WOFFORD COLLEGE
Office of Residence Life
Village Apartment Housing Contract

Preamble: “Living in Wofford’s Village Apartments is considered a privilege, not a right. The highest standards of conduct, cleanliness, and decorum are expected. Persons failing to meet these expectations will lose the privilege of residing in these houses.”

All Wofford College policies apply to all residents in the Village apartments. A complete copy of the policies is available online. All resident students must sign a Wofford College Housing Contract to live in college housing. Students who choose to live in the Village apartments must agreed to live by the additional policies listed in this contract, and they must sign this second contract which will be kept in the Student Affairs office. Any student who does not want to live by these policies will be reassigned to housing in residence hall or may move off campus.

Property Liability: Wofford College recommends that students and/or their parents cover belongings with the appropriate insurance. Wofford cannot take responsibility for lost, stolen, or damaged property.

Alterations: Residents and/or their parents or guests shall not make any alterations, additions, improvements or changes to the apartments. This includes, but is not limited to, putting holes in the walls/ceilings, installing wall shelving, painting the walls, ceiling, furniture or fixtures, wall papering, putting contact paper in drawers or cabinets, applying stickers to walls, windows, or furniture, installing ceiling fans, making lighting alterations, inserting window air conditioning units, or heaters with exposed heating elements. Students should not drill through walls for wiring or other purposes. Floors should not be altered in any way with the exception of area rugs. Alterations can result in substantial fines.

The following items are prohibited: halogen lamps, additional beds, live trees (Christmas), candles, other open flames, dart boards (including magnetic dart boards) and hammocks. Each resident is allowed a small refrigerator in their bedroom that may be used in addition to the large refrigerator provided.

Residents will be held responsible for all furniture in the apartment and will be charged if it is not present at the end of the academic term or when the student vacates the apartment.

No outside or inside construction is permitted without written permission from either the Director of Residence Life or the Director of Physical Plant.
Rules and Regulations

- The apartments will be inspected for cleanliness during Health and Safety Inspections each term and before the following breaks: Thanksgiving, Winter and Spring Breaks and once during Interim. Inspections are announced in advance. Failing an inspection will result in fines and a 48-hour period to correct problems before re-inspection.
- Residents of the Apartments are required to keep the apartments, porches and stairwells clean and provide their own cleaning materials. Residents may obtain toilet paper and small trash bags from Wightman and Lesesne Halls.
- All residents are required to remove trash and recyclable materials and deposit them in the appropriate containers located behind the houses in designated locations. Students must ensure that trash can lids are securely fastened after depositing bags into the receptacles. Bags of trash are not allowed to remain on the porches or in the stairwells. Failure to dispose of trash promptly and in secure bags will result in disciplinary action. Throwing trash is strictly prohibited. When moving out of the apartments at the end of the academic year, trash and unwanted items that do not fit in a single can must be taken to the nearest dumpster.
- Residents of the apartments are responsible for all guests and persons found in their apartments.
- Residents are not allowed to have overnight guests for an extended period.
- Residents must respond cooperatively to Campus Safety officers and Residence Life staff.
- Throwing or dropping any objects whatsoever off the porch or from the windows of the apartment is not allowed. Residents will face disciplinary action and/or possible eviction for such incidents.
- Residents are responsible for keeping porch areas and stairwells attractive, healthful and pest free.
- Porches should be swept regularly and are not to be used as storage areas for personal items (clothes, shoes, camping gear, etc)
- Porch style furniture is allowed, but upholstered furniture is not. All College-issued furniture must stay indoors.
- While stairways are cleaned by the Housekeeping Staff once a week, trash and rubbish deposited anywhere other than the available receptacles will result in fines for the entire building. Residents are strongly encouraged to assist the College by keeping the stairwells clean. Stairwells that are carpeted may be vacuumed by residents in the building. Residents may decorate the stairwells tastefully.
- Fire regulations prohibit bicycles, scooters, motorcycles and other conveyances from being chained to or parked on stairwells, porches and handicap ramps. Residents are reminded to use the bike racks placed around the Village.
- Cooking out on porches is not allowed. Both indoor and outdoor grills are prohibited in or around college buildings. Community grills (charcoal use only) will be located at different locations around “The Village”. Residents must supply their own grilling supplies for use with the community grills. Grills found by college staff will be confiscated.
- Digging and planting in the college gardens is not permitted.
- Residents are encouraged to use the potting shed to pot flowers for their porches.
• No flags, laundry, clothing or other items can be hung from the windows, the porches or the roofs.
• No pets are allowed in the apartments except for small aquarium fish in tanks smaller than 10 gallons. Residents found with pets will pay a $75 per day fine, and they reimburse the College for any expenses required for cleaning up after the pets. Family pets are not allowed to stay overnight in the apartments.
• Students are expected not to feed stray animals on campus or lay out food for animals in any location on campus. This includes feeders of any kind.
• Homemade bunk beds and lofts are not permitted in the apartments.
• Roofs and ledges of all buildings are “off limits.” Fines of $100.00 per person may be imposed on violators among other sanctions deemed appropriate by the Residence Life Staff.
• Exterior doors of apartments should NOT be propped at any time.
• Hitting golf balls (including plastic golf balls) is not allowed.
• Smoking is NOT allowed within the apartments or in the interior stairwells. Smoking is allowed on the porches by agreement of the residents of the building but cigarette butts must be disposed of properly and not be dropped on the porches or ground. **Residents are responsible for providing their own ash trays.**
• If cigarette butts are found on a porch or in the grass around an apartment, the residents of the apartment in the nearest building will be held accountable. The sanctions for the first offense for cigarette butts is a $50 fine, the second offense is a $100 fine and community restitution hours, and the third offense will be removal from the apartments.
• Students should not disable smoke detectors or tamper with fire equipment in any way. Tampering with fire equipment will cause the fire alarm system to initiate and dispatch the local fire department. Students who cause a fire alarm due to tampering with fire equipment will be fined for the full cost of the dispatch and may face reassignment.
• Windows are to remain closed for security reasons. The sanctions for the first offense for an open window is a $50 fine, the second offense is a $100 fine, and the third offense will be removal from the college apartments.
• Residents are required to participate in at least one Village Clean Up Day per semester.
• Residents must comply with the Wofford College Beverage Alcohol and Drug Policy including but not limited to the following:

  1. Common containers of alcohol, including, but not limited to kegs, party balls, ice luges, pony kegs and funnels are prohibited. Drinking games such as beer pong are not permitted. **Beer pong tables are not allowed (and will be confiscated) and the apartment will be charged a $75 fine.** Additionally, any other container being used for the purpose of a common container will be treated as such. There will be no warnings for violations of this rule. Violations will result in fines and disciplinary action.
  2. Alcohol is allowed in apartments and on porch areas for legal aged residents but is strictly prohibited on the grounds of the apartments (i.e. courtyards, roadway, sidewalks, stairwells, etc). Alcohol being consumed on porch must be in a cup or container. In accordance with South Carolina state law, residents may not consume alcohol from beer
or liquor bottles or cans while on the porch. The “Village” is not an open consumption area except when designated for special college events. If all residents of an apartment are of legal age, alcohol can be stored in the common refrigerator and kitchen. However, if there is an underage resident living in the apartment, all legal aged residents must store alcohol in their bedrooms and always be in the presence of their alcohol when in the common area and on porch.

3. All Parties must be registered with the Residence Life Office by submitting the party registration form by 12 noon on Thursdays for weekend parties and 24 hours in advance for weekday parties. This form may be obtained from the Residence Life Office or online. In addition, Campus Safety and Residence Life Officials reserve the right to shut down a party at any time. A party is defined as more than 16 people including residents of the house being present within the house at one time. The maximum number of people allowed in an apartment for a registered party is 35. The maximum number of people allowed on a porch during a registered party is 20, unless otherwise posted. If at any time a resident has guests over for a spontaneous gathering and the number exceeds 16, the resident MUST contact the RA on duty IMMEDIATELY. The RA on duty will then in turn alert Campus Safety and the RD on call. Students are reminded that quiet hours start at 10pm each night and all parties must end no later than 2:00 am.

4. Students wanting to have an event on the lawn that includes alcohol must register it as a social event with the Dean of Students.

5. Residents of any apartment in which students or guests are found possessing, using or distributing illegal drugs or drugs prescribed to other individuals may be asked to vacate an apartment within 24 hours of the drugs being found.

These policies apply to the exterior and interiors of the apartments unless otherwise stated. Therefore, failure of residents to observe and abide by these policies will result in disciplinary action and/or possible eviction. Members of the Wofford College staff will monitor the outdoor Village areas, the stairwells and the porches on a regular basis. Any violations of College policies will be documented.

1. The first violation will result in the residents being given a formal warning.
2. A second violation will result in the resident being fined and serving community restitution hours determined by the Director of Residence Life.
3. A third violation will result in students being reassigned to other residence halls or being evicted from college housing.

In addition to these set policies, students are expected to abide the Student Code of Rights and Responsibilities and all College Policies. The only exception is apartment residents being allowed to use toasters, toaster ovens and George Foreman Grills. At any time, these policies may be changed or updated by the Office of Residence Life or Dean of Students. Apartment residents will be notified via email within 24 hours of changes or updates to these policies.

I have read and understood the above policies and agree to abide by them.

Printed Name _____________________________ Signature Date _____________________________