

**ELIZABETH CITY STATE UNIVERSITY
Residence Life Property Damage Policy**

All students who live in University Residence Halls are bound by the terms and conditions set forth under this Damage Policy. By accepting occupancy in a Residence Hall at Elizabeth City State University, students are agreeing to this policy. Acceptance is defined as receiving a Residence Hall room key and signature on the appropriate Residence Hall contracts and forms. This policy applies to all students who are occupying campus housing during the period when damages occur.

The University will assess damage charges for unauthorized use of and damages or alterations to Residence Halls, including rooms, floors, suites, community bathrooms and common areas. Charges will be rendered for any damages that are not the result of normal wear. When the responsible party or parties allegedly responsible for damages are identified and the evidence is substantiated, charges will be assessed against the responsible party or parties. If the responsible party or parties are not identified, all residents of the hall, a floor, a room or a suite will be held accountable for equal portions of the total damages that occur within the areas, as well as damages that occur in common area(s).

Damage fees must be paid prior to the end of the semester.

Support for Item 10. Of the Elizabeth City State University Campus Housing Agreement

Damage Billing - Common Area

Damage to common areas is the responsibility of each resident. The Department of Residential Life has attempted over a period of time to resolve the difficulty of damages to public areas and the related problem of defraying costs for such damages. Excessive room or common area damage may result in the reassignment of those individual(s) found to be responsible. If the responsible individual(s) cannot be determined, the entire community may share the cost of this damage, whether that is a wing, floor, or whole building.

Common area damage charges are used to assist in repairing or replacing damaged items. Those repairs or replacements that are not completed before the next academic year begins will be completed relative to the availability of personnel and/or additional funds necessary to accomplish the repairs or replacement of the items. Common area damage assessment amounts are not appealable, as they are not fines. Assessment costs include the time, materials, and administrative expense required for correcting unusual cleaning or damage situations.

It is important that a reasonable level of cleanliness be maintained in residence hall areas. If it is determined that the cleanliness level in a room, suite, bathroom or apartment is unacceptable, the resident(s) will receive a written notice to have the space cleaned within 24 hours or they will be financially responsible for the actual cost of cleaning the room. A similar notice and charge apply to excessive trash in any living areas.

Community bathroom will be cleaned by university housekeeping staff. The cleaning of shared and private bathrooms is the responsibility of the students occupying that suite.

Damage Charges

Below is a price list of average charges for various damages. Charges for items not included below will be assessed on an individual basis, based on the actual cost of repairs and/or replacement.

Windows and Screens:

Replace screen (aluminum) \$75.00
Replace screen (wood) \$75.00
Re-hang screen \$45.00
Replace windowpane (each) \$120.00
Replace blinds \$90.00
Repair blinds \$45.00

Painting:

Entire room \$300.00
1 wall \$75.00
2 walls \$150.00
3 walls \$225.00
Room door \$45.00
Closet door \$45.00
Patch/paint holes \$45/hr.

Cleaning:

Room (light cleaning) \$50.00
Room (heavy cleaning) \$100.00
Bathroom other than Community \$100.00
Community Bathroom \$300.00
Remove property \$25.00
Remove tape, tacks, and decals \$25.00 from
Doors/walls (per wall/door)
Replace ceiling/floor tiles \$15.00 (per piece)

Keys/Locks/Doors:

Re-key lock cylinder \$45.00
Repair room/bathroom door \$50.00
Replace room/bathroom door \$200.00
Replace closet door \$100.00
Re-hang closet door \$50.00
Proximity reader card \$25.00
Replace front door key \$100.00
Replace gate card \$100.00
Replace closet key \$25.00

Furniture Replacement:

Bed \$180.00
Desk \$289.00
Desk chair \$125.00
Dresser \$250.00
Dresser drawer \$50.50
Mattress \$150.00
Mirror \$35.00
Wardrobe \$300.00
Sofa \$350.00

Lighting:

Repair desk light \$45.00
Replace florescent light fixture \$95.00

Bathroom:

Replace towel bar \$40.00
Replace commode seat \$45.00
Replace commode \$200.00

Fire Safety Equipment:

Replace exit sign (single) \$90.00
Replace exit sign (double) \$100.00
Recharge fire extinguisher \$200.00
Replace fire extinguisher \$150.00
Replace smoke detector \$124.00
Response to false alarm \$500.00

Entry to Student Rooms Duly authorized agents and representatives of the university will have the right to enter housing space for the purpose of inspection and maintenance, emergency situations, and to request the removal of electrical equipment or any contraband items not in conformance with the hall regulations.