PROPERTY RESPONSIBILITY POLICY

Policy Statement

Students are expected to understand their responsibilities for property while residing in campus housing.

Reason for Policy/Purpose

This policy is required for the effective communication of university policy regarding property responsibility of students living in on-campus housing.

Who Needs to Know This Policy

All students of The University of Southern Mississippi community living on campus.

Website Address for this Policy

www.usm.edu/institutional-policies/policy-stua-res-006

Definitions

Policy/Procedures

(A) Personal Property – The resident assumes all responsibility for personal property. The University does not assume any legal obligation for any resident’s personal property that may be lost or damaged in its buildings or on its grounds. Students are encouraged to obtain personal property loss insurance.
(B) Room – The resident is responsible for the condition of the assigned space and shall reimburse the University for all damage to the space, whether the damage was a result of committing an act or failure to do an act to prevent the damage. The resident is also responsible for loss of fixtures, furnishings or properties furnished under the contract lease agreement. No alterations are to be made to the furniture provided by the University. Every piece of furniture in the room at the time the resident moved in must stay there for the duration of the residency. The resident may not move, trade or store furnishings from his/her space. There is an automatic $50 charge for violating this policy. Additional furniture brought into the room must be freestanding and clear of all existing furniture, fixtures, or walls contained in the room. At check in, students will be provided a copy of the room condition report (24 hours given to report any discrepancies).

When occupancy is terminated, students must check out with Residence Life staff and submit the online cancellation form. A residence life staff member will inspect the area and assess for damages and missing property. Residents vacating housing without following this procedure, unless following express checkout procedures, will be charged $50 plus the cost of repairs of replacement resulting from damages or missing items. If necessary, cleaning charges will be assessed.

(C) Communal Property (including, but not limited to hallways, baths, stairwells, elevators, lounge, studies, utility rooms and kitchens) – Residents are expected to take every precaution to ensure that communal property is not abused. In halls or sections where the University has determined that there is undue abuse of property and the responsible individuals cannot be identified, all residents may be held responsible for paying a prorated share of the cost of repairing such damages. Where organizations have exclusive use of an area, those organizations are responsible for reimbursing the University for cost repairs if the responsible individual(s) cannot be identified. Where it is determined that organizations are not in support of housing regulations, they will lose use of the area. The University reserves the right to determine the use of all lounges, common and public areas in the residence halls.

(D) Inspections – The University reserves the right to enter residence hall rooms for inspection of facilities; for health, safety and maintenance; for damage to space or equipment; and to uphold University policy.

**Review**

The Director of Student Housing Administration is responsible for the review of this policy every four years (or whenever circumstances require immediate review).

**Forms/Instructions**

N/A

**Appendices**
N/A

**Related Information**

N/A

**History**

03/15/13: Formatted for template. Minor editing throughout.
**Amendments:** Month, Day, Year – summary of changes
Authorization

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STUA-RES-006

As the Responsible Officer, I have reviewed this policy and believe it represents the current policy.

[Handwritten Signature]

Responsible Officer

[Handwritten Date]

Date