

# MINERAL AREA COLLEGE

## College Park

### Policies and Procedures For Students Residing in College Park

The following policies and procedures shall govern the social, behavioral, and living standards expected of all students in order to respect others, and enjoy a successful college experience. The purpose and intent of the following policies and procedures is to foster a pleasant housing experience that enables students to live in an environment that is enjoyable and conducive to successful college life. Loud noise, juvenile behavior, minor or criminal behavior and disruption of other's peace will not be tolerated. Students are expected to exhibit good moral behavior and to be respectful of College property. All policies and procedures are under the control of College Park Management, with assistance from Campus Security.

### Scholarship Philosophy

It is the philosophy of Mineral Area College to assist students financially for merit achievement or economic need, and ensure each student a safe, comfortable and quiet environment in which to live and study while attending college and participating in areas and activities directly related to receiving a scholarship. Students who have been gifted a full or partial housing scholarship have earned a benefit not afforded other self-paying students, and as such are held accountable and are expected to be excellent role model students and citizens. It is a privilege to live in College Park with all or part of the living expenses paid for by the college operating funds. Residents on full or partial housing scholarships are expected to perform well academically and participate in student related activities associated with the scholarship. \* *Text that is italicized applies specifically to scholarship students.*

### 1. Noise and Quiet Time

- A. The primary purpose of College Park is to offer a temporary home away from home, with conditions conducive to reasonable relaxation, study and sleep while away at college.
- B. It is difficult to set specific standards regarding levels of noise which will satisfy all residents. Individual levels of noise tolerance vary widely. Given varying schedules and needs, students must be able to work, study, and rest at all times without undue interference or disturbance. **Courtesy hours (hours to study, relax and sleep) are in effect 24 hours a day, seven days a week.** At **NO** time may a resident, group of residents, or residents and invited guests create excessive noise or loud conversation which will disturb or offend other residents from any outside yard area, or through any roommates', or neighbor's adjacent floors or walls.
- C. Residents may **not** practice musical instruments in College Park **at any time.** Arrangements for practice and the storage of musical instruments should be made the Music Department (Fine Arts Building), which has storage and practice rooms available for student use.
- D. Residents may not play a television, VCR-DVD, CD, radio, or stereo system so loudly as to disturb or offend any roommates', or neighbors from any outside yard area, or through any neighbor's adjacent floors or walls.
- E. Incidents involving residents who violate the Noise and Quiet Time Policy will be addressed as follows:

- 1<sup>st</sup> Offense**--\$50 fine  
**2<sup>nd</sup> Offense**--\$100 fine *and loss of eligibility to participate in one or more scholarship-related activities as designated by College Officials*  
**3<sup>rd</sup> Offense**--Eviction, loss of security deposit, *and loss of scholarship at the end of the current semester*

## II. Non-Resident Visiting guests

- A. Non-resident visiting guests of College Park are defined as individuals who are not affiliated with Mineral Area College (i.e. non-students) or who are students of Mineral Area College, but do not reside in College Park.
- B. The rules regarding inviting and socializing with non-resident visitors of College Park residents will be strictly enforced. College Park residents are permitted to have non-resident visiting guests in their assigned spaces as long as the guests do not infringe on the primary rights to privacy of others, and guests do not violate College and College Park policies including, but not limited to noise, visitation hours and quiet hours. Visitation may also be conducted in the College Park Clubhouse during the published hours.
- C. It is the responsibility of the resident to familiarize their non-resident guests with College Park regulations and be with their guest at all times. The resident of College Park is responsible for the actions of a guest; including damages caused by respective guests, and may be subject to fines, penalties and disciplinary action if the guest violates College or College Park policies. Guests violating any policies will be required to leave Campus, and may be permanently banned from returning for any reason or referred for possible legal action. College Park Management and Mineral Area College Campus Security reserve the right to refuse visitation rights of any non-resident.
- D. Non-resident visiting guests will be required to leave the residence of any resident of College Park as soon as Visiting Guest Visitation Hours are over. No non-resident guests may remain at College Park from 12:00 midnight to 8:00 a.m. All guests must leave College Park by 12:00 midnight. Visiting residents must return to their own residence by 12:00 midnight.

## E. All non-resident visitors must be at least 18 years of age or older.

- F. Published Non-Resident Guest Visitation Hours are daily from 8:00 a.m. -12:00 p.m. midnight.
- G. Quiet Time for residents is from 10:00 p.m. to 8:00 a.m.
- H. Visitors and residents of other apartments may NOT be present in another person's apartment **unless the current residing occupant is present at all times. This means visitors or residents from another room can NOT remain in your apartment or bedroom while you attend classes, or leave the room/apartment for any reason.**
- I. Residents are required to secure and lock their apartments and bedrooms when leaving. **You may NOT give your keys to anyone at any time to have access to your apartment or bedroom.**
- J. **You are not allowed to "borrow" or use another resident's apartment or bedroom for any reason.**
- K. **MAC students and/or College Park residents in violation of this policy may face disciplinary action and/or fines, and visitors who are not College Park residents or MAC students that violate this policy may be subject to an issuance of a trespass notice.**
- L. Incidents involving residents who violate the Non-Resident Guest Visitation Hour Policy will be addressed as follows:

**1<sup>st</sup> Offense**-Removal of guest, \$50 fine, *and loss of eligibility to participate in one or more of the remaining scholarship related activities for the rest of the semester, as designated by College Officials*

**2<sup>nd</sup> Offense**-Removal of guest, immediate eviction, the *immediate loss of eligibility to participate in scholarship related activities and loss of scholarship at the end of the current semester*

### III. Overnight Guests of the Same Gender

- A. Overnight guests of College Park are defined as individuals who are not affiliated with Mineral Area College, (i.e. non-students) or who are students of Mineral Area College, but who do not reside at College Park.
- B. Inviting guests/visitors overnight will be strictly enforced. When a resident invites a guest for an overnight stay in College Park, the resident must each time register them with College Park Management in the Club House prior to the overnight stay. Information required to register an overnight guest will include such information as guest name, length of stay, purpose of stay, and automobile information.

### C. All overnight guests must be at least 18 years of age or older.

- D. College Park Management reserves the right to refuse any overnight guest(s) request or remove any violating guest.
- E. Any resident's overnight guest not registered with College Park Management will be asked to leave the College Park premises, and the resident may be disciplined with a fine.
- F. A resident, as host of overnight guests, will be responsible for his/her guest's adherence to all Mineral Area College and College Park policies, and therefore will be held personally responsible for damages caused by respective overnight guests.
- G. Overnight guests of the **same gender** are allowed on **Friday and Saturday nights only**. Exceptions may be made for the same gender parent. As determined by the College Park Management, consideration will be given to overnight guests trapped in a snow or ice storm.
- H. Under no circumstances will more than one overnight guest of the same gender be permitted to stay in the resident's bedspace. And, no more than one overnight guest per residence is allowed at any one time. Guests may remain at College Park for up to 48 hours per visit.
- I. Incidents involving residents who violate the Overnight Guest Registration and other Guest Policies will be addressed as follows:

**1<sup>st</sup> Offense**-Removal of guest, \$50 fine, *and loss of eligibility to participate in one or more of the remaining scholarship related activities for the rest of the semester, as designated by College Officials*

**2<sup>nd</sup> Offense**-Removal of guest, immediate eviction, the *immediate loss of eligibility to participate in scholarship related activities and loss of scholarship at the end of the current semester*

### IV. Overnight Guests of the Opposite Gender

- A. **Overnight Guests of the opposite gender including residents of College Park and non-residents and non-students of Mineral Area College will not be permitted within any College Park Residence (including bedroom or commons/community areas) at anytime under any circumstances.**
- B. Incidents involving residents violating the policy of overnight guests of the opposite gender will be addressed as follows:

**1<sup>st</sup> Offense**-Removal of guest, \$50 fine, *and loss of eligibility to participate in one or more of the remaining scholarship related activities for the rest of the semester, as designated by College Officials*

**2<sup>nd</sup> Offense**-Removal of guest, immediate eviction, the *immediate loss of eligibility to participate in scholarship related activities and loss of scholarship at the end of the current semester*

## V. Vandalism

- A. Any resident found defacing, altering, tampering with or destroying Mineral Area College, College Park, or other resident's property will immediately be cited by College Park Management and/or Campus Security, and referred to the Dean of Student Services for eviction from College Park, *and dismissal from any team or activity group, and loss of eligibility to participate in all the remaining scholarship related activities for the rest of the semester.* Other consequences and penalties may include dismissal from Mineral Area College with the loss of any Security Deposit along with restitution for the amount of damage, *and the loss of scholarship at the end of the current semester,* and referral for prosecution.

## VI. Theft

- A. Any resident found stealing Mineral Area College, College Park, or other College Park resident's property will immediately be cited by College Park Management and/or Campus Security, and referred to the Dean of Student Services for eviction from College Park, *and dismissal from any team or activity group, and loss of eligibility to participate in all the remaining scholarship related activities for the rest of the semester.* Other consequences and penalties may include dismissal from Mineral Area College with the loss of any Security Deposit along with restitution for the amount of the theft, *and the loss of scholarship at the end of the current semester,* and referral for prosecution.

## VII. Room Condition Standards

- A. For safety and health reasons, and continuous maintenance and repair of College property, residents will always keep rooms and porch areas in clean and good condition throughout the term of the residents housing agreement. Clean and good conditions include but are not limited to the following: **absence of dirt, debris, and any unsanitary and or unhygienic conditions.** Unacceptable conditions include, but are not limited to excessive messiness, garbage, or abandonment of personal property at move-out time.
- B. When each resident moves in, a room inspection will be completed by the resident and College Park Management. Together both parties will agree on and list the original room conditions.
- C. When each resident gets ready to check out, there will be a room inspection completed by the resident and College Park Management, and compared with the "Move In" inspection. Necessary charges will be assessed for any extraordinary cleaning and maintenance, missing or damaged College-provided equipment, furniture or property.
- D. When damage occurs, the incident must be reported immediately (within 24 hours) in order to facilitate repair to prevent additional damage and possibility of additional assessments of the resident or residents assigned to the Residence.

- E. If damage occurs in the community areas of any residence, the porch area, or the Club House, and no one accepts responsibility, all residents of the assigned room (or the complex) will be charged equally.
- F. Any noxious odor detected from inside or outside of the confines of all or an individual resident's room and community/common area is prohibited. Causes of such odors may include cigarette smoke, burning incense, candles, dirty laundry, dirty dishes, trash, garbage, body odor, etc. Every resident has the right to live free of health risks and intrusive odors so as not to offend or disturb others.
- G. Room safety and health inspections will occur regularly and frequently throughout the term of the housing agreement. Unsatisfactory conditions that are observed by College Park Management may result in the apartment's resident(s) being assessed and fined immediately. Necessary charges will be assessed for any extraordinary cleaning and maintenance, missing or damaged College-provided equipment, furniture, or property. Students will receive written notification of the costs of damages, and these costs will appear on the student's account with the Business Office.
- H. Because of the level of safety involved, disabling or tampering with Fire Protection Equipment such as smoke detectors or fire extinguishers and/or College Park appliances is strictly prohibited, and will result in a \$200 fine.
- I. Community Cleanliness: Residents of a given apartment complex share a common responsibility for maintaining those common areas shared by the residents of that apartment. Common areas must be maintained in a clean, orderly and sanitary condition at all times, as this impacts the safety and health of all residents at College Park. Common areas include the kitchen, the bathrooms, and the living room.
- J. Community Cleanliness: Residents of a given apartment complex also share a common responsibility to maintain the porch and stairwell area of their assigned apartment. In order to maintain a safe environment and to meet with fire code regulations, you are required to keep the porches and stairwells clean and **uncluttered at all times**. Apartment furniture is NOT allowed outside. Do not dry clothing or linens or store unsightly personal property on the porch, stairs, or railings at any time, including, but not limited to boxes, athletic equipment, tires, recyclables, and broken items or furniture.
- K. Littering: It shall be a violation of the policy of Mineral Area College for a person to throw, abandon, place, or cause to be thrown, abandoned or placed, any injurious, unsanitary or hazardous substance of any kind on the real property of Mineral Area College, its roads, waters in this state or streams, or on any property owned, operated or leased by Mineral Area College without the expressed consent of the administration of Mineral Area College. These prohibited substances include but are not limited to the following: glass (broken or whole), wire, nails, tacks, cans, garbage, trash, refuse, discarded paper or rubbish of any kind, nature or description.
- L. Failure to maintain your apartments/rooms sufficiently will result in disciplinary action and/or fines.
  - 1<sup>st</sup> **Offense**-Written incident report by College Park Management or designee, and a \$25 fine
  - 2<sup>nd</sup> **Offense**- Written incident report by College Park Management or designee, a \$50 fine assessed, *and loss of eligibility to participate in one or more scholarship-related activities as designated by College Officials*
  - 3<sup>rd</sup> **Offense**-Written incident report by College Park Management or designee, \$100 fine along with eviction, loss of security deposit *and loss of scholarship at the end of the current semester.*

## VIII. Room Entry and Health/Safety Inspections

- A. The resident's right to privacy while living at College Park is important to the Mineral Area College, however, the College, reserves the right to enter and check the rooms for, but not limited to, room inspection, maintenance, health and sanitation, emergencies, and violations of College or College Park policies and/or the Safe Schools Act. When feasible, every effort will be made to provide at least 24-hour notification prior to an inspection.
- B. Entry to other Roommates' Rooms: The housing contract is for one bed space only, therefore, residents should not enter any roommate's room without their permission. To do so without prior permission is a violation of the law. Empty rooms must not be entered without permission from College Park Management. Entering/using a non-rented bedroom may result in any or all of the roommates being assessed a fine for the use of the room, or possible eviction.
- C. Room Changes may be requested by residents to move from one apartment to another, **but it must be approved by College Park Management prior to any move.** Students will be required to pay a transfer fee of \$20. If a move to another apartment or bedroom within an apartment occurs without prior approval of the management, the transfer fee will be \$50. Residents may not intentionally abuse or ignore a roommate's rights in order to secure a private room or extra space in an apartment. Unauthorized moves may be grounds for disciplinary action and charges for the additional space.
- D. The main entrance door to all apartments has been changed to an automatic locking system to ensure safety for our residents. We understand that students sometimes forget their keys as they leave their apartment so we have established a 3-pass system. The first three times you require assistance to get into your apartment there will not be any charge. However, anything over 3 times will be charged a fine of \$25 every time thereafter. To acquire access to your room you will need to contact the office between the hours of 8 am- 4 pm. After hours (4:01 pm- 7:59 am), you may call the RA on duty. You will be REQUIRED to verify your room assignment and provide management and RAs a photo ID to gain access to your room. You cannot ask to be let into someone else's room/apartment. Please know that if you gain access to your room in any destructive or illegal manner it will result in fines and damages being charged to your account.

## IX. Smoking in College Park Residences

- A. College Park is a **Non-Smoking Facility**, therefore smoking a cigarette, pipe, or cigar is prohibited in any residence. **Smokeless/Chewing tobacco is also prohibited in any residence or building at College Park.**
- B. Residents may smoke outside a residence, but must properly dispose of cigarette butts and/or tobacco products remnants. It is the prerogative of College Park Management to fine all the residents of an assigned residence if cigarette butts or other tobacco product remnants are found thrown on the ground outside an apartment. Such actions constitute littering and fines may be levied as identified in part C below.
- C. Residents who violate the Non-Smoking Policies will be addressed as follows:
  - 1<sup>st</sup> Offense-\$50 fine
  - 2<sup>nd</sup> Offense-\$100 fine *and loss of eligibility to participate in one or more scholarship related activities as designated by College Officials*
  - 3<sup>rd</sup> Offense-Eviction, loss of security deposit *and loss of scholarship at the end of the current semester*

## X. Alcohol Abuse

- A. Drinking or possession of any alcoholic beverages is prohibited in College Park buildings, College buildings, on College premises, and during College activities.

- B. This policy is extended to include any College Park bedroom and community areas including refrigerators or storage areas, inside the College Park Club House, and on the grounds and parking areas, as well as **vehicles of both residents and guests.**
- C. **Constructive Possession – It is the policy of College Park to advocate personal responsibility on the part of all residents who share an apartment. To this end, College Park utilizes the legal principle of constructive possession to further the goals of community safety and responsibility in College Park. Constructive possession means that when the presence of any contraband item(s) as defined in this policy are found to be present in any common area of an apartment, for the purpose of policy enforcement the occupant(s) of that apartment will share responsibility for the possession of such contraband items, and will share equally in the disciplinary action and/or fines that may result from such violation. This concept of constructive possession will not be mitigated by an admission of ownership on the part of any one resident, unless it can be satisfactorily demonstrated by the resident(s) that there was no reasonable way they could have known of the presence and/or use of such contraband items in the apartment common area. The responsibility for demonstrating this mitigation is borne by each resident of the specific apartment in question, and proof of such must be submitted in writing to the Dean of Students within 5 days from the date of occurrence. The Dean of Students will review the information and render a decision as to the acceptability of the defense claim raised by the resident(s) in question.**
- D. Residents who violate the alcohol policy will be subject to appropriate action in accordance with the following established procedures:

**1<sup>st</sup> Offense-**\$50 fine OR Completed participation in "Choices", a program designed to provide awareness of drug and alcohol abuse, within 14 days of offense. Failure to successfully complete the "Choices" program will result in an automatic hold being placed on your academic records until \$50 fine has been paid or the "Choices" program has been completed.

**2<sup>nd</sup> Offense-**\$100 fine *and loss of eligibility to participate in one or more scholarship related activities as designated by College Officials*

**3<sup>rd</sup> Offense -**Immediate eviction, loss of security deposit, *and loss of scholarship at the end of the semester*

**It should be noted that Mineral Area College reserves the right to proceed with prosecution for underage drinking in addition to any other internal disciplinary action.**

## **XI. Drug Abuse**

- A. Unlawful or unauthorized use and/or possession of narcotics, drugs, drug paraphernalia, and/or chemicals commonly associated with narcotics manufacturing is considered to be drug abuse.
- B. The unlawful or unauthorized distribution and/or sale of narcotics, drugs and/or chemicals commonly associated with narcotics manufacturing is considered to be drug abuse.
- C. **Constructive Possession – It is the policy of College Park to advocate personal responsibility on the part of all residents who share an apartment. To this end, College Park utilizes the legal principle of constructive possession to further the goals of community safety and responsibility in College Park. Constructive possession means**

that when the presence of any contraband item(s) as defined in this policy are found to be present in any common area of an apartment, for the purpose of policy enforcement the occupant(s) of that apartment will share responsibility for the possession of such contraband items, and will share equally in the disciplinary action and/or fines that may result from such violation. This concept of constructive possession will not be mitigated by an admission of ownership on the part of any one resident, unless it can be demonstrated by the resident(s) that there was no reasonable way they could have known of the presence and/or use of such contraband items in the apartment common area. The responsibility for demonstrating this mitigation is borne by each resident of the specific apartment in question, and proof of such must be submitted in writing to the Dean of Students within 5 days from the date of occurrence. The Dean of Students will review the information and render a decision as to the acceptability of the defense claim raised by the resident in question.

- D. Residents found in violation of the above will receive disciplinary action up to and including **eviction from College Park, loss of security deposit, dismissal from any team or activity group, and loss of eligibility to participate in all the remaining scholarship-related activities for the rest of the semester, and immediate loss of scholarship**, dismissal from Mineral Area College, and/or referral for prosecution.

## **XII. Possession of Weapons**

- A. Possession of weapons and/or imitations of weapons, regardless of their functional condition, are strictly prohibited inside any residence of College Park, or upon the property, parking lot or surrounding property of College Park and the Mineral Area College campus.
- B. Prohibited weapons include, but are not limited to, the following descriptions:
1. Firearms of any kind or description;
  2. Any projectile-firing device such as paint ball, pellet, arrow, etc. firing or capable of firing any formed or shaped solid or semi-solid projectile;
  3. Any knife with a blade length exceeding 3 inches;
  4. Any self-locking or spring-activated knife, such as a switchblade or spring-blade stiletto knife, regardless of blade length;
  5. Any club, flail or other blunt force instrument;
  6. Any blowgun or other air-powered projectile device;
  7. Any slingshot or other similar stored kinetic-energy weapon;
  8. Any chemical-based weapon, including those designated as mace, pepper mace, tear gas, or other chemical-based device;
  9. Any accelerant/chemical propellant device, which uses an accelerant, propellant or other combustible substance to cause a chemical or exothermic reaction resulting in propulsion energy.
- C. Violations of this policy will result in disciplinary action, up to and including eviction from College Park and/or removal from enrollment at Mineral Area College.
- D. Exception to this policy: In the event an individual who is a currently commissioned peace officer licensed in the State of Missouri resides at College Park, the provision of Section B (1), (3), (5), and (8) will not apply, as Missouri Revised Statute §571.030 specifically grants authority to a licensed Missouri Peace Officer to possess such items in the performance of their

duty. In that event, the individual peace officer will bear full responsibility for the safety and security of such weapons from the access or control of any unauthorized party.

**1st Offense-**\$200 fine, immediate eviction and forfeiture of security deposit, *dismissal from any team or activity group, and loss of eligibility to participate in all the remaining scholarship-related activities for the rest of the semester and immediate loss of scholarship*

### **XIII. Possession of Fireworks, Explosives, and/or Dangerous Chemicals**

- A. The use, possession, manufacturing or distribution of fireworks is prohibited at College Park, and includes the parking lot and cartilage areas.
- B. Explosives and dangerous chemical agents, whether genuine or simulation, are strictly prohibited at College Park. Prohibited items include, but are not limited to the following:
  - 1. Gasoline, diesel fuel, alcohol-based fuels, or other highly flammable liquids, except those which may be contained in the tanks of motor vehicles or approved storage containers within the cargo areas of such vehicles.
  - 2. Compressed Liquid Propane, Acetylene, Oxygen, or other flammable gases, with the exception of Oxygen in approved medical dispensing systems, for us in the bona fide treatment of a medical condition as prescribed by a licensed physician.
  - 3. Acids, paint thinners, solvents, or other chemical catalysts that are listed as flammable based on manufacturer's warnings or ruling of the Sate Fire Marshall.
- C. Exceptions: This policy shall not apply to common household cleaning products in quantities reasonably necessary for use in the housekeeping duties of the residents.
- D. Violations of this policy will result in disciplinary action, up to and including eviction from College Park and/or removal from enrollment at Mineral Area College.

**1<sup>st</sup> Offense-** \$100fine

**2<sup>nd</sup> Offense-**\$200 fine

**3<sup>rd</sup> Offense-**Eviction, loss of security deposit *and loss of scholarship at the end of the current semester*

### **XIV. Disclosure of Criminal History**

- A. Mineral Area College and College Park are charged with the responsibility of providing a safe environment for all residents of College Park. Since Mineral Area College and College Park are required to comply with the provisions of various federal laws, state laws and other legislative acts such as the 1994 Safe Schools Act and the 1990 Crime Awareness and Campus Security Act, it is necessary for College Park to collect confidential information related to the criminal history of applicants for residency, and the ongoing arrest and criminal history.
- B. Applicants and residents of College Park are required to disclose in confidence to the manager of College Park, information related to any convictions of criminal offenses that occurred prior to becoming a resident of College Park, and any arrests and/or convictions for criminal offenses that occur while a resident of College Park. This disclosure must be in writing and completed during the residency application process, and once residency is established, updated within 72 hours from the time of any further arrests and/or convictions while a College Park resident.
- C. Failure to comply with this requirement may result in disciplinary action, up to and including denial of request for residency, or termination of College Park residency

## **XV. Pets**

- A. Pets are not allowed in the residences. Visiting pets are not allowed either. The only animals that are allowed are service animals and should be registered with the Housing Office. Residents with service animals will be subject to a pet deposit. Any resident found in violation of this policy is subject to disciplinary action, fines, and/or removal of the pet without notice.

- D. \$25.00 fine per day charge until pet is removed.

## **XVI. Parking**

- A. Parking at College Park requires that all residents must register their vehicle at time of check-in. Residents will be issued a parking permit at no cost to them. Residents are required to adhere the parking permit to their windshield so that it is visible to staff and security. Any vehicle without a parking permit parked at College Park between the hours of Midnight and 8 am are in violation of policy and may be issued a fine/ticket, or be towed at the vehicle owner's expense. Visitors are allowed between the hours of 8 am and Midnight and should park in the designated visitor parking spaces. Any vehicle parked in a staff space or handicap space without proper verification to do so, will be ticketed and fined, and /or towed at vehicle owner's expense.

## **XVII. Fines and Due Process**

- A. College Park Management in coordination with Mineral Area College and its Department of Public Safety has the authority to assess monetary fines and penalties. As in all disciplinary procedures, a student has the right to appeal to the College Park Student Appeals Committee.
- B. All fines are to be paid by the end of the semester they are issued. Failure to pay fines by the end of the semester will prevent the resident from enrolling in future semester courses. The resident will not be able to receive grades, and a hold will be put on their account so that the service of mailing of official transcripts will not be available. A resident may not be eligible to participate in one or more scholarship related activities as designated by College Officials, and the scholarship will be lost at the end of the current semester.

Please note: All statements in this publication are announcements of present policy and are subject to change at any time without prior notice. For more detailed information, consult the College Park Housing Stipulations and Understandings.

**\*\*Amenities at College Park such as: laundry room, computer lab, and club house are for residents ONLY. Visitors at the swimming pool and in the TV room of the clubhouse must be at least 18 years of age and accompanied by the resident at all times.**

**Signature Page for Policies and Procedures for Students Residing at College Park**

**After you have read and reviewed the College Park Policies and Procedures, please sign and remove this page and return it to the College Park Management to be put in your resident file.**

My signature signifies that it is my responsibility to fully read and abide by the Policies and Procedures for residents residing at College Park. I also understand that any question pertaining to the clarity of College Park Policies and Procedures is to be addressed in writing directly to the Director or Assistant Director.

I also understand that failure to abide by College Park Policies and Procedures may result in disciplinary action, up to and including any of the following: warnings, fines, loss of participating privileges and/or scholarship eligibility, eviction and loss of security deposit, dismissal from Mineral Area College, and in the event of criminal wrong doing, referral for prosecution of criminal charges.

I further understand that my warnings, offenses, and violations will continue to accumulate for my entire stay at College Park as a resident, even if the resident leaves and returns in between semesters.

\_\_\_\_\_  
Residents Signature

\_\_\_\_\_  
Date