being regularly and properly cleaned and maintained. An inspection is made of all rooms and apartments at the beginning of each semester and periodically throughout the year. The resident(s) may or may not be present during the inspection. Staff members have the authority to enter the room/apartment even if the resident(s) are not home.
- Room Search—The Director of Property Management or the Director of Residential Life shall determine if the reasonable belief of policy violation and/or imminent harm sufficiently exists to search a student's room or apartment. If reasonable belief is determined, the student will be informed of the basis for the search. If possible, the search will be conducted in the student's presence. However, the student's absence will not prohibit a search. A student living in University residential facilities is not immune from a legal search by law enforcement officers.

Trash Disposal/Removal

Residents are responsible for removing trash from their apartments/rooms and placing it in the dumpsters located throughout the complex. Trash should not be left outside the apartment in the breezeways or placed in the smaller trash cans around the complex.