## CAMPUS RULES AND REGULATIONS WITHIN THE PREMISES

**I - RESPECT OF PEOPLE AND MATERIAL.**

Everyone must respect each other and be respected in return within his work, leisure/sport activities, private life and relationships.

**The bedrooms are nominally and individually designated, it is forbidden to change bedrooms, nor is it allowed to accommodate someone in your room without the authorization of the Director of the Dormitory/Hall of Residence.**

The layout of the rooms implies the respect of the material/furniture which is reused for future students. All decorations on the wall (of good taste…) must not damage the walls and the furniture. What is authorized as a means to hang your decoration is, thumb tacks with very fine markings, and all other means of leaving marks or damaging the walls is not allowed. **No tape, nails or stickers are to be used on the wall or wood of any sort**.

The fifteen occupiers of each floor/level have an equipped kitchen with a: gas stove, microwave, refrigerator and freezer. All these appliances must be kept in good condition and clean. Respect of the equipment and security measures are important for the well-being and security of everyone.

**II - TRANQUILITY OF THE HALL RESIDENCE**

**Calmness, Peace and Quiet** on each floor is imperative from **10 o’clock** in the evening till **7 o’clock** in the morning. Playing music very loud, shouting, yelling or screaming, moving to and from other rooms in the hallway must be done without disrupting others. Furthermore, all occupants and students are asked to respect the tranquility and calmness of his fellow neighbor and floor.

**ALL or ANY COMPLAINTS by fellow students or occupants WILL BE SANCTIONED!**

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**If further reports of complaints are given, after being warned, the Director has the power and authorization to evict the following individual(s).**

**III - VISITORS**

All visitors must be accompanied within the residence or rooms and is also held responsible of respecting the rules within the premises. All individuals/students living on campus and being visited will be responsible for any misbehavior within the premises.

**IV - ENTRANCE**

Each resident will be given a key for the mailbox and a key for his room, which also allows you to enter the student lobby. A badge will also be given to be able to open the gate, if you have a car, and the badge will also allow you to enter any other areas of the campus authorized, this will be indicated by your residence director.

**V - DIVERSE INFORMATOIN.**

The Campus (Director) is not responsible for any personal objects which may be lost, misplaced in the rooms of the occupants or other rooms within the residence or student lobby, nor the damage, deterioration or theft of bikes or cars, present on campus.

All electronic appliances having another use, other than the use indicated is prohibited at the residence (microwave, heater, camping stove, etc…).

It is strictly forbidden to smoke inside the residence and in your rooms.

The use of illicit substances on the campus premises and residence is prohibited.

**Alcohol Consumption:** for example the campus bar, beer and only beer, is allowed in the residence and kitchen. Drinking alcohol other than what is indicated and established by the Director is permitted. No drinking is allowed in the hallway or other areas of the residence.

**VI- CLEANING**

The cleaning of your room is done once per month by the residence/dormitory cleaning maids. You will be notified the day before of when they will pass by your room. To make their job easier and for the respect of the cleaning ladies, you are asked to make sure your room is appropriate for easy and quick cleaning of your room. Please be reminded to respect all the furniture and any other material put at your disposition.

**VI - SANCTIONS / DISCIPLINERY MEASURES.**

Defacing or damaging of material, loss of keys will result in having to pay for the loss of the objects or material damaged in your room or anywhere else in the building. Not respecting the peace and quiet of your next door neighbor or floor, appropriate attire or extreme deterioration or damage to any material at your disposition will lead to sanctions and possible exclusion from the dormitory/hall of residence director (JACKY DAVID).

If at any moment you have a question or doubt on any given rule, please do not hesitate to see Jacky David or any other person in charge.

Carquefou May 2016.