

GUIDE TO

Living on Campus

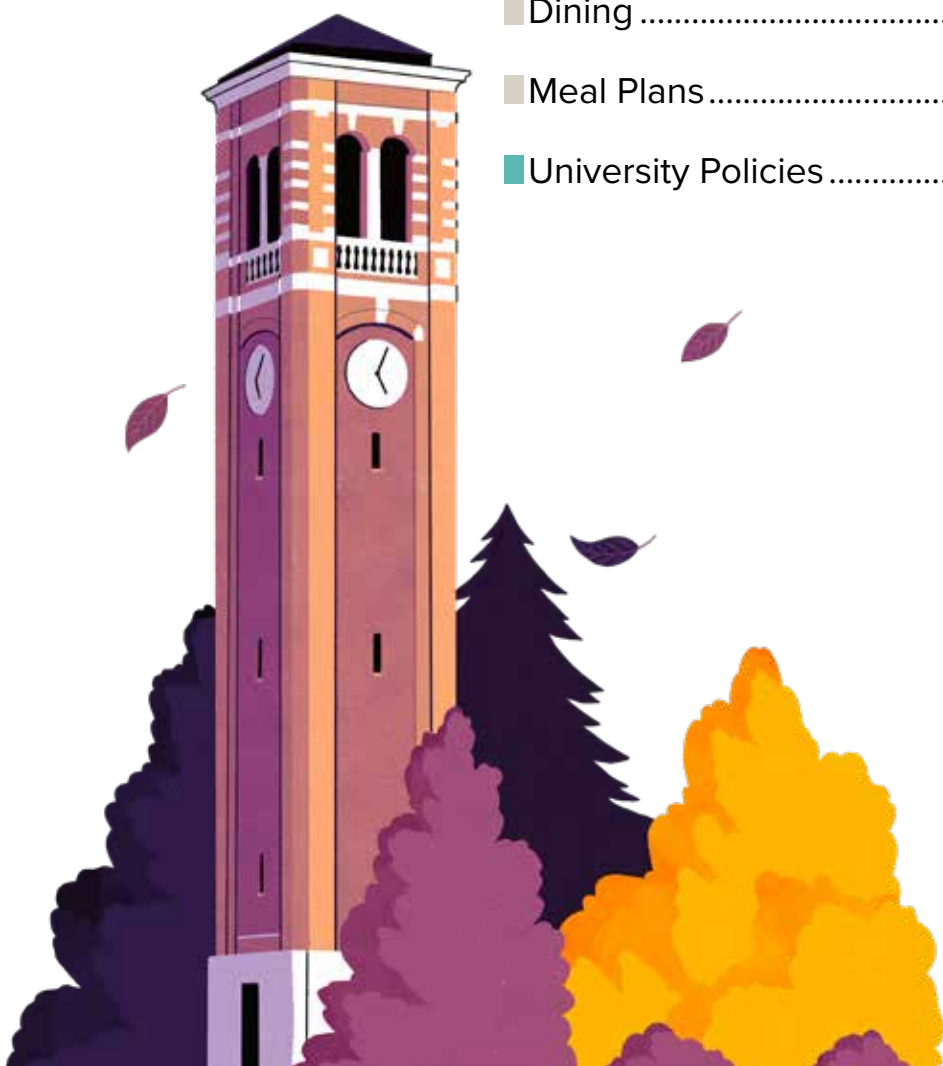


University of Northern Iowa.
Housing & Dining



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Emergency Numbers

Medical Emergency

If a resident or guest requires immediate medical attention, call 911.

You should also notify the hall staff by calling the hall phone number. Housing staff members are not permitted to transport students to the hospital.

Safety or Disturbance

For fire or injury, call the police at 911. If you encounter a safety problem (such as broken doors or windows) or a disturbance in a dorm, call the hall phone number. See page 5 for phone numbers.

*All Emergencies.....911

*Suicide Hotline988

*Police/Fire/Ambulance319-273-2712

*UNI Police319-273-2712

Health Clinic319-273-2009

*Counseling Center319-273-2676

Substance Abuse319-273-3423

**Answered 24/7*



Contract Information

The Housing & Dining Contract is a legally binding document that describes the mutual agreement between you and the University regarding your academic-year commitment to live on campus. Policies related to this contract pertain to all Housing & Dining facilities. Violation of these policies can result in documentation and involvement in the conduct process.

Academic Breaks

Residents can occupy their room from the beginning of the semester until the end of their last final. Residents wishing to occupy their room, either in person or with their belongings, during winter break must be enrolled in fall semester classes and winter/spring semester classes. Residents who are not enrolled in winter/spring classes by the end of fall term must move out by the Saturday after fall semester finals.

Residents wishing to stay in person over any break period for any length of time need to complete the Break Stay Over form by the deadline provided. A link will be sent out by housing staff. Residents staying during breaks are expected to follow guidelines concerning these periods, including no overnight guests. For assistance during break periods, residents are encouraged to call their hall.

Cancellation

Questions about cancelling your contract should be directed to Housing & Dining at housing@uni.edu.

Contract Renewal

The process begins in the spring semester. Information will be provided via university email and other methods of communication.

Contract Release Applications

Questions about the contract release application can be directed to housing@uni.edu.

Room Occupancy

Room Buyout Period

If a resident occupies a room that falls below its designed capacity, they may request to keep a double room as a single for an additional fee by contacting housing staff. Requests can begin after the second week of each semester. These requests are honored as possible and an additional charge will apply. Residents will be charged an additional fee if they choose to stay in that space. Fee amounts date back to the date that the room fell below capacity.

If a student does not wish to keep a double room as a single, they have the following options:

- / Find another resident to live with them.
- / Move to a room with another resident and live with them.
- / Choose to remain in the room below capacity, knowing that a new roommate may be assigned at any time OR that they may be relocated to live with another resident who also is living in a room below capacity. When assigning a random roommate to a room below capacity, housing staff will determine which room the student will be assigned based on the original contract date. Residents who refuse a roommate will be charged the buy out fee from the date that the room fell below occupancy.

Double Occupancy

Double occupancy is when a resident occupies both spaces in their room when they have not elected to buy their double room as a single. Students who occupy both spaces in this manner may be charged for the cost to buy out the room and/or participate in the conduct process.

Room Consolidation

Housing & Dining reserves the right to consolidate residents when dorm occupancy is below 100 percent capacity and there is a need for the space as determined by housing staff. Room consolidation will happen when a room is below capacity and the resident in the room does not buy out the space and does not have anyone that they want to live with either in their space or another space. When Housing & Dining are consolidating two rooms that are below capacity, housing staff will determine which student will need to move based on original contract date.

Room Change Request

Room changes are typically not available during the first two weeks of fall semester and the first two weeks of spring semester nor the last week of the semester. Requests can be made through the housing contract portal.

Terms and Conditions

To view the full terms and conditions of your UNI Housing & Dining Contract: uhd.uni.edu/contract-terms-and-conditions

Emergency Procedures and Safety

Security is the shared responsibility of each resident and staff member. Residents are responsible for locking their rooms and assisting with maintaining a secure facility.

Fire

When a fire is discovered, residents should pull an alarm and evacuate the building. When an alarm sounds, residents must leave the building. When leaving a room, if safe and possible residents should:

- / Turn off lights.
- / Put shades up and open curtains.
- / Leave all room doors leading to the hallways closed.
- / Lock their door.

Do not use the elevators during evacuation of the dorm. Exit the building by the nearest exit or the exit furthest from the fire or smoke when the alarm sounds.

Residents must remain at least 50 feet away from the building or the area designated by Housing staff. Be aware of incoming emergency vehicles and avoid congregating in parking lots, drives or roads. Residents may not re-enter until an "all-clear" signal is given by UNI staff or fire department officials.

Fire drills are performed four times per academic year, the first to occur within 10 days from when fall classes start.

Tornado

In the event of severe weather, residents should stay tuned to a local radio or TV station for the latest report on conditions. Residents will be alerted to tornado warnings by a prolonged blast from sirens located on campus. If they are signed up for UNI Alert, information will be sent to the number or email provided.

Residents should:

- / Close and lock their windows and room door on the way out.
- / Move to an interior hallway; residents in high rise buildings should move to lower floors.
- / Sit on floor away from glass and doors.
- / Not return to their room until the warning is over.

The warning siren is tested at 11:00 AM on the first Wednesday of each month.

Safety Escort Services

UNI Police provide safety escorts to students who need rides at night from parking lots or locations on campus. Students may inquire by calling 319-273-2712.

UNI Alert

The UNI Alert system is utilized to notify all current students, faculty and staff of emergencies and threats to physical safety, such as violence, tornado warning, hazardous material incident, cancelled classes, university closure, etc. If it has been determined that a notification is necessary, a notification can be sent to the campus community within 20 minutes. Notification is by cell phone, landline phone, email and text message. The system uses the contact information found in the official University directory. Individuals should make sure directory information is up to date at all times (see Safety link at bottom of the UNI home page).

If you want to change your emergency contact information, log in to MyUNIverse and click on Update my Personal Information/ UNI Alert Tab. You're the only person who can update this data. Please review it carefully.

For more information visit:
uni.edu/resources/alert

Card Access

Each dorm is locked 24 hours a day. Residents of the building may gain access by presenting their student ID to the card access reader. The card access reader is often a black box mounted on a wall near the door or a box on the door itself. If the card presented does not unlock the door, and residents should have access to the building they may obtain assistance from the Housing & Dining office in Redeker Center during business hours or contact hall staff by calling the number on the door.

Non-residents of the building will not be permitted to enter the dorm unless accompanied by a resident who lives in that building.

Residents should not give non-residents access to outside entrances and should not let non-residents into the dorms unless they are accompanied by another resident(s).

It is against policy to lend your UNI ID to another resident/person.

Hall Information

Calling for Assistance

Each dorm has a phone number answered by a UNI staff member that can help. The phone is answered by a staff member regardless of the day or time of day that you call. During the academic year, this number, during business hours, is answered by desk staff and after hours is answered by a Resident Assistant.

Residents will be informed of changes to this method for breaks and emergencies.

BENDER
319-273-2658

LAWTHER
319-273-2148

**REDEKER MAIL &
INFORMATION DESK**
319-273-5567

SHULL
319-273-2080

DANCER
319-273-2376

NOEHREN
319-273-2229

RIDER
319-273-2249

**TOWERS MAIL &
INFORMATION DESK**
319-273-5568

HAGEMANN
319-273-2580

PANTHER VILLAGE
319-273-7894

ROTH
319-273-7051

TRAILSIDE
319-273-3100

JENNINGS
319-273-7051

Maintenance Problems

Request for room repairs (smoke detectors, faucets, heaters, light bulb replacement, etc.) should be made online at:
uhd.uni.edu/facility-repair-request.

Mail & Packages

Mail & Information Desks

Mail & Information Desks are a central desk location that serve the dorms. Mail & Information Desks are places where residents can ask questions, pick up mail, borrow lockout keys, and get in contact with hall staff for a meeting. Some Mail & Information Desks have the addition of package lockers where residents are able to pick up their packages at any time of day. Oversized packages and refrigerated/perishable items will not fit in package lockers and would need to be picked up at the desk during operating hours. The Mail & Information Desks that are on-site within the dorm require packages to be picked up at the office during office hours, and can be obtained by presenting your UNI ID.

Centralized locations w/ package lockers:

Redeker Mail & Information Desk | Hagemann, Noehren, Panther Village, Rider, Shull

Towers Mail & Information Desk | Bender, Dancer, Lawther

On-site locations:

Roth Mail & Information Desk | Roth, Jennings

Trailside Mail & Information Desk | Trailside

Mail

Letter mail will be placed in resident's mailboxes in Roth and Trailside Apartments. Letter mail for all other dorms will be filed at the corresponding Mail & Information Desk for resident pick up. UNI ID is necessary for pick up at either location.

Packages

If a resident receives a package (USPS, UPS, FedEx, etc.) an email notification from noreply@uni.edu is sent to the resident when their package has been processed and is ready for pick up.

Due to limitations with Amazon's delivery process, Amazon packages cannot be forwarded. When these packages are not claimed by their intended recipients, they are held for 30 days and then disposed of through appropriate means. This is in compliance with abandoned property policies in the state of Iowa.

At Trailside and Roth Apartments, packages are able to be issued during office hours; residents will need to bring a UNI ID to obtain their package.

For halls serviced by centralized Mail & Information Desks, residents can pick up their package(s) one of two ways, either through a package locker or at the desk. Emails will provide details of where to pick up their package, desk or locker. Packages that are oversized or residents that have a large volume of packages will often receive an email to pick up their package at the Mail & Information Desk window instead of a locker. Residents will need their UNI ID in order to obtain their package, and this must be done during operating hours for the Mail & Information Desks. Packages stored in package lockers can be picked up at any time by the resident.

Mail and package processing operations shift during academic breaks due to holidays and reduced staffing. Operational shifts may result in processing delays or items delivered to alternative locations for processing.

Mail & Packages

Mailing Address

Mailing addresses should be used for anything utilizing the United States Postal Service. Mail and packages utilizing this carrier use the address below, as this is where you live.

BENDER HALL

2005 Campus St. - Rm #
Cedar Falls, IA 50613-3404

DANCER HALL

2001 Campus St. - Rm #
Cedar Falls, IA 50613-3406

HAGEMANN HALL

2800 Hudson Rd. - Rm #
Cedar Falls, IA 50613-6702

JENNINGS COURT

Apt# Jennings Dr.
Cedar Falls, IA 50613

LAWTHER HALL

1300 W. 23rd St. - Rm #
Cedar Falls, IA 50613-3080

NOEHREN HALL

2900 Hudson Rd. - Rm #
Cedar Falls, IA 50613-6703

PANTHER VILLAGE APARTMENTS

1501 W. 30th St. - Apt #
Cedar Falls, IA 50613-9602

RIDER HALL

2801 Ohio St. - Rm #
Cedar Falls, IA 50613-4923

ROTH APARTMENTS

3800 Jennings Dr. - Apt #
Cedar Falls, IA 50613-0297

SHULL HALL

2901 Ohio St. - Rm #
Cedar Falls, IA 50613-4921

TRAILSIDE APARTMENTS

2124 W. 27th St - Apt #
Cedar Falls, IA 50613

EXAMPLE:

T.C. Panther
2001 Campus St. #109
Cedar Falls, IA 50613-3406

Shipping Address

To ensure accuracy of your delivery from other shipping companies (FedEx, UPS, Amazon, etc.) please use the following shipping address. Shipping companies have to deliver to the exact physical spot, and are unable to accommodate our modern technology of Mail & Information Desks.

BENDER HALL

2003 Campus St.
Bender Hall Rm #
Cedar Falls, IA 50613

DANCER HALL

2003 Campus St.
Dancer Hall Rm #
Cedar Falls, IA 50613

HAGEMANN HALL

1501 Redeker Dr.
Hagemann Hall Rm #
Cedar Falls, IA 50613

JENNINGS COURT

Apt# Jennings Dr.
Cedar Falls, IA 50613

LAWTHER HALL

2003 Campus St.
Lawther Hall Rm #
Cedar Falls, IA 50613

NOEHREN HALL

1501 Redeker Dr.
Noehren Hall Rm #
Cedar Falls, IA 50613

PANTHER VILLAGE APARTMENTS

1501 Redeker Dr.
Panther Village Apt #
Cedar Falls, IA 50613

RIDER HALL

1501 Redeker Dr.
Rider Hall Rm #
Cedar Falls, IA 50613

ROTH APARTMENTS

3800 Jennings Dr. - Apt #
Cedar Falls, IA 50613

SHULL HALL

1501 Redeker Dr.
Shull Hall Rm #
Cedar Falls, IA 50613

TRAILSIDE APARTMENTS

2124 W. 27th St - Apt #
Cedar Falls, IA 50613

Hall Access

Keys

Residents are provided keys at check-in. Keys can be for mailboxes, rooms, suites, or apartments. Noehren and Lawther have electronic access to student rooms. Panther Village has electronic access to the exterior entrance of the apartments, and as such only a bedroom key is distributed to the student.

Students with electronic access are still required to check-in and out of their assigned room at the Mail & Information Desk or Hall Office.

Room Keys

If residents are locked out of their room, residents may be let back into their room at no cost during office hours for Mail & Information Desks or Hall Offices, whichever corresponds to your living environment. If residents have lost their key, they may check out a temporary lock-out key while University staff replace the lock and key at the cost of \$75, which will be charged to the resident U-Bill. Keys checked out in this manner can only be utilized for one business day, or the time it takes to replace the lock and key.

Residents needing to be let into the building, room, suite, or apartment after office hours will be charged a \$30 lock out fee for each after hours incident. Brass keys or access cards may be checked out to the residents to avoid multiple lock outs in a single evening. Residents are responsible for the key or access card checked out to them and will need to return the key and/or access card within a business day.

Please keep in mind that for security purposes, residents will be asked to provide some form of identification (student ID, student ID number, or driver's license) when checking out a key or access card OR let into their contracted space.

To replace the lost key, report it to the Hall Office or corresponding Mail & Information Desk immediately. The cost is \$75 to replace the lock on the door and replace the key. Electronic access card replacements are \$30. Charges will go directly onto a resident's U-Bill.

UNI ID Cards

- / Provide identification around campus
- / Access your meal plan, Dining Dollars or charge at dining and retail locations on campus
- / Open electronic access doors
- / Check out books and pay for copies at Rod Library
- / Access the Wellness and Recreation Center
- / Enter athletic and performance events
- / Utilize employee time clocks
- / Required to be in your possession while on campus

Replacing a Lost ID Card

For the cardholder's protection, lost cards should be reported immediately to the University. The cardholder will be held responsible for any purchases made with their card until the card is reported lost or stolen. Report lost or stolen cards online by clicking on the Life@UNI tab in MyUniverse and then using the link under Report My ID Card lost.

An ID card that is found can be reactivated or a lost card can be replaced in the Housing & Dining office in Redeker Center Monday-Friday, 8:00 AM-4:30 PM. The card replacement fee is \$30.

Rules Governing ID Card Use

- / The ID card issued to you is the property of the University of Northern Iowa.
- / UNI is not responsible for any losses sustained by card holder.
- / If an ID card is lost, it can be deactivated in MyUniverse.
- / ID cards are not transferrable.
- / Lending ID cards to others is prohibited.
- / Punching a hole in the ID card will cause damage.
- / A fee may be charged to replace a lost or damaged card.
- / University departments, personnel, or community businesses may not ask to retain your ID card as collateral for goods or services.
- / An ID card must be surrendered when requested by university personnel.

Health & Safety

Room Entry

In order to maintain its property and a safe environment for residents, UHD reserves the right to have its authorized personnel enter and inspect spaces as it deems necessary. Staff may enter for the following reasons:

- / When there is a strong reason to believe that any term or condition is being violated.
- / To maintain an environment that facilitates the scholarship of other residents.
- / To conduct safety inspections.
- / To complete needed repairs.
- / Whenever someone moves out of a room.
- / For pest control.
- / For any emergency reason (e.g., fire or broken pipes).
- / For closing windows during high winds.

If residents are not in the room, they will be left a written/electronic note of such an entrance. When possible, residents will be notified in advance for safety inspections and pest control visits.

Safety Escorts

The Department of Public Safety offers safety escorts to the UNI community 24 hours per day. Anyone needing an escort, who is in fear or has safety concerns, may request an escort from any university building or residence hall on campus. Escorts may come in the form of walking, bicycle or by vehicle from members of the Police Department or Student Patrol.

To request an escort, call 273-2712.

Health & Safety Checks

Each break, hall staff will enter every room, suite and apartment to perform a health and safety check starting at 3:00 PM on the last Friday before each break. These are announced through house/building meetings, bulletin boards, and emails. Residents do not need to be present for these checks. The following are what staff are checking for during this time:

- / Closed and latched windows
- / Turned off alarms
- / Trash removed
- / Empty spaces in rooms that should be empty, are empty
- / Items are properly plugged into outlets
- / Fridges are plugged directly into the outlet
- / Use of power strips are allowed, however a power strip or extension cord plugged into another is not allowed (daisy chaining)
- / Properly sized fridges (4.5 cubic or less)
- / No items hanging from sprinklers
- / Sprinklers having appropriate clearance (18")
- / Close and lock door
- / Set thermostat to 65 (in applicable dorms)

Rave Guardian App

The Rave Guardian app is an additional way you can keep yourself and the campus safe. Rave Guardian can transform your cell phone into a personal safety device. With this free app, you can create a virtual safety network and immediately connect with the UNI Police Department or other local authorities.

Packing list

Items Allowed

- / Bicycles
- / Scent plug-ins (Glade, Scentsy, etc.)
- / Microwaves
- / Refrigerators (4.5 cubic or less)
- / Wickless candles
- / Fans
- / UL-approved appliances
- / 3-prong extension cords (must be plugged directly into the wall)
- / Pet fish

Not Allowed

- / Electric scooters or bikes (in any building on campus)
- / Incense (burning)
- / Hot plates
- / Oversized refrigerators
- / Candles with wicks
- / Portable A/C units or fans utilizing water for a cooling mechanism
- / Extension cords with only 2 prongs
- / Extension cords in the hallway
- / Pets

Prohibited Items: Air Conditioning Units

Air conditioning units are considered as any device that needs to be plugged in, may utilize water as part of the cooling, and needs access to the window to work. Examples are air conditioners, air coolers, a/c humidifiers, and air chillers. Air conditioning units cannot be provided and/or installed by residents.

If an air conditioner is required as part of an accommodation, students will be assigned to a room with an air conditioner. Bender and Dancer cannot have access to air conditioning due to safety reasons.

Hall Community

Damage to Public Areas

Residents have a responsibility for the public areas and furnishings within their dorm floor, community or building. Damage to public areas or within a dorm house, community or building is considered the responsibility of that house, community or building. If individuals responsible for damage cannot be identified, the residents of the house, community or building may be collectively responsible for the cost of repair or replacement.

See student Conduct Code > VI: Prohibited Conduct > G: Misconduct in Housing & Dining > 8: Community Responsibility.

Abandoned Property

Items left in rooms at the end of the semester or after a resident checks out will be held for 30 days. Residents may pick up items by emailing their dorm, for up to 30 days after their check out. This includes any packages or mail left at the Mail & Information Desk or Hall Office.

Guests

Behavior:

Residents are responsible for informing their guests of policies and may be held responsible for the behavior of their guests.

Escort:

Residents must meet their guests at the entrance of the building and escort their guests at all times.

Trespass:

Residents are not permitted to host guests who have any active trespass restrictions.

Overnight:

Residents may have overnight guests in their rooms for a maximum of three consecutive nights within a seven day period. Permission of other roommates must be obtained in advance.

Quiet Hours/Courtesy Hours

During quiet hours others shouldn't be able to hear noise outside your space. Activities in common areas shouldn't be loud enough to hear outside that space either.

Quiet hours:

Sunday-Thursday, 10:00 PM - 9:00 AM
Friday-Saturday, Midnight - 9:00 AM

Even if it isn't quiet hours, you should be courteous and respectful to those around you and not make excessive noise. Quiet Hours are posted in the hall on policy posters.

Courtesy hours are 24/7

Drugs, Other Controlled Substances

The unlawful use, possession, manufacture, sale, delivery, or distribution of any controlled substance, narcotic drug, medicine, or chemical compound is subject to University disciplinary action and may result in the removal of the resident from on-campus housing. NOTE: Marijuana, even for medical use, is considered a controlled/illegal substance per federal law and is prohibited on University property.

The possession or consumption of CBD, THC, and hemp-infused drinks is prohibited in on-campus housing.

STAFF

Live-In Staff

Residence Life Coordinators (RLCs) are full-time professionals that supervise student and desk staff within the building. They manage the administrative details of the building, help the student staff plan fun events.

Resident Assistants (RAs) are residents who serve as a student advisor to between 30-100 students in one of the dorms. RAs provide assistance to individuals with personal, interpersonal and academic concerns and are instrumental in creating a welcoming community.

Desk Staff

A variety of full-time and student staff members facilitate housing operations through their work at our desks and offices.

Coordinators, Student Desk Managers (SDMs) and Student Support Assistants (SSAs) work together at the Mail & Information Desks (Towers Center and Redeker Center) to support students, staff and visitors with mail, keys, room moves, item checkout and general questions about navigating UNI.

Coordinators, Administrative Assistants (AAs), and Desk Assistants (DAs) provide the same services at our Hall Desks in Roth/Jennings and Trailside Apartments.

Custodial

Each building has a custodial team responsible for the general cleaning of the common spaces, such as common bathrooms, lounges and the lobby.

Facilities

University Housing & Dining has its own facilities team to help maintain the function of our areas. When you submit a facilities repair request, this is the team that comes to fix the issue.



Hall Services

Accommodations

Students with disabilities, who feel they would benefit from a housing and/or dining accommodation(s), should contact Student Accessibility Services at accessibilityservices@uni.edu or begin the application process through the online system, Accommodate, found at sas.uni.edu/accommodate/submitting-your-accessibility-request.

Check-In

Each resident is responsible for obtaining any keys corresponding to their contracted space at check-in. Residents have the option to note in their room condition report, found within the welcome email, the condition of their room within 48 hours of their arrival. Upon check-out, the report will be used to identify damages residents are responsible for unless:

- / It was noted in the report.
- / It is normal wear and tear.
- / It is a maintenance problem that arose during the year that was properly reported when it happened.

Residents who fail to report the condition of their space may be held responsible for damages identified at check-out.

Check-Out

Prior to vacating the dorm (terminating one's contract), residents must follow check-out procedures. Failure to do so may result in charges for improper check-out. Information about proper check-out is available from housing staff. The normal check-out procedures include but are not limited to:

- / Completing forwarding address within the housing contract portal.
- / Removing all belongings.
- / Cleaning the room (traditional/suite-style) or bedroom, bathroom, and common areas (apartment).
- / Check-out by signing and returning check-out envelope to Mail & Information Desk/Hall Office.
- / Turning in your room key(s) to housing staff.
- / Place the mattress cover at the end of the bed.

Damages

Damage to dorm property will be charged to the person(s) responsible for the damage. Residents are encouraged to maintain the physical condition of their room to avoid damage charges. When damage is discovered in a resident's room or in a housing living area, the damage will be reported to the Residence Life Coordinator. A charge will be levied in accordance with the assessed cost of repair completed by university personnel. The charge will then be added directly to the resident's U-Bill through the accounts receivable system or billed to the residents in the community or floor in case of common area damages.

Internet

All dorms and apartments, other than Trailside, access the internet through ResNet, UNI's residential network. For ResNet assistance, call 319-273-5555 or visit Service Hub at servicehub.uni.edu to log an incident.

For general information about internet connections and Wi-Fi devices on campus, visit the IT website at it.uni.edu. Students are expected to comply with policies pertaining to computer use, such as UNI's Computing Resources Policy found at it.uni.edu/policies-procedures.

Trailside residents access internet through ICS and can call or text 515-268-4000 for assistance.

Room Condition Report

Room condition reports (RCR) document the condition of the room when residents moved in. Residents have the option to note the condition of their space to avoid potential damage charges at check-out. These will be sent to residents via email after they have checked-in. These need to be completed within 48 hours of checking into the roomspace.

Roommate Agreements/Apartment Agreements

Agreements are provided for each set of roommates to work through and collaborate on what living together will look like for the year. Roommates are expected to complete an agreement each year. Roommate agreements are sent during move-in or when a room change occurs.

If residents have a conflict with their roommate/apartment mate that needs assistance, residents should contact their RA first.

Your Room

Air Conditioning Units

Air conditioning units are considered as any device that needs to be plugged in, may utilize water as part of the cooling, and needs access to the window to work. Examples are air conditioners, air coolers, a/c humidifiers, and air chillers. Air conditioning units cannot be provided and/or installed by residents.

If an air conditioner is required as part of an accommodation, students will be assigned to a room with an air conditioner. Bender and Dancer cannot have access to air conditioning due to safety reasons.

Appliances

All appliances and electrical devices should be inspected. Anything with a frayed or damaged cord should not be used due to the chance of shock or fire.

The following UL-approved electrical appliances are authorized for use in dorm rooms and apartments:

- / Coffee maker
- / Curling iron/Flat iron/Hair dryer
- / Pizza Pizzazz
- / Air fryer
- / Instant Pot
- / Electric blanket
- / Electric toothbrush
- / Fan
- / George Foreman grills
- / Heating pad
- / Microwave
- / Popcorn popper
- / Electric razor
- / Refrigerator (4.5 cubic feet or smaller)
- / Smart phones
- / Panini press
- / Tablets
- / Gaming system
- / Personal computers/laptops
- / Televisions

Refrigerators and microwaves should be plugged directly into a permanent wall outlet and should not be used with surge protectors or extension cords due to the potential for overheating and risk of fire.

NOT ALLOWED:

Open coil devices such as hot plates, space heaters, sun lamps, etc. are not allowed in dorm rooms or apartments.

Other appliances or devices not listed above should be inspected by housing staff and given approval before use. It is the user's responsibility to understand the manufacturer's recommendations for use and care.

Bicycles

Bicycles should be parked in the racks provided near each dorm. They may also be kept in rooms with the permission of roommates. No other storage areas are available. Bicycles left on campus following the conclusion of either spring or summer sessions will be considered abandoned and may be impounded and/or auctioned off.

Battery Operated, Electronic Personal Transportation

Use, possession, storage and/or charging of battery operated, electronic personal transportation vehicles is prohibited. Examples include, but are not limited to e-bikes, hoverboards, scooters, and monowheels (unless approved through the accommodations process for medical reasons).

Decorating

Residents are encouraged to collaborate with roommates to creatively personalize their rooms while complying with maintenance and safety standards. Based on safety concerns, decorating guidelines are as follows:

- / Items may not hang from lights, sprinklers, pipes, or smoke detectors.
- / Sprinkler heads should have 18 inches of clearance at all times. This includes loft placement.
- / Door Coverings – no more than $\frac{3}{4}$ of a door side can be covered.
- / All hanging decorations in resident rooms or hallways must be of fire resistant or fireproof materials.
- / Miniature lights that are UL listed and do not generate noticeable heat are permissible in resident rooms, but no lights of any type are to be used in the decoration of resident room doors.
- / No decoration may be placed so as to obstruct access to hallway, stairwell, or exit.
- / No extension cords are to be used from resident rooms into the hallways.
- / No live trees, branches or wreaths made from live trees can be used in decorating resident rooms or hallways.
- / Pumpkins used for fall decorations must be thrown out no later than the third Thursday of November.
- / No items in the hallway - this includes welcome mats.
- / Only wickless candles are permitted.

Your Room

Extension Cords/Surge Protectors

Extension cords are for temporary use only and should not be used on a regular basis. Extension cords should not be covered, taped down, or affixed to anything in the room. Extension cords may not be plugged into another extension cord.

Surge protectors should not be plugged into another surge protector (series connecting/ piggy backing/ daisy chaining). Only surge protectors and cords with 3-prong grounded plugs are allowed.

Furniture

Overstuffed chairs or sofas may be inspected to make certain they will not present health or safety concerns. The university strongly discourages the placement of overstuffed chairs or sofas in rooms because of their potential to contribute to serious fires.

Pets

The presence of pets including but not limited to cats, dogs, reptiles, birds, amphibians, insects and arachnids, hamsters or rodents are not permitted in University Housing & Dining spaces. Only non-dangerous fish in aquariums no larger than 15 gallons are permitted as pets in residence hall rooms and apartments.

See Student Conduct Code > VI: Prohibited Conduct > G: Misconduct in Housing & Dining > 4: Pets. Additional university animal policies: policies.uni.edu/809

Prohibited Items

Primarily for safety and health reasons, the following are not allowed in rooms:

- / Air conditioners/air chillers
- / Battery operated electronic personal transportation
- / Hanging items (that need screws)
- / Space heaters
- / Pets (except fish)
- / Alcohol displays (bottles, cans etc.)



Dining

DIET/SPECIAL NEEDS

Special Dietary Needs

If you have a special dietary need, please contact the manager in the university eating establishment where you dine or email nutrition@uni.edu.

Students with disabilities, who feel they would benefit from dining accommodations, should contact Student Accessibility Services at accessibilityservices@uni.edu or begin the application process through the online system, Accommodate, found at sas.uni.edu/accommodate/submitting-your-accessibility-request.

Individuals with health-related dietary restrictions can work with Dining's registered dietitian to ensure safe meals. The dietitian can provide information needed to manage food allergies and food sensitivities by emailing nutrition@uni.edu.

Illness

If a student with a meal plan is not feeling well, a light meal consisting of broth, gelatin and a beverage is available. The sick student can call the dining hall nearest to themselves to ask for a sick meal. The meal can be picked up by a friend.

If calling is not an option, the sick student can have a friend take a picture of their ID and present the ID picture to the greeter at one of the dining halls to ask for a sick meal on the sick friend's behalf. The light meal will be provided in disposable packaging either when the friend is ready to leave or after gathering the items.

Expectations

Menu offerings include self-serve stations, made-to-order items, recipes from scratch, healthy and food sensitive options giving customers the flexibility to eat what they want, when they want.

- / Leave it here - the dishes, silverware and glassware are provided for your use while you are in the dining halls. Taking these items is theft and prevents us from providing quality service.
- / All-you-care-to-eat - while you are in the dining halls. Taking food out of the dining hall for later meals or snacks is not a part of the meal plan unless using a to-go meal.
- / A to-go container cannot be used in conjunction with dine-in. If needing to get a meal to-go following your dine-in meal, return to the greeter to swipe for the to-go meal.
- / Return your dishes to the dish return before leaving the dining hall.
- / Wear shoes, shirts and other appropriate clothing when eating in the dining halls.

Menus

Menus are posted online at dining.uhd.edu/FoodPro.net on the UNI App and on menu boards at the halls. Nutritional information can be found on the respective link within the menus online and in the UNI App.

GET App

Download the GET App to access meal plan information, purchase Dining Dollars, use your phone as an ID for access to the dining halls, and order ahead from retail stores.



Locations

UNI Dining offers a wide variety of options located throughout campus for students, faculty, staff, and guests to enjoy a sit down meal, a sandwich on the go, or a cup of coffee on the way to class.

Dining Halls

Piazza @ Redeker Center
Rialto @ Towers Center

Convenience Stores

Biscotti's @ Redeker Center
Essentials @ Maucker Union
The MicroMarket @ Towers Center (inside Rialto)

Retail Venues

Book Bistro @ Rod Library
Chats @ Maucker Union
Food Court @ Maucker Union

Hours

Visit uhd.edu/dining-hours or the UNI App for a full listing of hours.



Meal Plans

UNI Dining has a variety of meal plans to meet the needs of students living on campus that offer savings over the cash rate. Meal plans are required for students living in traditional and suite-style dorms and optional for students living in on-campus apartments or off-campus housing.

MEAL PLANS FOR STUDENTS LIVING IN THE TRADITIONAL AND SUITE-STYLE DORMS

All-Access

This plan offers great value and flexibility for however you like to eat: three square meals a day, many small meals throughout the day or to graze. Includes an unlimited number of meals in the dining halls, along with Dining Dollars and a couple of guest passes if you want to treat a friend to a meal!

Block 220

Offering a set number of meals per semester, equivalent to approximately 14 meals per week in the dining halls and enough Dining Dollars to grab a few coffees each week in one of the retail stores.

MEAL PLANS FOR STUDENTS LIVING IN ON-CAMPUS APARTMENTS AND OFF-CAMPUS

In addition to the two options listed above, these students can select from:

Block 120

Provides over 7 meals per week in the dining halls and enough Dining Dollars to grab a meal or two each week from the food court.

Block 15

The Block 15 provides 15 meals in the dining halls per semester (about 1 per week) and loads people up with Dining Dollars to be used on food and beverage purchases in the retail locations across campus.

Weekly 5

Includes 5 meals in the dining halls per week. Dining Dollars are included and can be used to fill the rest of your week with delicious options from one of our retail locations. *NOTE: The Weekly 5 meal plan resets every Thursday night; unused meals do not carry over to the next week.*

Dining Dollars

Prepaid funds used for food and beverage purchases at campus dining locations. Unused Dining Dollars carry over from fall to spring semester, expire at the end of the spring semester, and are non-transferable, unsaleable and nonrefundable.

Meal Plan Changes/Cancellation

Residential meal plans may be changed one time each semester prior to the 10th day of classes. Meal plan billing will be pro-rated and adjusted. Dining Dollar levels will be associated with the new meal plan. Inquiries should be emailed to dining@uni.edu.

Meal Plans

Meals To-Go

Students with a meal plan are given the option to take a meal to-go from the dining halls using our carabiner exchange program. When students move into the dorms, they're given a carabiner that is used to exchange for a to-go container. (Students not living on campus with a meal plan can pick their carabiner up at the Housing & Dining office.)

How it works:

- / Bring the carabiner to the dining hall greeter station.
- / Scan in on the side that says "TO-GO ONLY".
- / Exchange the carabiner for a clean, reusable to-go container.
- / Fill up the container to take your meal to-go. The lid must be able to fully close shut. You are allowed to take a piece of fruit or a cookie outside of the container.
- / If you brought your own cup, you can fill up a beverage to take with you as well (up to 32oz).
- / You must eat your to-go meal outside of the dining hall; do not sit down in the dining hall to eat with your to-go container.
- / If you would like to eat in the dining hall before gathering a meal to-go, finish your meal and then go back to the greeter station and scan your ID for the to-go meal.
- / At any time you can drop the dirty to-go container off at the dining hall in exchange for the carabiner back. You would opt for this at times when you're not getting a meal to-go.
- / Or, bring the dirty to-go container to the dining hall greeter station and exchange it for a clean to-go container. You would opt for this at times when you're heading in to get a meal to-go.
- / Use a clean container each time, do not refill a dirty container.
- / Don't leave your dirty container in your dorm room!
- / Do not lose the carabiner or a to-go container. You must have one or the other to make an exchange or get a meal to-go. Should you misplace whichever is in your possession, it will cost you if you want to continue getting meals to-go. The dining hall greeter station will have both available to purchase for \$5 each.

Meals to-go are only available to student meal plan holders and Residence Life Coordinators. Abuse of the program may cause to-go access to be revoked.

To help ensure meal plans are used appropriately, a one-hour reuse delay is placed on meal swipes. Additional swipes used before the one-hour delay expires may be charged to the resident's U-Bill.

University Policies

The Student Conduct Code is grounded in a commitment to three core values:

RESPECT, RESPONSIBILITY, HONESTY

Respect

University of Northern Iowa students support the rights of individuals to live and work with each other in a safe environment reflective of the educational ideals of the university.

Responsibility

University of Northern Iowa students engage in responsible social conduct that reflects positively upon the university community, while modeling good citizenship in all communities.

Honesty

University of Northern Iowa students live a life of integrity, creating good leaders, friends and colleagues who share the common goal of building our learning community.

Students who would like to report a concern or alleged violation can contact a housing staff member or the Office of the Dean of Students, or can fill out our [Student Conduct Incident Report Form](#).

When incidents occur in the dorms, a Residence Life Coordinator will follow up with the students allegedly involved. Residence Life Staff work in collaboration with the Office of the Dean of Students as appointed and trained Student Conduct Administrators to administer the student conduct process.

The Student Conduct Code and more general information regarding the student conduct process can be found on the Office of the Dean of Students website.

- / The Office of the Dean of Students is located in 102 Gilchrist Hall.
- / The Student Conduct Code (Policy 3.02) outlines our common behavioral expectations of one another and intersects with other expectations or policies on campus.
- / All communication related to the student conduct process goes through your UNI email.
- / Students through the conduct process have a right to an advisor present at meetings or hearings regarding allegations of misconduct.
- / Students through the conduct process have the right to an appeal.
- / For additional student rights through the conduct process, refer to policy 3.02.
- / Other important policies include, the Student Academic Ethics Policy (3.01), the Freedom of Speech and Expression/ First Amendment Policy (13.10), and the Discrimination, Harassment & Sexual Misconduct Policy (13.02).

