



Student Affairs

Residence Life and Housing

Residence Hall Handbook

2025 – 2026

Commented [TH1]: Updating the name from 'Guide to Residential Living' to 'Residence Hall Handbook' in an effort to provide more clarity regarding the content of the handbook.

Prepared by the Office of Residence Life & Housing
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Welcome from the Director of Residence Life & Housing

Welcome to Abraham Baldwin Agricultural College (ABAC) Housing!

Whether you're a new face on campus or returning for another exciting year, I'm thrilled to extend a warm welcome to each of you. As the Director of Residence Life and Housing, it's my pleasure to invite you to embrace the vibrant community that makes living on campus at ABAC such a special experience.

At the heart of our commitment to your success and comfort lies this "Residence Hall Handbook." This document is more than just a set of rules; it's a blueprint for fostering a supportive environment where you can thrive academically, socially, and personally. From understanding community standards to exploring opportunities for involvement, the Handbook serves as your compass to navigate ABAC Housing's rich community.

I encourage each of you to take the time to familiarize yourselves with this invaluable resource. Whether you're learning about our residence hall policies, exploring options for student engagement, or seeking assistance from our dedicated staff, the Handbook is designed to answer your questions and help you make the most of your time with us.

Living on campus offers you more than just a place to stay; it provides you with the chance to build lasting friendships, engage in transformative experiences, and create memories that will shape your college journey. As we embark on this new academic year together, I am confident that the ABAC community will continue to inspire and support you every step of the way!

Thank you for choosing to live on campus with us. Your decision to be a part of our community enriches our campus culture, and we are excited to see the contributions each of you will make. Let's make this year unforgettable!

Wishing you all a successful and fulfilling year ahead.

Warm regards,

A handwritten signature in black ink, appearing to read "R. Trent Hester", with a long horizontal flourish extending to the right.

R. Trent Hester

Director of Residence Life & Housing

Student Code of Conduct

Abraham Baldwin Agricultural College (ABAC) has the dual responsibility of educating students and helping them develop into mature citizens who take their place in the larger community. In order to accomplish this mission, the College seeks to develop an environment which fosters respect and integrity among its members. To facilitate this environment and to meet its educational goals, the College has adopted conduct regulations for individuals and organizations and has established a judicial process for dealing with alleged violations of those regulations.

Conduct which is of a disorderly nature and in violation of written policy shall subject the student or organization to disciplinary action. The student is also subject to city, state, and federal law. The College will not intervene, nor will it ask special treatment for a student who has violated any law. Proceedings under this Code may be instituted against students charged with a violation of a city, state, or federal law when the alleged conduct is also a violation of this Code.

Proceedings under this Code may be carried out before, simultaneously with, or following civil or criminal proceedings, and will not be subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced.

Generally, College conduct regulations shall apply to conduct which occurs on College premises. Further, the conduct regulations shall apply to conduct which occurs while a student is attending or participating in any College sponsored activity wherever that activity may take place, or any behavior, on or off College premises, which adversely affects the College community or the pursuit of its objectives.

All students are subject to the regulations outlined in the Code of Conduct, College Catalog, and Student Handbook. Unfamiliarity with these regulations is not a valid excuse for infractions.

Provisions of the Student Code of Conduct may be revised, supplemented, or amended as necessary at any time by the appropriate College authorities. The students and administration of Abraham Baldwin Agricultural College are bound by the regulations set forth in the following as well as any additional rules and regulations resulting from revisions to the Code during any academic year.

The complete Code of Conduct can be found on the main ABAC Website.

Disclaimer Regarding Student Code of Conduct:

All students residing in ABAC Place and Lakeside will comply with the Student Code of Conduct and the policies in this Guide to Residential Living.

Mission

The Office of Residence Life and Housing is committed to enhancing the academic and social development of students by offering the highest quality on-campus living and learning environment. The Office of Residence Life and Housing supports the mission of the College by focusing on community and relationships, academic success, out-of-the-classroom learning, and campus engagement.

General Information

Academic Requirements

A Resident must be an Abraham Baldwin Agricultural College student, full-time (taking 12 credits or more each semester), or complete a 'Less than 12 Credit Hour Approval' form within the Office of Residence Life & Housing. Please see the Housing Agreement for information about contract terminations.

Appliances

As several rooms are wired into the same electrical circuit, caution must be taken not to overload electrical outlets. All appliances must be plugged directly into a wall outlet or into an Underwriters Laboratories approved power strip with 15 amps or less circuit breaker. Power strips are limited to one per wall outlet and two per room. The following are not allowed: extension cords, non-U.L.-approved power strips, and cube adapters.

The following items are permitted provided that they are approved by ABAC Residence Life & Housing: study lamps, televisions, radios, stereos, tape recorders, clocks, electric shavers, hair dryers, curling irons (with auto shut off), popcorn poppers, fans, electric blankets, air fryers, coffee pots, crock pots, George Foreman style grills with automatic shut-off, toasters, and personal computers. Irons must be in good working order, with an automatic shut-off feature. **Additionally, deep fryers are allowed at ABAC Place but not at Lakeside.**

ADA Accommodations

Students who require an ADA accommodation for a documented disability should complete the required process with the Office of Accommodation and Disability Services prior to June 1st for each new academic year. Requests deemed unreasonable and those submitted after June 1st are not guaranteed.

Appliances not allowed are as follows: mini refrigerators (without Housing approval), sun/heat lamps, propane-fueled cookers and heaters (grills, fryers, etc), portable heaters, portable air conditioners, ceiling fans not already provided by the college, broiler ovens, toaster ovens, hot plates, grills, in-house electric grills, and any open coiled heating devices. All unapproved appliances will be confiscated, and the resident will be subject to disciplinary action. Students will be asked to take any unapproved appliance off campus unless it

becomes a repeat problem in which case the appliance will be confiscated and kept by Residence Life and Housing until the end of the academic year.

Breaks

Student Housing will not be available between Spring Semester and Summer Semester unless the student has registered for and paid for the extended stay. **Student Housing will be unavailable between Summer Semester and Fall Semester in order to get the residence halls cleaned and ready for the Fall Semester.**

Between December and January, students are **not** required to remove their belongings from their assigned spaces, however, we encourage all students to take valuable items home as ABAC is not responsible for missing, stolen, damaged, or broken items. For this reason, we also implore students to purchase renter's insurance. During final exams, students must check out of their assignments within 24 hours after their last exam via the same instructions listed above.

For the spring semester move-out (traditionally in May), students **are** required to remove their belongings from their assigned spaces and appropriately check out of their room. During final exams, students must check out of their assignments within 24 hours after their last exam via the same instructions listed above.

Appeal

Students wishing to appeal a checkout charge should complete the appeal linked below. <https://forms.office.com/r/tQQwtrvJZD>

Withdrawal

If a student withdraws from housing during the semester, they must fill out a breach of contract form in the Office. **Please note that if you move out of your room before your contract is fulfilled, you will be charged between ½ of the contract to the full contract amount.**

Cancellations

Student or ABAC may cancel the Housing contract under the circumstances indicated below (See Housing Contract for more details). **Charges will apply.**

- A. If on the first day of classes, the student does not occupy the assigned space by 9AM or if notice of delay in arrival is not filed in writing with the Housing Office by 9AM, ABAC reserves the right to assign that space to another student. The right of cancellation in this situation is reserved exclusively by ABAC and in no way releases the student from obligation to pay for a space in the Residence Hall.
- B. The student may request cancellation of the contract because of an injury or illness which necessitates withdrawal from ABAC. The student must provide proper documentation from a licensed professional in order to request termination to the Residence Life and Housing Office.

Commented [TH2]: Added language specific to Break housing.

Commented [TH3]: Added the Appeal link and language.

C. ABAC reserves the right to terminate the contract and take possession of the room at any time for violation of the contract, Residence Hall policies and procedures, ABAC Student Code of Conduct; for reasons of health and safety; or when the student exhibits behavior which is incompatible with the maintenance of order and community in the residence halls. No refund will be made.

Upon termination of this contract or withdrawal from ABAC, the student has 24 hours to vacate the space. A resident who forfeits the privilege to live in the residence halls and who is asked to vacate the room as a result of disciplinary action is still responsible for the contract and monetary responsibility associated with the contract. Items left in the room after a 24-hour period will be removed and discarded.

Housing Contract

The Housing Contract is very important. You should read it carefully and completely prior to signing it. **Your contract is binding for the entire academic year, consisting of fall and spring.** If you enter into a Housing Contract, you will be held to the contract for the academic year. You must be a full-time student enrolled at ABAC to be eligible to live in college housing. Students who drop to less than full time (below 12 hours) must receive approval to remain in the hall from the Housing Office.

Circuit Breaker/Outlets

Should you at any time experience a loss of power in your room due to a tripped circuit breaker, you must contact a member of the hall staff (RAs). An evaluation of the cause will be performed and you, or those in the rooms around you, may be required to make adjustments in the use of the appliances plugged into your outlets.

Check-in and Check-out Information

Residents are required to follow established procedures when moving in and out. To ensure a safe and orderly move, please follow these procedures carefully.

Check-in will occur within the Lakeside Grand Lobby for students residing at Lakeside and within the John Hunt Town Center (Town Hall) for those residing at ABAC Place. Before you move into your room, you will have your Student ID Card (Gold Card) programmed and you be issued a bedroom key.

To check out, you must return your keys and complete an inspection of your room with a Resident Assistant or utilize the Express Check-out Process. Damages incurred between check-in and check-out will be noted during check-out. Failure to follow established check-out procedures will result in an improper check-out charge of \$250.00. There is a cleaning fee associated with leaving your residential facility in disarray. This cleaning fee may vary between \$50.00 - \$1,000.00 depending on the severity of the damage and cleanliness of the space. If you have questions about the process, please contact a Residence Life Coordinator.

Contact Information

Students wishing to formally contact the Office of Residence Life & Housing may email the team at housing@abac.edu or by phone at **229-391-5140**. At all times, the ABAC Housing team has Resident Assistant (RA) staff serving in an on-call rotation. Students may utilize the RA On-Call telephone numbers for emergencies within the residence halls, which are posted throughout ABAC Place and ABAC Lakeside.

Email Communication

Each student's institutionally-assigned email address will serve as ABAC Housing's primary form of communication with residents. Students are expected to check their ABAC Email Address on a daily basis and read all emails sent from Housing team in order to stay up-to-date on important updates, events, and occurrences within the residence halls.

Freshman Residency Requirement

ABAC requires all new students to live on campus unless they meet one of the following criteria: living within and commuting daily from the legal residence of a parent, legal guardian, or grandparent within a 50-mile commuting distance of Tifton; married (must provide a copy of marriage certificate); single parent (must show birth certificate of child); twenty-one years of age prior to September 1 of the current academic year (must provide driver's license or positive identification); 30 hours of earned collegiate credit after high school graduation with no learning support requirements (dual enrollment credits will not count toward this total).

Heating/Air Conditioning

The residence hall rooms are individually heated and cooled. The Housing staff requires that the thermostats in all rooms be maintained at the preset limits. Residents will not have the ability to change their thermostats beyond a set range. The thermostat should not be tampered with and such a violation will result in a monetary fine. Residents found to be tampering with the internal settings on the thermostat will be charged a minimum of \$150.00. Additionally, if tampering with the thermostat causes damage to the air conditioning unit the students will be responsible for reparation and will be charged appropriately.

This issue should be discussed among all roommates and agreed upon in the roommate agreement completed at the beginning of the semester. Power usage overages as determined by the average for the Residence Halls for two consecutive months will result in billing for the overages for each resident of the affected apartments. Warning letters will be sent for the first month of overages.

Laundry Room Use

Each residence hall has laundry facilities in the hall. Laundry is included with housing at no additional cost. Students must follow the maintenance instructions located over the washers

and dryers in each building. Students who detect a problem with a washer or dryer should notify the ABAC Housing team at 229-391-5140 or contact an RA. Each notification should include building, floor, machine number, machine type (washer or dryer), and a description of the problem. Misuse of equipment may result in damages for which residents will be responsible. Please do not overload the washing machines! Washing machines are meant to hold only one load of laundry—overloading them can cause significant damage to the machine and potential fire. If a student overloads a laundry machine, the student will be fined a minimum of \$100.00 and may be held responsible for any damages to the residential facilities.

Liability

Abraham Baldwin Agricultural College will not be liable for, and assumes no legal obligation to pay for, any injury to any person (including death) or loss of or damage to items of personal property that might occur in its building or on its grounds prior to, during, or subsequent to the contract period. This includes, but is not limited to, damage from fire, windstorm, water, vandalism, interruption of utilities, or condition of facilities. Residents are encouraged to obtain personal property insurance for their belongings.

Lost and Found

All lost items will be surrendered to the Dean of Student's office located one the second floor of Branch Hall. Students may contact deanofstudents@abac.edu to check on the status of lost items.

Mail and Packages

All students have access to the ABAC Mail Center. Students wishing to have items delivered to campus should simply provide their name and 918 number within their order/mailing and utilize the address below:

Student Name, Student ID Number
2802 Moore Highway
Tifton, GA
31793

Commented [TH4]: Added section

Maintenance Requests

If maintenance problems occur in your room or in common areas, please inform a hall staff member by going to Town Hall or the Front Desk at Lakeside. Emergency maintenance requests after hours should be reported to the RA on duty. Work orders may also be submitted on the housing website at <https://www.abacfixit.com/>

Meal Plan Requirement

All on-campus residents are required to self-select a meal plan option. More information regarding available student meal plans can be found on the ABAC Dining website: <https://www.abac.edu/community/auxiliary-services/dining.html>

Commented [TH5]: Removed specific language about Dining Services and Meal Plans. Providing a link to their website instead.

Parking

Residents must register with name, Student ID number, vehicle information, ABAC decal number, phone number, and ABAC email. All students operating a motor vehicle on the college campus must register the vehicle with the ABAC Police Office located in Evans Hall. See the ABAC Parking and Regulations Handbook for further information. If you should receive a ticket and you wish to appeal it, you may do so with ABAC Police Department located in Evans Hall or online to appeal before Traffic Court. All ABAC PD information can be found here https://www.abac.edu/campus_life/wellness-safety/police-department.html

ABAC Place Premier Parking

Premier parking will be available to seniors, juniors, and sophomores in the ABAC Place south parking lot. All residents must continue to register their vehicles by the current method with ABAC Police. Shortly after classes begin, residents will be offered the opportunity to register for premier parking. Registration dates will be offered as follows:

- **Day 1** – seniors (90+ hours earned)
- **Day 2** – juniors (60-90 hours earned)
- **Day 3** – sophomores (30-60 hours earned)

Students will be given preference for premier parking based upon hours and a first-come first serve registration basis. Upon all other things being equal, GPA will be used to determine eligibility to receive premier parking privileges. Residents with premier parking privileges will receive a stallion shield decal in addition to his/her parking decal which must be displayed together. Premier parking decals will be distributed by ABAC Police Department. **Residents will receive only one premier decal and must return the original decal if transferring the vehicle before a new decal is issued.** Premier parking decals will be numbered and will correspond to specific residents and must match to unique ABAC parking decal. Premier parking will be enforced 24 hours per day, 7 days per week by ABAC Police. Violators will be subject to out-of-zone penalties.

Lakeside Parking

Lakeside residents will not be allowed to park in any lot other than the Lakeside lot between 7:30 am and 5:30 pm. Parking in Faculty/Parking spaces will result in a parking ticket.

Pest Control

All residential units are treated for pests. If you encounter a problem with pests in your room, please notify the hall staff immediately so a work order can be called in. To help control pests, follow these guidelines: store all food in sealed containers; do not leave food or dirty dishes

out; empty all cans and bottles and rinse with water, and do not leave standing water within apartments. Pest Control visits on select Tuesdays. Problems that arise between treatments should be reported to the Residence Life & Housing Office at Town Hall or the front desk at Lakeside as maintenance requests.

Recreation Equipment

The front desk at Lakeside as well as the RecRe Rental Box in Town Hall have some recreation equipment available for check-out. To check out such equipment you must present your ABAC identification card or sign out the equipment using the RecRe Box. Your card/email will be kept until the equipment is returned. Only office-authorized equipment may be used in the residence halls.

Commented [TH6]: Added language specific to RecRe

Residence Life Cinema

Don't have a streaming service? Don't worry, ABAC provides one for you! Within your My.ABAC portal, select the Residence Life Cinema (SWANK) application and enjoy new, free movies while you're connected to the wifi within the Residence Halls.

Renewal of Annual Housing Contract

During the Spring Semester, all currently contracted students will be able to re-apply for housing for the upcoming Academic Year as well as for the summer semester. Signs will be posted and every attempt will be made to ensure that students are aware of the proper procedure for submitting a Housing renewal application.

Applications will be accepted in a "Priority A" and "Priority B" system. Students within the Priority A group are identified by the institution as a leader within select student groups who receive Priority 1 class registration as a benefit of their leadership position. Students within Priority B will be processed based on the date and time of their application completion/payment.

There will be a waitlist for returning students. Students wishing to secure their housing should plan to apply as early as possible.

Commented [TH7]: Added language specific to annual Housing Renewals - New Section

Room Cleaning

The cleanliness of each room is left to the residents of that room. However, rooms that are excessively messy may constitute a fire, safety, or health hazard; residents can be required to clean and a fine may be assessed. Rooms must be left clean and neat upon each checkout. Rooms not left in "move-in" condition for the following semester will be assessed a room cleaning fee based on the amount of cleaning required.

All residents are responsible for the cleanliness of their bathroom facilities. Bathroom facilities will be checked during room inspections. Failure to comply with cleanliness standards could result in disciplinary sanctions. The completion of a Common Area

Responsibility Release (CARR) Form is the sole responsibility of the resident, and it may be signed to relieve any student from the responsibility of a common area charge.

Right of Entry

As all campus residence units are state property, the college reserves the right to enter a room for purposes of routine inspections, repairs, and improvements. The college also reserves the right to enter a room at any time when there is reasonable suspicion of a violation of college rules, regulations, and illegal activities that may pose a potential threat to the well-being of the residents.

Safety

Room Safety

Students are responsible for their own safety and their belongings. You are urged to lock your door at all times, even if stepping out for a second. Do not bring non-essential valuables to school. **Always keep your key with you and never lend it to anyone, including a relative.** Upon entry into a room, staff members will always lock the door, regardless of whether it was locked when they entered the room. All maintenance personnel will be identified by a uniform. If you are unsure of whether the person is authorized to enter your apartment, you may call the Housing office at 229-391-5140.

Car Safety

Lock your car at all times and do not leave valuables in plain view in your car or the back of your truck bed.

Personal Safety

Never walk alone at night and avoid poorly lit areas. If something does not feel right, it is best to call for assistance. You may contact the ABAC Police Department at 229-391-5060 or utilize the LiveSafe app.

It is recommended that you download the LiveSafe app via the Apple App Store or the Google Play Store.

Building Safety

Don't allow people to enter the building that you do not know. Never agree to sign in a guest you do not know. Guests must always be escorted by their host residents. Please report solicitors (people selling items or services) and unauthorized visitors to the Residence Life Staff. If something doesn't look right or feel right, it probably isn't and should be reported.

Staff

The staff that live and work in the residence halls significantly contribute to the living-learning environment. The Residence Life Coordinators are full-time, live-in student affairs professionals who are responsible for the overall management and daily operations of the residence halls. The Residence Life Coordinators (RLCs) supervise Abraham Baldwin

Commented [TH8]: Added each of these three sections to provide more clarity regarding 'safety'

Agricultural College's student Resident Assistants (RAs). The RA is a student leader who lives in the residence hall and oversees the students on a floor/section of a building. This student will be a resource for academic questions, building community, and enforcing residence hall policies. The Resident Assistants will also work at the front desk at Lakeside and Town Hall as part of their job responsibilities.

Staff Availability

The Office of Residence Life and Housing is open 8:00 a.m. to 5:00 p.m. Monday through Friday. The Residence Life Coordinator's office hours are posted on their office doors in Lakeside and Town Hall. Resident Assistants (RA) are on-call 24/7. Staff on-call respond to emergencies and major facilities issues. If Residents cannot locate an RA for immediate assistance, they may call Campus Police at 911 or 229-391-5060, or utilize the LiveSafe app.

Wi-Fi

The residence halls have wireless internet throughout the buildings. Each student is allowed to connect up to five devices included within the internet package and may purchase additional devices, if desired. Internet usage is monitored by Boldyn Networks and violations of safety standards may result in student removal from residence hall Wi-Fi networks.

All Wi-Fi within the residence halls is outsourced to Boldyn Networks. Students may learn more about their wireless internet package by visiting Boldyn Network's website.

Commented [TH9]: Updated to reflect the name change in WiFi vendors - Moved from Apogee to Boldyn.

Standards of Residence

The Abraham Baldwin Agricultural College Student Conduct system focuses on the growth and development of Residents through the encouragement of self-discipline and responsibility by fostering respect for the rights and privileges of others.

As an ABAC student, you are guaranteed all of the rights, privileges, and freedoms granted to all citizens; however, with these rights come responsibilities.

Policies, rules, and regulations have been established for the residence hall to help in maintaining an optimal living environment for Residents. Students are expected to abide by all federal, state, and local laws.

You are responsible for becoming familiar with all of these published statements and for considering them as you function within the residence hall community. As a member of this community, you also have the right and personal responsibility to question others when you are aware that they are not adhering to such regulations.

Failure to adhere to these policies can endanger your safety and the safety of others in the College community. Further, violations of these policies may be infringing upon the rights of others.

The Residence Hall Handbook fully outlines disciplinary infractions and possible sanctions resulting from these infractions. In the residence hall system, discipline can be handled by the residence hall staff or the Dean of Students or designee. Sanctions range from an admonition of conduct to recommended dismissal from the College.

Violators may be accountable to both civil and criminal authorities and to the College for acts of misconduct which constitute violations of this Code. Disciplinary action at the College may proceed during the pendency of other proceedings at the discretion of College officials. Sanctions may be imposed for acts of misconduct.

It is necessary that you be familiar with the information in this handbook and the Student Code of Conduct, as well as other published materials of the College, to thoroughly understand your rights and responsibilities within the residence hall community as a whole. Other published rules include:

1. The Residence Hall Contract Terms and Conditions located in Appendix A
2. The Student Code of Conduct is available through the Student Affairs website at: <https://catalog.abac.edu/student-services/student-conduct>.

All members of the College community are responsible for reviewing these policies. Provisions contained in online publications supersede existing printed publications.

Abandoned Property

Abandoned Items

Residents are required to take all items with them at the time of final checkout. Because of space restrictions any items left in the rooms after the student has moved out will be considered abandoned and disposed of within 72 hours. Students leaving large items will be assessed a fee for removal.

Confiscated Items

All confiscated items must be retrieved within 72 hours. Items not retrieved within 72 hours will be discarded and the Office of Residence Life will assume no responsibility for the items.

Alcohol and Alcohol Paraphernalia

Students must follow all state and local laws in addition to the ABAC Student Code of Conduct. **All students in the apartment/suite at the time of an alcohol violation may be held equally responsible regardless of who possesses or consumes the alcohol.** Violators will be subject to a three-tiered disciplinary system for alcohol policy violations. First-time violators will be subject to a disciplinary hearing and either a fine of \$150.00 or 15 hours of community service. Second-time violators will be subject to a disciplinary hearing, a \$150.00 fine, and 15 hours of community service. Third-time violators will be referred directly to the Dean of Students and may be removed from ABAC Housing without refund.

The alcohol policy prohibits the following, regardless of age:

- Promotions and/or public displays referring to or promoting the use of alcoholic beverages
- Public intoxication
- Binge drinking and/or otherwise encouraging, supporting, or permitting the rapid or excessive consumption of alcohol
- The organization of, and/or attendance at social events or parties in the residence hall where alcoholic beverages are served or consumed
- Coercing or encouraging another to consume alcoholic beverages against their will
- The organization of, and/or participation in, drinking games involving consumption of alcohol
- Transporting, in vehicles or otherwise, alcoholic beverages
- Possessing and/or using devices or engaging in activities designed for group and/or excessive consumption of alcoholic beverages including, but not limited to: bards, punch bowls, beer pong, funnels, and/or ice blocks
- The presence of containers of alcoholic beverages, empty or otherwise, in the residence halls

Help stop Alcohol Poisoning!

Call 911 or ABAC Police at 229-391-5060 if someone has any of the following symptoms:

- Unconscious or semiconscious
- Presents shallow or irregular breathing

- Cold, clammy, pale, or bluish skin
- Cannot be awakened by shouting or prodding
- Vomiting

Commented [TH10]: Updated this section to be more specific regarding alcohol use.

Assistive Animals

Students who require an ADA accommodation for a documented disability should complete the required process with the Office of Accommodation and Disability Services prior to June 1st for each new academic year. Requests deemed unreasonable and those submitted after June 1st are not guaranteed. Service Animals are allowed on campus pursuant to Georgia Code [§ 16-11-107.1\(a\)](#). Emotional Support Animals are considered an ADA accommodation and must be approved by the Director of Residence Life with an ADA confirmation from the Office of Accommodation and Disability Services **prior to the animal being brought into the Residence Halls**. Violations of this policy will result in an automatic \$250 as well as additional damage sanctions if necessary. Unapproved animals must be removed immediately even when a student is in the process of requesting an Emotional Support Animal. Failure to do so will result in the original fine of \$250 and a \$25 fine per day until the animal is removed. Students will be required to remove unapproved animal immediately at their own cost, including but not limited to boarding costs. Service Animals in Training must be documented from an authorized training organization.

Emotional Support Animals

Accommodations made for Emotional Support Animals are contingent upon the appropriate care of both the animal and housing facilities. Should the Office of Residence Life feel that an animal is being abused or should the animal cause excessive damage to housing facilities, the student may be asked to remove the animal and will be charged for the damages to the room. Any ESA found to display aggressive behavior by barking, growling, biting, or other displays of aggression will be given, at minimum, a formal warning and may be removed from the residence halls. Any ESA who bites or harms a resident will be removed and reported to Animal Control. ESAs are restricted to the registered student's unit (bedroom) and only allowed outside of the bedroom to care for the animal (outside of the building) or to leave the building with the animal.

Dogs

Emotional Support Dogs must be walked on the orange leashes provided by the Office of Residence Life at all times. The ESA owner is responsible for picking up and appropriately disposing of the animal's feces. Inside, failure to pick up after an ESA will result in removal of the animal and subsequent damage charges. Outside, failure to pick up after the animal will result in an official warning and community service. Repeated offenses will result in removal of the animal.

Cats

Emotional Support Cats must be spayed or neutered prior to their arrival to ABAC's campus. If the cat is not yet old enough to be spayed or neutered, they will not be allowed on campus until of appropriate age. Male cats found to be marking their territory within the residence halls by spraying on housing property will be removed.

Common Animal Damages/Fines

- Animal Residue or Smell Remaining in room during move-out: \$500.00
- Carpet replacement: \$400.00/room (\$2,000 for entire apartment)
- Couch: \$500.00
- Love Seat: \$450.00
- Paint: \$255.00/room (\$1,530.00 for entire apartment)
- Blinds: \$25.00/bedroom; \$50.00 for living room
- Flea Treatment: \$125/room (\$750.00 for the entire apartment)

Further information about ABAC's ESA policies and the Housing portion of the ESA application can be found at <https://www.abac.edu/campus-life/residence-life-and-housing/#Emotional-Support-Animals>

Commented [TH11]: Added the standard fines and fees for Animal Damages

Businesses for Profit

Residents may not operate a business for profit within the residence halls.

Community Building

The Resident Assistant staff will, through the course of the semester, present many activities. These activities may be social, emotional, educational, community service, etc. These programs will be designed to enhance your ABAC experience. These programs are for you--make sure you take full advantage of them!

Damages

Room Damages

Students are responsible for the condition of their rooms while living in the hall. Students will be charged for any damage done to their rooms unless the responsibility can be established elsewhere. To ensure that you are not charged for damages you are not responsible for, note the damages on your room condition report. In addition, students can be held responsible for the expense of repairing damage or loss done to the community areas and/or excessive trash in the hallways, courtyards, or any other common areas.

Community Damages

If damage occurs in a common area (such as hallways, lobbies, study rooms, and bathrooms, etc.) and hall staff are unable to determine the responsible party, then floors, wings, or entire building may be charged for repairs and/or replacement of damaged items. If you see someone vandalizing any of the properties, call the Housing Staff at 229-391-5140 or ABAC Police at 229-391-5060. You may also contact the RA On-Call at Lakeside (229-445-0232), ABAC Place 100 (229-256-1088), or ABAC Place 200 (229-256-1091).

Decorations/Modifications

Students are allowed to decorate their rooms, but there are some restrictions. Please consider fire and safety regulations when decorating rooms. Students may not hang items (such as flags or posters) on the ceiling due to fire regulations. Flags, aluminum foil, and other decorations of any type are not allowed to be hung in or around windows, except for small sun-catchers of a tasteful nature, to preserve the aesthetic nature of the building. Residents are allowed to have flags on the inside of their room provided that it is not visible from the outside when the windows are open. Door decorations that cover the peepholes will be removed. Dry-erase boards and magnets boards are the only permanent items allowed. If you should display anything offensive, you may face disciplinary action as well as be required to remove the offensive material. **All decorations in the common area must be approved by all roommates.** When decorating your room, please be advised that students should use only thumbtacks, small finishing nails, and adhesive material that will not remove paint or leave the wall stained or discolored. All adhesive materials must be able to be removed when you leave. Any material left on wall (tape, glue, etc.) and excessive nail holes will result in a monetary fine.

Contact Paper/Wallpaper

Contact Paper and wallpaper are not allowed in the residence halls.

Door Mats

Door mats are not permitted in the residence halls.

Holiday Decorations

Live trees, pinecones, hay, and other shrubbery are prohibited in the residence halls. These items pose a fire hazard. Residents are allowed to have artificial trees and appropriate holiday decorative ornaments along with manufacturer specified indoor lights. No outside decorations are allowed. Excessive power usage may incur an overage charge. Sticky doors signs and door stickers are prohibited as they damage paint and door features. These rules apply to all holidays, including but not limited to Christmas, Thanksgiving, Halloween, New Years, Ramadan, Hanukkah, Passover, Valentine's Day, Easter, St. Patrick's Day, Cinco de Mayo, and other nationally recognized holidays.

Defenestration

Dropping, throwing, or in any manner permitting objects, either liquid or solid, to be ejected onto or off of stairwells, balconies, etc. is prohibited.

Commented [TH12]: Big word, right...? Added based on the CCG Guidebook to address students throwing items from balcony areas.

Disrespect of Hall Staff

Please remember that the hall staff is here to help you, but that they also have a job to do. Please give them the respect that they deserve. If an incident has occurred, be polite and cooperative. If you are uncomfortable with your interaction with the hall staff, do not lose your temper; keep your composure, give the information required and follow up with the Residence Life Coordinator (RLC) the next day. Keep in mind that two wrongs do not make a right. Harassment or disrespect of the hall staff can lead to removal from the residence hall and suspension from the college.

Doors

Residents are responsible for closing and locking their outside door. Doors should never be propped open or kicked in. **Kicked in doors will result in a \$100 fine and damage charge unless the lock is damaged, at which point an additional \$300 charge will be assessed in addition to the \$100 standard assessment, totaling \$400.** All residents of the room may be charged for the kicked in door, unless the responsible party is identified. Repeat offenses may result in involuntary relocation or removal from housing. Terrace doors will remain locked and the blinds should remain secured. Tampering or attempting to open the terrace doors will result in moving the residents to an upper floor. Decoration must be temporary and must not damage door when removed. Decorations are placed at your own risk. Holiday decoration may be placed on doors with approval from Residence Life & Housing, but decoration must not be offensive, must not be flammable, and must not block view from peephole. Damage to doors will incur a damage assessment based upon the damage done to door.

Emergency Exits

Doors should never be propped for **any** reason.

Lakeside – All residents must use the main stairwell. End stairwells are alarmed and to be used for emergency exits only. Students should at no times be found entering these stairwells or letting other students onto a floor from these stairwells, unless there is an emergency alarm going off.

ABAC Place – Abide by the posting on the inside of the main-entry door.

Unauthorized Entry

Any type of unauthorized entry of doors within the residence halls is strictly prohibited. When a student is found to gain access to the building, hall, wing, or apartment in any manner other than the official means they will be found in violation of the policy. This includes entering the building through a window. If a non-ABAC student is found in violation, a criminal trespass warning will be issued by ABAC Police. If College property is damaged, restitution will be made in addition to the judicial sanction.

Drugs and Tobacco

ABAC maintains the following policies surrounding drug and tobacco use within the residence halls:

1. Unauthorized manufacture, distribution, or possession for purposes of distribution of any controlled substance or illegal drug on College premises or at College-sponsored activities is prohibited. Use or possession of any illegal drug or controlled substance (without valid prescription) on College premises or at College-sponsored activities is prohibited. Conviction for a felony offense includes forfeiture of academic credit and may result in permanent suspension.

2. The misuse of controlled substances by Residents is prohibited. Controlled substances must be issued in the name of the Resident and stored in Resident's assigned room.
3. The residence hall and the campus are tobacco free. The use of all tobacco products, including chewing tobacco, cigarettes, e-cigarettes, vape pens, hookah and paraphernalia, is prohibited.

Fire Alarms, Drills, and Emergency Equipment

In the event of fire, call 911, contact the Residence Life and Housing staff, or Campus Police.

1. A Resident may not set off a fire alarm or use any fire-safety equipment, except with reasonable belief of the need for such alarm or equipment.
2. A Resident may not tamper with, disable, or obstruct any fire-safety equipment, including (but not limited to), smoke detectors, fire extinguishers and cases, fire sprinklers and associated plumbing, or fire hose connections.
3. Intentional misuse of any College fire alarm or fire fighting or safety equipment is prohibited. Persons who knowingly sound false alarms are subject to severe disciplinary action potentially resulting in separation from the institution. Criminal action may also be sought.
4. Intentionally delaying, obstructing, or resisting any College officer, including residence hall staff or fire person in the performance or attempted performance of their duty is prohibited. Criminal action may also be sought for such actions.
5. A Resident must promptly vacate the residence hall when a fire alarm is sounded. Criminal action may also be sought for failure to vacate.
6. Purposely setting fire to College or private property is prohibited. Persons who commit arson are subject to severe disciplinary and criminal action.
7. Candles (with or without wicks), kerosene lamps, incense, (with or without the intent to be used in the residence hall) or other similar items are not allowed in the residence hall. No flammable liquids of Class I or II and no combustible liquids of Class III will be stored or kept in the residence hall. These classifications of liquids include ether, alcohol, gasoline, kerosene and most cleaning solvents containing petroleum distillates. These limitations are not intended to preclude the possession of hair spray, rubbing alcohol, cosmetics and medicines when they are maintained in original containers. Nevertheless, caution must be exercised in the use of any flammable vapors or liquids, especially those contained in aerosol or pressurized cans.
8. Doors, windows, and windows in common areas may not be completely covered at any time.

Commented [TH13]: Updated to more clearly reflect student expectations during emergency situations.

Firearms and Weapons

The University System of Georgia (USG) prohibits all weapons on property owned or leased by the USG and its institutions, except as specifically provided herein or as provided in federal or state law. <https://www.usg.edu/policymanual/section6/C2675/>

Any time a weapon (gun, sword, bow & arrow, etc) is found within the Residence Halls, the ABAC Police will be contacted and disciplinary sanctions may apply.

Furniture

Apartments and Suites are fully furnished. Any furniture brought in by the students must be removed upon final check-out or students will be charged a removal fee and forfeit ownership of the furniture. No furniture belonging to the college may be removed from the rooms (this includes private rooms) as adequate storage facilities do not exist. Students are responsible for the furniture in the room at check-in. Any damage incurred to the furniture will be charged to the student(s) living in the room. Rooms must be returned to their original arrangement upon checkout. Failure to do this will result in a monetary fine. Students may not move beds together when the other bed in the room is unoccupied.

Lobby Furniture

Furniture in lobby areas is for the use of all students within the hall. **This furniture may not be removed or taken to any student's room.** Any student caught with common area furniture or furniture which is college property that does not belong in a student's room, will be required to pay a removal fee to move the furniture to its original station and may be subject to disciplinary action for theft of state/college property.

Gambling

Gambling is prohibited by State Law. Gambling is not permitted anywhere in the residence halls. Gambling is defined as any game or wager where money exchanges hands, be it before, during, or after the actual game/wager takes place.

Guest / Visitation Policy

Underage Guests

Regular visits by underage guests (younger than 16) must be approved by the RLC. Students will not be allowed to baby-sit in the residence halls.

Lakeside

1. 24-hour visitation is not allowed in Lakeside.
2. Non-residents must be escorted as guests at all times in the Residence Halls, and may not be left alone in the room without the host resident. **Residents are responsible for the actions of the guests at all times.**
3. Visitation in Lakeside will be limited to short-term guests with visitation hours from 8:00 am to 11:00 am.
4. Students residing in College Housing are expected to reside within their assigned

room. Those found living in any space other than the one to which they are assigned may be subject to disciplinary action.

5. All guests at Lakeside will be required to sign in. A state-issued ID or passport is required and is the only acceptable form of ID allowed.
6. Lakeside residents may visit rooms in Lakeside without registering, as long as they are escorted at all times on the 1st floor.
7. **There may be no more than six (6) guests in a Lakeside suite at any time.**
8. Exceptions to these procedures must be approved by the Residence Life & Housing office.
9. Beginning at 11:00 pm, Lakeside Resident Assistants will contact all guests still in the building to notify them that it is time to leave. All guests will be required to vacate the building by 11:30 pm. Resident Assistants will conduct a full walkthrough of Lakeside at 11:00 PM and remove any additional guests. Guests refusing to exit will be referred to the ABAC Police Department.

ABAC Place

1. All ABAC Place residents will have 24-hour visitation which allows overnight guests.
2. There may be no more than 10 guests in an ABAC Place apartment at any time.
3. Short-term guests shall be defined as those that are not classified as overnight guests.
4. A resident may not have more than two (2) overnight guests at one time.
5. A resident may not have an overnight guest for more than three (3) consecutive nights.
6. A resident may not host overnight guests for more than six (6) nights per calendar month, whether with the same or different guests.
7. Guests may not stay overnight in the residence hall system for more than six (6) nights per calendar month, whether with the same or different hosts.
8. Students residing in College Housing are expected to reside within their assigned room. Those found frequently living in a space other than the one to which they are assigned may be subject to disciplinary action.
9. Residents may allow guests to stay overnight in their rooms. However, to preserve the roommate's rights and community standards in the residence halls, the number of overnight guests and the frequency of overnight visits are limited.
10. Non-residents must be escorted as guests at all times in the Residence Halls, and may not be left alone in a room without a host resident. **Residents are responsible for the actions of the guests at all times.**
11. Guests must stay in host bedroom unless approved by all roommates.
12. **Exceptions to these procedures must be approved by the Residence Life & Housing office.**

The privilege of hosting guests is extended with the understanding that roommates will communicate and agree on the time, date, frequency, and duration of each other's visitors. Residents are expected to be courteous to one another, show a willingness to make compromises, and act in good faith when sharing a living space. The Residence Life & Housing staff may restrict or prohibit overnight guests in a particular room if the roommates cannot come to a reasonable agreement about visitation. Continued violations may result in student removal from housing without refund.

Hall Meetings

During the course of the year, you will have **mandatory** hall and floor meetings. These meetings are required for the dissemination of important information. You are required to attend these meetings or make arrangements with your Resident Assistant prior to the meeting if you are unable to attend. Students who miss meetings without being excused will be subject to a student conduct meeting. Students will also be responsible for knowing any information given at the meetings they missed.

Hall Sports

While we encourage students to have fun while in college, please note that all athletic sports such as ball playing, racing, wrestling, boxing, tag, golf, or bike riding must be done outside.

Boxing

Boxing will not be permitted for any reason regardless of whether the match is consensual with regulation equipment. Students found boxing may be subjected to the same penalty as those students found fighting.

Fighting

Fighting is not tolerated for any reason at ABAC. Students may be removed from housing and/or suspended from the college for being involved in a fight. Students will also be held liable for all Federal, State, and local laws violated as a result of the incident.

Gambling

Gambling is prohibited by State Law. Gambling is not permitted anywhere in the residence halls. Gambling is defined as any game or wager where money exchanges hands, be it before, during, or after the actual game/wager takes place.

Bicycles/Motorized Scooters

Bicycle racks have been placed outside the residence halls for bicycle and scooter storage. **Bicycles and motorized scooters may not be brought inside the residence halls.** Neither are permitted to be parked in areas without bicycle racks. Bicycles and motorized scooters in common areas or chained to trees, benches, or other equipment will be confiscated by either ABAC Place or Housing staff. Confiscated bicycles and motorized scooters must be claimed within seven (7) days from their residence hall or those held after seven (7) days will be given to charity. Students may be subject to a fine that must be paid prior to the release of the confiscated bicycle and motorized scooter. Neither may not be ridden in the hallways/balconies or breezeways of the residence halls. Bicycles and scooters left after summer semester move-out will be confiscated and held for 14 days at which point they will be discarded.

Hoverboards

Hoverboards are not allowed in residence halls and will be confiscated to be returned at the end of the semester and must be taken home.

Hallway Decorations

Each year, the Resident Assistant team works to decorate the hallways of both Lakeside and ABAC Place. These decorations cost money and take a significant amount of time to complete. Students are expected to respect the effort put into the hallway decorations and should not tear down or remove any decorations with ABAC Housing approval. Students found vandalizing hallway decorations may be prosecuted for damage to state property and be subject to a hearing with the Residence Life Coordinator, resulting in potential sanctions.

Harassment and Cyber Harassment

Students found harassing other students, whether in person or online, will be referred to the Dean of Students and ABAC Police.

Hazing

All forms of hazing activities that are defined as hazing shall be banned. Hazing is defined as any intentional, knowing, or reckless act committed by a person (with or individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:

- Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in a student organization; and
- Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including:
 - o Whipping, beating, striking, electronic shocking, placing of a harmful substance in someone's body, or similar activity;
 - o Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
 - o Cause, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
 - o Causing, coercing, or otherwise inducing another person to perform sexual acts;
 - o Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
 - o Any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
 - o Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.

In compliance with the Georgia SB 85 "Max Gruver Act," beginning July 1, 2021, Abraham Baldwin Agricultural College will publicly disclose administrative adjudications of hazing or hazing-related convictions. This information will be posted within 15 calendar days of final adjudication or public notice of conviction and remain posted for a period of not less than five years. Records will include the name of any school organization involved, date(s) of occurrence, as well as a description of specific hazing-related findings, sanctions,

adjudications, and convictions for any person or school organization.

Please report any instances of Hazing using the following link:

https://cm.maxient.com/reportingform.php?ABAC&layout_id=6#:~:text=REPORT%20A%20HAZING%20INCIDENT

Commented [TH14]: New section - added based on the updated USG Guidelines surrounding Hazing.

Housekeeping

Housekeeping is provided for all common areas in the residence halls. This includes the lobby areas, hallways, laundry rooms, and public restrooms. Residents are responsible for the cleanliness of their personal spaces. The housekeeping staff regularly cleans all public areas including bathrooms, corridors, and lobbies. However, it is an expectation that residents also assist in helping to maintain a reasonable level of cleanliness in these public areas. The staff is here to keep the building clean, but not necessarily to clean up after you.

Identification

All students are required to carry an ABAC ID with them whenever they are on campus. Do not lend your ID to anyone for any reason. IDs must be surrendered to any ABAC college official (ABAC Police, faculty, staff, RA, etc.) upon request. IDs will be required to enter the ABAC Dining Hall and other campus activities. IDs are made in the John Hunt Town Center. Fake IDs are prohibited, and the student will be turned over to the Police for prosecution. A new ID may be issued each fall. Lost IDs will incur a \$25 charge, while damaged IDs are replaced at no cost.

Falsifying Information to Staff

Giving a false name, intentionally hindering an investigation, misleading, or hiding from staff during a student conduct violation is prohibited and will lead to additional sanctions. The use of a fake ID will be reported to the ABAC Police Department.

Activation/Deactivation

ID cards will need to be activated at the beginning of each semester for the individual apartments as the cards deactivate at the end of each semester during the breaks.

Locks

Locks may not be changed or installed by Residents.

Mattresses and Lofting

Each student is provided with one mattress per bed. Students may bring a mattress from home but be advised that students cannot remove the standard hall mattress from the room. Special beds and mattresses may be placed in the room if a licensed physician orders them for legitimate medical reasons. This request is an ADA accommodation, please refer to ADA accommodations. Headboards are not allowed in residence halls.

Lofts are not permitted in the residence halls. All beds must stay on the floor unless store-bought bed risers are used. Wooden platforms and cinder blocks are not acceptable. Students may not build lofts in their rooms. Students caught with a loft will be charged for its removal.

Waterbeds

Waterbeds and other water furnishings are prohibited in the residence hall for maintenance and housekeeping reasons. Excessive weight and potential water damage may cause harm to the structure of the building.

Commented [TH15]: New Section - Added to provide documentation that these are not allowed.

Moving Rooms

Residents are required to stay in their room the first two weeks after move-in, barring a safety issue. No exceptions. After the two weeks are up, any move that is prompted by the residents and not the Residence Life and Housing Staff and approved may be subject to a \$150 moving fee to be paid before the move occurs. **The Office of Residence Life reserves the right to move students when necessary.** If students are having trouble with their roommates, they should first attempt an appropriate face-to-face conversation with the roommate, after which they should reach out to their Resident Assistant for help. A student-to-student mediation is a required part of ABAC Housing's room change process. A Resident Assistant or Residence Life Coordinator may request a mediation with roommates experiencing problems prior to considering a room change. ABAC Housing is at full capacity for the Fall 2025 semester and room moves will be very difficult and may not be possible.

Occupancy

1. Residents may not prevent an assignment to their suite, either because their belongings are consuming the common space or because they discourage or turn away a possible suitemate. Residents are permitted to occupy only one assignable space and share the common space within their living area unless they have been authorized to occupy additional space. Violation of this policy may result in fees and/or disciplinary action.
2. Room changes may only be made with the approval of the Residence Life Coordinator and they are conditional upon space availability, the timing of the request, and the grounds for the transfer. Room changes may take place as space is available and after occupancy has stabilized, which is usually two weeks after the start of the semester. You are encouraged to discuss room changes with your roommate. Do not move until you are notified that the change is approved. If you move without prior approval from your Residence Life Coordinator, you may be assessed a fee, required to return to your original location, and/or face disciplinary action. The first room change is free. Additional room changes will each be assessed a \$50 fee. Room changes must be completed within 48 hours or additional charges may be applied.
3. Consolidation exists to bring equity. Residents in an under assigned suite may face room consolidation. The College reserves the right to reassign any Resident for the purpose of consolidation, or to schedule unoccupied rooms for new Resident usage throughout the year. Where there is a vacant space in a partially-occupied suite, the vacant space must be maintained by the occupant(s) in a manner that will allow a new Resident to move in immediately. Residents may request a vacant room buyout(s) in the suite and pay the additional pro-rated charge for any under assigned room(s). The

determination as to whether to approve such a buyout request is within the sole and exclusive discretion of the College.

4. We are committed to making the on-campus housing experience available to as many students as possible. This commitment may require us to utilize expanded occupancy. Expanded occupancy includes the use of extra spaces to accommodate additional residents as well as hotel or off-campus rental facilities.
5. Housing Assignments are based on when the Resident completes her/his housing application and students are assigned on a first-come, first-served basis only.

Official Notification

ABAC recognizes the assigned ABAC Student Email as the primary form of communication for all students. Students are expected to regularly access their ABAC email address to stay abreast of important updates, notices, and requirements.

Pets

Students are not permitted to have pets in the residence halls due to safety and sanitation regulations. Fish, small amphibians, small turtles, and other ***solely aquatic*** animals are permitted provided they live in a properly maintained aquarium no larger than 10 gallons. Students are responsible for their guests as well. Guests are not allowed to bring unauthorized animals in the residence halls. Students in violation of this policy will receive an automatic \$250 fine and an additional \$25.00 per day until the animal is removed. Other damage charges associated with the animal will be determined by the Corvias Staff and sanctioned accordingly. See ADA accommodations for Service Animals and Emotional Support Animals.

Pranks

Students involved in this type of misconduct will be subject to disciplinary action, restitution, and possible dismissal from the hall. Pranks should be avoided.

Recording Devices

The following behavior is prohibited: making, attempting to make, transmitting, or attempting to transmit audio or video of any person(s) on College premises in bathrooms, showers, shared bedrooms, living rooms, or other premises where there is a reasonable expectation of privacy, without the knowledge and consent of all participants subject to such recordings.

Commented [TH16]: Added at the request of Dean of Students and USG Guidelines.

Restricted Areas

Certain restricted areas exist within the residence halls. Residents are not allowed in such areas, which include, but are not limited to, any place that is officially closed, restricted only to designated employees, or any place where the safety and welfare of the Resident is endangered.

Commented [TH17]: Added at the recommendation of CCG to outline 'Restricted Areas.'

Roommate Bill of Rights

Your enjoyment of life in the residence hall depends on thoughtful consideration and common courtesy among roommates and neighbors. The basic rights of a Resident include the following:

1. The right to live in a clean building and room.
2. The right to expect that a roommate(s) will respect one's personal belongings.
3. The right to a redress of grievances. Residence Life and Housing staff are available to assist in resolving conflicts.
4. The right to read and study without undue interference in one's room. Unreasonable noise and other distractions inhibit the exercise of this right.
5. The right to sleep without undue disturbance from noise, roommate's guests, etc.
6. The right to free access to one's room and facilities without pressure from a roommate.
7. The right to personal privacy.
8. The right to be free from fear or intimidation and physical or emotional harm.
9. The right to have guests adhering the visitation policy with the expectation that guests are to respect the rights of the host's/hostess's roommate(s) and other Residents.
10. The right to a drug-free environment.

Commented [TH18]: Neat section! This will now be a topic of conversation during our mandatory housing meetings!

Room Keys and Gold Card

Each student is issued a key to their room and a key card (Gold Card) to enter their residence hall. It is the student's responsibility to maintain and return their key to the hall staff immediately upon check-out. Duplication of college-owned keys is prohibited.

Under no circumstance should a resident lend or give their key to anyone. This will result in a disciplinary hearing with the RLC. Loss of keys will result in \$35 replacement charge for ABAC Place and \$45 replacement charge for Lakeside; loss of Gold Card will result in a \$25 replacement fee.

Lock-outs

Students will receive two free lockouts each semester, after which lock-outs will result in a monetary charge of \$25 per lockout charged to their student account.

Excessive lockouts will result in a meeting with the housing staff. It has been noted that excessive lock-outs may be an indicator that a student is performing poorly in their classes. As such, students who receive five or more lock-outs may be required to schedule a meeting with an Academic Support Counselor to develop an academic success plan. This course of action will be determined by both an RLC and an Academic Support Counselor.

Safety and Cleaning Inspections

Safety and Cleaning Inspections are performed once per month throughout the semester. Safety and Cleaning inspections are used to ensure rooms meet state fire codes and are clean and safe environments that are conducive for the wellbeing of the facility for years to

come. The Housing Staff reserves the right to ask you to clean your room any time cleanliness and safety are compromised. Areas to be checked include areas in plain sight, all appliances, cabinets, and closets. **Violations must be corrected within 24 hours.** Sanctions include a \$150.00 fine for state fire code violations, \$50.00 for cleanliness violations, and may include others to be assessed after formal notification. If students cannot afford cleaning supplies they may contact the Office of Residence Life & Housing for assistance.

Standard Quiet Hours

Quiet hours are observed in each of the residence halls and outside areas surrounding the residence halls from 10:00 pm to 8:00 am Sunday-Thursday and 12:00 am to 9:00 am Friday and Saturday. Residents and their guests are required to be reasonably quiet during these times so as not to infringe upon the rights of other students. During finals, 24-hour quiet hours will be in effect in all residence halls. The remainder of the time residents must be considerate of their neighbors. Electronic devices should be kept at a reasonable volume with special consideration to bass. Students must respect the wishes and needs of those living around them. Violators of this policy will be subject to disciplinary action from the RLC, and the device used during the violation may be confiscated.

Most noise complaints come from above and below apartments, please be considerate of your neighbors when moving around your apartment. Do not run and jump. Please be mindful of hard-bottomed shoes such as boots, heels, clogs, etc. These types of shoes can be very loud to downstairs neighbors.

24/7 Quiet Hours

During all final-exam periods, the Office of Residence Life & Housing may institute 24/7 quiet hours in order to provide an environment that is conducive for study. This period will be communicated via email and flyers posted around the residence halls.

Stolen Street or Traffic Signs

Possession of stolen street and traffic signs is a felony. ABAC Police will be notified and violators will receive a \$150.00 fine. No such signs are permitted in the residence halls unless they were purchased from a retail store and proof of purchase is provided prior to placing the sign in the room.

Tattooing & Piercing on Campus

Tattooing and piercing are not allowed on campus.

Trash

All trash and debris must be placed inside the College dumpsters adjacent to the residence halls. Trash left in the common areas or hallway will be investigated and students may be charged a cleaning fee for improper disposal of trash.

Vandalism & Theft

ABAC Police will be notified in all cases of vandalism and theft. Vandalism and theft of state property can be considered a felony. Anyone guilty of vandalism or theft will be referred to both the ABAC Police and the Dean of Students.

Windows

Windows are to remain properly closed and may not be opened beyond the prescribed height. Windows stops are installed in all residential facilities to limit the full opening of the windows. Students are not to remove the window pane for any reason. Students found removing a window pane in order to enter/exit the building will be referred to the Residence Life Coordinator.

Residential Curriculum Overview

Commented [TH19]: The Residential Curriculum has not traditionally been included in this document. It provides added transparency to students regarding the purpose of ABAC Housing's programming efforts.

What is a Residential Curriculum

Throughout the course of the year, the Office of Residence Life & Housing will host programs and events that seek to prepare students for life after college. These programs follow the outline of the annual 'Residential Curriculum.' This set of standards outlines programmatic topics and themes that the Office has identified as community-wide areas of growth.

2025 – 2026 Residential Curriculum

“F.U.N.”: The Residential Curriculum

F.U.N. is ABAC's curricular approach to the living-learning experience of our fun, understanding, and neighborly engagement in residence halls. We believe that living on campus provides an opportunity for students to learn and practice skills that promote student success and create thriving communities. Aligned with ABAC's strategic plan, mission, and vision, F.U.N. is focused on:

- Fun: **Community building** through joy-filled interactive experiences, practices, and policies.
- Understanding: Furthering **interpersonal skills and communication** to promote holistic **well-being** on and off campus.
- Neighborly: Cultivating a safe environment that offers autonomy of **social awareness** and **responsibility**.

As a result, by the end of the academic year, those living on campus will be able to contribute to thriving on and off-campus communities.

‘F.U.N.’: Terms and Definitions

Community Building (F)

Residents who develop healthy relationships and build communities feel a sense of belonging. Building healthy relationships involves trust, honesty, respect, and open communication between individuals. Residents will be able to create and maintain healthy relationships with others, while engaging in opportunities that support their goals. They will define and build their own communities and be able to identify a variety of strategies to engage and contribute to their communities.

Well-Being (U)

Well-being is achieved through the pursuit of actions and daily habits that promote physical, mental, and emotional health. Essential to well-being is forming habits around healthy decision making, compassion, stress management, and support seeking behaviors. Mental health, in particular, will be a primary area of focus. Mental health, for the purposes of the 2025 – 2026 Residential Curriculum, will be defined as the ability to identify the appropriate emotion to accompany the appropriate situation.

Interpersonal Skills and Communication (U)

Communication is defined as the process in which one shares and receives information and ideas. Recognizing one's own worldview and perspectives is key to both understanding and being understood. Residents will identify problems and navigate conflict through interpersonal skills by developing verbal, written, and behavioral communication. Through the development of communication skills, residents can respectfully express themselves while showing care for others.

Social Awareness and Responsibility (N)

Socially aware individuals understand who they are and how their values, beliefs, and identities shape their worldview. Socially aware individuals recognize their responsibility to advocate for themselves and others. Successful, healthy communities are built when individuals develop cultural competency, demonstrate attitudes that support their peers, and understand how their actions impact the community and environment as a whole.

Damage Charges and Fines

All pricing represents a minimum, only. Severe damage may constitute additional sanctions and charges.

Commented [TH20]: Added this section to reflect the charges that exist within the ABAC Housing Contract. The Contract does not exist on the ABAC Website, but this document does. Provides added transparency.

Item Description	Lakeside Fee	ABAC Place Fee
Bar Stool	N/A	\$125.00/stool
Bath/Shower Insert	\$350.00 + labor	\$350.00 + labor
Bathroom Lights	\$40.00	\$40.00
Bathroom Mirror	\$150.00	\$150.00
Bathroom Vanity	\$200.00	\$200.00
Bed Frame	\$200.00	\$300.00
Bedroom Key	\$40.00	\$40.00
Benches and Picnic Tables	\$500.00	\$500.00
Blinds	\$25.00	\$25.00
Cabinets	\$150.00	\$150.00
Carpet	N/A	\$300.00 + labor
Carpet Tile	\$30.00/tile	\$30.00/tile
Ceiling	\$100.00 + labor	\$100.00 + labor
Ceiling Fan	\$250.00	\$250.00
Ceiling Fan Globe/Light	\$50.00	\$50.00
Change of Locks	\$50.00	\$50.00
Cleaning	\$150.00 + labor	\$150.00 + labor
Closet Mirror	\$50.00	\$50.00
Coffee Table	N/A	\$200.00
Common Area Chairs	\$300.00	\$500.00
Common Area Couches	\$750.00	\$750.00
Common Area Decorations	\$150.00	\$200.00
Countertops	\$50.00	\$100.00
Desk	\$200.00	\$150.00
Desk Chair	\$100.00	\$100.00
Dishwasher	\$500.00	\$500.00
Door Frame	\$200.00 + labor	\$200.00 + labor
Dresser	\$250.00	\$250.00
End Table	N/A	\$150.00
Entertainment Stand	N/A	\$250.00
Entry Door	\$500.00	\$500.00
Fire Doors	\$2,000.00	\$2,000.00
Fire Extinguisher	\$75.00	\$75.00
Fire Safety Glass - Fire Exits and Building Entries	\$2,000.00	\$2,000.00
Foosball Table	\$750.00	N/A
HVAC Door	\$200.00	\$200.00
Ice Maker/Ice Bin	\$50.00	\$50.00
Improper Checkout	\$250.00	\$250.00
Improper Trash Disposal	\$50.00	\$50.00
Interior Door	\$200.00	\$200.00
Interior Outlet Cover	\$5.00	\$5.00
Kitchen Lights	\$75.00	\$75.00

Kitchen Pantry Door	N/A	\$150.00
Kitchen Pantry Shelving	N/A	\$25.00/shelf
Kitchen/Living Room Floors	\$50.00/Tile + labor	\$50.00/Tile + labor
Lounge Chair	N/A	\$400.00
Mattress	\$200.00	\$300.00
Medicine Cabinet	\$75.00	\$75.00
Microwave	\$250.00	\$250.00
Moving Cart	\$200.00	\$200.00
Onity Lock	\$300.00	\$400.00
Outdoor Grills	\$250.00	\$250.00
Outdoor Trash Cans	\$1,000.00	\$1,000.00
Painting – Bathroom	\$75.00	\$75.00
Painting – Bedroom	\$100.00	\$125.00
Painting – Kitchen	\$100.00	\$150.00
Painting – Living Room	N/A	\$150.00
Ping Pong Paddles	\$25.00	\$25.00
Ping Pong Table	\$1,000.00	\$1,500.00
Pool Sticks	\$40.00	\$40.00
Pool Table	\$3,000.00	\$3,000.00
Pool Table Felt	\$500.00	\$500.00
Refrigerator	\$1,000.00	\$1,000.00
Refrigerator Shelving	\$25.00/shelf	\$25.00/shelf
Resident Assistant Hallway Decorations	\$250.00	\$250.00
Sink - Kitchen	\$250.00	\$250.00
Sink – Bathroom	\$150.00	\$200.00
Smoke Detector	\$150.00	\$150.00
Sofa	N/A	\$500.00
Stove/Oven	Community Oven - \$1,000.00	\$750.00
Television	\$1,500.00	\$1,500.00
Thermostat	\$175.00	\$175.00
Toilet	\$250.00 + labor	\$250.00 + labor
Toilet Paper Holder	\$10.00	\$10.00
Towel Bar	\$25.00	\$25.00
Town Hall – Gaming Console	\$400.00	\$500.00
Town Hall -Gaming Console Controller	\$75.00	\$100.00
Tub Stopper	\$10.00	\$10.00
Vandalism	Cost of Repair	Cost of Repair
Vent Fan	\$50.00	\$50.00
Volleyball Net and Boundary	N/A	\$750.00
Wall Patching	\$50.00/hole	\$50.00/hole
White Board	\$500.00	\$1,000.00
WiFi Router	\$150.00 + labor	\$150.00 + labor
Window	\$150.00	\$150.00

Appeals Process

Commented [TH21]: Added to provide easy access to all ABAC Housing Appeal forms.

Students living on campus have the right to appeal any charges, fines, or fees associated with their actions. All appeals will be reviewed by members uninvolved with the associated fines in an effort to provide an unbiased review of the case. Common appeal types are provided below:

Housing Fines and Fees

Students who receive fines and fees as a result of their behavior, damage to college property, failed Safety and Cleaning Inspections, etc. may utilize the form linked below to appeal these charges. Students should take ample time to submit a detailed explanation of their case.

- <https://forms.office.com/r/tQQwtrvJZD>

Freshman Residency Exemption

Students whose Freshman Residency Exemption request is denied may utilize the link below to request a secondary review of their exemption request. Additional details should be submitted within the Exemption Appeal.

- <https://forms.office.com/r/dPSPUaAKcT>

Breach of Contract

All students residing on campus agree to a two-semester housing agreement. Students in breach of this contract, depending on the time of violation, will be held responsible for Breach of Contract fees. Students wishing to appeal these charges are encouraged to submit a detailed explanation of their appeal justification using the link below

- <https://forms.office.com/r/LUz4F6iScs>

NOTICE OF NON-DISCRIMINATION

Abraham Baldwin Agricultural College ("ABAC") is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law, Board of Regents policy, and institutional policies and guidelines; the institution prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment, pregnancy, and medical conditions related to pregnancy), sexual orientation, gender identity, gender expression, ethnicity or national origin, religion, age, genetic information, disability, or veteran or military status by any member of the ABAC Community on campus, in connection with a institutional program or activity, or in a manner that creates a hostile environment for members of the ABAC community.

Every member of the ABAC community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. All members of the faculty, staff, and student body are expected to ensure that nondiscriminatory practices are followed at the institution.

For additional information or to file a complaint under the provisions of this policy, employees and applicants for employment should contact the Office of Human Resources at Herring Hall 33 or at hr@abac.edu. Students and applicants for admission should contact the Office of Student Affairs at Branch Hall 208 or at deanofstudents@abac.edu.

ABAC complies with the University System of Georgia's Non-Discrimination Policy which is consistent with the requirements and objectives of Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veteran's Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Rights Act of 1994, the Americans With Disabilities Act of 1990, as amended, the Lilly Ledbetter Fair Pay Act of 2009 and the Georgia Fair Employment Act of 1978, as amended.

Please utilize the link below to report instances of discrimination:

<https://cm.maxient.com/reportingform.php?ABAC>

SEXUAL MISCONDUCT GUIDELINES & PROCEDURES

Information regarding ABAC's policies regarding Sexual Assault and Title IX may be found at the link below:

https://www.abac.edu/campus_life/title-ix.html

Emergency Procedures

All students are encouraged to download the LiveSafe app to access a more exhaustive list of emergency procedures utilized by the college.

Bomb Threat

If a bomb threat is announced in your residence hall, follow the instructions of the residence hall staff and/or Public Safety Officer. It is important that you remain calm and cooperate fully.

Evacuation

Evacuations from residence halls should take place in an orderly fashion. Students should proceed to the nearest exit (**DO NOT USE MAIN STAIRWELLS IF AN EMERGENCY EXIT IS CLOSER AND NOT BLOCKED**). Evacuation Routes for ABAC Place can be found on the back of the apartment doors. Lakeside evacuation routes are directed down the main stairwell or one of three emergency wing stairwells. If campus must be evacuated students should proceed to the nearest campus exit.

Fire Alarms

Students will be given the procedure for fire alarm safety during the first hall meeting. The college requires the residents and their guests to adhere to all procedures in the case of a fire alarm sounding in the residence hall. Failure to evacuate the building is not only a safety hazard but a violation of college policy. Students can expect two fire drills a semester to ensure students are familiar with vacating procedures. **During a fire alarm, follow all instructions from the residence hall staff.**

Fire Safety Regulations

Each residence hall will cover fire safety regulations during the first hall meeting of the term. Safety regulations should be followed whenever a fire alarm sounds. Do not consider any alarm a false alarm. When the alarm sounds, you must vacate the building immediately. If you see smoke in the hallways, keep low to the ground as you move to the nearest exit. Once you are out of the building, move away from the building and do not block emergency personnel and equipment. You may not re-enter the building until you receive notification from ABAC Police or the residence hall staff.

Medical Emergencies

In the case of a severe medical emergency, notify the hall staff immediately. The staff cannot transport students to a doctor or emergency room. If you are unable to find a hall staff member, please contact either the Health Center (ext. 5030) or 911 (9-911 from a campus phone). If someone has fallen, do not move the student without authorization from a medical professional.

Tampering with Smoke Detectors, Fire Extinguishers, and Fire Alarms

Tampering with or nonemergency use of fire safety equipment is illegal. Each offense is referred to ABAC Police and may carry criminal charges in addition to any institutional action.

False Alarms: Students found responsible for making false alarms may be removed from the Residence Hall by the Dean of Students. Criminal charges may be filed as well.

Train Derailment

In the event of a train derailment or accident which necessitates a campus evacuation, ABAC PLACE Residents should evacuate using one of two Davis Road exits and Lakeside Residents should evacuate using Farm Lane through Woodruff Farm.

Tornado Procedures

In the event of a tornado warning, the emergency siren will sound. When you hear the siren, leave your room and proceed to the first-floor designated tornado safety area. ABAC Place residents will go to the stairwells on ground level and/or hallways on the ground floors. Lakeside residents will go to the first floors. During the tornado warning, students must stay clear of all windows. You must stay in the tornado shelter area until the hall staff or Public Safety gives an all-clear sign. Tornado sirens are tested on the second Tuesday of every month unless there is inclement weather in the area.

Please ensure that you have downloaded the LiveSafe app for the most up-to-date emergency notifications from the ABAC Police Department.

Information Regarding this Publication

All residents will be held accountable for the content of this *Residence Hall Handbook*. For additional information regarding the policies and procedures listed in this publication, contact the Director of Residence Life in the Residence Life & Housing Office at 229-391-5140 or come by the Office in the John Hunt Town Center. Sanctions listed in this *Handbook* are only guidelines and may be adjusted by ABAC Residence Life & Housing staff based on the circumstances of individual cases. ABAC Residence Life & Housing reserves the right to make changes to this *Handbook*, and all changes will be disseminated to students via the Residence Life and Housing webpage linked below:

https://www.abac.edu/campus_life/residence-life/index.html

Students may make formal requests to amend the *Residence Hall Handbook* by submitting a formal, written request to the Director of Residence Life & Housing at housing@abac.edu.

Important Housing Contact Information

- Lakeside Resident Assistant: 229-445-0232
- ABAC Place 100 Resident Assistant: 229-256-1088
- ABAC Place 200 Resident Assistant: 229-256-1091
- Lakeside Front Desk: 229-391-5176
- Main Housing Office: 229-391-5140
- ABAC Police Department: 229-391-5060