UNIVERSITY OF ALBERTA

Residence House Rules

Purpose: House Rules are the set of day-to-day living expectations for campus residence communities to meet the unique needs of students living in residence. Building and community specifics are noted within. The House Rules are in place to promote a positive living environment that focuses on academic, personal, and community success.

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Communal Living

Guiding Principles

1) Students living in residence agree to abide by the House Rules when signing their Residence Agreement. Residents are required to review, be familiar with, and uphold the House Rules and other policies that are in place, including the Residence Agreement and Residence Community Standards Policy, including any updates/amendments.
    a) The House Rules may be updated and/or amended from time to time by Residence Services in consultation with Residents Associations of impacted communities as outlined in the University of Alberta Student Participation Process Handbook. Updates and changes are not required to be approved by the General Faculties Council (GFC) or the Board of Governors.
2) Respectful and inclusive behavior is expected by all residents. Our community welcomes students of diverse gender identities/expressions, sexes, ages, races, ethnicities, religions/faiths, abilities, languages, and sexual orientations. Acts of racism, homophobia, transphobia, ableism, sexism or other forms of discrimination do not belong in residence.

Accountability

1) Residents have an active part to play in enhancing the community environment for themselves and others.
2) Residents must practice good judgment and be held accountable for their actions. Accountability can range from apologizing for wrongdoings and committing to changing behavior, to engaging in educational conversations with staff.
3) Residents must present identification (e.g. ONEcard) upon request of a residence staff member for the purpose of documenting interactions and incidents in residence. This is also a requirement under the Student Conduct Policy, schedule B, Section 3.c.
4) Residents are required to review notices and communications from Residence Services and attend any scheduled mandatory meetings hosted by staff.
5) Students in residence cohort groups are expected to be active participants in the programs of that cohort.
6) **Language expectations at Résidence Saint-Jean only:**
    a) Due to the desire to foster strong French-language skills and culture, residents and their Campus Saint-Jean (CSJ) and guests who speak French are expected to speak French at all times, in all areas of the residence, excluding behind closed doors in private rooms, the quiet room, the study room, the Council room or the computer room.

General Rules

Noise

1) **Noise Levels:** It is understood that there may be a reasonable amount of noise associated with living in a communal environment.
    a) **Courtesy hours** are defined by the expectation that residents must make a reasonable effort to limit noise and be respectful of others. Courtesy hours are in effect at all times.
    b) To ensure courtesy hours are implemented at all times, any sound system or accessory that is reasonably expected to create nuisance or disturbances are not permitted in residence.
    c) If any staff member requests a resident to reduce the volume of your activity, you must comply with the request, regardless of the time.
2) **Quiet Hours:** During the specified times below, residents are required to ensure noise does not disturb neighbors and/or roommate(s) in any way. Quiet Hours are enforced to ensure residence is an environment that promotes academic success and student wellness.
    a) **East Campus & Résidence Saint-Jean**
        i) 10:00 pm – 8:00 am on evenings where the following day has scheduled University classes.
        ii) 1:00 am – 10:00 am on evenings where the following day does not have scheduled University classes.
    b) **Lister Residence**
        i) 11:00 pm – 8:00 am on evenings where the following day has scheduled University classes.
        ii) 1:00 am – 10:00 am on evenings where the following day does not have scheduled University classes.
        iii) Libraries and study rooms are 24-hour quiet spaces unless noted otherwise .
3) **Final Exam Period** (December and April): 24-hour Quiet Hours will be in effect during final exam periods, with a break that will be communicated by residence staff, at which time regular noise levels will be permitted.
4) **Concerns About Noise:** Residents are encouraged to self-address noise concerns by politely indicating to the responsible party that the noise level is impacting them. If the responsible party does not agree, or a resident is not comfortable approaching the responsible party, they can refer to the Who To Call webpage for help resolving the concern.

Guests and Visitors

Detailed definitions of a visitor/guest and how long they are allowed to occupy the premises can be found in the Residence Agreement for each residence.

1) Anyone who is invited to, accompanied on, accepted, or admitted to the residence property (which includes but is not limited to all residence buildings, parking lots, and surrounding grounds) is deemed to be a guest of that resident.

2) A resident who facilitates the access (for example, opening of a locked door) of a stranger or a person unaffiliated with Residences to residence property will be deemed to be the host of that person and will be held responsible for that person's behavior as if the person were their guest.
3) Residents are responsible for their guests' behavior whether or not they participate in, condone or are aware of the guests' behavior.
4) **Language expectations in regards to guests at Résidence Saint-Jean only:**
    a) Residents who have non-French speaking guests have to coordinate with their Resident Assistant or professional staff member to obtain an 'anglophone visitor' wristband.
    b) Campus Saint-Jean (CSJ) or French speaking guests are expected to speak French at all times. See section *Accountability 6.a* in this document for more information.

5) Guest restrictions in Lister Residence:

    a) From Move-in Day to the first day of classes external guests are not permitted in Lister Residence (inter-residence guests are allowed), with the exception of those helping a resident move in.

        i) Checkpoint procedures will be in place in Lister Residence

        ii) On Friday and Saturday evenings and on holiday/special occasion evenings between 8 p.m.- 3 a.m. all entries to Lister Residence must go through a Checkpoint entrance, where guests are signed in by their host.

        iii) Residence Services holds the right to modify Checkpoint Procedures throughout the year to meet the needs of the community.

Cleaning & Building Care

Please review the Cleaning & Care Expectations page for information, tips and a clear understanding of the requirements of residents regarding the care and maintenance of your unit.

In recognition that cleanliness standards vary for individuals, Residence Services defines clean and tidy below.

- **Clean** is defined as a space in a reasonably sanitized state, and free of the sight of dirt and strong odors. The space is in a good condition to be comfortably enjoyed by other users.
- **Tidy** is defined as a space that is cared for in a way that it appears neat and orderly and is free of mess and clutter.

1) **Community Cleanliness Expectations:** Residents are expected to contribute to the overall tidiness of Common Spaces, and are responsible for:
    a) Properly disposing of trash produced in the correct location. This includes the size, waste type (plastic, biohazard, paper, and general waste), and location of waste.

b) Refraining from leaving personal items in Common Spaces (such as lounges, kitchens, stairways, and hallways).
c) Act in a way that does not introduce or spread pests in residence.
d) Follow instructions provided by Residence Services staff in regards to cleanliness and upkeep of private and common residence spaces.

2) **Unit Cleanliness Expectations:** Residents are responsible for ensuring the overall cleanliness of Private Spaces. This includes regularly cleaning (e.g. dusting, disinfecting, sweeping, mopping, etc.) your unit.
    a) Residents with roommates should establish a cleaning schedule when filling out the roommate agreement to ensure unit cleanliness is maintained throughout the year. Contact your Resident Assistant if you need assistance with creating a cleaning schedule.
3) **Unit Safety:** Residents are responsible to ensure their units are properly secured and locked when not present in Private Spaces. This includes locking doors to individual rooms and shared spaces in a multi-occupancy unit.
4) **Garbage and Recycling:** Residents are responsible for taking all personal garbage, recycling, and organics to the designated disposal sites outside of each community. Disposal of personal garbage/recycling/organics from your unit in Common Spaces or Public Spaces is not permitted.
5) **Reporting Maintenance, Cleaning, and Pest Concerns:** Residents are required to report all maintenance concerns, pest sightings (e.g. mouse, insect), and cleaning concerns to staff in a timely manner. Concerns should be submitted via a Maintenance Request. If you are not sure who to contact, please email housing@ualberta.ca or talk to your Resident Assistant.
6) **Public View:** Window areas and other areas in public view must be kept free of offensive material and mess. Offensive material is defined as any item that is derogatory, threatening, discriminatory (see Guiding Principles 1.b.), or violates the rights of residents outlined by the Community Standards Policy. Mess is defined as a state beyond reasonable tidiness and cleanliness, includes but is not limited to the display of garbage, cans or bottles.
7) **Posters:** Students must follow both the University Poster Policy, and Residence Services poster procedure before posting on poster boards. Unapproved posters will be removed.
8) **Communal Furnishings:** Furniture provided for the community (in Common Spaces and Public Spaces) must be available for common and public use. Moving community furniture, especially to Private Spaces, is not permitted. Misuse and/or vandalization of residence property is not permitted.
9) **Bicycles, ebikes, electric scooters, and similar items are not permitted in residence buildings, with the exception of transporting to and storing within a proper bike room.**
10) For drone operations please review the Drones webpage for the University of Alberta.

Applicable to residences with communal kitchens and no meal plan (Résidence Saint-Jean, International House, Linden House, Alder House)

1) **Common Chores**

a) All residents shall strive to maintain the kitchen and dining areas (including counters, floors, large, and small electrical appliances) clean and free of debris after each use. To ensure a safe and clean environment, residents shall share the chores of maintaining these areas cleaned by following the chore assignment schedule determined by the Resident Assistant of the community.
b) Residents will participate in a compost disposal schedule determined by the Resident Assistant.

2) **Individual Chores**
   a) Individual residents shall be responsible for washing, drying and storing their own dishes and cooking/baking material in a timely manner.
   b) All members of the community must reasonably observe the Dispute Resolution Process outlined in these House Rules and should report ongoing issues to staff in a timely fashion.

Smudging

1) Students in University of Alberta residences may pray/smudge in their rooms in accordance with the University's Ceremony (Smudging) Guidelines.
2) Any student who wishes to pray/smudge in their room may do so and should let their roommate(s) know (if applicable).

Substances

To ensure our communities are welcoming spaces that promote wellness, the following substance expectations must be followed:

Alcohol

1) Residents are not allowed to participate in any activity or game that promotes the mass consumption of alcohol.
2) Open alcohol is only allowed in Private Spaces. Open alcohol is defined as any alcohol that is not in its original factory seal.
   a) **International House & Résidence Saint-Jean only:**
      i) In addition to Private Spaces, residents are permitted to have reasonable amounts of open alcohol for personal use in kitchens, dining areas (Résidence Saint-Jean only), and lounges.
3) Alcohol may be transported outside a Private Space if it is factory sealed, and in an unidentifiable manner (such as an opaque bag).
4) Functions involving alcohol outside of Private Space require permission from the University as per the University's Alcohol Policy.
5) Consumption and/or possession of common source alcohol (such as kegs, jungle juice mixtures, containers of hard alcohol greater than 100oz such as a Texas mickey, etc.) are not permitted in residence.

6) **Lister Residence only:**
    a) Glass beer, cooler and pre-mixed drink bottles are not permitted in Lister Residence. Wine, liqueurs, and other hard alcohol in glass bottles are permitted.
7) Drinking alcohol in Public Spaces, Common Spaces, or outside of any residence building (such as parking lots, lawns, patios or balconies) is not permitted.
8) Sales, advertising, branding or sponsorship of alcohol on residence property is not permitted.
9) Alcohol must be stored in the resident's Private Space.

Smoking and Vaping

1) Smoking or vaping of any substance is strictly prohibited anywhere inside residence buildings.
2) Transporting tobacco or vaping products and their associated equipment and accessories (such as pipes, bongs, vapes, dab pens, etc.) to designated smoking areas must be done so in a manner that ensures it is undetected in smell and sight. This means items must be transported using stored airtight sealed containers, on your person or in an opaque bag/container.
3) Anyone choosing to smoke or vape must do so outside at least 10 meters away from any entrance, including emergency exit, window, or air intake in compliance with provincial law.

Cannabis

For more information, visit the website Cannabis at the University of Alberta.

1) Cannabis and accessories are not permitted in Common Spaces.
2) Smoking and vaping of cannabis products inside residence buildings is not permitted.
3) Consumption of cannabis in the form of smoking or vaping is only permitted in Designated Smoking Areas on North Campus and Campus Saint-Jean.
4) Smoking and vaping of cannabis products is not permitted at events in residence.
5) Growing cannabis plants in any residence is not permitted.
6) Sales, advertising, branding or sponsorship of cannabis products on residence property is not permitted.
7) Residents are not allowed to participate in any activity or game that promotes the mass consumption of substances such as cannabis or tobacco.
8) **Storage expectations**
    a) All cannabis products and accessories (such as pipes, bongs, vapes, dab pens, papers, etc.) must be stored in a sealed container to prevent odor. This should be done using storage containers such as tupperware and jars that are airtight and made of glass, kept in spaces that are cool and away from direct sunlight. Larger smell proof bags and cases should be used for larger accessories. Cannabis, including edibles, must be clearly labeled in a way that identifies the presence of cannabis in the product.
    b) Cannabis must be stored in the resident's Private Space.
9) Cooking with cannabis or cannabis products is not permitted on any residence property.

Substance Use and Protections

Residents that disclose their concerns and/or help-seeking of their personal substance use, abuse, or dependency to a Residence staff member will receive recovery support and resources. A Breach of Residence Agreement process will not be pursued if the resident raises the concern before such a process begins.

1) Following the disclosure, the student will be expected to meet expectations of follow-up support such as meetings with support staff, and other resources deemed for their health and wellbeing maintained according to Residence expectations.
2) If the student does not reasonably meet expectations of help-seeking, and/or safety follow-up, they may lose protections from outcomes under the Residence Agreement.

Safety

The following outlines expectations related to safety (in addition to those noted in the Residence Agreement):

Fire Safety

1) Tampering with any fire or safety equipment in the residence community (including removing or covering smoke detectors and blocking fire exits) is prohibited.
2) In evacuation emergencies, residents are to evacuate the building using the safest exit available to them, and head to the nearest Muster Point until they are notified by staff that it is safe to re-enter the building.
    a) Muster Points are located on diagrams outside of each elevator, bulletin boards, or building stairwell (where applicable).
2) Ovens and stovetops should not be left unattended while in use.
3) Marked emergency stairwells are limited to evacuation or emergency situation use only.
4) Starting a fire on residence property is expressly prohibited unless it has received the consent and approval of Risk Management Services and Residence Services. This includes the use of fire pits, fireworks, or other large flames.
5) Cooking must be done only in kitchen spaces.

Personal Safety

1) If you are concerned for yourself or another resident, please connect with your Resident Assistant, a Resident Assistant on Shift, or email residence.care@ualberta.ca to connect with a professional staff member.
2) In case of an emergency, call 911 (e.g. medical emergencies, unsafe situations), then advise University of Alberta Protective Services (780.492.5050).

3) To report concerning or urgent but non-emergent situations, call University of Alberta Protective Services (780.492.5050). (e.g., overly-intoxicated individuals, suspicious activity).
4) Report to the Helping Individuals At Risk (HIAR) concerning behaviors of an individual at risk of causing harm to themselves, or at risk of harming others, who is a member of the University community.
5) Residents are required to follow all additional health and safety expectations provided by Residence Services, the University, and any federal, provincial, and municipal legislation, which may fluctuate from time to time. Changes to Residence Services' expectations will be communicated by residence staff.

Dispute Resolution

To promote a positive communal environment, the following outlines expectations related to resolving disputes in residence.

Resident Dispute Process

1) In the event that the behavior of another resident (e.g. neighbor) is impactful, and if it is safe to do so, it is recommended that the impacted party approaches the neighbor they believe is causing the issue in a respectful manner to inform them of the issue and the impact, and request it discontinue. Sometimes when behavior is causing an issue (e.g. noise is impacting the ability to sleep) the responsible party may not be aware of the impact of their actions.
2) Should you be unsafe approaching your neighbour, or find your neighbour to be uncooperative, you can refer to the Who To Call webpage for help resolving the concern.

Roommate Dispute Process

1) Roommates must complete the Mandatory Roommate Agreement with all roommates present once they have all moved into the suite. Links to the Roommate Agreement can be found on the Residence Services website.
    a) Residents are required to redo the Roommate Agreement with those residing in the unit in the event that:
        i) A roommate(s) moves out
        ii) A roommate(s) moves in
2) If roommates experience a dispute regarding their living space or lifestyle, the following steps are expected in pursuit of a mutually-agreeable solution:
    a) Roommates must revisit their Roommate Agreement and consider how earlier expectations impact the dispute.
        i) If the Roommate Agreement was not completed prior to the dispute, it must be completed and practiced for a minimum trial period of 7 days before moving forward.
    b) Roommates/neighbours must speak with each other in an open, honest, and respectful manner. All parties are expected to have and assume good intentions, and attempt to work out the issue(s).

c) If the problem fails to be resolved, roommates/neighbours should consult the Resident Assistant, who will mediate discussions in the hopes of arriving at a resolution to the issue(s).
d) If no other measures work to solve the issue(s), roommates/neighbours will consult with the Senior Resident Assistant or professional staff member to discuss options and resolve the situation.

Note: Room transfers will be considered only as a "last-resort" option and will not take place until the above steps have reasonably been attempted. Exceptions can be made by professional staff in extenuating circumstances.

Terms & Definitions

Residence Spaces

Term	Definition
East Campus	The following residences make up the **East Campus** residence community: ● Alder House and Linden House ● Aspen House and Maple House ● East Campus Sororities and Fraternities ● First Peoples' House Residences: Marge's House, HUB Stairwell 8914, and Elsey's House ● Graduate Residence: Juniper House, Rockress House, Speedwell House, Stonecrop House ● HUB Mall ● International House ● Nîpisîy House ● Peter Lougheed Hall ● Pinecrest House and Tamarack House Please note that some residences may have further guidelines in addition to these House Rules, as applicable to East Campus.

Lister Residence	The following residence towers make up **Lister Residence**: ● Kelsey Hall ● Henday Hall ● Mackenzie Hall ● Schäffer Hall ● Chalifoux Hall ● All spaces that connect the towers and the Lister Complex Please note that some residence floors may have further guidelines in addition to these House Rules, as applicable to Lister Residence.
Private Spaces	**All Residence Communities** ● The bedroom assigned to the resident **East Campus only** ● Areas within a resident's designated unit that are shared with roommates (e.g. the living room, kitchen and bathroom within the suite) ● Designated bathrooms (applicable to Alder and Linden House) **Lister Residence and Résidence Saint-Jean only** ● Private unit washrooms
Common Spaces	**All Residence Communities** ● Resident wings/hallways, elevators, and stairwells (with the exception of the fire escape) ● Community/floor lounges and kitchens ● Building lobbies ● Floor service centers ● Storage and recycling rooms (where applicable) ● Floor washrooms (where applicable) ● Laundry rooms ● Study rooms **East Campus only** ● Balconies, porches, and yards (where applicable) ● East Campus Commons, The Vault, Peter Lougheed Hall Gym, International House Studio and Meeting Room, Nîpisîy House Gym and Multipurpose Room (except when locked or booked for an event) **Lister Residence only** ● Chalifoux Demo Kitchen ● Mackenzie Kitchen ● Kelsey Resource Room ● Residence libraries **Résidence Saint-Jean only** ● Balconies

	● Recreational areas ● Tub rooms ● Quiet room ● Computer room ● Music room ● Fitness room
Public Spaces	**All Residence Communities** ● Entrance ways/vestibules ● Exterior building grounds **East Campus only** ● HUB, Mall level (during operating hours) ● The entire ground floor of Peter Lougheed Hall and Nîpisîy House (during hours indicated), excluding Residence wings, gyms, and games rooms ● Peter Lougheed Hall Dining Room **Lister Residence only** ● The entire ground floor of Lister Center ● The David Tuckey gymnasium ● The University of Alberta conference rooms ● The Marina ● Lister Dining Hall ● The Ship **Résidence Saint-Jean only** ● Patio
Restricted Areas	**All Residence Communities** ● Roofs ● Fire escapes ● Electrical/telephone rooms ● Elevator/machine rooms ● Maintenance and janitorial closets ● Office and business premises (when closed and not for business purposes) ● Dining Services kitchens and loading dock ● Areas restricted or under construction as indicated on posted signage **East Campus only** ● Peter Lougheed Hall 5th floor (Conference Services space) **Résidence Saint-Jean only** ● RSJ Residence Services Office (outside indicated office hours) ● Association des Résidents de la Faculté Saint-Jean (ARFSJ) Executive Council Office ● Storage rooms (123, 124, 126)

Key Terms

Term	Definition
Safe	An environment that is: ● Secure with low risk of physical, mental, emotional harm to the individual and/or others. ● Secure with low risk of harm to personal property. ● Positively promotes individual and communal health and welfare. ● Is free from threats, fear, intimidation, harassment, abuse. ● Is free from pressure to do anything unsafe, coerced, or anything that violates their own rights and/or the rights of another.
Factory sealed	In a state of original manufacturer packaging. In the context of alcohol transported through Common Spaces and Public Spaces, this means singularly sold items must have the seal intact (unopened) or corked.
First Year Residence	A residence building that hosts primarily first-year academic students.
Guest/Visitor	A guest or visitor is any individual without a current Residence Agreement or employment with Residence and is visiting Residence under a resident's permission. Guests/visitors may include family, friends, and others that are under a resident's responsibility as a guest in residence.

Clean	A space in a reasonably sanitized state, and free of the sight of dirt and strong odors. The space is in a good condition to be comfortably used by other community members.
Tidy	A space that is cared for in a way that it appears neat and orderly and is free of mess and clutter.
Offensive Material	Any item (such as a poster or flag) that is derogatory, threatening, discriminatory (see Guiding Principles 1.b.), or violates the rights of residents outlined in the Community Standards Policy. Offensive material can also be displayed in virtual environments.
Mess	A state beyond reasonable tidiness and cleanliness, that could be hazardous to users and/or cause damage to facilities, including but is not limited to the display of garbage, cans or bottles.