EFFECTIVE DATES OF CONTRACT
This contract will become effective when signed and the terms are applicable in any Reed College-owned housing. Payment or acceptable arrangements must be made before the first day of classes on Monday, August 31, 2015. The signed contract is effective for a full academic year. The contract provides housing for:
  - returning students: Friday, August 28, 2015 – Friday, December 18, 2015
  - spring semester 2016: all students: Friday, January 15, 2016 – Tuesday, May 17, 2016

Early move-in to Reed College housing before the contracted date will not be granted.

ROOM FEES
The room costs for the 2015 – 2016 academic year are:
  - residence hall/house room: $6,570
  - one bedroom apartment: $8,460
  - two bedroom apartment: $7,320

BOARD PLAN
For fall semester, board begins with dinner on Tuesday, August 25, 2015 and ends with lunch on Friday, December 18, 2015. For spring semester, board officially begins with dinner on Sunday, January 24, 2016 and ends with lunch on Tuesday, May 17, 2016. Limited food services are provided over breaks. Specifics of the meal plan are covered under Dining at Reed, which can be found here: http://www.reed.edu/res_life/living_at_reed/food_service.html and http://www.reed.edu/res_life/on_campus/contracts

Students residing in the residence halls are required to be on a board plan. The College provides the option of being off board in the College apartments and co-ops. First-year students are generally not allowed to live in the College apartments or co-ops.

The board plan costs for the 2015 – 2016 academic year are:
  - Board Plan A: $6,410
  - Board Plan B: $6,020
  - Board Plan C: $5,510

HONOR PRINCIPLE
The student senate and the faculty approved the following resolution (2000):
We declare our commitment to responsible and honorable conduct in academic and community affairs, and we reaffirm one another’s rights to freedom of inquiry and expression in coursework, scholarship, and the day-to-day life of the Reed Community. In keeping with this declaration, we understand that all members of the community endeavor to be honest in every aspect of academic and community life.

We also understand that a commitment to responsible and honorable conduct means that members of the community should behave in a way that does not cause unnecessary embarrassment, discomfort or injury to other individuals or to the community as a whole. Alleged honor violations, except for those pertaining to academic dishonesty, should be resolved by mediation or other judicial processes, whichever is appropriate; cases pertaining to academic dishonesty shall be adjudicated as per the Faculty Code. When specific rules and policies have been duly enacted in the best interests of the community, community members are on their honor to respect those rules and policies, and to accept any mediated consequence or judicial sanction should the violation of a rule or policy result in unnecessary embarrassment, discomfort, or injury to other individuals or to the community as a whole.

Living in the Reed College community confers upon the members thereof certain benefits and responsibilities. The policies and guidelines listed here have been established over the years to coincide with the honor principle, to prevent, and, when necessary, to address problems, meet fire code and safety regulations, to clarify this business transaction, to protect the College's property, and to create an inclusive and supportive living environment for all who live on campus.

The honor principle applies to this contract in two ways: students’ conduct should demonstrate respect for other individuals and for the community as a whole, and not cause any unnecessary embarrassment, discomfort, or injury; and, students are expected to comply with the policies outlined here and in other documents that pertain to living on campus. By signing a housing contract with Reed College, students are agreeing to abide by the contract’s specifications and guidelines in upholding the rights and responsibilities that come with living on campus.
OCCUPANCY GUIDELINES

- The student to whom a specific college residence is leased is responsible for any failure to follow the requirements of the Housing Contract within the space leased to the student, which may include any violations by guests. Residents are expected to take reasonable care in monitoring the actions of guests.

- Reed College housing is for currently registered Reed College students only. If a resident moves to a non-student status, they are generally given three days to vacate their Reed College-owned housing.

- The College does its utmost to provide housing to all entering full-time first-year students. However, preference for housing is given to those entering full-time first-year students whose application for housing are received by June 15.

- While Reed attempts to provide housing to all new students, the College reserves the right to deny College housing to any student, on a case-by-case basis, where the protection of health or safety of the student or others may justify such denial. Upper-class students apply to live on campus at the end of the prior spring semester on a space-available basis through a lottery. A portion of rooms is reserved for incoming students and is not available during the housing lottery.

- Student room charges are not affected by whether a room is at occupancy.

- A resident contract is for a space in a residence hall, house, or apartment, but not for a specific room or roommate. The College reserves the right to assign roommates, reassign students who are without roommates, change room assignments, and/or use a room when it is not occupied.

- A resident may not sell, transfer, or sublet any portion of the space covered by his or her contract to any other person. If the College becomes aware of such behavior, the student(s) involved can generally expect their contract to be administratively terminated and subject to the Refund terms detailed below. The College also reserves the right to bring an honor case against the students involved.

- Residents not enrolled for spring semester must vacate their rooms by the posted closing date/time at the end of fall semester, or by the date determined at the time of a leave of absence, if taken. Personal possessions must be removed from the room at the time of move-out.

- Residents can expect to be charged a $50 per hour fee for not vacating the building by the posted closing date and time, up to 5 pm on the closing day. In addition, after 5 pm on the closing date any resident who does not vacate their room can expect to be charged an additional $50 per day fee.

- Reed College reserves the right to close Reed College-owned housing during winter and summer breaks.

- Residents are responsible for removing personal belongings from their room when they move out. If a resident does not remove their belongings, the items will be packed and shipped to the resident’s listed permanent address unless another address is provided, and the resident will be responsible for the cost of shipping. There will also be an additional fee for staff labor. The College is not responsible for any damage or costs associated with loss, storage, or shipping of a resident’s personal property.

TERMINATION OF CONTRACT BY THE STUDENT

Student housing contracts may be terminated by:

1) Canceling the contract prior to the cancellation deadline: Residents desiring to terminate their housing contract must do so in writing on or before May 1, 2015 for a full-year contract beginning in the fall semester of the same year. Residents desiring to terminate a single semester spring contract prior to the beginning of the spring semester must do so in writing on or before January 25, 2016 for spring semester contracts beginning in the same year. After May 1, 2015 (or after January 25, 2016 for spring only-contracts), students desiring to terminate their contracts must submit a petition for approval (see below for more information).

2) Submitting a petition after the cancellation deadline: A petition for housing contract termination is considered when conditions exist that originated after the housing contract was signed, and over which the student has little or no control. A decision to grant the petition to cancel the housing contract after the cancellation deadline is only made in exceptional circumstances. The student must document the exceptional circumstance(s) in a petition that must be submitted to the Residence Life office. Generally, a student is not released from a contract until the date upon which a petition is favorably decided. Due to the College’s policy of generally meeting full financial need, financial hardship is not normally considered to be an exceptional circumstance. Petition instructions for the housing contract and the board plan can be found on the Residence Life webpage: [http://www.reed.edu/res_life/on_campus/petition.html](http://www.reed.edu/res_life/on_campus/petition.html). Information about the appeals process can also be found on the petition information website.

TERMINATION OF CONTRACT BY THE COLLEGE

The College may terminate a housing contract through one of the following provisions:

1) Academic status change termination: If the resident withdraws, takes a leave of absence or medical leave of absence, graduates, or otherwise ceases to be a regularly enrolled student at Reed College, the housing contract is terminated by the Residence Life office,
on the date agreed upon by the student and a Residence Life office staff member or three days after the change of student enrollment status, whichever comes first, unless otherwise agreed to by the College in writing.

2) **Termination by the College President:** The Alcohol and Other Drug Review Panel, Judicial Board, Temporary Hearing Board, Sexual Misconduct Board, and Appeals Board have the ability to recommend to the Reed College President or their designee termination of a student’s housing contract for violations of the honor principle or other community governance policies. (Refer to the Judicial Board and Sexual Misconduct Board codes and AODRP guidelines, which can be found on the community server on the Reed College computer network. An overview can be found here: http://www.reed.edu/honor_principle/j_board/index.html.) Any final decision by the President or their designee that terminates the housing contract is generally effective immediately upon issuance of said final decision.

3) **Administrative termination:** The College may deem it necessary to terminate the housing contract for non-compliance with any of the provisions of the contract or College policy, including any additional guidelines (as defined below), or for non-compliance with the health and fire safety provisions.

Administrative termination of the housing contract may occur independently of the College’s honor process. Actions that may result in Administrative termination of the housing contract may include, but are not limited to, the following:

- Egregious conduct that threatens the safety of the resident, the College’s property, community members, or community members’ property
- Evidence of illegal drug possession, distribution, or use in Reed College-owned housing, entry ways or external housing structures, and/or multiple violations of the College Alcohol and Other Drug Policy
- Repeated violations of the Residence Life smoking policy detailed in the housing contract
- Repeated instances of disruptive behavior (including noise) in Reed College-owned housing.
- Incidents of non-cooperation with Community Safety or Residence Life staff

In cases where the possibility of an Administrative termination is imminent, notice to the affected resident that action affecting their housing contract is being considered typically will be attempted. The Assistant Dean of Students for Residence Life or the Associate Dean of Students for Student & Campus Life (SCL) may invite the resident to discuss the matter. Should the College administratively terminate the contract, residents typically will be provided with notice in writing and/or in person. This notification is intended to inform the resident of the basis of the housing contract termination, and a timeline within which to vacate the Reed College-owned housing.

Within 24 hours of the issuance of a notice to vacate, residents may appeal the decision to terminate the contract by providing to the Residence Life Appeals Committee (RLAC) any additional information they believe may have bearing on the situation. The RLAC generally consists of three Deans or Directors from Student Services and one student House Advisor. After notification of the RLAC’s decision, the student may make a final appeal to the Vice President and Dean of Student Services or their designee.

In the event the conduct or behavior of a resident is of a serious nature and warrants immediate action, the Vice President and Dean of Student Services (or their designee) has the ability to issue a notice to vacate immediately and/or temporarily prohibit the resident from entering Reed College-owned housing and/or the campus. The notice to vacate and of exclusion may remain in effect until Judicial and/or Sexual Misconduct Board hearing is concluded (if a case is brought to a hearing board) or the Vice President and Dean of Student Services (or their designee) determines to lift the restrictions or administratively terminate the resident’s housing contract.

**REFUNDS**

If a resident’s housing contract is terminated for any of the reasons outlined above, the College uses the following guidelines in determining a refund, less any sums owed for damages, keys, violations, or other charges:

a) In the case of a contract termination due to exceptional circumstances, medical leave of absence, withdrawal, or a leave of absence, refunds are given on a daily prorated amount for room and/or board according to the initiated date of the termination, or the date of actual move-out, whichever occurs later. The business office determines the prorated amount. Please review Dining at Reed for specifics about the board plan: http://www.reed.edu/res_life/living_at_reed/food_service.html

b) The College reserves the right to withhold a refund from any resident whose contract has been administratively terminated or terminated by the College President, or who has been dismissed or suspended from the College. In such cases the resident remains responsible for fulfilling the current semester financial obligations for the room portion of the contract as well as a $250 contract cancelation fee. If applicable, the student will receive a pro-rated refund for their board plan. In exceptional circumstances, the College reserves the right to hold the student responsible for the financial terms of the contract for the full academic year. The Vice President and Dean of Students or their designee, in their sole discretion will determine if a situation is exceptional.
Any appeal related to Refunds should be directed to the Residence Life Appeals Committee (RLAC). Refer to the Administrative Termination section of the contract for additional details.

KEYS
To provide consistent security, resident cooperation in the careful distribution, use, and collection of keys is essential. Facilities staff manages the keys.

If a resident does not pick up their room key within two weeks after the beginning of the semester the College reserves the right to administratively terminate the resident’s housing contract. Residence Life generally will attempt to contact the student and provide a timeline to respond before action is taken.

Residents must promptly return their room key to the Physical Plant if their contracts are terminated, they change rooms during the academic year, or when requested by Residence Life staff. Otherwise, keys must be returned on or before the final occupancy date for the spring semester.

Residents who fail to return their key to the College by the assigned due date, as noted on the key request form, or three days after the approved date of a room change, whichever occurs earlier, will be charged $50 by Facilities for a lock change. If a room key is lost, the resident should report the loss to Facilities immediately. In the case of lost keys and/or failure to return the key when requested, the lock will be changed, a replacement key issued, and a $50 charge will be billed to the resident’s account.

Residents locked out of their room may make a request to Community Safety to unlock their door up to five times a semester without penalty. After five lockouts the College will assume that the key has been lost and a lock change will be ordered at a $50 charge to the student.

FURNISHINGS AND DAMAGES
The College furnishes each bedroom with a single bed, desk, chair, overhead light, bureau, bookshelf, closet or wardrobe, and window coverings. The College provides a sofa, loveseat, coffee table, dining table and chairs for the living room of each apartment. Residents must provide their own study lamps, rugs, linens, mirror, and other furnishings as desired.

At the beginning of fall semester, and whenever a room change occurs throughout the year, residents must sign off on an inventory of furnishings and condition of their living space. The inventory is completed by a College staff member and then reviewed by the occupant through the housing portal. The resident confirming the condition of the room accepts full responsibility for the care of their living space for the duration of the contract term. If a resident does not sign off on the inventory within two weeks of moving into the space, the resident agrees and is held responsible for the stated condition of the living space. Residents are held financially responsible for any changes in the condition of their living space, including fixtures and college furniture, beyond normal wear and tear when they vacate housing. Residents are also liable for any accidental damage to their room that results from personal items brought into the room. Residents or their parents are encouraged to carry appropriate personal property insurance to cover losses or damages to their own possessions.

Residents are not allowed to remove furniture from their living space at any time. If a resident moves furniture, the resident must return it to the original location or the resident will be charged a fee for replacing the furniture.

ROOM ALTERATION
Alterations to living space, doors, or any public area or common space are not permitted. Alterations may include, but are not limited to, painting, drawing, chalking, and carving. If residents believe that their rooms are in need of painting or repair, they should speak with Residence Life staff. Residents who paint rooms, doors, furnishings, or common areas or otherwise substantially alter the appearance or structure of college property without permission are charged the cost of restoration or replacement. Residents who wish to paint murals in common areas must have the design and materials approved in writing by the Residence Life office and the Director of Facilities Services.

ROOM CHANGE
Residents must first speak with their House Advisor(s), and then their Resident Director to discuss the possibility of a room change. They should also reference the room change FAQ website for more details on Residence Life’s philosophy and practices regarding room changes: http://www.reed.edu/res_life/on_campus/roomchanges.html. After a discussion with their HA and RD, residents may be referred to the Director of Housing or designee for a possible room change. Room change requests are granted based on availability and rationale for the request, among other factors. Not all room change requests are granted. The College reserves the right to reassign residents to new or different spaces that are unoccupied. In a double occupancy room, the College reserves the right to assign any student to a double if one bed space is vacant.

ROOM ENTRY
The College balances respect for residents’ privacy with a commitment to maintaining a safe living environment that is inclusive and conducive to Reed College’s academic mission. The College reserves the right to enter all individual living spaces within Reed College-owned housing at any time without prior notice. Entry may be used to complete maintenance or repairs, to protect personal and College property, to respond to an emergency, to respond to or investigate possible violations of the College’s policies, to investigate the cause of fire system alarms, and for periodic fire safety inspections without notice. If a College staff member needs to enter a living space for other non-urgent reasons, an attempt is made to notify the resident at least 24 hours in advance. In the circumstance the College needs to enter a living space immediately, a note of entry will be left if the resident is not present at the time.

HEALTH AND FIRE SAFETY
The terms of the Health and Safety portion of the contract are applicable to the use of any space within Reed College-owned housing, including commons areas, and are not limited to a specific room. The burning of any material, including candles and incense, is prohibited. Residents found burning substances in Reed College-owned housing or misusing or tampering with fire safety equipment (including covering smoke detectors, the removal of smoke detectors or door closures) may be fined $100 per incident and/or required to complete residence hall specific community service or a topic-specific community program. The College’s Alcohol and Other Drug (AOD) Policy also defines tampering with smoke detectors as a serious AOD violation. Hanging objects from fire sprinkler pipes or blocking sprinkler heads is prohibited. Depending on the severity or frequency of the violation, further action may also occur, including, but not limited to, the honor process or administrative termination of the housing contract.

Because of fire code requirements the following are not permitted: hot plates, space heaters without automatic shut offs, halogen lamps without safety cages, and string lights that are not commercial grade. Power strips with internal fuses are permitted, but putting two power strips together (daisy-chaining) is not permitted.

No hazardous materials of any kind may be used or stored in Reed College-owned housing. This includes flammable materials such as white gas and propane, corrosives such as acids and bases, or any chemical that could harm or injure roommates, other residents, Reed College employees, guests, and others. Students may face fire inspection fines for any fire code violations.

Corridors must be kept free of garbage and personal property, including bicycles, motorcycles, and furniture. No motorcycles or scooters are allowed inside. Community Safety or Facilities Services may impound these items.

Residents are not permitted on the roof or on the outside ledge of any Reed College-owned housing.

Residents and their guests must vacate Reed College-owned housing in the event of a fire alarm. Failure to do so may result in a fine and/or administrative action.

CLEANING AND MAINTAINING A LIVING SPACE
Residents are responsible for maintaining the condition of their living spaces and cleaning them regularly. Residents who reside in Reed College-owned housing agree to cooperate with College staff when room repairs, maintenance, painting, pest control, and/or cleanings are required. For planned projects of this nature, residents will be given notice and expected to comply with instructions. The College will generally make reasonable attempts to inform the student of the potential consequences of noncompliance and reserves the right to administratively terminate the housing contract in extreme circumstances, for example, repeated failures to cooperate with College staff to allow necessary maintenance, repairs and projects. Failure of the resident to timely notify Residence Life or Facilities or to take immediate action regarding maintenance and pest control issues on College property will generally result in the resident being charged for damages, repairs, and services that are caused by the resident’s failure to report or take action. The resident agrees to follow all College directives in order to eradicate pests, including bed bugs. This may include living space preparation, clothes laundering, and leaving or remaining in the bed space for a period of time.

If residents need assistance with maintenance or housekeeping matters they should contact Facilities Services or the Residence Life office. When Facilities Services and/or Residence Life staff is contacted about a service request, residents will be deemed to have agreed to immediate entry without any advance notice. Generally, a note indicating entry is left if the resident is not present at the time of entry.

Bodily fluids and other biohazard substances must be disposed of in the proper receptacles. Residents should report any plumbing, electrical or structural problems to the House Advisor, Resident Director, and/or Facilities Services immediately. Residents are expected to keep food properly stored and to remove garbage regularly. Reed College-owned housing will be checked at least once a year to inspect the condition of living spaces. The inspection will be used to plan for summer repairs. Following this inspection, residents may be asked to clean their rooms or be charged for cleaning and repairs in extreme cases. Repairs may take place while the space is occupied.

All residents share responsibility for the condition of hallways and common areas. Facilities Services staff performs routine maintenance of public areas. If non-routine, housekeeping or repair to hallways or common areas is required, fees to cover those costs

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may be charged equally to those officially listed as residents of that hall or floor. In such instances, a notice of the charges will be sent to the House Advisor(s) or Resident Director to post. Registration may be held until fees for damage or repair are paid.

Fees may be charged for any materials or personal property not completely removed from a room by the final occupancy date. Whenever residents vacate a room, whether it is to move to another room, move off campus, or leave at the conclusion of spring semester, they must remove all garbage, trash and debris from the room. Students are charged for any extra cleaning. The College may remove abandoned materials or personal property without notice.

STORAGE
The storage rooms are only for students who currently live in Reed College-owned housing or who have recently terminated a housing contract, but intend to return to student housing the following semester. To gain access to a storage room, a resident may arrive during posted storage room hours. Items stored over the summer may not be retrieved until the residence halls reopen for the fall semester.

Items must be stored in boxes that have been purchased at the Reed College Bookstore, and must be clearly labeled with a storage sticker provided by Residence Life. The College reserves the right to remove abandoned materials or unmarked materials without notice. Students may store up to four boxes for a maximum of 16 months.

Due to limited space and fire code requirements, residents may not store bicycles, motorcycles, or furniture in the storage rooms. The College reserves the right to move stored items to other locations. Complete storage room guidelines are posted on the Residence Life website. Fire inspection fines may be assessed to residents who do not properly store items in designated storage areas.

The College does not assume any responsibility for residents' personal property, whether it is in the residents' living space, the storage area, or elsewhere on the premises. Thus, it is advised that residents refrain from storing computers and other valuables in the storage rooms. Insurance covering personal property loss from fire, damage, theft, or other loss or injury is the residents' choice and responsibility. Property must be cleared from storage rooms at the same time the room is vacated (with the exception of students who are returning to the residence halls the following semester) and if not removed may be treated in the same manner as property left in a room (see above).

SERVICE AND ASSISTANCE ANIMALS
The office of Residence Life is committed to providing appropriate accommodations to students with disabilities. Students with disabilities who have specific housing needs are encouraged to work with the offices of Disability Support Services (DSS) and Residence Life to request and determine eligibility for disability-related housing accommodations. Residents with appropriate documentation of a disability requiring the use of an assistance animal are encouraged to contact Disability Support Services to discuss their disability-related housing accommodation requests.

PETS
Small caged animals and fish are permitted in the residence halls and houses; dogs and cats are not permitted. Residents are responsible for the well-being of their pets, including keeping cages and aquarium tanks clean. All pets must be removed from the living space during break periods. Complaints about disruption or pet care may result in the removal of the pet and disciplinary action. Residents must register their pet and comply with the Pet Guidelines found on the Residence Life website.

One cat or one dog per designated pet apartment is permitted; small caged animals and fish are also permitted. Residents are responsible for the well-being of their pets. Over Winter Break, the pet must be removed or adequate care must be arranged. Complaints about disruption or pet care may result in the removal of the pet and disciplinary action. Residents must register their pet and comply with the Pet Guidelines found on the Residence Life website.

ALCOHOL AND OTHER DRUG POLICY
Residents are expected to be familiar with and uphold state and federal laws and College policies regarding the use and possession of alcohol and/or other drugs. Violations of the College's Alcohol and Other Drug Policy that occur inside Reed College-owned housing, in the entry ways to these buildings, or on external housing structures (i.e. porches and balconies) will be considered a breach of the housing contract and may result in termination of the contract according to the applicable termination guidelines. The College’s policy is distributed to each student at the beginning of the academic year, and can be found at the following website: http://web.reed.edu/academic/gbook/comm_pol/drug_policy.html.

SMOKING
Smoking of any substance is prohibited in all Reed College-owned housing. This includes smoking out of the window while the smoker is in the building. Smoking is not permitted on balconies. Evidence of smoking may result in the student being fined $100 per incident and/or other suitable sanction(s) (community service, for example) as determined by the Assistant Dean of Students for Residence Life. The standard of evidence for smoking includes one or any combination of the following:

- Smell of smoke in or near the living space
• Ashes in or near the living space
• Remnants of smoking (such as cigarette butts) in or within proximity to the living space or balcony
• Tampering with or obstruction of smoke detectors
• Smoke damage in or near the living space
• Reports of smoking from Community Safety
• Reports of smoking from House Advisors or Resident Director
• Reports of smoking from other community members

Residence Life staff (the House Advisor, Resident Director and/or Assistant Dean of Students for Residence Life) will respond to each smoking incident. Multiple violations of this policy, or a violation deemed serious according to the AOD Policy, may result in an honor case and/or additional administrative action, including eviction. Residents may be charged a minimum of $100 for additional cleaning upon moving out of their room if there is evidence of smoking in the room. (Note: Oregon Smoking Law states all smokers should be at least 10 feet from the building while smoking.)

WEAPONS
Firearms are prohibited on Reed College owned or controlled property, including in all Reed College-owned housing. See the Firearms policy at this link for more information: https://www.reed.edu/academic/gbook/comm_pol/firearms.html. Anyone found to be in possession of a firearm in College housing may be subject to Administrative termination of their housing contract and/or the honor process and the firearm may be remanded to the care of the Community Safety office. Evidence of any weapons offense may be turned over to the Portland Police Bureau (PPB), per the Partnership Agreement (Memorandum Of Understanding) between Reed College and PPB. Ammunition, explosive devices, fireworks, knives not commonly considered “pocket” or “utility” knives, weapons of any kind, and any other material or device determined by the College to pose a present or potential danger to people or property are strictly forbidden in the residence halls. Complaints from other residents about any personal possessions not intended to pose a threat, but which may reasonably be expected to cause other residents to be alarmed and/or feel uncomfortable, may result in removal of those possessions and possible action. Exceptions to this policy may be granted by the Associate Dean of Students for Student and Campus Life (or their designee) or the Director of Community Safety for items that might otherwise violate this policy if there is a legitimate purpose related to the student’s academic pursuits.

NOISE
Residents are expected to demonstrate respect for those around them by refraining from making excessive noise. Community members are encouraged to ask others to be considerate and adjust their noise levels when appropriate, and residents should comply with any such reasonable requests. Noise disturbance may include, but is not limited to, loud volume that comes from computers, stereos, drums, instruments that require electronic amplification, televisions, social gatherings, and elevated voices. Residence Life staff and/or Community Safety may engage residents regarding noise complaints. Multiple noise complaints to Community Safety and/or Residence Life staff may be considered disruptive behavior and could result in Administrative termination of the housing contract and/or initiation of the honor process.

GUESTS
The rights of one's floormates or roommates to sleep and study must be respected at all times. Occasional overnight guests are permitted in a resident's living space with the consent of the roommate(s), if any, for a total of 14 days during each semester. (A guest is defined as any person other than the official occupant of the room.) Residents who wish to have a guest stay with them for more than 2 consecutive evenings must inform their House Advisor about the guest and expected time and duration of the visit. Residents are responsible for ensuring that their guests know and comply with College policies and housing contract regulations, should be present while their guest is visiting, and are responsible for their guest's actions and behaviors. Failure to comply with these requirements may result in action.

ADDITIONAL GUIDELINES
The College retains the right to adopt additional guidelines and procedures (“Additional Guidelines”) that are needed to ensure the safety and convenience of the residents during the specified contract period. These Additional Guidelines include those that pertain to the housing lottery, summer storage, and residence hall closures. Residents are generally informed of such Additional Guidelines via email, through notices placed in on-campus mailboxes, and/or by verbal announcements from the Residence Life staff. Such Additional Guidelines are incorporated into this document and become part of the resident’s housing contract.

Reed College-owned housing is not governed by ORS Chapter 90. Once signed, this contract is in effect through the last official day of spring semester unless terminated as provided above.

Revised March 24, 2015