ASSESSMENT OF DAMAGES POLICY

Policy Statement

Students residing in the residence halls are responsible for damage they or their guests cause.

Reason for Policy/Purpose

This policy is required for the effective communication of university policy regarding assessment of damages in the residence halls.

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-045

Definitions

Policy/Procedures

When damage occurs within a resident’s room or in areas adjacent to it (i.e., windows, doors, suite/study area), it is ultimately the responsibility of the occupant to pay for the cost to replace or repair the damaged property. The purpose of the room inventory form, which residents complete upon hall check-in, is to establish the condition of the room at occupancy so that residents can be assessed fairly if damages occur. It is the responsibility of the student to complete the inventory form accurately. It is the responsibility of the resident to obtain a form from the RA if one is not received at the time of check-in.
Damage charges may be appealed, in writing, to your assistant director. An Appeals Committee will then review your appeal and render a final decision. Any appeals for charges that were incurred more than one year in the past will not be considered.

COMMON AREA DAMAGES

Damage to the common areas of a residence hall or common area of suites is the responsibility of the resident and/or resident’s guest who caused the damage to the areas. If the responsible party cannot be determined, the university will charge the residents residing in that area for an equal share of the total cost of repair.

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

[Signature]
Responsible Officer

[Signature]
Date

March 22, 2013