THE UNIVERSITY OF OKLAHOMA MISSION:
“To provide the best possible educational experience for our students through excellence in teaching, research and creative activity and service to the state and society.”

HOUSING AND FOOD SERVICES STATEMENT:
“We bring life to the University experience.”

COMMITMENT TO DIVERSITY STATEMENT:
“The university residence halls are composed of various cultural and ethnic groups. Students living in the residence halls are afforded an opportunity to interact with a variety of people different from themselves. Housing and Food Services is committed to diversity among its students and staff and seeks to aid students in the enhancement of their cultural experiences; to promote cultural esteem among all races, religions, national origins and ages; and to encourage respect for different abilities, sexual orientations and genders. Students are, thereby, expected to demonstrate consideration for other students and their values at all times.”
Rules set forth in the Community Living Guide and the University of Oklahoma Student Code of Responsibility and Conduct for the Norman Campus (contained in the OU Handbook: For Students at The University of Oklahoma) should be interpreted broadly. They are not designed to define misconduct in exhaustive terms. You are responsible for acquainting yourself with the information contained in these publications and for abiding by campus behavior standards.
Community Living

COMMUNITY LIVING CREED

The staff at the University of Oklahoma and Housing and Food Services is dedicated to personal and academic excellence. Please take pride in your new community and get involved where and when the opportunity arises.

• Speak up. When something needs doing or improving, speak out to your resident adviser or contact us at housinginfo@ou.edu. Don’t wait for someone else to do it.
• Report problems. If something is not working properly, report it. Help Housing and Food Services to be the best it can be.
• Help us to keep OU beautiful. Simple actions like picking up litter when you see it and recycling your waste are contagious. Our communities and campus will look better and you will be doing something important for the environment.
• Treat people well. In a community where people are respectful, kind and interested in one another, a sense of pride builds naturally. Treat people as you would like to be treated and your actions will come full circle.

As a student and member of the University of Oklahoma residence hall community, you are free to be yourself as you explore the richness that the OU experience has to offer. However, issues of human dignity, equality and safety are non-negotiable. Refrain from and discourage behaviors that threaten the safety, freedom, comfort and respect all OU community members deserve.

H&F operates four residence halls and three apartment complexes. The offices for each center are:

- Adams Center: (405) 325-2411
- Cate Center: (405) 325-0867
- Couch Center: (405) 325-1277
- Walker Center: (405) 325-4040
- Traditions Square East: (405) 325-1900
- Traditions Square West: (405) 325-4431

Residence Life Staff

The residence halls are staffed by a variety of full-time and student employees to ensure residents’ safety and security, as well as to address the needs of each community. They also sponsor and organize social, education and cultural programs and participate in community service activities.

Resident Advisers (RAs) are the backbone of the residence life program because they live in the halls with the students. Each RA takes a three hour credit class prior to beginning his/her position and receives special training in all aspects of residence hall living which includes programing, advising and safety and security measures. Your RA is an excellent source of campus and community information.

Resident Directors (RDs) are assigned to work and live in the residence halls. Their responsibilities include coordinating and addressing daily administrative concerns, assisting in the advise-ment of Resident Student Associations and participating in program development, facilitate social, cultural, educational and recreational activities and community service programs throughout the residence halls to help create an atmosphere conducive to both the academic and social learning of a diverse student population.

Center Coordinators (CCs) are responsible for the administrative and managerial operation of each residence hall. They supervise the Resident Advisers and Resident Directors.

LIVING IN A COMMUNITY

Housing and Food Services strives to provide a pleasant and safe residence hall community for all students. Each member of the community has a responsibility to be courteous and observe basic personal safety practices. To be a positive member and contribute to the community on each floor, students must recognize and respect the rights of their neighbors. This collaboration allows for students’ individual growth as well as the growth of others.

Study Areas, TV Lounges and Social Lounges

TV watching is available in each community’s lounge on a 24-hour basis with priority of program selection deferred to floor community members on a first-come first-served basis. Residence hall facilities, including TV and community social lounges, are for use by residents of the community and their escorted guests only. Non-residents of a floor community are not permitted in a TV or social lounge unless accompanied by a member of that floor’s community.

Study areas also are available 24-hours both on the community’s floor and the 24-hour quiet monitored study lounges in Adams, Couch and Walker Centers.

Quiet Lifestyles Floor

Students agree to keep noise levels at a minimum 24 hours a day. Residents and guests found in violation of the noise policy will be subject to a citation or further disciplinary action.

Global Community

The global community is composed of 50 percent American students and 50
Community Living

percent international students.

ROOMMATE BILL OF RIGHTS AND RESPONSIBILITIES

Sharing a room with someone is like any other relationship – to be successful it requires openness, flexibility, respect and compromise. Right from the beginning, it is very important to communicate openly with your roommate. Learning to live with another person, to acknowledge and respect each other’s differences, and to allow one another the space to grow is one of the most valuable parts of the residence-hall experience. This declaration outlines basic rights and responsibilities that will help healthy roommate relationships develop.

As a roommate, YOU have the following RIGHTS:

- To read and study free from undue interference in one’s room
- To sleep without undue disturbance from noise, roommate, guests, etc.
- To expect that a roommate will respect one’s personal belongings
- To a safe and clean environment in which to live
- To free access to your room and facilities without pressure from a roommate
- To personal privacy
- To host guests during approved visitation hours who respect the rights of your roommate and other hall residents
- To be free from fear of intimidation and physical and/or emotional harm
- To expect reasonable cooperation in the use of “room shared” appliances (refrigerator, etc.) and a commitment to honor agreed-upon procedure

Work through any differences you may have in a peaceful manner

- To listen to your roommate’s wishes and respond appropriately
- To read and follow the rules and regulations established to support the educational purposes of the University (provided for you by Housing and Food Services in the Community Living Guide) and to sustain a safe and comfortable living community in the residence halls.

You are responsible for what happens in your room

- To examine your own behavior when confronted by another and work toward resolving conflicts. You also have the responsibility to interact with others in a non-aggressive and non-threatening manner
- To notify a staff person of your problem in a timely manner, and to cooperate with the staff as they work with you to resolve your problem
- To participate in floor meetings and to adhere to and enforce community policies and guidelines
- To be a positive member and influence in your community
- To recognize that community cannot exist if any individual is excluded. Any action, direct or covert, that discriminates on the basis of race, gender, religion, handicap, national origin, age or sexual orientation cannot be tolerated in a community based on mutual respect and cooperation.

As a Roommate, YOU have the following RESPONSIBILITIES:

- To keep your door locked
- To observe quiet hours, keep your stereo and voice at a reasonable volume in the residence halls, and to remind others that you expect the same of them
- To let your roommate know of your wishes and preferences for hours of sleep, study and guest visitation, and to

Housing and Food Services presents an opportunity to participate in multiple programs. These programs embrace social, recreational and educational activities; diversity and multiculturalism; and community service. Not only are you encouraged to attend, you are invited to participate and take an active role in the planning of activities.

- To expect reasonable cooperation in the residence halls who respect the rights of your roommate and other hall residents
- To personal privacy
- To host guests during approved visitation hours who respect the rights of your roommate and other hall residents
- To be free from fear of intimidation and physical and/or emotional harm
- To expect reasonable cooperation in the use of “room shared” appliances (refrigerator, etc.) and a commitment to honor agreed-upon procedure

Adopt-A-Professor

The Adopt-A-Professor Program was designed to help students establish and maintain rapport with faculty members. Research on the success rates of college students demonstrates that students who interact regularly with one or more faculty members are more likely to remain in college and graduate. Housing believes activities in the residence halls provide ideal opportunities for increased interaction between faculty members and students. Each community will be assigned a faculty member, allowing a faculty member to become an integral part of the residence hall community.

Faculty-In-Residence

The Faculty-In-Residence program invites distinguished faculty members and their families to share living and working space in the residence halls with the students. The faculty member and family will live in a residence hall apartment for the duration of the academic year, offer residence hall-based seminars and programs, sponsor and co-host guest speakers, and eat meals with the students.

Weekend Programming

Weekend programming is a free social activity scheduled either on Friday or Saturday. The activities offer all housing residents an opportunity to attend an all-campus social event on designated weekends throughout the year. These programs are conveniently located within the residence hall area.

Housing Center Student Association

A distinct advantage to living on campus whether it is in the residence halls or university apartments is the ability to gain leadership experience and have fun through involvement in your community government, center government, and the Housing Center Student Association (HCSA). Involvement is the key to feeling at home at the University of Oklahoma.

HCSA General Council

HCSA General Council members are elected in the fall semester by the residents of the communities in which they reside. The vice president of HCSA presides over General Council. The council’s goal is to serve as a legislative body for housing and address residential advocacy concerns. HCSA Council members work closely with the HC President. The council’s goal is to achieve more cooperation between the various centers when working on center programs and to serve as a
legislative body for housing. HCSA General Council is the trouble-shooting body for all residents' concerns in housing.

HCSA General Council meets weekly. All residents are welcome to attend to voice housing concerns. Call (405) 325-2636 for more information.

Resident Student Association

Each spring, residents in the residence halls, apartments and in OU Traditions Square elect new presidents to serve a one-year term. These presidents represent the center in planning residence hall and campus activities.

The center presidents, in cooperation with all community residents, comprise the Resident Student Association. RSA organizes social and educational programs and projects to improve the environment of the residence halls. Activities are financed by appropriations from the University of Oklahoma Student Association, and Housing and Food Services. Each house or floor may elect to collect more dues to finance individual activities for your living unit.

Center Presidents’ Offices

Each center operates an office staffed by student volunteers who provide equipment check-out for a variety of items (vacuum cleaners, DVDs, pool sticks and balls and sports equipment). Following are the center presidents’ office locations:

- Adams: Johnson Towers
- Cate: Cate Main Building
- Couch: Couch Center First Floor
- Walker: Walker Center First Floor
- Traditions Square East: Clubhouse
- Traditions Square West: Clubhouse

Operating and office hours vary among the individual centers. Please contact your individual center for a schedule.

Floor/House Officers

To promote community ownership among the residents, your floor elects officers at the beginning of each year for positions of president, vice president, secretary and treasurer and social, academic and intramural chairs. Residents in these positions help coordinate activities with the RA for the community and help outline community policies.

National Residence Hall Honorary

The National Residence Hall Honorary (NRHH) is an organization that identifies the top 1 percent of housing residence hall students based on their contributions to residence life. NRHH sponsors social and community service activities. Membership is open to all students living in University-owned housing. Contact the HCSA office at (405) 325-2636 for more information.

MAIL

Mail is delivered to the residence halls Monday through Saturday during the academic year, excluding days the university or the United States Postal Service is closed. Residents are assigned a mailbox. In Walker and Couch Centers, four suitemates share one mailbox.

National Residence Hall Honorary

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Post Offices on Campus

- Cate Center, Oliver House
  Oliver House hosts a full-service post office branch where students may mail parcels and purchase stamps and money orders.

  Hours of operation are 8:30 a.m. through 4:15 p.m. Monday through Friday. The phone/fax number is (405) 325-1755. Students can send and receive faxes at the post office. The student post office is closed Saturdays and Sundays.

  If a student receives a parcel pick-up notice in their mailbox, they may pick up the parcel during the post office's operating hours. Students must present their student ID and the parcel card to receive their package.

- Oklahoma Memorial Union (OMU)
  The Union post office is open 8:15 a.m. through 4:45 p.m. Monday through Friday. Post office boxes are available to rent. Call (405) 325-1821 for more information on services.

RESIDENCE HALL ADDRESSES

Please keep the line information as specified below and use the nine-digit ZIP code provided. Changing the order of the information will delay the delivery of your mail.

Do not use “University of Oklahoma” in the address. It will cause delays in the delivery of your mail. If you move during the school year, please contact a post office and complete a forwarding address card.

- Adams Center (mailboxes located on the first floor of the towers)
  Johnson Tower:
  Your Name
  348 West First St., Room #
  Norman, OK 73072-7145
  McCasland Tower:
  Your Name
  346 West First St., Room #
  Norman, OK 73072-7138
  Muldrow Tower:
  Your Name
  342 West First St., Room #
  Norman, OK 73072-7137
  Tarman Tower:
  Your Name
  340 West First St., Room #
  Norman, OK 73072-7113

- Couch Center (mailboxes located on the first floor of Couch Center)
  Your Name
  1524 Asp Ave., Room #
  Norman, OK 73072-6403
CARS AND PARKING
If bringing a motor vehicle to campus, students must purchase an on-campus parking permit at the Parking Office–Robertson Hall 311, (405) 325-3311, www.ou.edu/parking/. One permit will be issued for each vehicle that is valid for both the fall and spring semesters.

To purchase a parking permit bring vehicle registration to the Parking Office.Permits can be paid for by cash, check or charge to a bursar account.

Please lock cars at all times and properly use seat belts.

Permits
Permits go on sale July 20 and expire May 15. Permits must be displayed/hung from the rear-view mirror. Permits are not valid unless properly displayed.

If a student withdraws from housing, he/she must return the parking permit to the parking office to receive a refund for the unused portion.

Housing Parking
While living in the residence halls, students may purchase one of the following (dependent upon specifications):
- Priority Parking Permit (issued if having successfully completed 24 credit hours and previously lived in the residence halls for one academic year)
- Non-priority parking permit (issued for 23 or less credit hours)

The parking areas are easily identifiable by signs posted throughout the residence hall area. Residents may only park in areas labeled “Housing Student Parking” or “Multi-Purpose Parking.”

Multi-Purpose Parking Lot
If unable to locate a residence hall parking space, residents may park in the “Multi-Purpose Lot.” Residents may only park in areas posted “Housing Student Parking” or “Multi-Purpose Parking.”

Visitor Parking
Metered visitor parking is located on the south side of Walker Center.

Parking Ticket
If issued a parking ticket, students must pay a fine or file an appeal in the Parking Office within 30 days of the date of the ticket or online at parking.ou.edu.

Stubbemann Village = NO PARKING
Stubbemann Village, located west of Adams Center, is a private business property. If parked in the Stubbemann Village parking lot, the car will be impounded. Students can expect to pay both a fine and impound charges.

Car Repairs
Due to the inherent hazards and potential environmental consequences, residence hall parking areas may not be utilized for general repair or maintenance of motor vehicles. Please restrict mechanic work to checking tire inflation, oil, transmission or other fluid levels, or changing a tire or air filter. Additional service must be performed off campus at a properly equipped facility.

Improper disposal of waste oil, fluids, tires and batteries harms the environment and is a violation of state law. Please dispose of all wastes properly.

Bicycles are not permitted within all campus sidewalks.

Pedestrians have the right of way on all campus sidewalks.

Community Living

www.housing.ou.edu

- Cate Center (mailboxes located in the Cate Main social lounge)

David L. Boren Academic Arts Community (Bizzell, Brooks, Cleo Cross or Evans Houses):

Your Name
347 Cate Center Dr., Box #
Norman, OK 73072-7150

Cate 1 (Davis, Forbes, Hamill or Herrick Houses):

Your Name
308 Cate Center Dr., Box #
Norman, OK 73072-7146

Cate 2 (Holman, Hume, Jordan and Kirk Houses):

Your Name
316 Cate Center Dr., Box #
Norman, OK 73072-7147

Cate 3 (Lawson, McCurtain, McSpadden or Neill Houses):

Your Name
324 Cate Center Dr., Box #
Norman, OK 73072-7148

- Walker Center (mailboxes located on the first floor)

Your Name
1400 Asp Ave., Room #
Norman, OK 73072-7133

Visitor Parking
Metered visitor parking is located on the south side of Walker Center.

Parking Ticket
If issued a parking ticket, students must pay a fine or file an appeal in the Parking Office within 30 days of the date of the ticket or online at parking.ou.edu.

Stubbemann Village = NO PARKING
Stubbemann Village, located west of Adams Center, is a private business property. If parked in the Stubbemann Village parking lot, the car will be impounded. Students can expect to pay both a fine and impound charges.

Car Repairs
Due to the inherent hazards and potential environmental consequences, residence hall parking areas may not be utilized for general repair or maintenance of motor vehicles. Please restrict mechanic work to checking tire inflation, oil, transmission or other fluid levels, or changing a tire or air filter. Additional service must be performed off campus at a properly equipped facility.

Improper disposal of waste oil, fluids, tires and batteries harms the environment and is a violation of state law. Please dispose of all wastes properly.

Bicycles are a good way to travel around campus and Norman. Here are some things to do or remember about having a bike on campus:

1. Bicycles are not permitted within the residence halls even when residents are gone for breaks (Thanksgiving, Winter, Spring Break). Bicycle racks and lockers are located outside of each residence hall.
2. Retain a record of the bicycle’s serial number and/or a copy of its registration or sales receipt.
3. Immediately register the bicycle with the Department of Public Safety’s Operation ID program, or the Safe Walk office located in the Cate Main Building. Residents of Housing and Food Services must register their bicycles. Registration is free.
4. Always lock your bicycle when unattended. Use a keyed lock, rather than a combination lock, to secure the bicycle.
5. Secure the bicycle’s frame and both wheels to a bicycle rack. Do not secure a bicycle to a tree, sign post or handrail.
6. Residents may not store bicycles in their rooms, in lounges or common areas. For an outside storage locker, contact Housing at 325-3437 or 325-6468.
7. Bicycles that are found unlocked or unattended are routinely impounded for safekeeping by the Physical Plant.
8. When riding on the streets, students must comply with all traffic laws.
9. Bicycles left in outdoor racks after the spring semester will be presumed abandoned and impounded by the Physical Plant. The University will not reimburse owners for locks or chains removed during this operation.
10. All motor vehicles, except mopeds, are prohibited from parking in bicycle racks.
11. Pedestrians have the right of way on all campus sidewalks.
12. Riding a bicycle anywhere inside the residence halls is strictly prohibited.

Bicycles that block stairways, ramps or other pedestrian or emergency access, or are secured to a tree, sign post or handrail are subject to impoundment and may be fined.

6. Residents may not store bicycles in their rooms, in lounges or common areas. For an outside storage locker, contact Housing at 325-3437 or 325-6468.
7. Bicycles that are found unlocked or unattended are routinely impounded for safekeeping by the Physical Plant.
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11. Pedestrians have the right of way on all campus sidewalks.
12. Riding a bicycle anywhere inside the residence halls is strictly prohibited.

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SIDEWALKS
1. Pedestrians have the right of way on all campus sidewalks.
2. All motor vehicles are prohibited from being driven on sidewalks.
3. Mopeds may not be ridden on a sidewalk when the moped’s motor is engaged.
4. Those using bicycles, skateboards or in-line skates must yield to pedestrians.
5. Chalking sidewalks without prior authorization is prohibited. Permission to chalk sidewalks must be sought and granted through the Housing and Food Services Office in Walker Center, room 126. The form can be found in the Housing main office or online at housing.ou.edu. Any questions call 325-1284.

DAMAGE OR LOSS OF PERSONAL PROPERTY
Any missing items should be reported to the Resident Adviser or OUPD at (405) 325-2864 immediately.

The University of Oklahoma is not responsible for damaged, lost or stolen property. Renters’ insurance is encouraged.

MEAL PLAN CHOICES
The following meal plans are available for the 2010-2011 academic year.
• 12 Meals per week and 150 Meal Points per semester
• 10 Meals per week and 300 Meal Points per semester
• 8 Meals per week and 450 Meal Points per semester
• 6 Meals per week and 600 Meal Points per semester

Enhanced meal plans are also available at an additional cost:
• 14 Meals per semester and 300 Meal Points per semester
• 10 Meals per semester and 600 Meal Points per semester
• 275 Meals per semester

Meals – These are meals served in Couch Restaurants or as a Meal Exchange in one of the retail operations.

Campus Dining Options

Adams Center
- Burger King
- Sooner Malt Shop

Cate Center
- O’Henry’s
- Cinnabon
- Roscoe’s Coffee Shop
- Taco Mayo
- Oliver’s

Couch Center
- Couch Express

Walker Center
- Xcetera

Bizzell Library
- Bookmark

Huston Huffman
- Freshens Smoothie Company

Law Center
- Amicus Café

Couch Restaurants
- Athens Cafe
- La Roma Pizza and Pasta
- Chick-fil-A
- Freshens Smoothie Company
- Main Street Restaurant
- Salad Sensations
- Casa Del Sol
- Sooner Smokehouse
- Chef’s Choice
- Sooner Sweet Shoppe
- Vegetation Station
- The Breakfast Club
- Shanghai Stir Fry
- Dot’s Deli

National Weather Center
- Flying Cow Cafe
- Chick-fil-A
- Starbucks

Health Sciences Center
- Food Court

Oklahoma Memorial Union
- Chick-fil-A
- Crossroads
- Sbarro
- Quiznos
- The Laughing Tomato
- Starbucks
- Wendy’s
- Wong Key

Sarkeys Energy Center
- Bedrock

Sam Noble Oklahoma Museum of Natural History
- Redbud

food.ou.edu
Meal Points – Meal Points are a declining balance system that allow students to make purchases at all food operations on campus. Students can choose a meal plan that has Meal Points or open an account with a minimum deposit of $25.

Meal Exchanges – Selected restaurants across campus will allow students to “exchange” a Meal for a $6.50 exchange value. Meal Exchange is available whenever Couch Restaurants is closed and during all normal operating hours of restaurants south of Lindsey that accept meal exchanges.

Block Meal Plans – These plans give students access to all of their Meals at the beginning of the semester. Students may use these meals however they want. Students may use more than one Meal per meal period. Students may use the block plan to purchase meals for guests and family. Each time students use the card, the amount of the purchase is deducted from the student’s overall balance. Additional deposits may be made any time at the Housing and Food Services office located on the first floor of Walker Center. Any unused amount on Meal Plan Points account will be forfeited on the last day of each semester, unless otherwise noted by the Director of Food Services. Meal Plan Points are non-refundable and non-transferable. If you move out of Cate, Couch, Walker or Adams Center before the end of your academic year housing contract, you forfeit your meal plan.

Dietitian and Special Diets
For information on staying healthy with diet and exercise, please contact OU Health Services at Goddard Health Center at (405) 325-4611.

Unlimited Seconds
Couch Restaurants offer students an all-you-care-to-eat (except on a few special entrees) fare, but we ask that students eat all they take. No food may be taken from Couch Restaurants except as specified.

Dining Visitors
Guests may dine in Couch Restaurants. All guests are required to pay the cash price before entering. A student can pay for guests with Meal Plan Points or with a Meal. Below are cash prices for meals:
- Breakfast $8.00
- Lunch $10.00
- Dinner $10.00
- Special Dinner $12.00

Room Service
As an added convenience for students who live in the residence halls, you have the option of having Room Service delivered to you! You can phone in your order to Cate ala Carte and select from pizza, sandwiches, salads and more. We accept Meal Plan Points, debit/credit cards and Sooner Sense. We accept orders from 11 a.m. to 11:30 p.m., Monday through Sunday by calling (405) 325-6060.

Sooner OneCard
Following are some important dining policies:
1. Sooner OneCards/OU identification cards will automatically have students’ selected meal choices encoded on it. To use the meal plan or to make a purchase on Meal Plan Points, students must present their OU ID at the Food Services location of choice.
2. If students are not on a meal plan, they may pay with cash, credit/debit cards or Sooner Sense.
3. Meal cards are non-transferable. The student is the only person who may use their meal card. If someone else uses the card, the meal card will be confiscated and the student will be required to pay $10 before your card is returned.
4. Lost or damaged ID cards can be replaced at the One Card office, located at the Oklahoma Memorial Union, Rm 127. There is a $15 charge to replace an ID. For a temporary ID, you must check out a card from the center office of the residence hall that you live in.
5. Students are expected to dress and behave appropriately in the dining rooms. Shoes and shirts must be worn at all times in all OU Food Services locations.
6. Backpacks are not allowed in Couch Restaurants or convenience store areas. Storage cubicles are provided for your convenience; however Food Services takes no responsibility for the safety of these items.

Food.ou.edu
ACADEMIC SUPPORT SERVICES

Housing Learning Center

The HLC is a partnership with the University College’s Assessment and Learning Center as a collaborative effort with Housing and Food Services. The HLC is located in Adams Center-Muldrow Tower, Room 105, phone (405) 325-2HLC (2452).

Free tutoring is available for various courses. Please call for hours and tutoring availability.

24-hour Monitored Quiet Study Areas

Lounges are located on Walker 12, Couch 12 and Adams Center. Johnson Tower First Floor. These areas maintain 24 hour, seven days a week quiet hours. This amenity is provided to help residents study effectively and safely.

OU Academic Success Rebate Program

The OU Academic Success Rebate Program rewards academic excellence among upperclass and graduate students* living in the residence halls.

OU grade-point averages will be reviewed and the appropriate rebate will be applied to a student’s bursar account at the end of each semester that the student lives within the halls. To participate in the program, students agree to grant housing officials permission to review academic records.

The value of the rebate will depend on the OU GPA, and requires nothing of the student except academic achievement and residing on campus, which is statistically demonstrated to enhance student’s scholastic performance, according to OU’s Office of Institutional Research and Reporting. The OU GPA and rebate scale is as follows:

- 3.25 - 3.49 ($100)
- 3.50 - 3.74 ($200)
- 3.75 - 3.99 ($300)
- 4.0 ($400)

*Resident Advisers, Room and Board participants and exchange students are ineligible for this program. Rebate only available for those in Walker, Adams, Couch or Cate Centers.

COMPUTER SUPPORT

Computer support for network services is provided by OU Information Technology. All residence hall rooms have access to the campus computer network. To access the campus network, you need to:

- Have a computer
- Be equipped with an Ethernet card
- Possess compatible computer software.

All tower rooms have wireless network access capabilities.

Information Technology may be contacted through the following:
- E-mail: needhelp@ou.edu
- Phone: (405) 325-Help

Computer Labs in Couch and Walker Centers

1. The computer labs in Couch and Walker Centers are provided as productive work environments for residence hall and university students, faculty and staff.

2. The primary use of the computer lab is for work related to academic pursuits. Academic work takes precedence over all other uses of the lab, such as non-academic e-mail, World Wide Web usage, playing games, etc.

3. Anyone engaged in an activity or use of the computer lab which hampers or interferes with the ability of other students to do academic work may be asked by the student assistant to quit the activity and/or leave the lab. Examples include exceeding bandwidth use, loud conversations and disruptive behavior.

4. Any theft or damage to computer lab equipment resulting from misuse will be the financial responsibility of the student(s) involved and is punishable by disciplinary actions in accordance with the Student Code (Title 16, Sections 8 through 10).

5. Copying of software is prohibited.

Residence Hall Computer Network Policy

1. Residential Computer Network services and wiring may not be modified or extended beyond the area of their intended use. This applies to all network wiring, hardware, labs and in-room jacks.

2. The Residential Computer Network (in-room connections and/or computer lab) may not be used to provide Internet access to anyone outside of the university community for any purposes other than those that are in direct support of the academic mission of the University.

3. The Residential Computer Network is a shared resource. Thus, network use or applications that inhibit or interfere with the use of the network by others, on or off campus, are not permitted. This includes, but is not limited to, any type of port scanning of any network on or off campus.

4. Use of the residential network must comply with the Student Code (specifically but not limited to Title 16, of the Student Code), other published university policies and regulations, as well as applicable local, state and federal laws. You may view the Student Code at www.ou.edu/student code.

5. Forgery or other misrepresentation of one’s identity via electronic mail or any other form of communication is a Student Code violation and thereby subject to university disciplinary actions. Prosecution under state and federal laws may also apply.

6. The University of Oklahoma sexual and racial harassment policy (as detailed in the Student Code) also covers all uses of electronic technology and communications on campus, including (but not limited to) e-mail correspondence and news groups. Refer to the sexual and racial harassment policy for further information and description of your options for addressing sexual and racial harassment.

7. Under no circumstance will any individual be permitted to use their network connection or computing privileges for commercial purposes. Any commercial use of the facilities is explicitly prohibited by the university and is grounds for removal of campus network privileges. Any machine which provides services for a commercial operation (e.g., a website selling commercial products), provides services of a commercial nature (e.g., provides Web services for a fee), or has a top-level domain name other than .edu is explicitly prohibited from the campus network.

Failure to comply with any of the above policies may result in termination of in-room network services; loss of computer-lab privileges; prosecution by the university based on Student Code violations; a review of your housing contract; standard disciplinary procedures for faculty and staff; and/or criminal prosecution in state and/or federal courts. Housing and Food Services and/or Information Technology reserves the right to terminate any in-room connection WITHOUT NOTICE should it be determined that network traffic generated from said connection drastically inhibits or interferes with the use of the network by others.

Users are responsible for all traffic originating from their machines, regardless of:

housing.ou.edu
Furniture are the occupants’ responsibility in their resident’s room. Damages to rooms and physical plant may remove furniture from items removed from their room. Only room rate are allowed to have furniture to toiletries. Students must supply linens and maintenance or repair (other than normal wear and tear). Students will be billed for furniture replacement.

Room Decorations

We encourage you to decorate your residence hall room; however, please take a few details into consideration:

1. You are prohibited from painting any surface in your room, including the walls, any wooden or metal surface, the ceiling, room and bathroom doors, and air-conditioning/heating units. Please contact your Center Coordinator if you have any questions.
2. The use of nails, screws, tacks, double-sided tape, paste, glue, fasteners, contact paper, etc., on doors, windows, ceilings, bureau drawers, and bookshelves is strictly prohibited. These items damage surface finishes. You will be charged at the end of the year for damages to the permanent furnishings.
3. Arrangements can be made for students to bring some limited personal furniture items. You are prohibited from removing furniture from lounge areas and/or other rooms and removing fixed furnishings from their base in your room to create additional space. You will be charged for any damaged or missing furnishings.
4. Due to fire code, hanging paper, fabric or other flammable substances on the outside of your room door is strictly prohibited.
5. Hanging any type of lights from the ceiling is strictly prohibited.
6. Windows are part of the building that complements the total campus ambience. For safety and security purposes, items other than curtains are prohibited from being attached, hung or displayed on the inside of residence hall windows. Decorating windows for university-sponsored activities or national holidays will be allowed provided the display is hung by means that will not damage the window or surrounding walls (no decals) and the display is removed one week after the activity/date. Residence Life staff have the authority to ask a student to remove inappropriate or offensive decorations. Failure to remove the decoration or display could result in a failure to comply citation.
7. There must be at least 10 inches of clearance on all sides of the heater/air conditioner.
8. You must return your room to its original condition prior to vacating.

Other Decorations

1. Only 20 percent of your room door may be decorated. Door/hallway holiday decorations must be taken down within one week after the holiday.
2. Light strands and hallway floor mats are not allowed in the halls due to fire-safety rules.

Cable Television

Each room is equipped with expanded basic cable TV service. If students would like to purchase premium channels or services individually, they must contact Cox Communications. Cox Communications is located on 1278 N. Interstate Drive, (405) 600-8282.

Additional Living Services

Students have the opportunity to purchase services such as housekeeping and laundry service from University and Student Services, Inc. Additional details available at housing.ou.edu.

General Housekeeping

Housekeepers clean the public area lounges and hallways of all the centers and the community bathrooms in Cate. Those living in Adams, Couch and Walker must clean their own bathrooms.

To help make your housekeeper’s job easier, act responsibly. Please do not litter the hallways and lounges. It also is inappropriate to sweep dirt from your room into the hallway. Please take pride in your community.

Laundry Facilities

Coin-operated washers and dryers are located in the following area:
- Cate: Building south of Quad 3
- Sooner Sense-operated washers and dryers are located in the following areas:
  - Adams: Basement of each tower
  - Couch: Basement
  - Walker: Basement
- Cate: Building south of Quad 3

Washing machines are not to be used for dyeing.

Please remember to be considerate of others and promptly remove clothes from the washing and drying machines. The university is not responsible for articles left unattended.

Courtesy Phones

Courtesy phones are available for use on each hallway of each floor within the residence halls.
- For on-campus numbers beginning with 325: Dial “5” plus the last four digits of the telephone number
- For on-campus numbers beginning with 487: Dial “7” plus the last four digits of the telephone number
- For local off-campus: Dial “8”, wait for the dial tone, and then dial the number
- Long distance: Requires a long distance billing code from OU IT or a pre-paid calling card that students can purchase at most convenience stores.

Refrigerators and Microwave Ovens

One refrigerator and one microwave are allowed per room. A Micro-Fridge (4.5 cubic feet or less - one per room) is available for rent through Collegiate Concepts, Inc.* Please coordinate with your roommate on these purchases. Each appliance may not exceed 3-cubic-feet capacity or

Questions

For questions regarding the residential computer network, call the IT help desk at (405) 325-HELP or send an e-mail to needhelp@ou.edu.

AMENITIES

Room Furnishings

The university provides a bed, closet, dresser, desk, and desk chair for each student. These items may not be removed. Students will be billed for furniture replacement or repair (other than normal wear and tear). Students must supply linens and toiletries.

Only those residents paying a single room rate are allowed to have furniture items removed from their room. Only physical plant may remove furniture from a resident’s room. Damages to rooms and furniture are the occupants’ responsibility unless the occupants can demonstrate to the satisfaction of the residence hall staff that others are responsible. All students are responsible for the care of university property, both in the rooms and common areas (lounges and hallways). Due to safety concerns, the configuration of your furniture within the room must allow easy entrance and exit through both the main door and the bathroom door. You must also allow a clear line of sight from the room doorway into the majority of the room.

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To help make your housekeeper’s job easier, act responsibly. Please do not litter the hallways and lounges. It also is inappropriate to sweep dirt from your room into the hallway. Please take pride in your community.

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One refrigerator and one microwave are allowed per room. A Micro-Fridge (4.5 cubic feet or less - one per room) is available for rent through Collegiate Concepts, Inc.* Please coordinate with your roommate on these purchases. Each appliance may not exceed 3-cubic-feet capacity or
Services and Amenities

outside dimensions of 25” by 25” by 25”. Microwaves may not consume more than three amps per hour of electricity when running and power between 500-750 watts. A mini-fridge may power between 150-350 watts. Please note that any appliance where a flame or hot coil is visible to the naked eye is prohibited.

* Collegiate Concepts, Inc. is a partner with OU H&F and offers a mini-fridge and microwave in one convenient package for rent. This product is EnergyStar-rated and includes a freezer, refrigerator and microwave, all with one plug-in. The MicroFridge meets OU safety standards, saves electricity and reduces the risk of overloading circuits. Rental details are available online at housing.ou.edu.

Air Conditioners

All residence halls are air-conditioned. Window air-conditioning units are not allowed. If you have any questions, please contact the main housing office at (405) 325-2511.

Maintenance and Room Repairs

For routine repairs to your room, submit an online maintenance request by going to housing.ou.edu and using the Quick Links option, where your will find a Maintenance Request. For emergency repair (items which, if not promptly repaired, may result in personal injury or damage to property) occurring after midnight or on holidays, contact the OU Physical Plant at (405) 325-4421.

Maintenance inspections are performed in each residence hall room once a semester. Air units, fire protection devices and bathroom facilities are the focus of the inspections. Notification of the inspections will be made the week prior to room entry. All appliances should carry the Underwriters Laboratories and/or Factory Mutual label.

Halogen Lamps and Space Heaters

Halogen lamps and space heaters are strictly prohibited due to the potential fire danger.

Electrical Appliances

The following electrical appliances are allowed:

- desk lamps (non-halogen lamps only)
- refrigerators and microwaves
- clocks, radios, record/CD players, stereos and televisions
- computers, typewriters and printers
- popcorn poppers
- electric blankets, hair dryers, irons, shavers and toothbrushes

Please do not plug more than two pieces of equipment into an electrical outlet. The use of multiple-plug taps or multiple extension cords is prohibited.

Extension cords may be used, but are not to be placed under carpets or through doorways. Frayed, damaged or spliced cords are safety hazards and, as such, are prohibited.

EMERGENCY EVACUATION FOR STUDENTS WITH DISABILITIES

Students with disabilities living above the first floor are responsible for selecting at least two other students on their individual floor to assist them in emergency evacuation. Each of the designated student aides will serve as a back-up should one or the other be unavailable to assist the student with a disability.

Upon evacuation, the student with a disability and student aide will vacate the building through posted emergency exits. In the event the stairwell is in use by others, the student with a disability will wait on the landing while the student aide will evacuate the building and notify the public safety authorities of the presence of a person with a disability in need of evacuation assistance. For further information on disability considerations, please contact Housing and Food Services at (405) 325-2511.

EMERGENCY EVACUATION

Emergency evacuation instructions are posted your community’s hallway. If your community does not possess an emergency evacuation placard, contact your RA or center office for a replacement.

You are urged to read the placard and familiarize yourself with emergency procedures, equipment and exits. When an emergency occurs, it is often too late to learn what to do. Please see the last page of this book for emergency assembly locations.

FIRE

Fire Evacuation

Whenever the fire alarm sounds, you and all other occupants in the residence halls must evacuate the building and proceed to the designated alternate shelter area until you are notified it is safe to return to your building and room. As you leave your room, close your door. Students who do not vacate the building during the sounding of the alarm will be subject to disciplinary action. Meet at the emergency evacuation safe location designated by your RA.

Upon the sounding of the alarm:

1. Move quickly and quietly to the exit for your area. In an orderly fashion, go to the designated waiting area for further instructions.
2. Wear a coat and shoes. Carry a towel in case of smoke. Keep these items easily accessible for emergency use. Bring along your keys and ID.
3. If you are away from your room when the alarm sounds, proceed to the nearest exit without returning to your room.
4. Do not use elevators. Use stairways only.

Fire Drills

An unannounced fire drill will be conducted by the fire marshal once a semester. This is in compliance with state law as well as for your own protection and safety. The purpose of the fire drill is to acquaint you with the exit routes from your buildings as well as familiarize you with the sound of the fire alarm. The fire drill allows the staff to test the alarm system to ensure it is properly functioning. The alarm signal is the same for a drill as for an actual emergency. During the drill, university officials will inspect all areas of the building, including residents’ rooms.

Minimizing the Risk of Fire

Students demonstrating any of the following behavior will be subject to disciplinary action and prosecution:

1. Falsely reporting a fire, serious injury, or any other emergency
2. Pulling a fire alarm when no fire is evident
3. Setting a fire or possessing or using flammable or highly combustible materials
4. Tampering with or misusing (accidentally or intentionally) public area fire-safety equipment, including fire extinguishers, sprinklers, smoke detectors, exit signs, alarm pull stations, alarm horns and hoses
5. Possessing, using or manufacturing fireworks or explosives

Safety and Security
Safety and Security

6. Using unauthorized appliances, candles or incendiary devices.
7. Failing to leave a building at the sound of the alarm or when so directed by residence hall staff.
8. Hanging fliers, decorations or other adornments on room doors and/or in any public area.
   • Smoking in the residence halls is prohibited.
   • Incense burning is prohibited.
   • Open flame devices are prohibited.
   Due to extreme fire hazard, open flame devices, such as lanterns, candles, potpourri pots or warmers using votives or canned fuel, are strictly prohibited in the residence halls. Wickless candles can be used.
9. Smoking in the residence halls is prohibited.

Combustibles
If you use combustibles such as fabrics, cardboard or similar materials in decorating your room, please ensure the items are flame-proofed. Purchase only UL- or FM-approved material marked “flameproof” or “flame retardant.”

SEVERE WEATHER
Since Oklahoma weather can be severe and difficult to predict, it is important you know which county you are in so that you can interpret forecasts and warnings provided by the media and other sources. The University of Oklahoma Norman campus is in Cleveland County. In the case of severe weather, watches and warnings will be announced over the intercom system in all centers. Students should be aware of their surroundings at all times by checking weather bulletins and listening for the City of Norman severe weather sirens.

Civil Defense and Siren Tests
The City of Norman maintains a city-wide civil defense warning siren network that is used to signal imminent danger from tornadoes. It is a familiar sound, as it is tested every Friday at noon year round as the weather permits.

Imminent Danger
A steady siren for three to five minutes means imminent danger. Take shelter immediately in the nearest suitable shelter space. Shelter space should be identified in advance. Shelter space information also can be found in every elevator lobby. Once the sirens sound, it is too late to seek shelter at a remote location.

All-Clear Signal
An “all clear” signal will NOT be given via the siren systems. It is urged that reliance be placed on the broadcast media for forecast information.

An all-clear signal usually will be given on the local radio stations for any imminent danger warning disseminated by means of the City of Norman siren system (KGOU 106.3-FM, WWLS 640-AM or KNOR 1400-AM). These stations also may be used for weather advisories and updates.

National Weather Service Terminology

Severe Thunderstorm: Wind gusts of 50 knots (56 mph) or greater and/or hail three quarters of an inch in diameter or larger.

Damaging Wind: Sustained or gusty surface winds of 60 mph or greater.

Tornado: A violent local storm of short duration with very high-speed winds rotating about a vortex with a funnel extending from the base of the clouds to the ground.

Funnel Cloud: A tornadic-type funnel extending downward from the clouds but not touching the ground.

Tornado or Severe Thunderstorm Watch: Issued by the National Weather Service when conditions for a tornado or severe thunderstorm are favorable in the named area.

Tornado or Severe Thunderstorm Warning: Issued by the NWS when a tornado or severe thunderstorm has been sighted visually or detected by radar. The location, direction and speed of movement of the storm are provided. Residents of the specified area should take immediate safety precautions.

Tornado Warning Issued: When a tornado warning is issued for the Norman area by the NWS, the public broadcast media (KGOU-FM 106.3, KNOR-AM 1400, WWLS-AM 640, or any Oklahoma City television station), or the sounding of the sirens for three to five minutes:
   • Proceed immediately to the designated shelter in your residence hall.
   • To minimize danger from flying debris, close doors around the shelter area and all residence-hall room doors.
   • Remain in the shelter until the storm front clears the area or an all-clear signal is provided by the public broadcast media. The OU Police Department suggests you take a battery-operated radio or TV with you to the shelter.

Shelters for Tornadoes and Severe Weather
Severe weather refuge areas have been identified for each specific building. Please consult the back of your room door or placard in the elevator lobby for information specific to your floor or contact an RA.

MEDICAL
In the event you or someone else sustains a severe injury or become seriously ill on campus, contact the OU Police Department at 911. From a non-campus phone, call (405) 325-1717 for the OUPD. After calling the police, contact your RA or center office.

OU Police Department officers are trained in basic life-support techniques and can render first aid for minor and non-life-threatening problems.

For patients evaluated as requiring care beyond the responding officer’s capabilities, OUPD will summon an ambulance staffed by paramedics. There is a charge for services provided by ambulance and paramedics.

Common-Sense Approach for Safety
Security is every resident’s business. Crime is a nearly universal fact of life in society today. Unfortunately, the campus is not immune from criminal activity. The majority of crimes occurring in the residence halls are thefts and are opportunistic in nature. In other words, if property is unmarked or unsecured it is susceptible to being stolen.

The university has taken direct measures to aid you in protecting you and
your property. A number of resources are provided to help you maintain a secure environment. OUPD provides the following suggestions for campus living.

Residence Hall Room

Keep your residence hall room locked at all times - when you are in the room and when you are gone, even if just to visit a friend “down the hallway.” You may wish to consider your residence hall your home, whereas the floor or house you reside in can be considered your neighborhood. How often do you leave your permanent home unlocked and unattended?

Motor Vehicle

Not only should you keep your room locked, but your motor vehicle as well. Do not forget to take the keys with you. Accessories and contents of motor vehicles are especially vulnerable. Electronic equipment, particularly radar detectors, car telephones, sound systems and university parking permits, are “high-risk.”

A good rule of thumb is: do not leave anything in your parked vehicle you cannot afford to lose. Make a habit of checking your vehicle periodically if you do not drive it regularly.

Bicycle

Secure both wheels of your bicycle and the frame at all times when not riding it. Bicycle registration is highly recommended. You can register your bike at the SafeWalk office or with OUPD.

KEYS

All of the residence halls are equipped with card access. Your OU student ID will allow you to access your assigned floor and residence hall. In addition, residents of the halls also are given first floor access to Adams, Couch and Walker Centers to access the Food Services operations and computer labs. Residents should treat IDs as a key and secure it appropriately.

Each student also is issued a key for their room when he/she checks into the residence hall. Keys are the property of the University of Oklahoma and may not be duplicated or shared. Each resident is responsible for carrying his/her room key and university ID at all times. Loaning out your room key or ID card to an individual who is not a resident of the room or building in a violation of university policy. The room key must be returned to the university when vacating the room.

Any tampering with or propping of the security doors or locking mechanisms is strictly prohibited.

Locked Out

If a resident gets locked out of his/her room, contact the Center Office for the duty Resident Adviser for re-admittance. In the event that the Center Office is closed, students should call the duty RA. If it is not possible to contact an RA, call the OU Police Department at (405) 325-1717 and they will contact a staff member to assist in the situation.

Key Missing

A missing room key, whether lost, stolen or misplaced, should be reported to the center office immediately. A temporary replacement key will be issued for 48 hours. If at the end of 48 hours, the resident is unable to locate the key, the resident will be charged a recombination fee for the room.

Spare Keys

If a temporary room key is needed, one will be issued to the resident. The spare key must be returned within 48 hours.

Lock Recombination

Whether a key was lost, stolen or was not returned to the university upon vacating the room, the resident will be charged to recombine the room lock.

Missing or Stolen Key

A lost or stolen key may jeopardize the safety and security of every resident. Report the theft of a room key to the OU Police Department, (405) 325-2864. Failure to report the loss or theft of a key promptly or loaning your key to an individual not on the contract for your room is a violation of housing regulations and may result in disciplinary action.

Return of a Room Key

The original room key (and bathroom key where applicable) is collected by the Resident Adviser when residents permanently check out of the residence hall rooms. In either instance, failure to return the original room key will result in an automatic lock recombination and charge.

SECURITY CAMERAS

In order to provide a safer, more secure environment, security cameras are in use in many first floor areas as well as the elevators and stairwells in the residence halls. They also are in some convenience store locations, in Couch Restaurants storage and loading areas, and student dining areas. They are in standard bubble casings. They are not located in upstairs living areas.

CARD ACCESS

All centers are equipped with card access. Your OU student ID will allow you to access your assigned floor and your assigned residence hall.

Any tampering with or propping of the security doors is strictly prohibited.

In the case of a lost ID, you may get a temporary ID to access your floor from your center office or the RA duty desk.

Security Doors

All security doors on living floors are locked 24 hours a day during the academic year. Propping open a security door or tampering with door hardware could result in penalties for the floor community or individuals responsible.

housing.ou.edu
If you see a stranger on your floor, or an unlocked door. An unfamiliar face may be a thief looking onto or is present on your floor is a guest. You should not assume anyone who wanders works in campus housing. You and your fellow residents are the most effective means of preventing crime. Watch works in campus housing. To reach SafeWalk, call (405) 325-WALK (9255).

Do Not Leave Valuables Unattended
This is particularly true when doing laundry. Unless you are able to secure your property, stay with your property at all times.

Mark Your Valuables Through Operation Identification
Mark your valuables and portable property, including vehicle contents and accessories, with your driver’s license number. Engravers may be checked out from the SafeWalk Office free of charge.

Report Suspicious Floor Activities
Be aware of what goes on in your residence hall. You and your fellow residents are in the best position to recognize intruders, improper and destructive behavior, tampering with fire safety equipment, and vandalism. Promptly report suspicious persons or activities to OUPD at 911 from a university phone or (405) 325-1911 from a non-university phone.

Neighborhood Watch
You and your fellow residents are the most effective means of preventing crime in your residence halls. Neighborhood Watch works in campus housing. You should not assume anyone who wanders onto or is present on your floor is a guest. An unfamiliar face may be a thief looking or an unlocked door.

If you see a stranger on your floor, politely ask the person if you can help locate someone in particular. If the person is unable to identify a specific destination by name or room number, or appears not to have legitimate business on the floor, contact the OU Police Department (911) immediately and report a “suspicious person” for police attention.

Crimestoppers at (405) 325-STOP (7867)
The OU Police Department established the OU Campus Crimestoppers program in 1992 to assist in the investigation of unresolved crimes occurring on- or off-campus. If you have information about a crime call (405) 325-STOP (7867) 24-hours a day, 365 days a year. All callers will remain anonymous and may be eligible for a reward of up to $1,000. This program has allowed OUDPS to solve cases that would have otherwise gone unsolved.

Crime affects you, even if you are not a direct victim, through higher insurance and housing costs. Help OUPD keep the university and residence halls safe and secure environments for everyone, including yourself.

Vandalism
Each year, wanton and senseless acts of vandalism result in thousands of dollars worth of damage to housing facilities and personal property on this campus. These crimes cost you money and create an inconvenience to you and your neighbors. Do not tolerate vandalism. Perpetrators identified as participating in acts of vandalism will be subject to disciplinary action in addition to any criminal and/or restitution charges.

Emergency Telephones
Familiarize yourself with emergency telephones (identified by a blue light and distinctive sign) available outdoors across campus.

In the residence hall areas, the telephones are located:
• Third Street and Asp Avenue, southeast corner of Walker Center
• Walker/Adams Mall at the south end near the volleyball court
• Cate Center, north of the Cate basketball court
• Cate Center volleyball court between Cate Center-Quad 4 and Adams Center
• Multi-purpose parking lots south of Huston Huffman Center
• Corner of 4th Street and Maple Street, southwest of multi-purpose parking lot

If you require assistance from OUPD or wish to report persons or activity warranting police attention, these telephones provide free 24-hour direct access to the OUPD.

Lobby and Hall Telephones
Telephones at the residence hall entrances and lobbies also may be used to contact the OUPD.

Textbooks and Backpacks
Book bags and backpacks and their contents, including textbooks, are high-risk theft items. Write your name in your textbooks as soon as you determine the books are the correct ones for your courses. Many bookstores encourage students to mark a specific page in their books with their name or a special identifying mark. Stolen books can be easily identified this way. Also, place a personal mark on the backpack/book bag, clothing and any other carried articles which you might inadvertently leave unattended.

MALICIOUS AND HARASSING PHONE CALLS
Harassing, annoying, obscene or threatening telephone calls are crimes. You are not obliged to stay on the telephone or talk to anyone. If you receive an unwelcome call—hang up! OUPD can provide additional information about problem calls.

OUPD and the Telecommunications Office, (405) 325-1873, cooperate in investigating harassing telephone occurrences. A brochure on malicious calls is available through OUPD.

SOLICITING, PROSELYTIZING AND ADVERTISING
As a member of our community you have the right of privacy, to protect you we prohibit door-to-door soliciting, proselytizing, or political campaigning.

Soliciting and Proselytizing
Solicitation for sales (i.e., magazines) or charity is prohibited on the residence-hall floors.

Other types of door-to-door visits, including proselytizing (an individual visits with you to try and persuade you to do or join something), and religious, political, or social causes are prohibited. If disturbed, contact your center office.

Advertising on Bulletin Boards
Bulletin boards are for public use. However, all posted items must first be approved by the director of Residence Life. Users are expected and required to respect previously posted material. H&F reserves the right to remove signs hung without approval. Bulletin boards in the residence hall are cleared on a weekly basis to avoid clutter and eliminate out-dated material. Forms are available in the Main Housing Office or online at housing.ou.edu.
Prohibited
- Material, posters, fliers, etc., attached to glass and brick interiors and exteriors
- Chalking the brick exteriors

Lounge Activities
Lounge activities may be regulated by floor or house vote. In the absence of such a consensus, residents will have free use of the lounge within visiting hours unless a majority of the residents express their objections.

DAMAGE OR LOSS OF PERSONAL PROPERTY
You are responsible for damage or loss of institutional property from your room, regardless of the cause. The university does not assume responsibility for any loss of personal property. Your personal property loss may be covered on your parent's homeowner's insurance. If not, there are insurance companies that will provide low cost “renter's” or “tenant” insurance coverage.

Any missing items should be reported to OUPD immediately at (405) 325-1911. Please remember: Always lock your room door.

MISSING PERSONS POLICY OVERVIEW
The purpose of this policy is to define the procedures for the University of Oklahoma's response to reports of missing students, as required by the Higher Education Opportunity Act of 2008.

The policy applies to students who reside in University housing. This includes the residence halls and university-owned apartments.

For purposes of this policy, a student may be considered a “missing person” when he or she is absent from the University for more than 24 hours without any known reason.

PAYMENTS
For students at the residence halls, an advance payment in the amount of $190 is due with the signed and returned housing contract unless the payment is deferred. The first payment of the fall semester is due on or before Sept. 15. The first payment of the spring semester is due on or before Jan. 15. Payments are due on the first day of each month, but late charges will accrue after the 15th day of each month if the balance is not paid on or before that date. Students also may choose to have their entire room and board for the semester billed at the beginning of the semester.

To make payments on your room and board, please visit the Office of the Bursar, located on the first floor of Buchanan Hall. Their mailing address is 1000 Asp Ave., Room 105; Norman, OK 73019-0430. Be sure to include your name and student ID number with any payment. Payments may also be made online at pay.ou.edu. Their telephone number is (405) 325-3121.

PAST-DUE PAYMENTS
A financial and legal obligation is incurred when a student or parent signs a room and board contract. The contract specifies the payment procedures. Please refer to the terms and conditions of the room and board contract, and don’t hesitate to call (405) 325-2511 or visit the main housing office in Walker Center should you have any questions. Following are some key items about payments and billing to remember.

- Even if you do not receive a statement, charges are due on the payment due dates.
- Payment of the monthly charges must be made within 15 days of the due date or a $25 late charge is added.
- If the monthly payment becomes delinquent, notification will be forwarded to the student regarding their delinquency status and they may be asked to make payment arrangements and meet with the University Collections Division by calling (405) 325-6040, or by visiting their office at the NEL building.
- Any student who has not been successfully contacted or who has not responded to requests may be issued a stop on their future enrollment until payment arrangements have been made.
- If a student withdraws and payment is not received for outstanding room and board fees, the fees will be reflected on the student’s account at the Bursar.
Contract Responsibilities

ENROLLMENT
Enrollment is a privilege granted only to students with accounts in good standing. You may not be permitted to enroll for any future semester if your housing account is not in good standing.

RELEASE FROM HOUSING AND FOOD SERVICES CONTRACT
Regents policy provides that certain students are required to live in university housing. All single freshman students under 20 years of age must live in a university residence hall for the academic year EXCEPT for those who have earned 24 or more hours of college credit in residence or have already lived in university residence halls for two semesters. Exception from this policy is by special permission only, granted in writing by the Vice President for Student Affairs or his/her delegate(s). Application for exemption must be made to the Housing and Food Services Office, Room 126, Walker Center.

Release from housing and cancellation of your room and board contract is not automatic. Students must visit the housing office to apply for a release, and applications are located in the main housing office in Walker Center, Room 126.

In order for this housing release application to be processed and a decision rendered in a timely fashion, it must be properly completed (including the attachment of all required support documentation) and submitted to Housing and Food Services. Students are advised to be mindful of the winter break period and that applications for release submitted in December may be processed after the semester break and liability for all payments and conditions as specified in the housing contract.

Students do not need to apply for a release from their contract to move to Sooner Housing Center. Students may complete a “Room Change Request,” which is available through their Resident Adviser or at the Center Office. To live in Sooner Housing, students need to get special permission from Sooner Housing Center Coordinator Jim Weller at 325-8403.

One of the following four criteria must be met to be considered to be released from the room and board contract:
- Moving home within a 50-mile radius
- Marriage during the contract period
- A documented condition of emergency approved by the Room and Board Release Committee
- Graduation

If a release request is approved, a student must:
- Visit the Housing and Food Services office to obtain the proper withdrawal forms
- Notify their RA to schedule a mutually convenient time to check out and inventory the room. If necessary, damage charges may be assessed.

A release is not complete until the room inventory is completed and the room key is returned.

www.housing.ou.edu

Contract Responsibilities

Students who withdraw at the beginning of the spring semester and do not notify the Main Housing Office prior to the end of the fall semester will be charged a daily rate of the room portion of their contract, plus the $190 cancellation fee. If they use their meal plan, they will be charged a daily rate of the meal plan plus the $175 meal-plan administrative fee. If they do not use their meal plan they will only be charged the $175 meal plan administrative fee.

Non-Freshman Buy-Out Option
Those considered for release may be required to buy out the housing and food services contract at 25 percent of the remaining value. This option is only available for non-freshman students.

WITHDRAWAL FROM UNIVERSITY AND HOUSING AND FOOD SERVICES CONTRACT
If a student is withdrawing from the University the following steps must be taken to withdrawal from his or her Housing and Food Services Contract in order listed below:
- Drop classes
- Visit the Housing and Food Services office to obtain the proper withdrawal forms
- Notify their RA to schedule a mutually convenient time to check out and inventory the room. If necessary, damage charges may be assessed.

ROOM CHANGES
Room changes are done on a routine basis throughout the year, except during the first two weeks of the fall and spring semesters. **only room changes authorized by Housing and Food Services are allowed. Students who complete an unauthorized room change will be charged for occupying two rooms, and will be subject to disciplinary actions.** Students who request a single room, and are granted a single room, will pay a single room rate and will not have the option to move back into a double room. To avoid being assigned a roommate, students may request a single room. Students who are assigned a double room, but who did not have a roommate may be assigned a roommate at any time.

If you have a double room, you must leave one half of the room empty. It is advisable to check online at www.housing.ou.edu to obtain the most current room and board rate information. Room changes will occur during the following time during the semester, and during these times students may submit room change requests to their Resident Adviser.
- Fall Semester: Sept. 9 - Nov. 4
- Spring Semester: Feb. 3 - April. 7

Room Change Request Forms are available through your Resident Adviser or at the Center Office.

RESIDENCE HALL CLOSINGS
Room and board payments made during the fall semester do not cover winter break. Students may remain on campus during Thanksgiving and spring breaks; however, Housing and Food Services closes during winter break. Winter break housing is available at an additional fee, and students are advised to visit the main office at Walker Center, Room 126 to find out about location and cost.

The residence halls close at 10 a.m. as follows:
- Winter Break - Break begins Dec. 18, 2010, and classes begin Jan. 18, 2011. During break periods students will not have access to their rooms. Residents may return beginning Jan. 12 at 9 a.m.
- A student must vacate his or her room no later than Saturday, Dec. 18, at 10 a.m., or within 24 hours of their last final exam, whichever occurs first, unless you are participating in graduation exercises.
- Summer Break - Residents must be out no later than noon on May 14, or within 24 hours of their last final exam, whichever occurs first, unless you are participating in graduation exercises.
CHECKING INTO THE RESIDENCE HALLS

Students will be asked to complete and sign a room inventory. This same inventory sheet will be checked again when a room is vacated. Any damages to a room during a student’s occupancy of the space will be considered their responsibility, and appropriate charges may be assessed.

It is imperative to report fully on the inventory sheet the condition of each individual item in the room.

If a student vacates without official approval, the room will be inventoried and any room damages will be assessed and appropriate charges will be applied to the student’s Bursar account.

CHECKING OUT OF THE RESIDENCE HALLS

The residence halls close for the conclusion of the academic year at noon on Saturday, May 14, 2011.

Graduating seniors or those participating in graduation exercises will be allowed to stay overnight on Saturday, but must vacate their rooms by 1 p.m. Sunday, May 15, 2011.

Check-out time during finals week is frequently a hectic time for all involved. Students should discuss any questions they may have in advance of finals week with their Resident Adviser, Resident Director or Center Coordinator.

Check-outs must be scheduled a minimum of 24 hours in advance. Resident Advisers will post available times, and students should be ready at their scheduled check-out time.

Prior to the scheduled check-out time, the room should be clean and returned to its original condition. A thorough cleaning includes, but is not limited to:

- Sweeping or vacuuming the floor, particularly under the furniture and in corners
- Cleaning mirrors and window sills
- Wiping shelves and cleaning all drawers, which includes the removal of paper
- Cleaning the bathtub, toilet, sinks, mirrors and bathroom floor (applies only to residents living in Adams, Couch and Walker Centers). For those residents in Adams, Couch and Walker Centers sharing a bathroom, students are encouraged to make arrangements with one another, so that the last person to vacate the suite is not solely responsible to clean the bathroom. A cleaning charge is typically assessed to all members of the suite for an unclean bathroom, not just the last resident to vacate the suite.

Students should remove all possessions and property from the room before the Resident Adviser completes the inventory and inspects the room. Failing to do so could delay check-out. Students accompanying Resident Advisers on an inspection of the room to determine its condition.

- If charged for any damage, students sign the “Damage Charge Form” to verify receipt.
- Check-out is complete when the room key is returned to the Resident Adviser along with the signed inventory sheet.
- Determination by a Resident Adviser of a room’s condition may not be final. The Center Coordinator, as well as the Housing Maintenance Team, check all rooms upon closing of the residence halls and may find it necessary to assess additional charges.

Students should remember to return their room key to avoid the lock recombination charge.

A list of current estimated damage charges is published on the Housing and Food Services website, housing.ou.edu.

EMERGENCY ROOM CHANGE

Should a student require a room change because of an emergency, they are advised to contact their Resident Adviser or center office immediately.

Rights and Privileges of Student Residents

STUDENT IDENTIFICATION CARD

The university issues you a student ID card. You must carry your student ID card at all times (please refer to the back of your student ID card). You must present your student ID card upon request by any university official or employee, including Resident Advisers.

If you lose your student ID card, report the loss immediately to the One Card office, Oklahoma Memorial Union, Room 127, or at (405) 325-3113.

If your ID card is stolen with your wallet, report the theft to the OU Police Department, (405) 325-2864. Present a copy of the police report to the ID office and the $15 replacement charge will be waived.

UNIVERSITY PERSPECTIVE and
IN LOCO PARENTIS

The University of Oklahoma does not replace your parents or guardian (the act of replacing a parent or guardian is referred to as in loco parentis). Instead, the university presents opportunities to nurture your intellectual and personal growth and recognizes you as an adult responsible for your actions.

Occasionally, students fail to view themselves as adults involved in a contract with the university. Such students are prone to resort to destructive, irresponsible and juvenile behavior. In lieu of rebelling against parents, these students rebel against a new authority figure – the university. However, since the University is not a parent, students will be accountable, legally if necessary, for their actions.

THE BUCKLEY AMENDMENT

The Family Educational Rights and Privacy Act of 1974 (referred to as the Buckley Amendment) grants you the right of privacy toward your records, both academic and disciplinary. With this right exists a responsibility to behave and act in a manner appropriate to community standards. Failure to act responsibly and/or accept responsibility for actions may result in administrative action.

RIGHTS OF PRIVACY

As a student you have the same rights of privacy as other citizens in their homes. Entry into your room is authorized only:
1. By your permission
2. By your roommate’s permission
3. For repairs, room inspections or maintenance after reasonable notice has been given or you requested the service
4. To turn off unattended loud stereos or radios, persistently sounding alarm clocks or telephones, or other noise producing devices, after unsuccessfully attempting to contact you or your roommate
5. During fire drills or alarms
6. During emergencies where danger to life, safety, health or property is reasonably feared
7. Upon authority of a search warrant issued by a university official pursuant to the Student Code of Responsibilities and conduct or by a court of competent jurisdiction
8. For closing inspections during all closings
Conduct and Behavior

Rules set forth in the Community Living Guide should be interpreted broadly. They are not designed to define misconduct in exhaustive terms. You are responsible for acquainting yourself with the information contained in this publication, educating yourself on the Student Code of Responsibility and Conduct, and for abiding by campus behavior standards.

The rules and regulations encourage a standard of conduct that is necessary for academic growth and personal development. Should you violate any policy, you will be issued a citation, sent before a disciplinary body (for determination of a stronger penalty) and referred to criminal prosecution for violating university standards. All students are responsible and accountable for their actions.

Selected policies and rules are outlined for your convenience.

VISITATION

Visitation exists to ensure at a certain time members of a floor community are able to have privacy from people who are not members of that area. Non-community guests are expected to vacate the premises in a timely fashion so as to ensure the privacy of the remaining community members is respected. Support of the visitation policy is your responsibility as well as the university’s. If you feel your roommate or other members of your community are abusing the visitation policy, please contact your RA. Housing reserves the right to alter visitation policies as necessary for the best interest of the community.

Freshman Floor Visitation Hours

- 11 a.m. - midnight Sunday through Thursday
- 11 a.m. - 2 a.m. Friday and Saturday

Applies to rooms and hallways. Non-community member guests must vacate the community by the end of the stipulated visitation timeline. Failure to comply with this regulation will result in the eviction of the guest from the premises and disciplinary action against the resident. First-floor areas and all areas in front of security doors have 24-hour visitation privileges.

Upperclass Floor Visitation Hours

Only those co-educational communities occupied exclusively by upperclass students and identified as such have 24-hour visitation privileges; however, this privilege does not allow for co-habitation or residency of a non-contracted community individual. This includes overnight stays.

Guests

Residents are responsible for their guests and their guests’ actions.

Non-residents of a floor community are expected to abide by the stipulated freshman and upperclass visitation policies governing that community, the University of Oklahoma and the residence halls. Non-residents of a floor community must be escorted at all times. As a guest’s host, residents should make their guests aware of university and residence hall policies.

If a guest is interested in overnight accommodations, please contact the Sooner Suites at (405) 329-2270 to make an overnight reservation.

RESTROOM POLICY

Safety and comfort of Housing students are paramount to the university. Non-community members visiting you in the residence halls should be informed of the exact location of visitor restrooms. This is particularly important when the non-community guests are members of the opposite gender.

Visitors’ restrooms are located:

- Adams: Basement of each tower
- Cate: First floor of each house and in the Cate Main Building
- Couch: Basement of building
- Walker: Basement of building

Under no circumstance may an opposite-gender guest use the community bathrooms located on floors two through four in Cate. Access to the community bathrooms is authorized only for those residents specifically contracted to that particular house and floor.

Failure to comply with the “Bathroom/Restroom Policy” will result in the eviction of the guest from the premises and disciplinary action against the resident.

NOISE

Please respect the rights of those around you, especially where noise is concerned. An RA, Resident Director, Center Coordinator or a member of the University Police may issue a citation for noise at any time of the day or night.

QUIET HOURS

Quiet hours are the time that residents in the community can sleep, study or relax without any excessive noise. All guests and residents will abide by the quiet hours while living in the community. During quiet hours, noise heard outside of a resident’s door is considered too loud and will be addressed by the residence-life staff and CSOs.

Quiet Hours

- 9 p.m. - 11 a.m. Sunday through Thursday
- Midnight - 11 a.m. Friday and Saturday

Quiet Lifestyles Floor

Quiet Lifestyles Floor students agree to keep noise levels at a minimum 24 hours a day. Residents and guests found in violation of the noise policy will be subject to a citation or further disciplinary action.

housing.ou.edu
Community Hours

Community Hours are the hours where you may play your stereo a little louder, open your door and talk to friends while not disturbing others in the community. During Community Hours, noise heard more than two doors down is an unacceptable level. Community Hours are:

- 11 a.m. - 9 p.m. Monday through Thursday
- 11 a.m. - midnight Friday
- 11 a.m. - midnight Saturday
- 11 a.m. - 9 p.m. Sunday
- 24-hour quiet hours will be observed and strictly enforced during finals weeks.

24-HOUR MONITORED QUIET STUDY AREA POLICY

The study area provides a safe and quiet location 24 hours a day, seven days a week for residents to study within their residence halls. Please respect the following policies while using the facilities:

- Facilities are available on a first-come basis.
- All students must have their OU student ID with them to utilize the study facilities.
- Everyone must check-in with the study area monitor when entering and exiting the study area. While using the facility, students must leave their OU student ID at the front desk.
- Study areas may only be used by residents of that housing center; however, residents may bring guests into the study area. Residents are responsible for their guest’s behavior.
- Study rooms are monitored 24 hours a day, seven days a week. Students are expected to abide by the requests of the study area monitor.
- Quiet hours are in effect 24 hours a day for the entire year in the entire study area, which includes the rooms, monitor area and the area immediately outside. Students are expected to respect the rights of those around them. If a student’s noise level infringes on their neighbor’s right to be quiet, then the noise level will be considered excessive and the student will be cited. If the noise continues, the resident will be required to leave.
- The rules, regulations and policies found in the Student Code of Conduct, the Community Living Guide and the study area policies are used to govern the Study Area. A student violating any policy will face disciplinary consequences, which may include but are not limited to the loss of study-area usage privileges.
- Study rooms in Walker and Couch Centers are adjoined with suite bathrooms. The bathrooms are unisex and may be used by any student present in the two study rooms. Locks are provided on the doors to ensure privacy. Please be considerate and ensure the adjoining bathroom door is unlocked before you leave. In case of emergency in the study area, please contact OUPD at (405) 325-1911 or the study area monitor.

COPYRIGHT INFRINGEMENT

Downloading music and/or videos from free, unlicensed sources or sharing music and video files from your computer without proper licensing is considered illegal copyright infringement. The music and film industries have taken great interest in attempting to detect and prevent such illegal file sharing. As a member of the university community, many of you utilize the university’s network system. Use of this network system is governed not only by local, state and federal law, but also by university policy. Misuse of the university’s network system can lead not only to state and federal civil and criminal penalties, but also to Student Code violations.

The university’s computer use policies can be found at: http://www.ou.edu/committees/itc/policy/Acceptable_Use_of_Information_Resources.html. Further, the Student Code provides that theft of or tampering with computer software or data files belonging to others is prohibited conduct. This shall include violations of copyright laws, trade secrets and license agreements. When used with multiple computer systems, the proper number of copies of software and data files must be purchased/licensed. The Student Code can be found in its entirety at: http://www.ou.edu/studentcode/OUStudentCode.pdf.

ALCOHOL POLICY

Student Alcohol Policy

All campus-affiliated student organizations and all students who currently are enrolled at the University of Oklahoma, or are pre-enrolled for subsequent semesters and have either attended the institution for at least one semester in the current or past academic year, are responsible for following federal, state and local laws, the Student Code of Responsibilities and Conduct, and the Student Alcohol Policy.

(1) All fraternities, sororities and residence halls shall be dry. Alcoholic beverages will not be allowed inside fraternity houses, sorority houses and OU residence halls or on the grounds surrounding them. Fraternity officers and members will sign an agreement to abide by this policy which will be strongly enforced. Enforcement for campus alcohol violations and punishments has been increased.

(2) To curtail alcohol abuse on and off campus, the university has adopted a mandatory, minimum “Three strikes” policy. The first alcohol violation, whether off campus or on campus, automatically will result in appropriate parent/guardian notification and further alcohol education. A second offense also will automatically carry parent/guardian notification and an appropriate sanction. A third violation will result in automatic suspension from the university for a minimum of one semester. Parents/guardians will be informed of this policy at the time their son or daughter enrolls at OU.

(3) Events at which alcohol is served that are sponsored by campus-affiliated student organizations, shall be restricted to only Friday nights and Saturday nights.

(4) Transportation to and from off-campus parties sponsored by campus-affiliated student organizations shall include designated drivers or public transportation provided by the sponsoring group.

(5) Alcohol education programs have been expanded and all entering undergraduate students, age 22 and under, are required to complete these programs to remain in good standing. In addition, upon joining a fraternity or sorority, new members will participate in a university-approved alcohol education program before their new member program begins.

(6) An anonymous, confidential hotline has been established where violations of the anti-hazing and dry fraternity, sorority and residence hall policies may be reported.

(7) All fraternity and sorority recruitment events are alcohol-free. In addition, regulations have been established for IFC fraternity to regulate summer recruitment activities. These regulations include: mandatory registration of recruitment-related facilities, notification one calendar week prior to recruitment events, and open invitations to IFC and university representatives to attend any recruitment activities.

(8) Campus-affiliated student organizations are required to present a plan annually for organizationally sponsored events prior to any activities at which alcohol is
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The university has established the SafeRide program that includes a voucher system with a local public transportation company to provide safe rides to discourage drinking and driving.

Because of the critical student health and safety issues, any conflicting policy or process will be waived.

Three Strikes Policy

Definition of a Strike

A “strike” is the university’s official recognition of a student’s or organization’s violation of the university’s alcohol policy. Nothing herein shall waive a student’s right to due process. A strike is a final university disciplinary action which finds the accused guilty of an alcohol-related offense. A student or organization may be charged with an alcohol-related violation based on the following:

1. A conviction, deferred sentence or a plea that has the effect of conviction of an alcohol-related offense of which the university is made aware; or

2. A university finding or allegation that a student or organization has committed an alcohol-related violation prohibited by the Student Code. Such violations include, but are not limited to, the conduct prohibited by Title 16 of the Student Code of Conduct, the Student Alcohol Policy, incident reports and citations.

Upon notification of the foregoing, or any other violation reasonably related to alcohol, the university may charge the student pursuant to the Student Code and the student shall be entitled to an appropriate hearing as defined by the Student Code. Whether by decision of an appropriate disciplinary body, administrative official or by a negotiated settlement, any final university disciplinary action resulting in a finding of guilt for an alcohol-related violation shall be considered a strike.

Students who have received a first strike may at any time request that the strike and the record be removed from their student file providing the student meets the relevant eligibility criteria and provides documents evidencing the following criteria. This request must be made in writing to the campus judicial coordinator. In order to be eligible to have the strike and the record removed from their student file at the university, the student must present the following documentation:

1. It has been one year since the disposition of the offense, whether by deferral, conviction or negotiated settlement with the university.

2. The student has not received any additional strikes under the university system within the specified period of time based on their negotiated settlement with university.

3. The student has not received any additional charges or alcohol related offenses on or off campus, since receiving the alcohol offense at issue.

4. The student completed all agreed-upon sanctions required by the university and the court having jurisdiction over the matter, if applicable.

Removal of the strike is at the sole discretion of the university vice president of Student Affairs or his/her designee. Additionally, this opportunity for a student to have a first strike removed from their university record does not apply to DUls and applies only to charges under the university’s Three Strike Policy and in no way limits any other available action by the university, including but not limited to, any violation of the Student Code of Responsi-

bilities and Conduct. (These changes were approved by the OU Board of Regents at the Dec. 5, 2007, meeting.) However, the following alcohol offenses shall be entitled to an automatic deferred strike: minor in possession and/or public intoxication and other similar, limited circumstances at the discretion of the university vice president of Student Affairs. To qualify for the deferral and ultimate removal of the first strike, the student must not receive any other alcohol offense for a period of 12 months from the date of the qualifying deferred first-strike offense. A deferred first strike will not be considered an “offense” and will not be maintained as a disciplinary record of the university. However, if the student receives another alcohol offense of any nature within the 12-month period, the deferral of the first strike shall be revoked and the second alcohol offense shall be considered a second strike. Moreover, students are entitled to one deferred strike during their attendance at the university (Board of Regents statement).

Reporting Mechanisms

The university may act on any reliable information it receives. Although not an exhaustive list, the university may be notified of prohibited conduct in the following ways:

1. A police report from the University of Oklahoma Police Department

2. A police report from the Norman Police Department

3. Reports from other law-enforcement or security agencies that are received by the university

4. Notification by a university official that an alcohol violation occurred

5. Any other information deemed reliable by the university that comes to the attention of a university official

The university, upon notification, may investigate the information received to determine if the conduct constitutes a violation prior to taking action. Nothing herein shall waive a student’s right to due process.

1. Alcohol offenses and misconduct shall include, but shall not be limited to, minor in possession; public intoxication; manufacture, use or possession of false identification; driving under the influence, driving while intoxicated; and actual physical control and involvement in a crime while under the influence. Student Affairs, by and through the Office of Judicial Services, shall determine if a charge is alcohol-related; however, the final determination shall be made by an appropriate disciplinary body or administrative official.

2. A final disciplinary action shall be a decision to which no further right of appeal exists in the Student Code. The University of Oklahoma three strikes policy sanctions individuals sanctions; any offense by an individual student remains part of the individual’s record until graduation. If a student is suspended after the third offense and is readmitted to the University of Oklahoma, the student is readmitted with two strikes.

INDIVIDUAL SANCTIONS

Any offense by an individual student remains part of the individual’s record until graduation. If a student is suspended after the third offense and is readmitted to the University of Oklahoma, the student is readmitted with two strikes.

First Offense

- Parent/guardian notification via return receipt certified mail
- $75.00 fine
- Satisfactorily complete a defined alcohol-education program
- A notation of censure that shall be removed upon graduation from the University of Oklahoma subject to completion of disciplinary sanctions.

Second Offense

- Parent/guardian notification via return receipt certified mail with a follow-up telephone call
- $150.00 fine
- Satisfactorily complete an approved

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alcohol-counseling program
- Satisfactorily complete 20 hours of approved community service
- A notation of disciplinary probation that shall be removed upon graduation from the University of Oklahoma subject to completion of disciplinary sanctions.
- In the case of a student receiving a second citation for a given policy, that student will be required to meet with the resident director of his or her assigned residence hall

Third Offense
- Parent/guardian notification via return receipt certified mail with a follow-up telephone call
- Automatic suspension

CITATION OFFENSES

Citations may be issued for violations occurring inside the residence halls, at residence hall-sponsored activities, the dining locations, and/or surrounding residence hall property and premises, to include but not limited to parking lots, sidewalks, laundry facilities, basketball and volleyball courts, etc. Signing a citation does not acknowledge or profess guilt; rather, signing a citation acknowledges you are in receipt of the citation. This avoids citations being issued without your knowledge.

Please be aware citations may be overturned by appropriate residence hall administrators in lieu of formal disciplinary charges (through either a Campus Disciplinary Board or Campus Disciplinary Council).

Citations and fines are as follows, but are not limited to (where applicable, the Student Code is referenced by title and section):

Alcohol
Alcohol and/or “memory bottles” (empty alcohol containers) are not allowed in the residence halls. See pg. 38.

Bicycles
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Bicycle riding inside the residence halls is strictly prohibited. Bicycles are not permitted within the residence halls. Bicycle racks and lockers are located outside of each residence hall. This is for your safety and the safety of those within the residence halls as well as personal and university property.

Bicycles may not be secured to any object (i.e., tree, handrail, lamp post, etc.), except bicycle racks. Bicycle lockers may be rented through Housing and Food Services.

Bicycle registration is highly recommended.
You can register your bike at the Safe-Walk office or with OUPD.

- Pedestrians have the right of way on all campus sidewalks. Bicyclists must obey all traffic laws.

Cooking in Rooms
Cooking in residence hall rooms is discouraged. The cooking, storage and disposal of food contributes to unsanitary conditions, attracts insects and other pests, and is generally a health hazard.

- Any appliances where the flame or hot coil is visible to the naked eye is prohibited.

Defacement of University Property
(Student Code, Title 16, “Prohibited Conduct,” Section 16)
- First Offense - $15
- Second Offense - $30
- Third Offense - Fine up to $45 or disciplinary process

For example: writing, drawing or marking of any kind upon any permanent interior or exterior wall, sign or similar vertical surface, furniture, hallways, sidewalk, mall, patio, terrace, or street is prohibited. Defacement also includes any spitting of saliva or any tobacco products, etc., on aforementioned items.

Defacing or defacement of campus property (e.g., furniture, hallways, sidewalk, mall, etc.) is prohibited. Defacing of campus property is not allowed.

Drugs
(Student Code, Title 16, “Prohibited Conduct,” Section 15)
For example, students who participate in the use, manufacture, sale or distribution of illegal drugs are subject to disciplinary action. Drug paraphernalia, including bongs, clips, pipes and other items used in preparation or consuming illegal drugs, is not allowed. These items are subject to confiscation by Department of Public Safety officials.

Housing considers the possession, use, sale or distribution of illegal drugs detrimental to students and to the educational process. Housing has a no-tolerance policy.

Those who have problems with drugs are urged to visit Goddard Health Center at (405) 325-4611 or Counseling and Testing Services (405) 325-2911 for assistance.

Elevator Tampering
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Tampering with, prying open or attempting to ride on top of the elevators is strictly prohibited, in addition to being extremely dangerous. We will not tolerate vandalism of elevators, elevator placards or official Housing and Food Services communication.

Failure to Comply
(Student Code, Title 16, “Prohibited Conduct,” Section 4)
- First Offense - $15
- Second Offense - $30
- Third Offense - Fine up to $45 or disciplinary process

Failure to comply with lawful directions of institution officials acting in performance of their duties. Violations include failure to provide to a university official (to include but not limited to OU Police Department officials, resident advisers and all Housing and Food Services staff, housekeepers, etc.) upon demand a student ID or legitimate form of identification. Providing false information to a university official acting in performance of duties may result in additional disciplinary charges.

Firearms, Explosives and Other Dangerous Weapons
(Student Code, Title 16, “Prohibited Conduct,” Section 12)
The use or possession of firearms (to include BB, air and pellet guns), explosives, firecrackers, ammunition and other dangerous weapons is prohibited.

Furniture or Fixtures Removed
(Student Code, Title 16, “Prohibited Conduct,” Section 10)
- First Offense - $30
- Second Offense - $60
- Third Offense - Fine up to $90 or disciplinary process

This includes the unauthorized removal, taking and/or possession of university property, placing furniture in the hallway, to include but not limited to furniture and signs. Removal of university property may also be interpreted as theft.

Gambling
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Gambling, the selling of lottery or raffle tickets, etc., are prohibited. This includes, but is not limited to, playing cards for money or property.

Institutional Property Misuse
(Student Code, Title 16, “Prohibited Conduct,” Section 8)
- First Offense - $30
- Second Offense - $60
- Third Offense - Fine up to $90 or disciplinary process

To include but not limited to fire alarms and fire equipment (extinguishers, hoses, sprinklers, smoke and fire detectors, etc.), elevators, security systems and devices. Knowingly submitting a false fire alarm, including any intentional activation of a fire alarm for malicious purposes, is a felony and may be prosecuted as such.

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Keys
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
It is a violation to:
• Loan your room key to anyone (including your roommate)
• Make a duplicate room key
• Be in possession of a residence-hall key that is for a center, floor, house or room in which you are not contracted to reside

Ledges and Roofs
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Students are prohibited to be on or to use the residence-hall ledges or roofs for sunbathing, climbing, hanging laundry or any other purpose. Seek assistance from an RA for items thrown or dropped onto ledges and/or roofs. Violation of this rule also is covered under unauthorized entry.

Littering
(Student Code, Title 16, “Prohibited Conduct,” Section 11)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Smoking
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
For your safety and of those within the residence halls as well as personal and university property, the use of in-line skates inside the residence halls is prohibited.

Unauthorized Entry
(Refer to Student Code, Title 16, “Prohibited Conduct,” Section 14)
Entry by any individual into a room and/or community other than one’s own past established visitation hours is prohibited. This also includes entering or residing in a room not officially contracted to you, or allowing others access to an empty room or suite.

Violation of Published Residence Hall Rules
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Includes but is not limited to noise, propping open security doors, not vacating room and/or residence hall during fire alarm, possession of pets, riding bicycles inside the residence halls, use of skates inside residence halls, using an elevator during a fire alarm, decorating a room door, etc.

Visitation
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Water Beds
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Water beds are prohibited in the residence halls due to excessive weight and the chance of water damage from leaks.

Water Guns
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Use of water guns inside the residence halls is strictly prohibited.

Windows
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Removing screens from windows is prohibited.

It is prohibited to accidentally or intentionally throw, drop, and/or allow to fall any objects out of a tower or quad window or off the window ledge. Climbing out of a window to gain access to a ledge or roof is strictly prohibited.

Open Flame and Incendiary Devices
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Open flame devices, to include but not limited to possession and use of candles, incense, Bunsen burners, gasoline/kerosene lanterns and/or incendiary devices, whether store-bought or man-made, are prohibited. Damages incurred by the university as a result of a violation of this policy will be collected from the student by the university.

Pets
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Allowing others access to an empty room or suite.

Security Doors Propped Open
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Security doors (internal and external) are locked for the safety and security of the residence-hall community and occupants. Propping open, tampering with the locking mechanism or admitting anyone not residing in the secured areas once the doors are locked is strictly prohibited.

Skates
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
For your safety and of those within the residence halls as well as personal and university property, the use of in-line skates inside the residence halls is prohibited.

Smoking
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
State law states that smoking is not permitted within 25 feet of state buildings. Hookahs are not allowed in buildings. This includes both the use and storage of a hookah.

Unauthorized Entry
(Refer to Student Code, Title 16, “Prohibited Conduct,” Section 14)
Entry by any individual into a room and/or community other than one’s own past established visitation hours is prohibited. This also includes entering or residing in a room not officially contracted to you, or allowing others access to an empty room or suite.

In addition, you are not to allow another individual not contracted to the room to remain in your room unattended.

It also is a violation to avoid a visitation violation contact by hiding in a suitemate’s room. Furthermore, unauthorized entry includes but is not limited to access to restricted areas, ledges and roofs.

Violation of Published Residence Hall Rules
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Includes but is not limited to noise, propping open security doors, not vacating room and/or residence hall during fire alarm, possession of pets, riding bicycles inside the residence halls, use of skates inside residence halls, using an elevator during a fire alarm, decorating a room door, etc.

Visitation
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
• First Offense - $15
• Second Offense - $30
• Third Offense - Fine up to $45 or disciplinary process

Presence and/or entry by a non-community member on a residence-hall floor or in a residence-hall room past established visitation hours is prohibited.

Freshman Visitation Hours:
Sunday through Thursday: 11 a.m. - Midnight
Friday and Saturday: 11 a.m. - 2 a.m.
Non-Freshman Visitation Hours:
Only those co-educational communities occupied exclusively by upper-class students and identified as such have 24-hour visitation privileges; however, this privilege does not allow for co-habitation or residency of a non-contracted community individual.

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Water Guns
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Use of water guns inside the residence halls is strictly prohibited.

Windows
(Student Code, Title 16, “Prohibited Conduct,” Section 5)
Removing screens from windows is prohibited.

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Citations/Disciplinary Procedures

GUESTS
Your guest may either be a university student or a non-student.
1. Accompany your guest at all times.
2. Do not leave your guest unattended in your room.
3. Your guest may not be in possession of your room key or student identification card.
4. You are responsible for the behavior of your guest. You will be held accountable and liable for any university infractions or building damage done by your guest.
5. It is your responsibility to inform your guest of the policies governing the residence halls. Disregard for university regulations will result in the eviction of the guests from the premises.

Receiving disciplinary citations can jeopardize one’s status as a student and one’s status and contract with Housing and Food Services. Therefore, there are two separate processes for handling disciplinary citations: the Housing Citation office, which addresses the breach of student code and your status as a student, and the center coordinators, who address your contract with Housing and Food Services. You may need to meet with both offices, as well as face disciplinary repercussions from both.

NO-SMOKING POLICY
Smoking is not allowed in any of the OU residence halls. This includes student rooms.
This includes but is not limited to: Hookahs, illegal drugs and tobacco.
The University of Oklahoma Smoking in Public Places Policy prohibits smoking inside public areas of academic, administrative and residence-hall buildings owned or operated by the university.
Breaches of this policy will be considered a violation of Title 16, Section 5, of the Student Code, resulting in appropriate disciplinary action against the offender.
Interior public areas include but are not limited to hallways, breezeways, entry ways, vestibules, lobby areas, lounges, administrative and student government offices, break rooms, elevators, elevator lobbies and landings, cafeterias, apartment clubhouses, stairwells, rest rooms, and laundry facilities.
No smoking shall be allowed within 25 feet of the entrances or exits of the residence halls or dining operations.

STUDENT CONDUCT OFFICE (SCO)
The Student Conduct Office (SCO), handles citation payments, citation appeals, student charges for disciplinary matters and explanations of student code. The SCO advocates conduct student arraignments and press student conduct charges for students living in the residence halls. The SCO is located in Walker Center. Please call (405) 325-1586 for more information.

CITATION APPEALS
1. Citations must be appealed within three university working days or;
2. Citations must be paid within five university working days upon the date of receipt of the citation. A “university working day” is defined as a day when classes (fall, spring and summer semesters) are in session.
Weekends, holidays and breaks are not considered when computing university working days.
The citation appeals board will review every appeal received. It usually takes approximately one month to process your appeal. After the appeal has been heard and voted upon, you will receive a letter from the Student Conduct Office informing you of the outcome. A written explanation of the board’s decision will be available for you to read if you wish to do so. The following are not considered grounds for an appeal of a citation:
• Ignorance of the rule
• The behavior of the resident adviser or the Community Service Officer during the event - the board only looks at the violation. If you felt the behavior of the RA or

CSO as inappropriate, feel free to contact their supervisor at the following number:
Adams Center:  (405) 325-4802
Cate Center:  (405) 325-2411
Couch Center:  (405) 325-0867
Walker Center:  (405) 325-1277
CSO Supervisor: (405) 325-2864

Written Appeal
Clearly and concisely, without editorializing or attacking those in question, outline your concerns for the issuance of the citation and explain the reasons why your appeal of the citation should be granted. You may include additional documentation of witnesses or any proof substantiating your claims.

Appeals Board
All decisions of an Appeals Board are final. Only applications concerning the administration of the appeal process, not the factual determination of the appeal, will be considered for review by an assistant director of Housing and Food Services.

Disciplinary Procedures
The responsibility for enforcement of the provisions of the Student Code within and surrounding the residence halls lies with you as well as the residence hall staff. Charges may be brought against a student by any member of the university community. Charges of alleged violations of the Student Code of Conduct and Responsibility should be reported immediately to an RA, your center office or an assistant director of Housing and Food Services.

If disciplinary charges are initiated against you, you will appear before a housing disciplinary counselor to begin the disciplinary process. Depending on the severity of the case, you will be assigned to either a:
1. Campus Disciplinary Board or
2. Campus Disciplinary Council:

A final decision will be made by the CDB or the CDC. You will be notified of the CDB or CDC’s decision.
In the event you fail to attend the scheduled CDB or CDC meeting a decision will be rendered in your absence.
Campus Disciplinary Board (CDB)

CDBs established in the residence halls act on authority delegated by the university Regents through the president. Although CDBs perform a function adjudicative in nature, CDBs are not within the superstructure of any federal, state, county or local judicial system.

CDBs may render the following sanction or combination of sanctions: admonition, warning, censure, disciplinary probation, restitution, fine (up to $150), and/or educational alternative.

Refer to the University of Oklahoma Student Code of Responsibility and Conduct, Title 13, The University Discipline System, Section 2: Campus Disciplinary Boards, for a more thorough explanation of the sanctions, as well as your rights.

Representation

Students are entitled to representation during the disciplinary process. For more information contact the UOSA general counsel at (405) 325-5471.

Contractual Meeting

Depending on inappropriate behavior, severity of residence-hall violation(s), or accumulation of multiple residence-hall violations, you may be summoned by a center coordinator who will conduct a contractual meeting based on the terms and conditions of the Residence Hall and Food Service contract agreement. Specifically cited will be paragraph 14, listed below.

“The university retains the right to terminate this agreement upon violation of its terms or in the best interests of the student and/or the university as determined by Housing and Food Services.

This contract also can be terminated upon violation of any provisions of the University of Oklahoma Student Code if such violation places in jeopardy the safety, welfare or property of residents or of the university. The student can appeal this decision through Housing and Food Services.”

During the contractual meeting you will be allowed to respond to the alleged behavior. Upon the conclusion of the contractual hearing, the center coordinator will render a determination as follows:

- Allow you to remain in your present room
- Allow you to remain within the residence-hall community
- Terminate your housing contract, at which point you would have 48 hours to vacate the residence-hall premises
- An alternate option of the administrator’s choosing.

You will be notified of the center coordinator’s decision within 48 hours of the meeting. If necessary, additional disciplinary charges also may be assessed against you through a CDB or CDC. To appeal the decision, contact the Director of Residence Life at (405) 325-2511. The appeal must be scheduled and completed within the deadline stipulated in the center coordinator’s correspondence.

THE UNIVERSITY OF OKLAHOMA
STUDENT CODE

A complete explanation of rules and regulations are covered in the Student Code of Responsibilities and Conduct. Particularly familiarize yourself with: Title 11, “Housing,” Title 13, “The University Discipline System,” and Title 16, “Prohibited Conduct,” which are incorporated into the Community Living Guide by reference.
Frequently Called Phone Numbers

**Housing and Food Services**
- Your Resident Adviser's phone #: 325-2511
- Main Office, Walker Center, Rm 126

**Adams Center**
- Center Coordinator's Office Mulkidrow Terrace 325-4802
- Center President's Office Johnson Terrace 325-2636

**Cate Center**
- Center Coordinator's Office Cate Center Main Building 325-2411
- Center President's Office Cate Center Main Building 325-2636

**Couch Centers**
- Center Coordinator's Office Couch Center Rm 107C West 325-0867
- Center President's Office Couch Center Rm 129 East 325-2636
- Walker Center
- Center Coordinator's Office RSA Office 325-2636
- OU Kraetti Apartments 325-4431
- OU Traditions Square 325-4040

**Food Services**
- Main Office, Walker Center, Rm 126 325-2511
- Catering 325-1011
- Menu 325-MENU (6368)
- Couch Restaurants 325-5185
- Couch Express 325-1389
- Cate Center Main Building 325-6741
- Oklahoma Memorial Union Chick-fil-A 325-2442
- Crossroads 325-6830
- Quizo's 325-3763
- Sbarro 325-3867
- Wendy's 325-4054
- Wong Key 325-3698
- Adams Center Burger King 329-0377
- Sooner Malt Shop 329-0377
- Walker Center Xcetera 325-4345
- Bizzell Memorial Library Bookmark 325-6168
- Flying Cow 325-1141
- Health Sciences Center Food Court 271-3660

**OU Health Services - Goddard Health Center**
- General Information 325-4611
- Appointments 325-4441
- Ask-A-Nurse (evenings and weekends) 329-9877
- Pharmacy 325-4611

**SafeWalk**
- Cate Center Main Building 325-WALK (9255)

**Food Court**
- Freshens 325-0700
- Amicus Cafe' 325-2117
- Laughing Tomato 325-4400
- Natural History Museum Redbud Cafe 325-8454
- Sarkeys Energy Center Bedrock Cafe 325-2926
- Starbucks 325-9090

**The following directory is not intended to an exhaustive listing of campus contacts:**

**Computer Labs**
- Couch Center 325-2686
- Walker Center 325-3569

**Crisis Intervention**
- Number NYNE 325-NYNE (6963)
- CONTACT 848-2273

**Housing Center Student Association**
- Couch Center Rm 131 325-2636
- Oklahoma Memorial Union 325-2121

**OU Health Services - Goddard Health Center**
- General Information 325-4611
- Appointments 325-4441
- Ask-A-Nurse (evenings and weekends) 329-6877
- Pharmacy 325-4611

**SafeWalk**
- Cate Center Main Building 325-WALK (9255)

**Sexual Assault Hotline**
- 701-5660

**Suicide Intervention**
- 848-2273

**OU Health Services - Goddard Health Center**
- General Information 325-4611
- Appointments 325-4441
- Ask-A-Nurse (evenings and weekends) 329-6877
- Pharmacy 325-4611

**Student Services**
- Add /- Drop 325-2911
- Address Changes 325-3572
- Admissions 325-2252
- Advanced Standing Exams 325-2252
- Apartments 325-2511
- Housing and Food Services 325-2444
- Architecture, College of 325-2424
- Gould Hall, Rm 162 325-4411
- Arts and Sciences, College of 325-2424
- Ellison Hall 325-4411
- Athletic Ticket Office Oklahoma Memorial Stadium Gate 15 325-2424
- Bizzell Memorial Library 325-4141
- Book Store Asp Avenue Parking Facility 325-2171
- OMU Book Store 325-0201
- Business, College of Adams Hall, Rm 105 325-3121
- Bursar Buchanan Hall 325-3203
- Campus Activities Council Conoco Student Leadership Center 325-3572
- Career Planning Services Oklahoma Memorial Union Rm 323 325-1974
- CART Robertson Hall, Third Floor 325-2278
- TDD Line 325-5438
- Metrolift Bus Service 325-5438
- CLEP Examination 325-4414
- 1600 S. Jenkins Ave. 325-4414

**Colleges**
- Architecture Gould Hall, Rm 162 325-2444
- Arts and Sciences Ellison Hall 325-4411
- Business 325-6021

**Tutoring**
- Housing Learning Center 325-2HLC (2452)
- Women's Resource Center 364-9424
- Academic Records Buchanan Hall, Rm 330 325-4147
- ACT Tests (Counseling and Testing Services) Goddard Health Center, 2nd Fl. 325-2911

**Student Services**
- Add /- Drop Buchanan Hall, Rm 230 325-1083
- Address Changes Buchanan Hall, Rm 230 325-3572
- Admissions Buchanan Hall, Rm 127 325-2252
- Advanced Standing Exams Buchanan Hall, Rm 127 325-2252
- Apartments Housing and Food Services 325-2444
- Architecture, College of Gould Hall, Rm 162 325-4411
- Arts and Sciences, College of Ellison Hall 325-2424
- Athletic Ticket Office Oklahoma Memorial Stadium Gate 15 325-4141
- Book Store Asp Avenue Parking Facility 325-2171
- OMU Book Store 325-0201
- Business, College of Adams Hall, Rm 105 325-3121
- Bursar Buchanan Hall 325-3203
- Campus Activities Council Conoco Student Leadership Center 325-3572
- Career Planning Services Oklahoma Memorial Union Rm 323 325-1974
- CART Robertson Hall, Third Floor 325-2278
- TDD Line 325-5438
- Metrolift Bus Service 325-5438
- CLEP Examination 325-4414
- 1600 S. Jenkins Ave. 325-4414

**Colleges**
- Architecture Gould Hall, Rm 162 325-2444
- Arts and Sciences Ellison Hall 325-4411
- Business 325-6021

**Tutoring**
- Housing Learning Center 325-2HLC (2452)
- Women's Resource Center 364-9424
- Academic Records Buchanan Hall, Rm 330 325-4147
- ACT Tests (Counseling and Testing Services) Goddard Health Center, 2nd Fl. 325-2911
Campus Phone Directory

Information Technology Services
- Felgar Hall, Rm 300 325-4409
- Gould Hall, Rm 264 325-5981
- Couch Center, Rm 146W 325-2886

Copying Services
- Crimson and Cream, OMU 325-4294
- Robertson Hall, Rm 117A 325-6486

Counseling and Testing Services
- Goddard Health Center, 2nd Fl 325-2911
- Disability Services 325-3852

Copying Services
- Crimson and Cream, OMU 325-4294
- Robertson Hall, Rm 117A 325-6486

Counseling and Testing Services
- Goddard Health Center, 2nd Fl 325-2911
- Disability Services 325-3852

Employment, Campus Jobs
- NEL Building, Second Floor 325-1826
- Robertson Hall, 1st Fl. 325-3122

Libraries
- Architecture 325-5521
- Gould Hall, Lower Level 325-3941

Libraries
- Architecture 325-5521
- Gould Hall, Lower Level 325-3941

Medical Services - OU Health Services
- Goddard Health Center 325-4441
- Name Changes
  - Buchanan Hall, Rm 330 325-4147
- Oklahoma Daily, The (Student Newspaper)
  - Copeland Hall, Rm 126 325-3664
- Oklahoma Memorial Union 325-2121

Student Life
- Union, Suite 370 325-3163
  - African American Student Services
  - American Indian Student Services
  - Asian American Student Services
  - Latino Student Services Union
- Study Abroad 325-1693
  - Old Science Hall, Rm 212

Student Life
- Union, Suite 370 325-3163
  - African American Student Services
  - American Indian Student Services
  - Asian American Student Services
  - Latino Student Services Union
- Study Abroad 325-1693
  - Old Science Hall, Rm 212

Swimming Pool
- Murray Case Sells Swim Complex 325-4837

Tickets
- Athletics
  - The Gaylord Family Oklahoma Memorial Stadium
    - Gate 15 325-2424
    - Lloyd Noble Center 325-3838
- Fine Arts
  - Rupel Jones Theater 325-4101

Veteran Student Services 325-4308
- Buchanan Hall, Rm 234 325-1188
- Jacobson Hall 325-2936
- Writing Center 325-2936
- Physical Sciences Building, Rm 209 325-3668
- Yearbook, Sooner 325-3668

Writing Center 325-2936
- Physical Sciences Building, Rm 209 325-3668
- Yearbook, Sooner 325-3668

housing.ou.edu

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Severe Weather Evacuation Plan

- ADAMS CENTER
  - When knowledge of a storm is given, please proceed to nearest refuge area, designated on this map with this symbol: 🏛️
  - Residents of floors 2 through 6 may proceed to their interior hallway, with all doors shut, or stay in their rest room with all doors shut.
  - Residents of floors 7 through 12 may proceed to the basement or to those safe zones on floors 2 through 6.

Severe Weather Evacuation Plan

- CATE CENTER
  - When knowledge of a storm is given, please proceed to designated refuge areas, shown on this map with this symbol: 🏛️
  - Close windows if time permits
  - Residents should head to floors 2 or 3 in the innermost houses of the quad, staying in the hallway with all doors shut
Severe Weather Evacuation Plan

- COUCH CENTER
- When knowledge of a storm is given, please proceed to designated refuge areas, shown on this map with this symbol: ☐
- Residents of floors 2 through 6 may proceed to their interior hallway, with all doors shut, to the elevator lobby, or stay in their rest room with all doors shut.
- Residents of floors 7 through 12 may proceed to the basement or to those safe zones on floors 2 through 6.

ACADEMIC ARTS COMMUNITY/DAVID L. BOREN HALL
- When knowledge of a storm is given, please proceed to designated refuge areas, shown with this symbol: ☐
- Residents should proceed to floors 2-4, seeking shelter in the innermost hallways with all doors shut and away from windows.
- Residents may also utilize the central stairwell and stairwell landings between floors 2-4.
Severe Weather Evacuation Plan

• WALKER CENTER
• When knowledge of a storm is given, please proceed to designated refuge areas, designated on this map with this symbol:
• Residents of floors 2 through 6 may proceed to their interior hallway, with all doors shut, to the elevator lobby, or stay in their rest room with all doors shut.
• Residents of floors 7 through 12 may proceed to the basement or to those safe zones on floors 2 through 6.

Fire Evacuation Plan

• If you live in either McCasland or Muldrow tower of Adams Center, evacuate to point “H.”
• If you live in Johnson Tower, evacuate to point “I.”
• If you live in Tarman Tower, evacuate to either point “I”
Fire Evacuation Plan

- If you are located in Cate Center 1, evacuate to point “A.”
- If you are located in Cate Center 2, evacuate to point “B.”
- If you are located in Cate Center Food Court, evacuate to point “E.”
- If you are located in Cate Center 3, evacuate to point “D.”
- If you are located in Cate Center 5/Academic Arts/David L. Boren, evacuate to point “C.”

- If you are located on the NW side of Couch Center, evacuate to point “F.”
- If you are located on the NE or SE side, evacuate to point “G.”
- If you are located on the SW side, evacuate to point “F.”
Fire Evacuation Plan

• If you are located on the NE or SE side of Walker Center, evacuate to point "K."
• If you are located on the NW or SW side, evacuate to point "J."

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