



Residence Community Standards

Revised August 2021

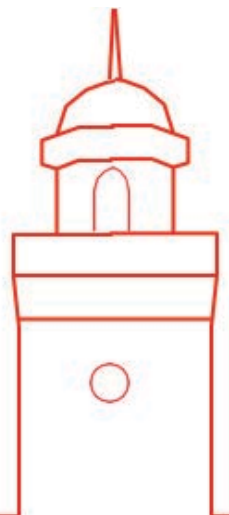
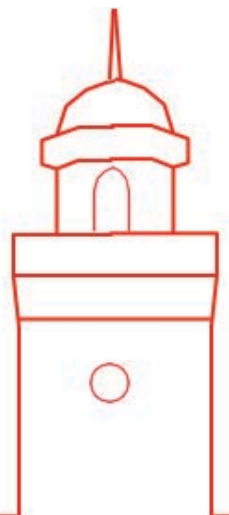


Table of Contents

Residence: More than just a bed	2
Community Supports	3
Residence Life Office Team	4
Resident Rights & Responsibilities	5
Residence Life Processes	6
Moving into Residence	7
University Policies	8
Respecting your Community	9-10
Residence Rooms and Common Areas	11-12
Alcohol Rules and Regulations	13-14
Cannabis, Drugs and Smoking Policies	15
Residence Guest Policy	16
Fire Safety	17
Safety & Security	18-19
Sustainability	20
Dining on Campus	21
Technology Services	22
Getting Involved	23
Frequently Asked Questions	24
Emergency Contacts and Resources	25





Residence: More than just a bed

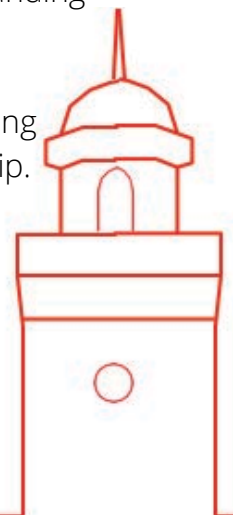
Acadia's approach of educating the whole person has never been more relevant than it is in today's rapidly changing society, where an increasingly complex combination of skills, knowledge and capabilities are required in order to succeed and thrive within the community.

Acadia's Residence Life Program provides students opportunities to learn and develop beyond the class room. Where an inclusive and supportive community culture is created to allow students to live in a safe and welcoming living and learning environment.

Through community development initiatives, residence staff members and house councils develop opportunities for residents to learn skills, gain experience, acquire knowledge and further understand themselves. The Residence Life Program seeks to integrate students' academic and residence experience to provide an environment that facilitates transformational learning.

The Residence Life Program's value of self-governance calls each resident to participate in creating a positive community atmosphere. Residents are encouraged to adopt a sense of ownership over their residence, and honor the policies and expectations governing residence life. Each resident is encouraged to remind other community members of the residence life policies and section expectations when necessary. The Resident Assistants and Residence Life Coordinators are available to facilitate this atmosphere, and assist residents in understanding the values of the Residence Life Program.

As members of that community, students are responsible for developing community living expectations, actively contributing to a culture of self-governance and building ownership. Through their residential communities, students develop study groups, share common interests and begin lifelong friendships.





Community Supports

Resident Assistants

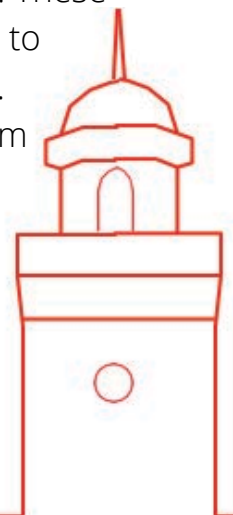
Resident Assistants (RAs) are trained, peer role models responsible for developing a community within a residence and support students through their transition to university. RAs specialize in understanding the unique needs of each student in their section, and have an appreciation of diversity and understand that residents' needs vary. RAs create personalized relationships with each resident, creating inclusive programming and empowering residents to be engaged citizens within their larger residence community by getting involved in the community and residence events .

Senior Resident Assistants

Senior Resident Assistants (SRAs) are students with previous RA experience who lead a team of Resident Assistants. The SRA plans staff meetings and training sessions, and communicates the needs of the residence staff team to the Residence Life Coordinators and Department of Residence Life. The SRA also collaborates with the House Council to develop the unique identity of the residence, and craft an environment of self-governance within the house.

New Student Mentors

New Student Mentors are volunteers who are recruited and trained by the Department of Residence Life to assist new students with their transition in to university life at Acadia. These leaders' primary responsibilities occurs during Orientation Week. The leaders are here to help new students in all capacities with their move in and preparation to university life. Residents will see them actively involved, full of energy and ready to help them get them involved in the community.



Residence and Student Life Team

Student Service Representative

Soyini Edwards

SUB 627 | 902-585-1417 | residencelife@acadiau.ca

The Student Service Representative is the initial point of contact for students, prospective students, families, student staff (RAs), and campus partners. Questions and inquiries regarding residence and student life at Acadia can be directed to the Student Service Representative through office visits, emails, social media, and phone calls. You are encouraged to contact the Student Service Representative to make a residence booking, change your meal plan or for any residence maintenance issues.

Residence Life Coordinators

Charles Douglas

SUB 634 | 902-585-1662 | charles.douglas@acadiau.ca

Brent LeGrow

SUB 633 | 902-585-1415 | brent.legrow@acadiau.ca

Haley Craig

SUB 632 | 902-585-2170 | haley.craig@acadiau.ca

Residence Life Coordinators (RLCs) are professional staff with experience in university residence life and student services. The RLCs directly supervise the student RA staff in residence, and provide oversight and guidance to the management of each residence team. Residence Life Coordinators operate an on-call service for Resident Assistants to ensure professional staff can be available outside of regular business hours. The RLCs also play a key role in student engagement and conduct follow-up.

Residence Housing and Operations Coordinator

Jo-lene Burton-Kehoe

SUB 627A | 902-585-1861 | jo-lene.burton-kehoe@acadiau.ca

The Residence Housing and Operations Coordinator directly oversees and manages the Residence Life Department. They work closely with the Residence Life Coordinators and support the supervision of RA staff to ensure Acadia's Residence Life program values are maintained. They are responsible for managing the day to day upkeep of our residence building (including maintenance and cleaning). As well as, to upgrade our residence spaces regularly ensuring a safe, comfortable and enjoyable communities for our students to live and grow in.

Coordinator, Student Conduct and Community Support

Olivia Lynch

SUB 631 | 902-585-1825 | olivia.lynch@acadiau.ca

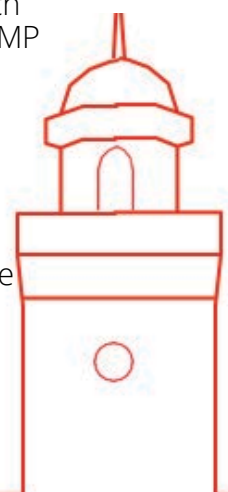
The Coordinator, Student Conduct and Community Support directly oversees and manages student conduct for all students at Acadia University under the Non-Academic Judicial Student Code of Conduct. They work with the Student Service team to provide an individualized response to student conduct that meet the needs of each student. They also work closely with community partners such as the Town of Wolfville and the RCMP to ensure community harmony in the greater Wolfville community.

Director, Residence and Student Life

Chad Johnstone

SUB 629 | 902-585-1681 | chad.johnstone@acadiau.ca

The Director, Residence and Student Life oversee the operations of the Residence and Student Life Department. They ensure that the residence experience is positive for all students. One that provides opportunities for students to grow, develop and learn outside of the classroom. They assure the response to student conduct be one that both provides personal development and community development for students both on and off campus. They are responsible for providing leadership and direction to the department and ensuring the overall success of students while at Acadia University.



Resident's Rights and Responsibilities



Each member of the Acadia residence community has certain rights and responsibilities, as described below. The embodiment of these rights and responsibilities within the individual and the residence culture is critical to a positive experience for all members of the residential community. The policies and procedures outlined in the following sections of this handbook are designed to provide structure to these values, while encouraging an atmosphere of self-governance and ownership within the residence.

You have the right to:

- Live in a clean and secure environment
- Facilities and programs that support the pursuit of academic success
- Have access to written copies of university housing rules and procedures that govern behaviour
- The respect and safety of personal property
- Study without interruption or interference
- Be free from unreasonable noise
- Be free from intimidation or harassment
- Express themselves freely within established guidelines
- Expect enforcement of housing agreement/contract
- Have direct access to staff that provide assistance, guidance, and support as needed
- Receive equitable treatment
- Have access to individual and group social, educational, and developmental opportunities in their living communities

You have a responsibility to:

- Adhere to rules and procedures, regulations, and policies
- Comply with reasonable requests made by staff, university officials, or neighbours in residence
- Meet payment schedules for room, meal, and other required housing fees
- Monitor and accept responsibility for the behaviour of guests
- Report violations of rules and procedures to appropriate staff
- Respect the rights of others, as stated above
- Respect diverse backgrounds and interests of others who are different
- Treat others in a civil manner and manage conflict in a mature manner
- Be serious in their academic pursuits
- Participate actively in self-governance
- Participate in conduct process to determine appropriate standards of behaviour
- Contribute positively to the community by participating in educational and developmental activities



Residence Life Processes

Arrival

Students are permitted to move in to their room at their scheduled move in time on the designated arrival date. Dates of arrival will be posted on our website, and sent out via email and social media accounts. When moving into their residence room, each resident must complete their room inspection form via the Residence Portal within 7 days of moving in.

Room Changes

Room change requests can be directed to the Department of Residence Life. Room changes cannot be made until after the September Room Freeze period, which is generally the first two weeks after arrival. Room changes after the Room Freeze period are processed on priority and first-come, first-served basis. Rooms cannot be held by phone or email, residents must visit the office in the Old SUB to arrange a room change.

Departure

Each resident should notify their Resident Assistant of their departure date for winter break and at the end of the academic year. Once their room is empty in April, each resident will complete a room check-out form with their RA to assess the condition of their room and its contents. It is the responsibility of every student to sign up in advance with their RA for a room inspection.

Before a RA can inspect a room, all personal belongings must be removed and the room should be clean. Failure to leave the room in a clean and damage-free condition will result in a charge that will be applied to a resident's student account. Residents must leave the building in April within 24 hours of their last exam.

Room Cancellations

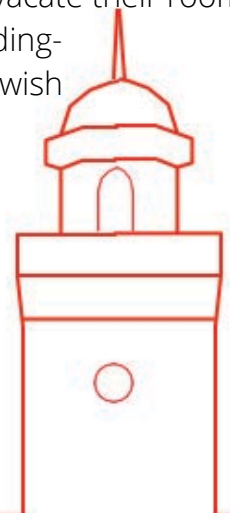
Room cancellations must be submitted in writing or in person to the Department of Residence Life. Students withdrawing from University are responsible for notifying Residence Life. Students are also responsible for any cancellation or withdrawal fees outlined in the Academic Calendar.

Withdrawing from Residence

Residents may withdraw from residence at any time by notifying the Department of Residence Life in writing or in person. At the time of notice, Residence Life will provide a date by which the resident must vacate their room and complete the check-out process. After any damage charges, refunds will be made on a sliding-scale basis, dependent on the date of withdrawal as outlined in the Academic Calendar. If you wish to withdraw from your meal plan as well, please let our staff know.

Room Draw: Choosing a Room for Next Year

Residents wishing to return to residence the following academic year can participate in Room Draw; a process allowing them to select their preferred room in a lottery format. Room Draw will be held in early November, and consists of Same-Room Buy-out, In-House Room Draws and General Room Draw.



Moving into Residence

What to Bring:

Clothing

- Clothes for all weathers (sun, rain, & snow)
- Shoes
- Swim suit
- Sleep wear
- Clothes Hangers

Bedding

- Twin/double size sheets
- Blanket/Comforter
- Pillows
- Mattress Pad

Personal & Bath

- Toothbrush & toothpaste
- Shampoo, conditioner, deodorant, & other toiletries
- Towels and wash clothes
- Hair dryer
- Bathrobe
- Shower caddy
- Shower slippers
- Tampons/Pads
- First Aid Kit
- Prescription Medication

Laundry & Cleaning

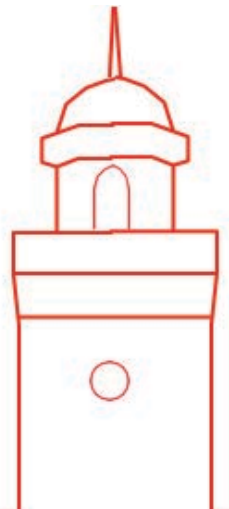
- Loonies & quarters for laundry
- Laundry basket
- Detergent
- Dryer sheets
- Drying rack
- Paper towels
- Garbage bags

Room

- Desk lamp
- Waste basket
- Fan
- Adhesive hooks
- Broom
- Room décor
- Mini fridge
- Bulletin board
- Storage bins
- School Supplies
- Photo ID
- Snacks, drinks, and water filter
- Basic dishes (bowls, mugs, cutlery)
- Earplugs or headphones

What NOT to Bring:

- Appliances such as microwaves, coffee machines, irons, toasters, frying pans, toaster ovens, hotpots, kettles. etc. These items are supplied and may only be used in common kitchen area.
- Open flames/elements or heat sources such as: candles, incense, camp stoves and lanterns, lit cigarettes, BBQs
- Hooks or nails. Residents are required to use 'paint-friendly' adhesives (sticky tack, 3M Command Strips/hooks) to hang items from the walls.
- Amplified sound equipment such as: guitar or bass amps, sub-woofers, or high-powered stereos.
- Wi-Fi boosters or personal wireless routers
- Extension cords
- Weapons or imitation weapons of any type; flammable or explosive liquids, gases, and solids; or hazardous materials
- Illegal drugs and substances
- Pets (including fish)
- Drinking Paraphernalia such as: funnels, beer pong table, etc.



University Policies

Share the Air

To foster and promote clean air in our region, we have developed and implemented the following policies. These policies are applicable to all those who live, study, work or visit on the Acadia campus.

1. Acadia is tobacco free campus, prohibiting tobacco products in University Buildings (including residences), on campus grounds, and in personal vehicles which are parked on campus property.
2. Acadia is a scent free campus. In consideration of the difficulties that exposure to scented products causes individuals with sensitivities and allergies, all students, faculty, staff, employees of any companies working on university property, visitors, and guests of Acadia University, or of members of the University community are asked to refrain from wearing scented personal care products such as perfumes / aftershave, lotions, hair spray and deodorant. In addition, users of tobacco and cannabis are asked to be aware that odours associated with product use may impact individuals with sensitivities and allergies.

To view this policy in full, visit:

https://hr.acadiau.ca/tl_files/sites/hr/Policies%20and%20Procedures/Share%20the%20Air%20Policy.pdf

Harassment and Discrimination

Each member of the Acadia community has the right to learn, work, live, and play in an environment free of discrimination and harassment. For more information or to file a complaint you are encouraged to contact Polly Leonard, Equity, Diversity and Inclusion Officer

To view this policy in full, visit:

https://hr.acadiau.ca/tl_files/sites/hr/Policies%20and%20Procedures/Harassment%20&%20Discrimination.pdf

Sexual Violence

Acadia University is committed to creating and maintaining an environment free from Sexual Violence and to promoting greater awareness of Sexual Violence through education. Acadia will create an environment where sexual violence is not tolerated.

For more information, education or to file a complaint you are encouraged to contact Allison Smith, Sexualized Violence and Education Coordinator

To view this policy in full, visit:

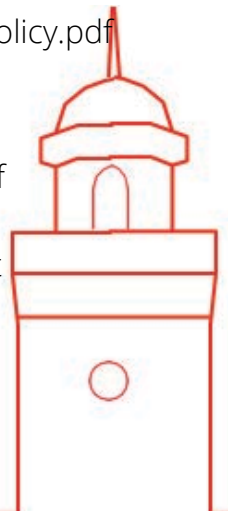
https://hr.acadiau.ca/tl_files/sites/hr/Policies%20and%20Procedures/Sexual%20Violence%20Policy.pdf

Non-Academic Judicial Student Code of Conduct

The Non-Academic Judicial Student Code of Conduct addresses misbehaviour and violations of University policy including harassment, violation of alcohol policies, physical violence, and property damage. Acadia University is committed to administering a fair and equitable student conduct process that allows for flexibility and discretion. For more information or to file a complaint please contact contact Olivia Lynch, Coordinator, Student Conduct and Community Support

To view the Code of Conduct in full, visit:

<https://www2.acadiau.ca/student-life/equity-judicial/judicial.html>



Respecting your Community

Safety

Your safety and the safety of others is critical to the success of the entire community. As a resident you have a right to your own personal safety and a responsibility to help provide a safe living environment to others. This includes a community which is free of violence and harassment including any physical or sexual assault, verbal abuse, bullying, or any type of online harassment.

Theft

Acadia does not tolerate theft of any kind in residence buildings or anywhere else on campus. Students are asked to report instances of theft to Safety & Security or RCMP. While we will do our best to help find the responsible parties, Acadia is not responsible for the loss of personal belongings and recommends insurance to protect against this.

Offensive Material

Students are to respect the rights of others, ensuring they do not hang or post offensive material such as pornographic, racist, or other signs that would reasonably be considered offensive to others.

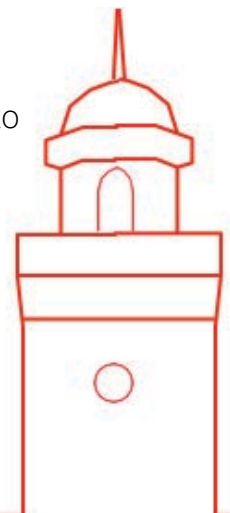
Noise

Residents are expected to respect each other's right to be free from unreasonable noise, and to sleep or study without interference or interruption. As such, time in residence is divided into quiet hours and courtesy hours.

	Sunday to Thursday	Friday and Saturday	Exam Period and Quiet Sections
Courtesy Hours	9:00am – 11:00pm	10:00am – 2:00am	9:00pm – 10:00pm
Quiet Hours	11:00pm – 9:00am	2:00am – 10:00am	10:00pm – 9:00pm

- During quiet hours, sound should not exceed a level that penetrates the walls, floors, ceilings, or doorways into another room in residence.
- During courtesy hours, residents are expected to respect each other's right to be free from unreasonable noise and to sleep and study without interruption or interference
- Sports are not permitted inside residence buildings..
- Amplified sound equipment is not permitted in residence. This includes but is not limited to guitar or bass amps, sub-woofers, or high-powered stereos.
- Musical instrument practice is permitted only during courtesy hours. Residence staff may ask residents to refrain from practicing if other residents express concerns with the noise level. Practice rooms are available in Denton Hall for practice outside of acceptable hours.

23-Hour Quiet Hours are in effect in designated Quiet Sections throughout the year, and in all residences from two weeks prior to the start of exam periods to closure of residence in December and April.



Respecting your Community

Damages

To address common area damages, each residence building assumes collective responsibility for damage repair. The cost to repair unacknowledged damage to common areas is shared by each student in the residence building, with the understanding that every resident shares accountability to care for their residence.

Wherever possible, the Department of Residence Life seeks to hold the individual(s) responsible for damages accountable, in which case the said individual(s) will be charged for repair or clean-up costs. Additionally, damages will be assessed after every month, to ensure that residence buildings are repaired as quickly as possible.

Sharing a Space

For most students, living in residence is the first time a student will share a room. Living with a roommate can be one of the most challenging and rewarding experiences residents will have while at Acadia. Living successfully with another person involves ongoing communication, trust, courtesy, willingness to share, mutual respect, and genuine concern for that person. Residents need to consider the impact of the decisions they make on the person(s) they live with. A RA can help you and your roommate create a roommate agreement which will help set up a level of understanding between each other.

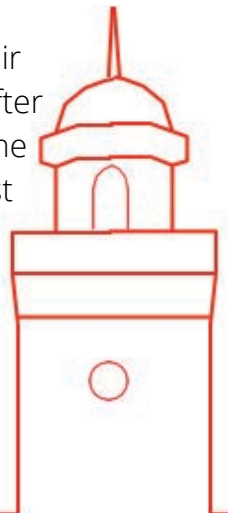
Roommate Conflicts

Learning how to positively resolve conflict is an important life skill that will benefit residents in countless situations. Residents experiencing conflict with their roommate are encouraged to follow the three-step conflict resolution process outlined below. Residents who approach a Resident Assistant or the Department of Residence Life without completing the prior step(s) in the process may be directed to the appropriate step.

1. When conflict begins to occur, it is important that residents speak up and raise the issue for discussion early on, before it becomes a larger problem. It is much easier to work through conflicts early before they grow.

2. After roommates have tried without success to work through the problems themselves, their Resident Assistant can assist in mediating conflict. The Resident Assistants will only mediate after residents have attempted to resolve dispute on their own. The RA may establish a meeting time in a neutral area, lay the ground rules for the mediation, and ask the residents to prepare a list of items they wish to discuss. It is important that residents approach the mediation process with an open mind, and are prepared to listen to their roommate and communicate their issues openly and honestly.

3. If mediation fails, the Resident Assistant will refer the residents to the Residence Life Coordinator who will explore other options with them, including reassignment.



Residence Rooms and Common Areas

Rooms

Residents are expected to maintain the physical condition of their residence room and furnishings. No aspect of a residence living environment should interfere or diminish the quality of another's experience (i.e. excessive cologne, room cleanliness, or personal grooming). Upon departure, the residence room will be inspected by residence staff again. The cost of repair for any new damage, over and above expected 'wear and tear', will be applied to the resident's student account. To maintain a safe environment, residents are not permitted to suspend any item of furniture above the ground of their residence room. This includes lofts/bunk beds, which can be created by raising residence beds, but excludes the use of bed risers, which are permitted provided they meet proper safety requirements.

Tenants Insurance

While the residence buildings are insured by the University, residents' personal belongings are not. Residents are advised to secure their own contents' insurance either through an extension of their parents'/guardians' policy or through their own policy.

Cleaning

The residence common spaces are cleaned regularly by university custodial staff. Respect for the next user, and custodial staff who are maintaining the space should guide residents' use of residence common areas. Residents are responsible for maintaining the cleanliness of their own residence room. Basic cleaning supplies and access to a vacuum are provided, when necessary.

Common Spaces- Lounges, Study Rooms, Kitchens

Common spaces in the residences (are provided for the use and enjoyment of all residents. Each resident should self-monitor their use of the spaces accordingly. Common room furnishings are provided for use by all residents, and belong in the space that they were originally placed. To respect the next users and custodial staff these spaces should always be left in the condition in which they were found. Residents are responsible for cleaning their own dishes, as well as general cleaning of the kitchen space after use (wiping counters, stoves, microwaves, etc.). Residents are also responsible for removing expired food items from the fridge. Students wishing to reserve a common space for a meeting, event, program, etc. should make arrangements with their Senior Resident Assistant.

Washrooms

It is important that washroom facilities are kept in a state that ensures the safety and hygiene of all residents. Clean-up of excessive mess is not expected of the custodial staff as part of their regular duties and will be treated as damage to the residence. Residents should remove all personal items from the washrooms after their use, to be considerate of the next user and to facilitate the work of the custodial staff.



Residence Rooms and Common Areas

Hallways and Stairways

It is important that hallways and stairways be kept clear of items to ensure safe passage by all users, especially in the event of an emergency evacuation when navigation may be impaired by smoke or darkness. Residents are asked to store hockey gear, bicycles, drying racks, shoes, etc. either in their residence room or the appropriate storage room in their residence.

Elevators

Elevators are provided to facilitate transportation between floors in the residence for users with disabilities. Elevators are easily rendered unusable by misuse and horseplay and repairs to elevators are very costly and can take some time to complete. As such, elevators should be treated with respect. Additionally, elevator alarms and stop buttons are for emergency situations only, and should only be used appropriately.

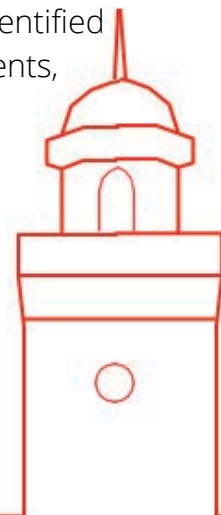
Bicycle and Hockey Equipment Rooms

Most residences have space for residents to store bicycles and hockey equipment. Residents requiring use of these rooms can arrange for access to be added to their key-card by contacting Residence Life

Trunk Room Storage

Trunk room storage is available to all students living in residence to store items during the academic year, and to students returning to residence for the next academic year to store items over the summer months. Due to space limitations, residents are permitted to store a maximum of:

- 3 items weighing no more than 50 pounds each if they reside in the Maritimes;
- 5 items weighing no more than 50 pounds each if they reside in Newfoundland and Labrador, Quebec, Ontario or New England;
- 8 items weighing no more than 50 pounds each if they reside anywhere else.
- Residence Life Staff members are not responsible for lifting students' items onto storage shelves.
- Storage is not available for carpeting or furniture, and refrigerators can only be stored if they are defrosted and cleaned. Items must be sealed in storage containers, and each item must be clearly identified with the student's name, home address, Acadia ID number, a brief description of the contents, and their room assignment. Any item that could result in the growth of fungus or bacteria, and any item capable of starting a fire cannot be stored.
- Trunk room access will be provided by appointment with a Resident Assistant. Acadia University is not responsible for the theft, damage or loss of any stored items; residents must make their own arrangements to insure their belongings. Items not claimed by the end of September of each academic year will be disposed of at the discretion of the University.



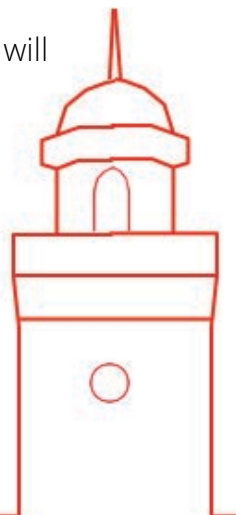
Alcohol Rules and Regulations

1. Individuals who are nineteen (19) years of age may possess and consume alcohol in residence rooms (under conditions approved by Acadia University).
2. The use, sale, and/or service of alcohol in any other residence area or at any residence event is governed by the Nova Scotia Liquor Control Act, and the following:
 - a. Alcohol possession and consumption is permitted only in areas designated by the Department of Residence Life
 - b. Alcohol possession and consumption is permitted only for individuals who are nineteen(19) years of age and older. No underage drinking is permitted.
3. Paraphernalia used for the production of alcohol or drugs is not permitted in residence. This includes any brewing or distilling equipment.
4. Bulk alcohol containers (such as kegs, 3000mL “Texas mickey” liquor bottles, or 60oz liquor bottles) are not permitted in residence.
5. Drinking games (games, tests, or challenges) are not permitted in residence.
 - a. Paraphernalia related to games, tests or challenges is also not permitted in residence. This includes but is not limited to funnels, and modified or unmodified games (e.g. “drenka”, playing cards). Any paraphernalia will be confiscated.
6. Stockpiling of alcohol is not permitted in residence.
7. Trophies are not permitted at any time.
 - a. Display of any quantity of full, partially full, or empty alcohol containers in a window or elsewhere is not permitted.
 - b. Empty alcohol containers must be placed in the appropriate recycling container and may not be stored in residence rooms.
8. Individuals in residence must be prepared to produce identification for campus staff at any time.

Orientation Week

Orientation Week is a vital part of transitioning to university. It is a week of programming that will provide opportunities to explore your new community and home. It will help you meet other people who have similar interests as you start your journey at Acadia.

Orientation Week will take place this year from September 5th - 12th 2021. As of September 4th 2021 (or when you arrive on campus) Acadia will be a dry campus. Meaning, no one (regardless of age) should be in possession, consume or be under the influence of alcohol during this time. These alcohol restrictions will be lifted Monday, September 13th at 8:00am. Failure to comply will result in judicial follow up under the Student Code of Conduct.



Alcohol Rules and Regulations

Transport of Alcohol

1. Fragile Containers are not permitted in any public common area in residence, including lounge areas where alcohol consumption is otherwise permitted.

Fragile containers are permitted for use in residence rooms.

Partially consumed fragile containers are not permitted to be transported from one area where their use is permitted to another.

2. Alcohol must be in a Closed Container in order to be transported from one area where consumption is permitted to another. Open cups, cans, or other containers are not permitted in residence hallways, elevators, stairwells, or bathrooms.

Fragile containers must remain unopened, and in a bag or box in order to be transported.

No alcohol may be consumed in the hallways while in transit.

3. Consumption of alcohol outside of residence rooms is permitted only in designated residence lounges.

a. Alcohol that is being consumed in a lounge must not be in a fragile container.

b. Residents are permitted one open drink at a time in a lounge where alcohol consumption is approved.

c. Bottles of liquor and/or packs/cases of beer or coolers are not permitted in lounges.

4. No Open Alcohol is permitted outside of any residence building on campus grounds or in the Town of Wolfville.

a. Alcohol must remain unopened in order to be transported between residence buildings.

Approved Areas for Alcohol Consumption

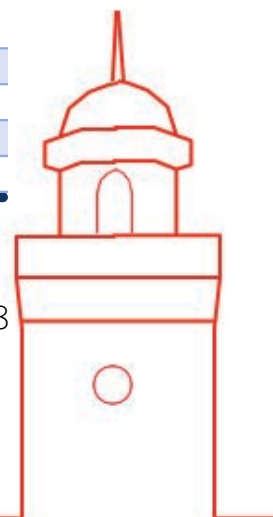
Alcohol may be consumed in private residence rooms or suite lounges and approved lounges.

Residence	Alcohol Free	Alcohol Permitted
Chase Court	Basement Study Rooms	Section Lounges, TV Room, Kitchen
Chipman House	1st Floor Study Room	Floor Lounges
Crowell Tower	1st Floor Study Room	Floor Lounges (2-13), TV Room, UL, Kitchen
Cutten House	2nd Floor Study Rooms	Section Lounges, Kitchen
Dennis House	1st Floor Study Room	Floor Lounges, TV Lounge, Kitchen
Eaton/Christofor Hall	Eaton- Study Room Christofor- Study Room	Eaton & Christofor- 1st Floor Lounge, Kitchens
Roy Jodrey Hall		Floor Lounges, Kitchen
Seminary House	Study Room	Lounges, Kitchen
War Memorial House	2nd Floor Lounge	Floor Lounges/Kitchens 3rd-5th, TV Room, Pool Room
Whitman House	Basement Lounge	2nd Floor Lounge, Kitchen

Parties and Social Gatherings

Residents are not permitted to host or advertise an organized or spontaneous party in residence. A party is defined as any social gathering in residence where there are more than 8 people present and meets one or both of the following criteria:

- Alcohol is being consumed as one of the primary activities;
- Music is a major part of the atmosphere and is too loud to be considered "background music."



Cannabis, Drug, and Smoking Policies

Cannabis

1. Individuals who are nineteen (19) years of age may possess cannabis in residence rooms and on their person (under conditions approved by Acadia University).
 - a. Cannabis must be stored in a sealed, airtight container so that an indiscernible odor is not noticeable outside of a student's room.
2. The use, sale, and/or service of cannabis in any other residence area or at any residence event is governed by the Nova Scotia Liquor Control Act, and the following:
 - a. Consumption of cannabis via smoking and/or vaping is not permitted anywhere in residence.
 - b. Cannabis possession is permitted only for individuals who are nineteen (19) years of age and older
 - c. No underage consumption is permitted.
3. Edibles are not permitted to be cooked/baked/boiled/etc. within residence due to their smell.
 - a. Edibles may be consumed within residence by individuals who are nineteen (19) years of age and older.
4. Cannabis plants may not be grown or kept in residence.

Tobacco-Free

Acadia University is a tobacco-free environment. Use of tobacco products (such as cigarettes, chewing tobacco, cigars, hookahs, e-cigarettes, vaporizers, etc.) is only permitted in the smoking stations located along the perimeter of campus. The use of tobacco products is not permitted in residence.

Smoking Indoors

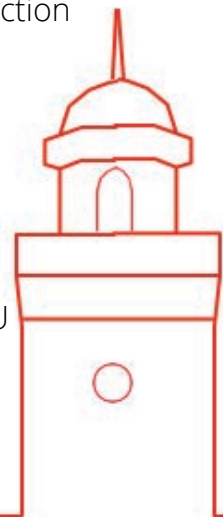
Smoking and vaping are not permitted in any building on campus, including residences. This includes cigarettes, cigars, cannabis (joints, bong, pipes, or other), vape/e-cigarettes, hookah, and other smoking devices. Anyone wishing to smoke must do so in designated smoking areas on campus.

Illegal Substances

In accordance with provincial and federal legislation, illegal drugs and substances are prohibited from residence and Acadia campus. Paraphernalia related to the consumption, use, or production of illegal substances are also prohibited and will be confiscated by campus staff if found in residence.

Businesses and Solicitation

Residents are not permitted to operate a business, or conduct business from their residence room. In addition, solicitation, advertising or campaigning is prohibited in the residences, except for campus events and Acadia Students' Union elections. Students participating in ASU elections are governed by the election policies of the Acadia Students' Union.



Residence Guest Policy

*Guest policies may be subject to changes due to Covid-19

General Guest Rules, Regulations, Responsibilities

1. All Guests are expected to follow all residence and University rules and regulations. This includes the Acadia University Code of Conduct, the Residence Life Handbook and other relevant university policies.
2. Hosts must accompany guests at all times while in their residence building.
3. Hosts will be held accountable for the actions of their guests during their stay. This includes any code or rule violations, damages, or disruptions.
4. Guests must be prepared to present their government or student identification cards to campus staff at any time during their stay. Refusal to present ID, or presentation of a false ID will result in removal from Acadia Campus.
5. Any violations of the policies outlined in this document will result in conduct follow up.

Overnight Guests

1. All guests (on-campus, off-campus, and non-student) must be signed into residence by their host prior to 8pm the night they are expected. Host can sign in guest in the residence portal found using this link:
<https://acadiu.starrezhousing.com/StarRezPortal/7C8870A8/8/9/Home-Home?UrlToken=D2F8A754>
2. Hosts must seek permission from their roommate or suitemate(s) to host a guest two (2) days in advance of their guest's arrival.
3. Each host is permitted no more than one (1) Overnight Guest per person, per night.
4. Hosts must seek permission from the Department of Residence Life if they are planning on hosting an Overnight Guest for longer than three (3) consecutive nights.
5. Hosts who are hosting a Non-Acadia Guest who is under the age of 18 are required to provide their guest's emergency contact information for a parent or legal guardian to their Resident Assistant. This contact information will be used in the event of an emergency.
6. Guests are not permitted to sleep in a room other than the one belonging to their host.

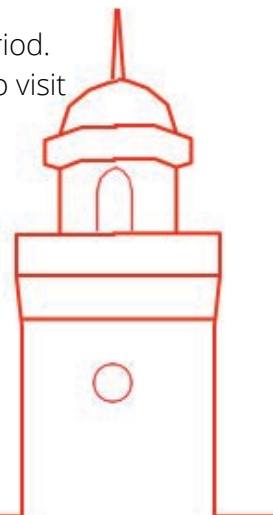
Residence Event Periods

1. A limited number of guests will be permitted depending on the residence in which the event is being held.
2. Residents may request to host a guest on a first-come, first-served basis. Requests will be added to the guest list until the maximum number of guests has been reached.
3. Each resident is permitted to request approval for one (1) guest. Hosts will be notified of the approval or non-approval of their request no later than two days prior to the event.
4. Unregistered Non-Acadia Guests will not be permitted to enter the residence during the Event Period.
5. Unregistered Acadia Guests will not be permitted to enter the Event Area, but may be permitted to visit other areas of the residence (e.g. to study or visit a friend who is not participating in the event).

Campus Event Periods

Particular events in residence and on Acadia campus necessitate additional guest regulations and restrictions. The Department of Residence Life will determine when these additional regulations are required, and publicize them among residents prior to the event taking place. Examples of typical Campus Event Periods requiring additional regulations would be Welcome Week or Homecoming Weekend. Residence Life may implement a Campus-wide Non-Acadia Guest Ban

- a. Non-Acadia guests are not permitted in residence.
- b. This may be used in conjunction with a full Residence Guest Ban for any particular building.



Fire Safety

Appliances

All electrical appliances being used in the residence must be CSA approved. In addition, it is prohibited to use any appliance or device with a heating element or that draws more than 500 watts of power in residence room. Such appliances and devices should only be used in the common kitchen area. These items include (but are not limited to) microwaves, coffee machines, irons, toasters, frying pans, toaster ovens, hotpots, kettles, etc.

Fire Safety Equipment and Systems

In accordance with provincial and federal building codes, and to ensure residents' safety, all residences are outfitted with fire safety equipment, sprinkler systems, and alarms (i.e. sprinklers, smoke detectors, exit signs, emergency exits, fire extinguishers, etc.). Residents must not tamper with or misuse any of this equipment, and should notify their RA, Residence Life, or Safety and Security of any malfunctioning equipment as soon as possible.

Fire Sprinkler

Residents must not hang items from the sprinkler heads or pipes. The water released from fire sprinklers is normally blocked by a thin glass tube (smaller than the width of a pencil) that melts under heat. This tube is fragile and can be easily broken if items are placed on the sprinkler head, causing the sprinkler system to activate and cause extensive water damage. Additionally, items hanging from the sprinkler system will block the normal flow of water and reduce the system's effectiveness at suppressing a fire.

Spring-loaded Door Hinges

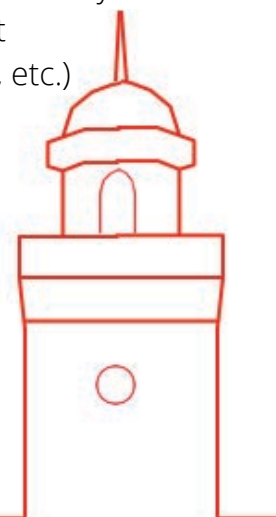
Some doors in residence are spring-loaded for fire safety. This is done to ensure that rooms are secure and to stop a fire from spreading rapidly through open doors. Residents must not tamper with these hinges – those that do may face charges under the non-academic judicial process.

Fire Alarms and Evacuations

In the event of a fire alarm or residence evacuation, all residents are to evacuate the residence as quickly as possible, following the posted evacuation procedures. Residents should feel their doors for heat before entering the hallway to exit the building. Once residents have exited the building, they should proceed directly to the designated meeting place and check-in with their Resident Assistant or Senior Resident Assistant. If a resident is unable to exit their room for any reason (smoke, flames, obstruction, etc.) they should close the room door (sealing the base with an article of clothing or a towel), open their window to ensure fresh air supply, and alert Safety and Security.

Open Flames

Anything that contains an open flames, elements or heat sources are prohibited in residence buildings. This includes: candles, incense, camp stoves and lanterns, lit cigarettes, BBQs, etc.



Safety & Security

Emergency Exits

Emergency exits are to be used only in the event of an emergency or evacuation. These exits are both clearly indicated by an exit sign and alarmed. If an alarm is activated, residents should notify a residence life student staff member who will reset the alarm and investigate the situation. Residents are responsible for ensuring that these doors are secured at all times.

Building Access and Cameras

The front doors of each residence are secured and monitored by a live security feed to ensure the safety and comfort of all residents. Guests must contact the resident they are visiting, the resident must come to the door to admit them to the building. You are responsible for who you let into the building. Residents are responsible to assist in maintaining the security of the residence by ensuring security cameras remain unobstructed and doors remain secured and are not propped open.

Keys and Access Cards

To maintain security of the residence and all student rooms, residents should always know where their key and/or access card is. If a resident loses their key or access card, they should report it to Safety and Security as soon as possible and have the card replaced. Residents are responsible for the costs associated with replacing lost and/or unreturned keys and access cards. Key and/or swipe card access is intended only for the person to whom it was provided by Safety and Security. Your Acadia student identification card is the property of Acadia University and misuse of your card will be dealt with through the conduct process. The following infractions are not permitted: lending your ID card to another person, including the purpose of obtaining access to your residence/room as well as for obtaining meals from meal hall.

Building or Room Lockouts

Residents who are locked out of their room may ask an RA to let them back into their room. If a resident who is locked out is unable to find an RA during the day they should contact Safety and Security at 902-585-1103. If a resident is locked-out during the night they should contact the RA on-duty or Safety and Security to regain access to their room. If issued a temporary card by Security, the resident must return the card to Safety and Security and have their permanent card recoded.

Room Security and Theft Prevention

Each resident's room is equipped with a lock to provide residents with security and privacy. Residents are responsible to protect their belongings from theft and damage by ensuring they close and lock their room door when they are not in their room or able to effectively monitor their room. For additional privacy, residents with swipe-card locks can deploy a deadbolt by lifting their interior door handle upward, or their exterior door handle upward after inserting and removing their key card. Residents should report any thefts to Safety and Security as soon as possible.



Safety & Security

Room Entry by University Staff

Acadia University reserves the right for authorized officials to enter resident rooms without resident consent for the purpose of attending to an emergency (health, fire, safety or mechanical) situation, assessing a potential policy violation, and routine maintenance and safety inspections.

Balconies and Rooftops Residence balconies and rooftops have not been designed for safe student use. Students are not permitted to access them from inside or outside of a building. Students requiring assistance to hang banners, retrieve items, or access a balcony or rooftop for any other reason should contact the Department of Residence Life.

Windows and Screens

Windows and screens are provided to protect residents and their belongings from falls, weather conditions, insects, intruders, etc. Windows on lower floors are equipped with blocks to prevent them opening wide enough to allow a person to enter through the window. Residents are not permitted to remove or tamper with any element of their window or screen or frame. Windows must be shut and secured when residents leave their room for extended periods of time such as, overnight. This is to prevent theft, unauthorized entry and weather damage. This is especially during the winter season to protect the pipes located next to windows from freezing.

Prohibited items

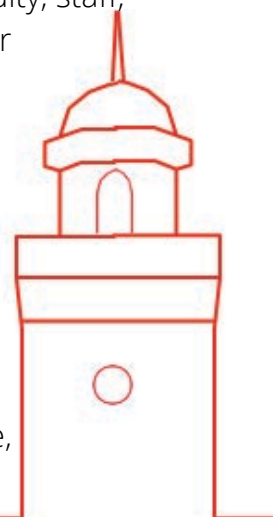
There should be no item in the residence that compromises the safety of any resident or can be used (by design) to injure, discomfort, or disturb any resident. This includes, but is not limited to, weapons or imitation weapons of any type; flammable or explosive liquids, gases, and solids; or hazardous materials. Students who wish to hunt and require an area to store firearms, knives, or other hunting weapons must make arrangements through Safety and Security to store any prohibited items outside of their residence.

Department of Safety and Security

The Department of Safety and Security partners with the campus community, local law enforcement, and community response teams to maintain a safe, secure, and healthy campus for students, faculty, staff, and visitors. They conduct patrols of the campus, including residence on a routine basis. Their grounds team is made up of full time shift supervisors, shift staff and student campus patrol members.

Safety and Security offers a free safe walk home service for students, faculty and staff by request 7 days a week, 365 days a year. Call 585-1103 to have one of our security staff accompany you to your destination on campus.

Sign up for Acadia ALERT to receive texts, emails, or voice messages in the case of an emergency or closure. To sign up email security@acadiau.ca. After you've created your profile, you can update your information by going to the Everbridge Acadia ALERT portal.



Sustainability

Acadia believes that universities have a responsibility to protect the environment and is committed to environmental and social sustainability on campus and in our community. There are many programs and services in residence. Students play an important role in helping make Acadia a sustainable campus.

Acadia Sustainability Office

The Acadia Sustainability Office is responsible for working with all Acadia departments and the ASU to advance sustainability on campus in the areas of water, waste, food and energy. Visit sustainability.acadiau.ca to learn more about sustainability initiatives at Acadia. Or contact the ASU's Sustainability Officer.

Residence Eco-Reps

Eco-Reps work with the Acadia Sustainability Office, the ASU Sustainability Officer and Residence Life to raise awareness about environmental services and implement programs in residence. The positions are open to any interested student living in residence and elections are held in September. Ask your RA or House Council about this program.

Waste

Acadia has a multi-stream waste system on campus, which is one of the most advanced in the world. Please sort your waste into the following streams in the waste stations provided: Paper, Recyclables, Refundables, Organics, Garbage and broken glass. Battery recycling is also available in various locations around campus. If you have any questions about what goes where, ask your custodian or your Residence Eco-Rep or Residence Assistants. You can also help reduce waste at Acadia by using a reusable water bottle and coffee mug.

Heating and Electricity

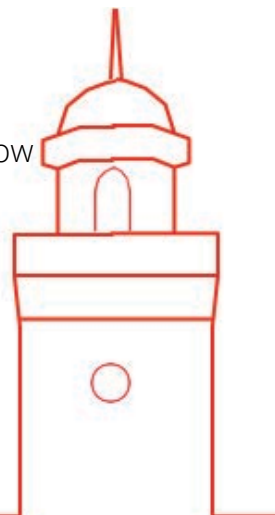
The campus is heated mainly with natural gas, which helps lower our air pollution and greenhouse gas emissions. You can help reduce energy and emissions at Acadia with a few simple actions. Lower your thermostat to 18 degrees Celsius when your room is unoccupied for long periods, close windows when heating is turned on, turn off lights when you leave a room, turn off printers when not in use and unplug electronics when fully charged. Also, look for Energy Star appliances and electronics, which use less energy.

Water

Water on campus is supplied by the Town of Wolfville from a groundwater source. We have reduced our water consumption on campus by 40% over the last 10 years by installing low-flow showers and toilets and other water conservation measures. You can help too. Have shorter showers, run full loads of laundry, and turn off the tap when you brush.

Book-A-Bike

If you don't have a bicycle, you can borrow a bike for free at the library, just like you borrow a book. Stop by the circulation desk to learn more or visit sustainability.acadia.ca.



Dining on Campus

Acadia recognizes that food service is a critical component of the Residence Life Program, and seeks to provide residence students with quality dining options marked by flexibility and value. This section discusses the student dining options, plans, and other aspects of the residence life food service program.

Unlimited Dining plans are compulsory for all students living in residence. Students may choose between the 5-day plan, the 7-day plan, the 7-day plus plan (includes \$325 dining dollars) and the 7-day max plan (includes \$650 dining dollars).

Wheelock Hall

Wheelock Dining Hall has become a versatile and personalized space for Acadia students to enjoy. Enjoy Wheelock Dining Hall and make it your destination for meals, group meetings, casual coffee or study. Specifically, students can look forward to:

- A diverse seating plan, which includes booths, smaller round tables and raised, bar-like seating.
- An Unlimited Dining Plan that allows students to eat and visit as often as they like during operational hours.
- Living room-like areas, which feature sofa seating and televisions.

Special Dietary Needs

- Special dietary needs are accommodated by the university's dining service provider. Residents requiring assistance coordinating their special dietary needs should contact the Dietitian and Sustainability Manager, Victoria Pike- victoria.pike@compass-canada.com.

Sick Trays

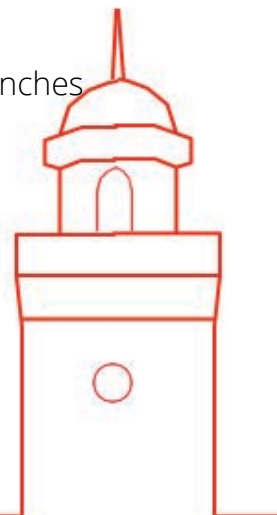
- Sick trays can be prepared for students unable to make it to meals. Residents requiring a sick tray must first have their SRA or RA prepare a 'Sick Tray Request Form.' After the form has been prepared, the resident must arrange for somebody to take the completed form to the Wheelock Dining Hall staff, and bring the tray back to them.

Bag Lunches

- Bag lunches are available to residence students through the food service program. The lunches are prepared by custom order first thing in the morning, and are available for pick-up at Wheelock Dining Hall. Bag lunches must be ordered in advance through the Residential Dining Manager at (902) 542-3049.

Other Locations

Aside from Wheelock, residents may use their dining dollars at three café locations in the Beveridge Arts Centre, Huggins Science Hall, and the Athletics Complex. These locations provide a modest selection of sandwiches, soup, drinks, and snack foods.



Technology Services

A Step by Step Guide to Set You Up for Success:

Technology Services has created two ways to help you get connected to Technology on campus.

- The **New to Acadia Checklist** ts.acadiau.ca/checklist.html provides links to help articles, such as connecting to your email, getting Microsoft 365, and classroom technology.
- Similar information can also be found in the **Technology for Learning at Acadia** digital magazine format <https://sway.office.com/meg6qQRY3ebi8pVp?ref=Link>

Connect to Wi-Fi

To access Acadia's campus Wi-Fi network, click on your network icon and select the "Acadia" network. You will be prompted to enter your username (Example: 012345s) and your password. Use the *Acadia* network rather than *Acadia-Guest*. The Acadia network provides more security and ensures access to all campus resources.

To report a WiFi issue: ts.acadiau.ca/issuewifi.html

Setting Up Your Devices in Residence

You may want to have your gaming console or streaming device set up in your residence room. To use these, you connect to a different WiFi network: **Acadia-DeviceNet**. To connect, you must first register your Mac Address by completing this Service: <https://ts.acadiau.ca/registerdevice.html>.

Using multiple devices at once may impact the WiFi connection for both you and your neighbours. Check out how you can [Keep the Airwaves Clean.](#)

Wireless printing is not available in residence. Instead, **use a USB cable** to connect to your printer. Cables are available for purchase from local stores. As an alternative, printing is available in the Library.

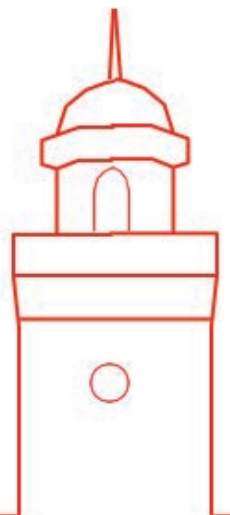
Need to make a phone call?

There is a phone in every residence room. **Dial 7 for an outside line.**

- Incoming and local calls are free.
- All other calls require a calling card available for purchase at local shops.
- Dial 911 for Emergency Services
- Get more [Telephone Information for Students](#)

Follow Technology Services for System Status Notifications:

- System Status Portal: [acadiau.status.page](#). Find out if any services are scheduled for maintenance or experiencing availability issues. Opt-in for additional contact methods or different services.
- Twitter [@TSacadia](#) | Facebook [/AcadiaTS](#) | ts.acadiau.ca | hub.acadiau.ca



Getting Involved



Acadia offers opportunities for every student to find something that interests them and to get involved. Whether inside your residence building or somewhere else on campus, the chances to engage as a citizen in your community are exciting and endless!

Programming

SRAs, RAs are always working to provide the best residence experience for you and your community. Part of their job is to host programs which provide opportunities for your building that help you grow as a person outside the classroom. Keep an eye out for these programs or talk to a RA if you have a something in mind that you would like to see in your building.

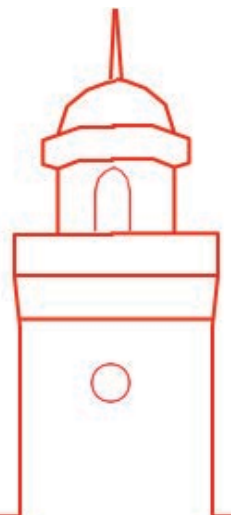
ASU and other campus partners hosts events throughout the year for all students to attend and get involved in the Acadia community.

Clubs

There are many clubs and societies to become a part of at Acadia. The list of clubs currently available on campus can be found on the Acadia Student's Union website. If you don't see something that interests you and are interested in starting a club contact Alicia Johnson.

Intramurals

During the academic year there are a variety of intramural sports run by Athletics. Teams can be formed from within your residence building and this is great way to stay active and meet new friends.



Frequency Asked Questions

How do I submit a maintenance request?

In the event of required non-urgent maintenance to a student room or common area, residents may request maintenance using the following link (under maintenance request) :

<https://acadiu.starrezhousing.com/StarRezPortal/7C8870A8/8/9/Home-Home?UrlToken=D2F8A754>

What do I do if I notice an emergency maintenance issue?

In the event of a serious maintenance problem requiring immediate repair, residents should call Safety and Security at 902-585-1103 so after-hours and weekend repair can be arranged. Some examples of problems requiring immediate repair:

- Malfunctioning lock function on front door of building
- Plumbing issues causing flooding
- Issues with fire suppression sprinkler system
- Elevator entrapment
- Broken window glass
- Other items posing a risk to the security and integrity of the residence building

Am I allowed pets in my room/residence?

To ensure each resident's comfort and safety and to prevent residence damage, pets of any kind are not permitted in the residence, including fish. The only exceptions to this rule are University Professional Staff living in apartments on campus, and individuals with a medically documented requirement for a support animal.

What to do if I start experiencing a technology issue?

Service Desk Consultants will first provide you with phone and online help. If face-to-face service is required, you will be asked to come to the Service Desk, located in the BAC. There are several ways to contact Technology Services for support.

- Live Chat: ts-chat.acadiu.ca connects you to a Service Desk Consultant.
- Self Help and Requests: [HUB Service Portal](#) Self-Help Guides and Service Requests are available 24/7.
- Email: helpdesk@acadiu.ca. A Service Desk Consultant will respond.
- Call: 902-585-HELP (4357).

What to do if I experiencing an ID card/key issue?

Please contact Access Control at accesscontrol@acadiu.ca or 902-585-1736. Access Control is operational Monday to Friday, 8am to 4pm, and located in Northeast Wing of Whitman House, across from the SUB. For after hour issues please contact Department of Safety and Security.

Can I stay in residence during winter break?

Residents can stay on campus for the winter break in December for an additional charge. One residence will remain open for the winter break, pending availability, to accommodate students needing to stay. Students will be required to temporarily move to the winter break residence. Wheelock Dining Hall is not in operation over the Winter Break, however residents will be able to use the kitchen in residence, and in the Wong International Centre. Meals, events, and activities will be planned for residents staying for the winter break, and an RA(s) will be available for support.

Can I stay in residence during the summer?

Residence accommodation is available to students over the summer months. Students wishing to stay for intersession can register with Residence Life. Wheelock Dining Hall is not operational during the summer, however residence kitchen facilities in residence will be available to residents.



Emergency Contacts and Resources

Important Contacts

Emergency: Call 911
Mental Health Crisis Line: 1-888-429-8167
RCMP Non-Emergency Line: 902-542-3817
First Nations and Inuit Hope for Wellness Help line:
1-855-242-3310
Addiction Services (Mon-Fri): 1-855-273-7110
Alcoholics Anonymous: (902) 691-2825

On Campus:

Safety & Security: 902-585-1103

Acadia Counselling Centre:
Old SUB lower level
counselling@acadiau.ca

Polly Leonard
Equity, Diversity, and Inclusion Officer
Bancroft House, Room 103
equity@acadiau.ca
902.585.1298

Allison Smith
Sexualized Violence Response and Education
Coordinator
Student Union Building, 438A
svrec@acadiau.ca

Acadia Women's Centre
womens.centre@acadiau.ca
Student Union Building, Room 505

Acadia Pride
pride@acadiau.ca
Student Union Building

Acadia Mental Health Initiative
amhi@acadiau.ca
Student Union Building

Acadia Student Health Centre
Dennis House (West side entrance)
studenthealth@acadiau.ca
Tel: 902.585.1238
Monday - Friday (September-April)
9:00am - 12:00pm, 1:30pm - 4:00pm

Medical

Valley Regional Hospital
150 Exhibition St, Kentville, NS
(902) 678-7381
*Sexual Assault Nurse Examiners (SANEs) nurses available

Eastern Kings Memorial Community Health Centre
23 Earnscliffe Ave, Wolfville, NS
(902) 542-2266
Monday-Friday 7am-9pm
Saturday: Closed
Sunday: 10am-5pm

Nova Scotia Telecare Service
For trusted, everyday health information and advice from
a Registered Nurse; available in over 125 different
languages
Web: 811.novascotia.ca
Phone: 811
1-866-770-7763

Mental Health

Good2Talk Nova Scotia (Available 24/7)
Professional counsellors provide free, anonymous and
confidential telephone counselling to postsecondary
students.
Phone: 1-833-292-3698

TeenMentalHealth.org (24/7)
Online mental health resources for
students, friends, parents, health
professionals, faculty and staff

Healthy Minds
<https://healthymindsns.ca/>
Mental health supports whenever
students need them.

