

# RESIDENTIAL HANDBOOK 2026-2027



PUBLISHED BY  
HOUSING & DINING SERVICES AND RESIDENCE LIFE  
EFFECTIVE FALL 2026, SPRING 2027, SUMMER 2027



University of  
Pittsburgh | Johnstown

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### OFFICE OF HOUSING & DINING SERVICES | OFFICE OF RESIDENCE LIFE | ID Center

130 Student Union

814-269-7115

[www.johnstown.pitt.edu/Housing](http://www.johnstown.pitt.edu/Housing) (upjhousing@pitt.edu)

[www.johnstown.pitt.edu/Residence-Life](http://www.johnstown.pitt.edu/Residence-Life)

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The University of Pittsburgh, as an educational institution, values equality of opportunity. Students can find the University's Notice of Nondiscrimination at the [Office of Institutional Engagement and Wellbeing](#). For complete details on the University's Nondiscrimination Policy, please refer to [Policy CS07](#). For information on how to file a complaint under this policy, please refer to Procedure CS07, or [file a report](#) about a bias incident via the Pitt Concern Connection.

*This Residential Handbook is subject to change without notice. This document has been created to provide you with a reference for living on campus and should be read in conjunction with the Housing and Dining Services contract and the Student Code of Conduct. Violations of this publication and/or the Housing and Dining Services contract are considered violations of the Code of Conduct and could result in fines and/or judicial action.*

*The complete text of the Housing and Dining Services Contract can be found on our [web page](#).*

## WHAT TO LEAVE AT HOME

Your safety and well-being are a top priority at Pitt-Johnstown. Therefore, the following items are not allowed on campus. This is a partial list. A complete list can be found at [www.johnstown.pitt.edu/what-bring](http://www.johnstown.pitt.edu/what-bring).

- Adhesive lighting (including LED string lights)
- Appliances including air conditioning units, portable heaters, refrigerators (including personal-sized units), dehumidifiers, freezers, microwaves, etc.
- Bed lofting systems
- Candles, wax burners, and plug-in-type air fresheners
- Construction materials
- Cooking appliances (incl. hot plates, griddles, coffee makers, toasters, air fryers, instant pots/rice cookers) with exposed heating elements. Keurig-type coffee makers are permitted.
- Dart boards
- Drones
- E-bikes/scooters powered by lithium batteries (permitted on campus but not inside residence halls)
- Explosives (including fireworks)
- Extension cords (light-weight, 12 gauge or less) or non-circuited/non-surge protected multi outlet power strips
- Furniture (recliners, loveseats, upholstered chairs, futons, couches, mattresses, over-sized bean bags)
- Gas grills
- Guns (including paintball, BB, pellet, "air" guns, and ammunition of any kind)
- Halogen lamps, lava lamps, and lighting that generates extreme heat
- Hover boards
- Illegal drugs and related paraphernalia
- Incense and incense burners
- Items related to excessive alcohol consumption
- Lighter fluid, propane tanks, or flammable liquids
- Martial arts devices
- Paint or hazardous materials
- Personal, upholstered furniture
- Pets (fish in a 10-gallon tank or less ARE permitted)
- Power tools
- Propane tanks
- Tattoo guns/needles and related paraphernalia
- Wallpaper or adhesive wall coverings (including "removable" wall paper)
- Wall mounts for TVs, speakers, etc.
- Weapons and ammunition of any kind such as guns (including paintball, BB, pellet & "air"), bows and arrows, tasers, and knives with blades longer than 3 inches
- Weight and exercise equipment

## HOUSING OPTIONS and AMENITIES

We are committed to providing a comfortable, supportive living environment for our residential students. Each student is provided with a twin-XL bed and mattress, desk with chair, dresser, microwave, and mini-fridge. Flame-retardant window treatments are provided in each room. All residential facilities are equipped with card reader access that allows only the students assigned to that particular building to enter the facility. Residents also have access to free laundry facilities, which are conveniently located. Students residing in campus residence halls have access to a dedicated wi-fi network (managed by Boldyn Networks). Campus Police officers are available and patrol campus 24/7. Emergency call boxes are conveniently located across campus and can be used to summon Campus Police.

### LAUNDRY

Laundry facilities are available to students free-of-charge and are located either inside the residence hall or within close proximity. Questions regarding the laundry or requests for repairs should be submitted to the laundry vendor by following the instructions posted in the laundry rooms. Please note that the University's maintenance staff does not repair or maintain laundry machines. If you encounter a problem with one of the machines, information is posted in all laundry areas explaining how to report the issue. Any person found tampering with or misusing any machine or appliance will be prosecuted criminally and may be referred to the University's judicial system. Items left in washers or dryers for more than 24 hours will be considered abandoned and could be discarded.

### MAILROOM

All residents receive a free mailbox for use during the academic year. Mailboxes are located adjacent to the Mailroom (lower level of the Student Union). Mailbox keys should be picked up in the Mailroom and returned there when moving off campus. Other deliveries too large to fit in a mailbox can be picked up in the Mailroom during their normal hours of operation.

### RESIDENTIAL FACILITIES

Pitt-Johnstown offers a variety of residential living options ranging from traditional suites to apartment-style to traditional double rooms.

- **First-Year Residence Halls**

Traditional incoming first-year students are housed among the five first-year residence halls: Hemlock, Hickory, Laurel, Maple, and Oak. These facilities feature double rooms arranged in suites (two rooms share a bathroom). A mini-fridge and microwave oven are provided in all first-year rooms.

- **Living Learning Center**

The Living-Learning Center (LLC), our largest residence facility, houses 400 upper-class students in two-person rooms with a private bathroom (featuring toilet and shower). The location is ideally suited for students in the Engineering and Nursing programs and offers convenient, adjacent parking. All rooms are air conditioned and the building offers in-premises laundry facilities, a study area, a recreation room, and a multi-purpose room with a dance floor.

- **Lodges**

The lodges offer a unique community living experience for groups of eight or more as well as individual students. The lodges feature two-room suites with a private vanity and an adjoining shared bathroom. In addition, each lodge has at least one large lobby or gathering place for its residents.

- **Townhouses**

Townhouses offer 40 fully furnished (including kitchen appliances) apartments housing four residents per unit. The first floor contains a kitchen, living room, and half bathroom. The second floor contains two bedrooms and a full bathroom with a full-sized tub and shower. Students residing in a townhouse are not required to enroll in a meal plan but are welcome to do so.

- **Willow Hall**

Willow Hall houses 108 students in apartment-style living. The fully air-conditioned building features a first-floor common area, meeting/study spaces, and laundry facilities. Half of the 24 suites accommodate four students in private bedrooms and the other 12 suites accommodate five students, and feature three private bedrooms and one double bedroom. All suites include two bathrooms, a common living room, a shared storage closet, and a kitchenette. The kitchenette contains cabinetry, a sink, microwave, and full-sized refrigerator.

- **College Park Apartments**

These one- and two-bedroom apartments and studios offer independent living for a total of 140 students in a secure-access facility. The group-style, off-campus housing facility is air conditioned and includes an elevator, on-site laundry facilities, and a fully equipped kitchen in each unit. Bedrooms are double occupancy, and apartments configured with one bath, one-and-one-half baths, or two baths; a living room; and a kitchen/dining area. Apartments are fully furnished and include kitchen appliances. CPA is a great choice for students who want a little more space than a traditional residence hall and the ability to prepare their own meals. Students residing in CPA are not required to enroll in a meal plan but are welcome to do so.

### WI-FI SERVICE

Wi-Fi service in the residence halls is provided by Boldyn Networks and offers:

- Ability to connect up to 12 devices simultaneously with guaranteed speeds (140 Mbps downloads/50 Mbps uploads) to each of your devices.
- Opportunity to create a personal network to connect your smart devices.
- 24/7 dedicated tech support.

Instructions on how to connect to the system are available on the special Boldyn web page created specifically for Pitt-Johnstown: [Johnstown.hed.boldyn.com](http://Johnstown.hed.boldyn.com). In addition to an FAQ, that page contains information on how to contact Boldyn tech support. Please note that Pitt-Johnstown Information Technology cannot answer questions relating to residential wi-fi service.

### RESIDENCE HALL CLOSING DATES/TIMES

Pitt-Johnstown residence halls are officially closed during Thanksgiving recess, winter recess, and spring break. University of Pittsburgh policy does not permit students to be in residence halls during those periods. The only exceptions are student-athletes who are required to be on campus in order to participate in their NCAA-sanctioned sport. Students are encouraged to make travel arrangements as early as possible in order to ensure compliance with the following closing schedule:

Recess Period	Res Halls Close	Res Hall Reopen
Thanksgiving Recess	Saturday, Nov. 21 (10 a.m.)	Sunday, Nov 29 (8 a.m.)
Winter Recess*	Saturday, Dec. 12 (10 a.m.)	Sunday, Jan. 10 (8 a.m.)
Spring Break	Saturday, March 6 (10 a.m.)	Sunday, March 14 (8 a.m.)
Summer*	Saturday, April 30 (9 a.m.)	

*\*Students are required to depart campus within 12 hours of their last exam.*

## HOUSING PROCEDURES

Being a member of the University of Pittsburgh community is a privilege. This privilege comes with the responsibility to act in accordance with all institutional rules and policies.

As members of the Pitt-Johnstown community, all students are expected to comply with all federal, state, and local laws and ordinances. In addition, all students should be familiar with the *Student Code of Conduct*. Likewise, all resident students should be familiar with the terms and conditions of the current *Housing and Dining Services Contract*.

### ACCOMMODATIONS FOR MEDICAL CONDITIONS

The University of Pittsburgh at Johnstown provides reasonable accommodations for students with disabilities as outlined by the Americans with Disabilities Act. Students requesting housing adjustments or accommodations due to disabilities must contact the Office of Health and Counseling Services (814-269-7119; ohcs@pitt.edu). Students with medical accommodations are assigned to rooms/buildings by the Office of Housing and Dining Services based on the facility best-suited for their accommodation(s). As a result, students might not be assigned to a room or building they have specifically requested.

### ASSIGNMENTS

The Office of Housing and Dining Services has the sole right to make assignments and reassignments in the residential facilities. Students can be reassigned to another facility at any time during the academic year at the discretion of the Executive Director of Housing and Dining Services or designee. Administrative reassignments can occur when a student's lifestyle, hygiene, health, or behavior may adversely affect the other students in the facility, or when the need arises to make optimal use of the facilities. If possible, a student will be given a 24-hour notice before an administrative room change occurs. A student is responsible for any costs incurred if a move results in increased housing fees. A private room rate will be charged not only to a student who requests and is granted a private room, but also to one who chooses not to move out of an assigned room or refuses to allow another student to move into the room. Such action could also result in a fine and/or disciplinary action. Students must move into their assigned space during move in periods. Moving into a different space than the one assigned may result in fines and/or disciplinary action.

### ASSIGNMENT CHANGES

Room changes are subject to the approval of the Office of Housing and Dining Services. Students may not move to another assignment without first receiving that approval. In most cases involving a roommate conflict, residents will be asked to participate in a formal mediation process. Students who have a concern about a roommate conflict should first attempt to resolve the issue informally with their RA. A student is responsible for any costs incurred should a move result in increased housing fees. Students moving without prior approval could be subject to a fine and/or disciplinary action.

### AVAILABILITY OF RESIDENTIAL FACILITIES

Residential facilities will be available for occupancy based on students' assigned move-in day and time (unless other arrangements are made in advance) and must be vacated and left in good order no later than 12 hours after the student's last scheduled final examination in the academic period covered. Students who withdraw from the University must vacate the premises within 24 hours.

Students wishing to arrive earlier or stay later than the above dates may be billed a nightly rate outside the current term rate. Students wishing to arrive early or stay late must receive permission from the Office of Housing and Dining Services. Students not obtaining permission may face fines and/or judicial action. Failure to read or act upon emails sent regarding early arrival or late stay does not excuse a student from fines and/or judicial action.

## **BED BUGS**

Bed bugs are an unfortunate reality when residing in a shared living environment. Students who suspect a case of bed bugs should contact Facilities Management immediately. A full assessment will be made of the space to determine if bed bugs are present. If bed bugs are confirmed the University has a process in place to respond and address the issue. A copy of Bed Bug Protocol is available in the "Housing Forms and Publications" section of our Housing [web page](#).

## **CHECKING OUT OF RESIDENTIAL FACILITIES**

Students vacating their rooms at any time during a term or at the close of a term must complete the following before leaving (this only applies to students who are NOT returning to campus housing during the current academic year):

1. Ensure that their facility is clean and in good condition. A cleaning fee will be charged to any students whose living areas are excessively dirty.
2. Unless choosing to take advantage of the "Express Check-Out" option, meet with an RA to conduct a room inspection. Damages found will be assessed to the residents of the room in which they are found.
3. After an inspection, keys are to be returned to the RA conducting the inspection. Due to safety protocol, students who do not return their key upon departure will be charged for a lock core change and production of new keys. Personal property left in any residential facility upon completion of check-out becomes the property of the University five business days following departure and will be discarded.
4. Students can choose to use the Express Check-Out option. This option is available if an RA is unavailable or if the student simply chooses to expedite the check-out process. The student will obtain an Express Check-Out envelope (available from any RA or in the Housing Office), empty their room of belongings, place the room key in the envelope, and take it to the Office of Housing and Dining Services or place it in the Room Key Drop Box located outside of 130 Student Union. Keys should not be given to a roommate or left in the student's room. The RA will then inspect the room without the student present. When choosing the Express Check-Out option, the student waives the right to dispute any charges that may result from room damages, etc. All other check-out policies are in effect when using the Express Check-Out option. Residents of townhouses, which are keyless, should check out using the Self-Check Out feature on the Housing Portal.
5. Students failing to follow the above procedures will be cited for an improper check-out and may be subject to fines and/or penalties.
6. Students who plan to return for spring semester do not need to return their room key or remove their belongings at the end of the fall semester. The University does recommend, however, that students take valuable items (i.e., laptops, gaming systems) home during the break.

## **COMMUNICATION WITH STUDENT HOUSING**

Any request, cancellation, application, or similar communication with the Office of Housing and Dining Services must be initiated by the student. Unless the student is under the age of 18, staff cannot respond to requests from parents, guardians, or similar agencies on the student's behalf. Communication should be through one of the following methods: 1) via email from the student's Pitt email address, or 2) in person at our office, 130 Student Union. Failure to read or respond to an email message is not an accepted excuse for failing to meet a deadline or for failing to take requested action.

## **CRIMINAL DISCLOSURE**

Resident students must disclose to the Office of Housing and Dining Services any felony convictions or other convictions for sexual offenses or drug distribution, sale, or manufacture. If a student has any such conviction(s), residing in on-campus housing first requires express permission from the Office of Housing and Dining Services. Students with such convictions must agree to a background check and must adhere to any reasonable housing

conditions placed on them at the discretion of the Office of Housing and Dining Services. Based on the nature and circumstances of past or future convictions, the student can be prevented from residing in University-owned housing.

### **GENDER-INCLUSIVE HOUSING**

Gender-inclusive housing provides students the opportunity to live with a student of their choosing regardless of gender or gender identity or expression. If one of the students in a gender-inclusive assignment cancels their housing contract or moves out of the room for any other reason, the remaining student(s) may identify a new roommate to fill this vacancy. If the remaining roommate(s) cannot identify a new roommate, the Office of Housing and Dining Services may assign a new roommate to the room, the room may revert to a single-gender room, and a new roommate may be assigned based upon the gender of the remaining roommate(s).

### **HOUSING DEPOSIT AND REFUNDS**

A \$150 housing deposit is required for all students when applying for campus housing. Note: The deposit is held against the spring term housing fee. This deposit is refundable under certain circumstances. For detailed information on how to cancel housing and have the housing deposit refunded, please reference the current *Housing and Dining Services* contract. A housing deposit is not required for summer housing.

### **HOUSING CANCELLATIONS**

Refer to the current Housing and Dining Services contract for more details.

- **Starting the day on which residence halls open (as specified by the University of Pittsburgh at Johnstown Academic Calendar) but on or before 60% of the term is completed:** The student can cancel their housing for certain reasons but the housing deposit will be retained by the University and the student will be liable for a percentage of housing charges.
  - The date on which 60% of the term for the 2026 fall term is October 23 and the date for the 2027 spring term is March 19.
  - The student's prorated liability for housing charges will be determined by multiplying the predetermined daily housing rate by the number of days the student resided on campus (which is counted until the student removes all belongings and returns the room key). The daily rate is determined on a yearly basis by the University prior to the start of the fall term.
  - The student's prorated liability for meal membership charges will be determined by the week in which the student removes all belongings and returns the room key.
  - After the term has begun but on or before 60% is completed, the housing deposit will be forfeited to the University if the student cancels their housing due to any unqualified reason including but not limited to: withdrawal/resignation from the University or transferring to another college or university.
- **After the date on which 60% of the term has been completed,** this Contract cannot be canceled and no refunds or proration will occur, except for qualified reasons.
- **The Office of Housing and Dining Services is not able to release the student from a Housing & Dining Contract to move off campus or commute.** Students who cancel their housing after the semester has begun will be responsible for all charges accrued until the date of cancellation (which includes the date student's belongings are removed and the key is returned) or one week (seven nights) of housing and meal plan charges (whichever is greater) plus 20% of the remaining housing charges for the semester.

### **INSPECTIONS**

Students are expected to clean their facility, remove all garbage, and maintain their rooms (and bathrooms) in a clean and hygienic manner. Students will be billed for missing or damaged property and for cleaning charges. Action on all health and/or safety issues will be documented on inspection forms and may warrant judicial action and/or criminal prosecution. Students failing to correct health and/or safety issues could face judicial action and/or criminal prosecution. Residence Life staff will conduct announced health and safety inspections.

## **IT TECHNICAL SUPPORT**

Students who are experiencing issues with campus technology (i.e., network access problems, account, or password issues), should contact the IT Help Desk using one of the following methods:

- Browse: [www.upj.pitt.edu/PJIThelp](http://www.upj.pitt.edu/PJIThelp)
- Text: PJIT to 814-886-1600
- Call: 814-269-PJIT
- Email: [PJIThelp@pitt.edu](mailto:PJIThelp@pitt.edu)

For issues with wi-fi in your residence hall, go to [Johnstown.hed.boldyn.com](http://Johnstown.hed.boldyn.com) for tech support info.

## **MAINTENANCE REQUESTS**

Students who have a maintenance need (i.e., malfunctioning heating unit, plumbing issue, leak, non-working refrigerator or microwave, etc.) should submit an online work order via the [Campus Services](#) web page. For emergencies that occur during the evening or on weekends, students should also contact an RA.

## **ROOM CHANGES**

All room assignments are frozen until the second week of each term. Students may request a room change by completing the online room change request form after the first week of classes. Room changes are granted at the sole discretion of the Office of Housing and Dining Services, which reserves the right to offer a different room than the one requested by the student on the request form. Students requesting to move more than once will be charged an administrative fee of \$50 for each subsequent move. This fee may be waived at the discretion of the Office of Housing and Dining Services. Room changes will not be made for reasons that violate the University's non-discrimination policy.

## **ROOM VACANCIES**

Vacancies in rooms, suites, and lodges will be available for students to select when changing rooms. The exception is vacancies in organizational (Greek) housing. When a vacancy occurs, students should be prepared for another student to move into the vacancy at any time. Refusing to allow a student to move into a vacancy could result in disciplinary action and/or fines, including being charged for a private room. Moving into an available space without authorization from the Office of Housing and Dining Services could result in disciplinary action and/or fines.

## **ROOM CONSOLIDATION**

When deemed necessary, the Office of Housing and Dining Services may consolidate students who do not have a roommate. This process can occur in either the fall or spring terms, or both. Detailed instructions will be sent to students involved in the process. The consolidation process is not necessarily implemented every term.

## **ROOM ENTRY**

The University reserves the right for authorized representatives to enter the premises for housekeeping purposes, for damage and/or cleanliness inspections, for repairs or maintenance, to determine occupancy, to ensure the well-being and safety of members of the University community, to check the condition of University property, or to recover University property. In addition, rooms can be entered when there is probable cause to believe that a violation of University policy and/or state or federal law has taken place or is taking place.

## **RE-CONTRACTING**

Students desiring to return to campus residences for the following year may do so during the re-contracting process that takes place every spring term. Students will be charged a \$150 room deposit. After the \$150 room deposit is paid, students can complete a housing application. Completing a housing application and room selection are two separate processes. Students who do not participate in the room selection process will be assigned to a room by our automated housing assignment process over the summer.

## RECESS PERIODS

All residential facilities will be closed between terms, during Thanksgiving Recess, and Spring Break. Residents are responsible for making their own temporary, off-campus housing arrangements if they are not able to travel home during periods of closure. Dining facilities will close during all breaks and periods of closure. Anyone found in University housing during a period of closure without authorization will be subject to University disciplinary action and/or criminal prosecution. No students are permitted to reside in campus housing during periods when residence halls are considered “closed.” See page 3 for closure dates.

## STUDENTS’ RIGHTS & RESPONSIBILITIES IN THE JUDICIAL PROCESS

The Residence Life staff (RAs) are actively involved in working with students to create an academically supportive environment. The staff are committed to encouraging students to adhere to University policies and procedures and exhibit appropriate behavior at all times. While educating students about what it means to be a member of a residential living community, the staff must address the behavior of individuals who act inappropriately and/or who serve as a disruption within the community. Students are responsible for their own actions and the actions of their guests at all times and places on campus. Additionally, it is the responsibility of all resident students and their guests to respectfully comply with the directives given by the members of the Residence Life and Housing & Dining Services staff.

Depending upon the nature and severity of an incident, a student’s behavior could result in one or several possible interventions including an informal discussion with one’s Resident Assistant or Head Resident Assistant, an administrative hearing conducted by an Area Coordinator, a judicial referral to the Office of Student Conduct and Conflict Resolution, and/or the involvement of University Police. Some actions could result in a student’s immediate removal from living in and/or visiting campus residential facilities. Additional information on the judicial system can be found in the *Student Code of Conduct*.

### REMINDERS ABOUT ELIGIBILITY TO LIVE ON CAMPUS

- All students must be enrolled for actively participate in a minimum of 12 credits (full-time status) in order to reside on campus. If a student drops below full-time status at any time during the semester, they will be ineligible to remain in residency and will be required to move off-campus. Students who fail to actively participate in their classes will forfeit their residency privileges and will be required to move off-campus.
- Students who are not enrolled prior to the start of the term will not be permitted to move onto campus. Students who attempt to move in without a full-time schedule will be denied entry to the residence halls.
- Students who do not plan to return after the fall semester should submit a housing cancellation and remove their belongings prior to leaving for winter recess. Students whose belongings remain in their room after the start of the spring term will accrue daily housing charges. On the fifth day of the spring term, belongings will be considered abandoned and discarded.

## **HOUSING POLICIES**

### **ABANDONED ITEMS**

Any belongings left behind for five (5) business days after a student leaves campus will be considered abandoned and will be disposed of by the University with no liability. Students will be charged for packing, removing, and disposing of abandoned items.

### **ALCOHOL POLICY - RESIDENTIAL FACILITIES**

The University has established a comprehensive policy concerning the use and abuse of alcohol and other drugs by students and employees. It is of the utmost importance that each student read and be familiar with University policies regarding alcohol and other drugs. As adults, students are expected to obey the law and take responsibility for their conduct. The relationship between the University and students is a non-custodial one. The University will not invade the personal lives of its community members (faculty, staff, students, or others) on or off the campus, nor conduct unreasonable searches and seizures. University policy has been designed to give reasonable assurance of compliance with campus regulations, township ordinances, and state laws. Members of the University community will be subject to disciplinary action, or legal process, for violation of laws, ordinances, and regulations, as well as procedures designed to comply with the same.

### **ARRIVING EARLY/STAYING LATE**

The Office of Housing and Dining Services recognizes that some students need to arrive on campus before the residence halls are officially open. Students are permitted to arrive early if it is required due to official University business or if it is the result of extenuating international travel issues. Students who need to move to campus prior to opening should complete the Early Arrival Request form in the Housing Portal.

Similarly, some students need to remain on campus after the residence halls are officially closed. Students are permitted to stay if it is required due to official University business, including graduation. A Late-Stay Request form must be completed for any student needing to remain on campus. Students should make travel arrangements in advance in order to ensure they depart prior to the official residence hall closing.

Students who arrive early or stay late could be subject to a nightly charge since the residence halls are not officially open. To ensure the safety of the campus community no student is permitted on campus without having submitted the appropriate form and receiving approval from the Office of Housing and Dining Services. Students found on campus without authorization may be subject to fines and/or judicial action. Permission to arrive early or stay late is granted at the sole discretion of Housing and Dining Services.

### **CLEANING POLICY**

It is important that rooms (including bathroom facilities) remain clean to promote a healthy and safe living environment. Regular cleaning, especially bathrooms, helps prevent pests, microbial growth, and other health and safety hazards. It is the responsibility of each resident to maintain the cleanliness of their room, suite, townhouse, or apartment. Custodial staff will regularly clean all public and common area bathrooms but not individual bathrooms while the associated living space is occupied. Vacuum cleaners are available for loan in each residential building/community. Student should contact one of their RAs to make arrangements to borrow one. Rooms deemed to present a health or safety risk due to their condition will be professionally cleaned and the resident(s) will be charged a cleaning fee.

### **CONFISCATION**

If stolen property, contraband, prohibited items, and/or item(s) considered a danger to a student or the community is found in a student's possession, University personnel will remove it immediately. Contraband includes, but is not limited to, fire hazards, prohibited items such as candles, cooking appliances, weapons, illegal drugs, drug paraphernalia, etc. The student or students in whose room, lodge, suite, townhouse, or

apartment the item is found will be subject to University action and/or criminal prosecution. Some confiscated items may be retrieved within one week of the date of confiscation. Any retrieved item must be permanently removed from campus immediately. Items related to alcohol and/or drug use or items that could present a danger may not be retrieved. Any item not retrieved within one week becomes the property of the University.

### **DAMAGES AND LIABILITY**

The University does not assume responsibility for any resident's, guests' or other person's loss of money or valuables or for the loss of personal property due to natural or unnatural causes. Students whose personal property is not covered by their parents' or guardians' personal property insurance policy, should purchase coverage.

1. Only maintenance and/or custodial staff members may repair, replace, or adjust University equipment or property. Residents are not permitted to do so.
2. All residents of a room, suite, lodge, townhouse, or apartment are held mutually liable for damages to public and/or private areas when individual responsibility for the damages cannot be clearly established.
3. An individual is held solely liable for public or private area damages to a room, suite, townhouse, lodge, or apartment when individual responsibility can be clearly established.
4. Living spaces and common areas must be in the same condition upon resident departure as recorded on the condition report upon arrival.
5. Residents are responsible for securing their room, suite, townhouse, lodge, or apartment. Residents can be held accountable for loss of personal belongings or University property.
6. Residents who observe vandalism within or around residential facilities, and who do not report the vandalism to the Office of Housing and Dining Services, Residence Life staff (RA) or University Police can also be found financially or judicially liable for damages.
7. A student's failure to remit payment when found financially liable will result in an administrative hold being placed on the student's University account. This hold may prevent a student from scheduling classes, completing a housing application, completing early arrival/late stay requests, etc.
8. Because the University considers it a privilege and not a right to reside in campus housing, those students who, on the basis of campus records, participate in or are responsible for excessive and/or malicious damage to University property may be required to immediately vacate campus housing and/or may lose on-campus housing privileges.

### **DISORDERLY CONDUCT**

At all times, students are expected to act in a mature, rational, and respectful manner towards one another and all University faculty, staff, and administrators. Actions, attitudes, and behaviors to the contrary aimed, either directly or indirectly, towards any member of the University community will be appropriately addressed through the University's judicial system, which could result in criminal charges, if warranted. In every situation alleging disorderly conduct, a student's residency status is questioned and could be altered and/or revoked.

### **DRUGS**

On-campus possession, sale, or use of any controlled substances (as defined under the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act 64 of 1972) is prohibited. Students who are found to possess, sell, or use these substances could be required to vacate University housing immediately and are also subject to permanent disciplinary dismissal from the University and/or criminal prosecution.

### **FIRE SAFETY/FIRE SAFETY EQUIPMENT**

Each residential facility is equipped with a central fire alarm system. If an alarm sounds, students are required to immediately evacuate their facility. Obstruction of or disobeying emergency evacuation procedures will result in judicial and/or criminal action. Abuse, tampering, misuse, or unauthorized use of fire safety equipment, including, but not limited to, covering an exit sign, covering a smoke detector, setting off false alarms or false alarm boxes, or intentionally activating a sprinkler system, smoke detector, fire extinguisher, or fire hose connection, is prohibited and will result in appropriate fines and/or University action, up to and including

termination of housing and criminal prosecution. Additionally, students are not permitted to attempt to access or tamper with utility panels. Setting fires in the residential facilities or surrounding areas is prohibited and punishable under the Pennsylvania Fire Code. This includes, but is not limited to, setting fire to bulletin boards, wall coverings, posters/ flyers, trash containers, furniture, door decorations and/or setting fires or burning items outside of a residential facility. Students may not place curtains or any other type of fabric on windows, nor hang flammable items (including cardboard beer boxes) on the walls. No devices may be affixed to doors that could prevent access by emergency personnel.

### **FIREARMS AND WEAPONS**

Possession of firearms and/or weapons in University housing or on University premises is strictly prohibited. Included in the University's definition of firearms and weapons are pellet guns, BB guns, airsoft guns, paintball guns, ammunition, bows and arrows, knives, sling shots, darts, martial arts implements, and any item described as being an "offensive weapon" under the Pennsylvania Crimes Code. Due to the popularity of hunting in the Johnstown area, arrangements can be made with University Police for storage of firearms/weapons. Any student desiring this service can make appropriate arrangements by contacting University Police at 814-269-7005. (Note: The storage of firearms/weapons with University Police is a service and a privilege. Failure to return them to University Police immediately upon returning to campus will result in revocation of this privilege.) Residents must report the possession, use, or storage of any firearm, weapon or explosive device to University Police when they are aware of such possession. Game animals killed while on hunting trips may not be brought to campus and dressed/processed. All cleaning and dressing must be done off of campus property.

### **FIREWORKS**

Pennsylvania law forbids the use of smoke bombs, firecrackers, fireworks, and other incendiary devices. Possession and/or use will result in disciplinary sanctions and/or police action.

### **FURNITURE**

For the health and safety of the campus community, no non-university furnishings (personal furniture) are permitted in any campus residence hall. Any personal furniture found in a residence hall will be removed immediately and discarded. For safety reasons, non-University provided lofting systems and improvised furniture are not permitted in any rooms or shared common spaces. Additionally, any students bringing personal furniture to campus will be subject to a \$100 fine. Students should not arrange furniture in a manner that blocks heating sources or prevents egress.

### **GUEST AND VISITOR POLICY - DAYTIME**

All visits are subject to the following conditions:

1. A visitor/guest is defined as any person not assigned to that hall or room.
2. The roommate's approval is required.
3. All residents and visitors/guests must present proper photo identification upon request. Proper identification for visitors/guests includes state-issued identification as well as identification cards from other schools.
4. The resident must escort all visitors/guests while in the building. Residents are limited to two visitors/guests per room at any one time, provided the room capacity is not exceeded. A resident may not entertain persons under the age of 16 (unless the minor is accompanied by a parent) or over the age of 24 (unless the guest is a parent/guardian). At no time are non-students under the age of 18 permitted to stay in the residence halls overnight.

### **GUEST AND VISITOR POLICY - OVERNIGHT**

An overnight guest is defined as any non-resident guest visiting between the hours of 12 a.m. and 8 a.m., during the fall, spring, or summer terms. All visitation regulations apply to overnight guests (see "Guest and Visitor Policy"). Residents may have overnight guests subject to the following additional conditions:

1. Overnight guests are not permitted during the following times: Fall Break, Thanksgiving Recess, Spring Break, or final exams week.
2. All non-resident overnight guests must be registered via an online overnight guest registration form completed by the host student in the Housing Portal. The overnight guest form must be completed by 12 p.m. the day before the visit (by 12 p.m., Thursday for weekend guests) and roommate approval must be received by 3 p.m. the day before the visit (by 3 p.m., Thursday for weekend guests). The roommate's approval is required even if the roommate will not be in the room during the guest's stay. Due to the shortened timeline, late registrations cannot be accepted. Incomplete forms will not be approved. Note: Overnight guest requests are not checked over the weekend.
3. Hosts will receive an approval or denial email once the registration form has been reviewed and the roommate agreement has been completed. If approved, it is the host's responsibility to check the guest in and out with an RA.
4. Residents of first-year buildings, lodges, and the LLC may not have more than one overnight guest at one time. Residents of townhouses, Willow Hall, and CPA may have up to two overnight guests at one time provided the room capacity is not exceeded.
5. An overnight guest may not stay longer than three consecutive days (Sunday through Saturday).
6. A resident is limited to having six guest nights during any calendar month.
7. Guests must abide by the Student Code of Conduct. Violations of the Student Code of Conduct could result in the immediate removal of the guest from campus.
8. The total number of overnight guest nights allowed for any resident student is 12 per term.
9. Hosts must check in and check out guests with an RA. Failure to do so will result in host probation or suspension. Approved guests may not check in with an RA before 12:00 p.m. on the day of arrival and must check out by 10:00 p.m. on the day of departure.

## PRIVATE ROOMS

There are several misconceptions regarding private rooms. This information is intended to clarify policies and procedures regarding private rooms:

- **Private rooms are not guaranteed.**
- In order to be considered for a private room, a student must complete a Private Room Request form, which is available in the Housing Forms & Tasks section of the Housing Portal. Submitting the request does not automatically guarantee a private room.
- In order to be equitable, private rooms are offered on a seniority basis according to a student's terms-in-residence (the number of terms a student has lived on campus, not including summer). There are no exceptions.
- Private rooms are based upon availability. For that reason, most private room requests are not reviewed until AFTER the semester has begun and all students are housed. Additionally, a private room might not be offered in a student's preferred location. Students who decline the offer of a private room will be placed at the bottom of the waiting list.
- Once a student accepts a private room, that room will be designated as private for the remainder of the academic year.
- When a room is used as single-occupancy (private), the second set of furniture must remain and cannot be removed from the space.
- Students who need a private room due to a medical condition should contact Health and Counseling Services and should NOT submit a Private Room Request form.

10. Having an unregistered overnight guest, having a guest without approval, failing to receive roommate consent and/or having guests for too many nights could result in disciplinary action and/or fines. Repeated violation could result in removal from University housing.
11. Students who have voluntarily withdrawn or been removed from campus housing are not eligible for overnight guest privileges during that term.
12. Actively enrolled commuter students may be signed in as an overnight guest for a maximum of 10 nights per semester and no more than 4 nights per month. Commuter students should adhere to all other applicable conditions contained in the overnight guest policy.
13. Residents must inform an RA in their building/area if their approved guest does not come to campus

## **ID CARDS**

For purposes of identification and means of access, all students are required to carry their Mountain Cat card (University-issued ID card) while on campus. Students must produce a student ID card when requested to do so by any University official. University officials include University Police Officers, Office of Housing and Dining Services or Residence Life staff, and other University administrators. Lost or missing ID cards must be reported immediately to the ID Center at [upjid@pitt.edu](mailto:upjid@pitt.edu). Students are financially responsible for the cost of a replacement card. Students are not permitted to allow another student to use their student ID card for any purpose. Doing so is a violation of University security policies and could result in judicial action. Due to the technology contained in the cards, do not punch holes in them or bend them.

## **KEYS**

University room, suite, lodge, and apartment keys are issued to the assigned occupants of the living space. Residents should not lend their keys to anyone. Keys are to be returned to an RA, the Office of Housing and Dining Services, or the University Police office and should not be left in rooms or any other place on campus or given to a roommate to return when a student vacates their room. Doing so may result in fines and/or disciplinary action. Lost or missing keys must be reported immediately via the online Lost Key replacement form found on the Housing Portal. Residents are financially responsible for the cost of all lock changes.

1. It is a violation of state statutes and University regulations to duplicate keys to any residential facility.
2. Residents are financially responsible for the cost of changing locks and the re-cutting of keys if they do not return their residence hall keys upon departure from the facility or if they lose their key. The cost associated with changing locks and re-cutting keys is set annually by the Office Housing and Dining Services.
3. Students should carry their keys with them at all times. Students who lock themselves out of their room/building should call their RA or University Police to gain entry. Multiple room lockouts will result in fines.

## **NUISANCE ALARMS**

The fire alarm systems used in all of our residence halls are sensitive and can be more easily activated than the ones found in most homes. Frequent accidental activations (also known as "nuisance alarms") are preventable. The following is a list of common fire alarm triggers: steam, aerosol products, smoke, and prohibited items (including candles, incense, cooking appliances). Although the frequent accidental activation of fire alarms is a nuisance, it is important to remain vigilant each time an alarm is triggered and follow the appropriate safety procedures including building evacuation.

Pitt-Johnstown's central alarm monitoring system is able to identify specific rooms and areas where alarms are triggered. Residents responsible for multiple nuisance activations (3 or more) from the above triggers are subject to a \$75 fine and/or judicial charges. Nuisance activations are not only disruptive to fellow residents but also put emergency responders at risk each time they are summoned to campus.

## **QUIET HOURS**

To ensure a quality living/learning environment, conduct and noise interfering with study and sleep of residents is unacceptable. During quiet hours, a student should be able to study or sleep in their room without disturbance from their neighbors. Quiet hours for all University-owned residential facilities are Sunday through Thursday 10 p.m. to 8 a.m. and Friday and Saturday midnight to 8 a.m. Exceptions to this are during exam weeks when quiet hours are in effect at all times through the duration of the exam week. A fine is imposed for quiet hours violations and multiple violations can result in judicial action.

## **PARKING**

All Pitt-Johnstown students are permitted to have motor vehicles on campus; however, all cars must be registered with the Office of University Police. Parking is on a first-come, first-served basis, with exception of posted restricted areas. No maintenance can be performed on vehicles parked on campus property. While parking lots are cleared of snow by Facilities Management, students are encouraged to have a small shovel in their vehicles in order to clear snow from their individual parking spaces. See the back cover for a copy of the parking map.

## **PERSONAL & COMMUNITY SAFETY**

The ability to live, learn, and grow in a safe, secure, and healthy environment is of paramount importance. In concert with other University policies and federal and state laws, behavior that endangers personal safety within the jurisdiction of residence halls and surrounding property is prohibited. The following is a list of prohibited activities:

1. Accessing roof tops and/or ceilings, propping doors, removing window screens, entering/exiting through windows, and using sports equipment within residence facilities.
2. Propelling objects from hallways, windows, doors, balconies, porches and/or sidewalks of facilities.
3. Playing sports and/or using any sporting or unauthorized recreation equipment in residential facilities.
4. Discharging, dumping, or throwing containers of water, shaving cream, food, water, or other fluids, and/or engaging in similar behavior that endangers resident safety or University property
5. Hanging items from the ceiling. These include but are not limited to fishing net, parachutes, flags, tapestries, lights, or flammable items. Only University-approved curtains may be hung in front of windows. No items should be hung from sprinkler heads.
6. Using candles, incense or incense burners, oil lamps, etc. which, by the nature of their use may be left unattended, constitute a fire hazard.
7. Storage of propane tanks, lighter fluid, or other accelerants, or any other type of "open flame" device in the residence facilities.
8. Holiday decorations such as natural trees, pine boughs, etc. (Decorative lights and candelabrum with low-wattage mini-bulbs and a UL approved label **are** permitted).
9. Sleeping in public areas of residence facilities, including common areas such as lobbies, hallways, commuter-in-residence rooms, and recreation areas.
10. Placing approved extension cords across aisles, wrapping them around metal fixtures or furniture, running them through doorways or under carpet or bedding.
11. Tampering with exterior doors, propping exterior doors open, or disabling/bypassing exterior locks is prohibited. Students who do so could face disciplinary action, including removal from the residential facilities.

## **PETS**

For health and maintenance reasons, pets are not permitted in any residential facility. Fish in a 10-gallon tank or less are the only exception to this policy. Students found in violation of this policy will be subject to disciplinary action without prior warning. The minimum penalty in such cases will be a \$100 fine. Repeated violations can lead to loss of on-campus housing privileges and a daily fine of \$100 for each day the animal is on campus. Unauthorized animals must be removed from campus within 24 hours of their discovery.

Support animals (SA) must be approved by the Office of Health and Counseling Services and be registered through the Office of Housing and Dining Services before the animal is permitted on campus. Any student bringing an SA onto campus without following these guidelines will be fined and forced to remove the animal from campus immediately. Under no circumstances can a support animal be left in the care of another individual. The SA guidelines are available on our [web page](#) by clicking on the "Support Animal Guidelines" link on the right.

### PROHIBITED ITEMS

Page 1 contains a list of items that are prohibited on campus. Please note that, due to fire safety issues, air fryers of any type are no longer permitted on campus. Any items from this list found on campus will be confiscated immediately and the owner(s) will face fines and/or judicial action. A microwave and refrigerator are provided in all residential areas on campus.

### ROOM DECORATIONS

Students are encouraged to decorate their rooms to their specific tastes to make them comfortable and cozy. Students with roommates should always confer with their roommate(s) in order to agree upon decor. Additionally, students should review the "What to Leave at Home" section of this publication in order to prevent any potential safety risks. Additional guidelines regarding room decorations include:

- Students may hang tapestries and other flame-retardant items from their walls provided they are no larger than 3 ft. wide x 5 ft. high and allow at least 2 feet of clearance between the floor and ceiling. Additionally, no cardboard (such as beverage cases) should be affixed to any walls.
- Any items hung on the wall should be affixed in a manner that will not result in wall damage when removed. The use of nails, screws, tacks, and heavy-duty adhesives is not permitted.
- Signage, posters, flags, flyers, and other similar materials are not permitted to be hung in residence hall windows. No live-cut items, including trees or branches, are permitted in residential facilities.

### ROOM CHANGES

- The opportunity to change room assignments opens during the second week of the semester. Students are able to view a list of available rooms prior to requesting a room change. Until that time all room assignments are frozen. Students will receive an email notification when the room change option is available.
- Students considering a room change should contact the potential new roommate to assess compatibility and to determine if it would be a positive living experience.
- Once a room change is approved, students have 72 hours to complete their move and return their old room key (which should be returned to one of the RAs in that building/community).
- Moving into an empty room or storing belonging in empty room without permission is a violation of housing policy and will result in fines and/or judicial action.
- Students requesting to move more than once during a semester will be charged an administrative fee of \$50 for each subsequent move. This fee may be waived at the discretion of the Office of Housing and Dining Services.
- Room change requests that violate the University's non-discrimination policy will not be approved.
- Emergency room changes are available in certain situations including a maintenance issue, extreme roommate conflict, or when a student's health or safety is at-risk. Moves into an Emergency Room as short-term and not permanent.

**Note:** *Although a room is unoccupied, that does not mean it is available. Rooms can be kept offline for a number of reasons including maintenance issues, medical accommodations, or emergency use.*

## **ROOM LIGHTING**

University lighting fixtures must be equipped with light bulbs provided by the University. They cannot be replaced with any other type of bulb, nor can a shade or light covering be replaced or altered in any way. If an emergency evacuation of a residential facility is necessary, it is important that police and fire safety personnel have adequate lighting. Due to fire safety hazards, halogen lights are not permitted. Lighting devices, fixtures, or equipment may not be affixed to any University property. Material or cloth may not be placed over lighting fixtures.

## **SMOKING/VAPING**

All University-owned facilities are clean air. Smoking or vaping within all University facilities, including residential facilities, is prohibited and will result in fines and possible loss of on-campus housing privileges. If evidence of smoking or vaping in a residential facility is apparent and the responsible person(s) cannot be identified, the residents of the facility and/or the organization of a facility will be held responsible for any relevant fines according to the above-mentioned consequences. The use of electronic cigarettes and vaping is also prohibited in residence facilities.

## **TECHNOLOGY USAGE**

The University provides wireless computer network connection services in all residential facilities.

1. Use of this service is a privilege and it is the responsibility of each user to utilize these services appropriately. By connecting a computer to any on-campus network, users are bound to all agreements established by the University, its vendor(s), and to any local, state, or federal laws and/or regulations regarding use.
2. Any action deemed a violation of any University policy regarding computer appliance, software or network use could result in the immediate termination of services, monetary fine and/or judicial and/or criminal prosecution.
3. Users may not attempt to run any unauthorized hosts, sources, or services.
4. Residents may not attempt to circumvent any firewalls affiliated with established network services.
5. Residents are responsible for any activity originating from their guest(s).
6. Residents may not use any technology for surveillance, nor record or distribute video or still images of someone without their prior written permission.
7. Residents may not install satellite dishes, radio or television antennae, or aerials in, on, or throughout any residential facility.

## **THEFT AND/OR UNAUTHORIZED USE**

Theft or unauthorized possession of University services, property, appliances, equipment, or personal possessions is a serious offense - one that will be investigated and addressed to the fullest extent of University policy, and federal, state, and local laws and ordinances.

1. Theft of University services includes, but is not limited to, the unauthorized use of computer, network access, and University meal plan or other accounts.
2. Residents may not use another's personal property without authorization, including, but not limited to, another's computer account, Mountain Cat card, or meal account.
3. Theft of services regarding the use/misuse of campus housing will be prosecuted to the fullest extent of University policy, and federal, state, and local laws and ordinances.

## **UNIVERSITY ROOM FURNISHINGS AND APPLIANCES**

1. For the health and safety of our resident students, personal furniture (recliners, love seats, upholstered chairs, couches, etc.) is not permitted in any residence facilities.
2. Air conditioners are not permitted to be brought to campus.
3. Lodge, room, suite, townhouse, or apartment furnishings provided by the University may be arranged in any reasonable manner that does not endanger resident safety – with the exception of any items affixed

to a wall or floor, as these items must remain in their original position. Furnishings cannot be arranged in a manner that blocks heating sources or prevents egress.

4. Furnishings or appliances provided by the University may not be transferred or interchanged among rooms, suites, lodges, apartments, townhouses, or any public area.
5. University furniture may not be placed outside.
6. University furniture that is placed into the room by the University must remain in the room and may not be removed by the residents. Facilities Management will not honor requests from students to remove any furnishings from a room, suite, lodge, townhouse, or apartment.
7. University common area furniture (e.g., furniture placed in lounges or recreation areas) may not be moved to student rooms or placed outside of the residence facility. Students found in violation of this policy will be subject to disciplinary action and possible loss of on-campus housing privileges.
8. All University-provided appliances must be cleaned and in the same working condition upon departure as they were upon arrival. Refrigerator/freezer units are not to be used for storing biological waste or any type of pathogen.
9. Many living areas are carpeted. However, if a space is not carpeted:
  - a. University property is not to be modified to accommodate carpet.
  - b. Double-sided tape, glue, adhesive, other tape/fixative, or nails may not be used in carpet installation.
  - c. Carpet may not have foam backing, and carpet padding is prohibited.
  - d. Any area rug/carpet brought by a student must be removed prior to the resident's departure from the room, suite, lodge, townhouse, or apartment.
10. Waterbeds, pools of water, waterslides, saunas, whirlpools, and other such items are not permitted in residence facilities.
11. Rewiring or modification of any outlet, jack or fixture is prohibited. Access to utility panels is prohibited.
12. Installing ceiling-mounted lights or fans is not permitted.
13. Installing or affixing shelving, cabinets, TV mounts, etc., is not permitted.
14. Installation of student-built furnishings (tables, bars, poles, etc.) is not permitted.
15. Students are not permitted to install their own curtains in the room. University provided window treatments must remain in place due to fire safety issues.
16. Modification of plumbing to include replacing shower nozzles or faucets is not permitted.

## HOUSING PORTAL

Our Housing Portal (aka Portal X) is your one-stop online resource for completing all housing-related tasks:

- Complete a housing application.
- Submit special request forms including: Private Room Request, Room Change Request, Late Stay/Early Arrival Request, and Housing Cancellation Request.
- Report a lost room key or student ID card.
- Update your emergency contact information.
- Change your meal plan (only available until the third day of the semester), purchase dining dollars, or connect to the dining portal to check your meal plan balances.
- View your room assignment, meal plan, and roommate information.
- Check out for the fall and check in for the spring.

<http://upj.starrezhousing.com/StarRezPortalX>

## RESIDENCE LIFE

The Department of Residence Life is dedicated to cultivating a vibrant and supportive residential experience where students can grow personally, succeed academically, and develop essential life and leadership skills. By fostering a strong sense of community and providing opportunities to connect learning inside and outside the classroom, Residence Life helps students navigate college with confidence and prepare for meaningful lives and careers beyond graduation.

### RESIDENCE LIFE PROVIDES

- Resident Assistants (RAs) and Head Resident Assistants (HRAs) who live in the residence halls and serve as peer leaders, mentors, and resources for residents.
- Area Coordinators (ACs) who assist with the leadership and coordination of multiple residential buildings across campus.
- These staff members facilitate community-building programs, support conflict resolution, assist with crisis management, and connect students to a wide range of campus resources and support services.
- Residence Life staff participate in an on-call rotation to assist residents with after-hours needs and concerns.

### PROGRAMMING & COMMUNITY BUILDING

Residence Life uses a residential curriculum to ensure all programming supports holistic student development. Programs fall into four key learning areas:

1. **Personal & Social Development** (e.g., relationship-building, life skills)
2. **Career Education & Exploration** (e.g., major exploration, career preparedness)
3. **Wellness & Prevention** (e.g., mental health, mindful living)
4. **Academic Success & Skills** (e.g., study tips, campus event connection)

### ENGAGEMENT AND SUPPORT

Residence Life encourages connection, leadership, and personal growth throughout the year. Many students participate in programs that connect classroom learning with practical experiences, developing skills such as communication, problem-solving, and collaboration, which are essential to career readiness and success.

Students are encouraged to seek support from their RAs and HRAs for their campus needs, whether it's help transitioning to college, building a sense of belonging in the residence hall, or locating campus resources. Residence Life staff are also available to address any questions or challenges during the residential experience.

### RESIDENCE HALL STAFF

Head Resident Assistants (HRAs) and Resident Assistants (RAs) are critical members of the Residence Life team. They not only serve as peer leaders and mentors for our residential population, but undergo extensive training in areas including crisis response, roommate mediation, and safety protocols. In order to support residents after-hours, members of the residence hall staff complete on-call rotations between 5 p.m. and 8:30 a.m. during the week and 24-hours a day on weekends.

## CAMPUS DINING

The University of Pittsburgh at Johnstown has partnered with the Compass Group (the leading food service provider in the UK, Continental Europe, Australia, and the US) through its subsidiary Chartwells Higher Ed, as the campus' exclusive food service provider.

### **MEAL MEMBERSHIP/PLAN OPTIONS**

All first-year residence hall, lodge, Willow, and LLC residents must enroll in a residential meal membership (first-year students must choose between either a Gold or Silver plan). Commuter students and those residing in the townhouses and College Park apartments, while not required to purchase a meal membership, may choose from any of the options:

<b>Plan Name</b>	<b>Meals</b>	<b>Dining Dollars</b>	<b>Guest Meals</b>
Gold-A (1-A)	19/week	500/term	15*/term
Gold-B (1-B)	19/week	300/term	15*/term
Silver-A (2-A)	14/week	500/term	10/term
Silver-B (2-B)	14/week	300/term	10/term
Bronze-A (3-A)**	10/week	500/term	5/term
Bronze-B (3-B)**	10/week	300/term	5/term
Commuter A	45/term	300/term	No guest meals
Commuter B	No meals	650/term	No guest meals

*\*includes unlimited guest meals for parents*

*\*\*not available to first-year students*

Meals included in weekly plans will expire and be reset every Sunday at 12:01 a.m. Students may use up to four meal swipes per day. Meal plan purchases and changes are coordinated by the Office of Housing and Dining Services. If a student runs out of meals at any point during the week, they can purchase one at a discounted rate of \$12 using their Dining Dollars.

**Students are able to change their meal plans until 5 p.m. on the third full day of the semester.** The deadline for the 2026 fall term is Wednesday, August 26 and the deadline for the 2027 spring term is Wednesday, January 13. Students may change to a higher plan at any time during the semester. However, changing to a lower plan or canceling a meal plan is not permitted after the deadline.

#### **WHAT'S INCLUDED IN A MEAL MEMBERSHIP?**

- **Meal Exchanges**  
Meal exchanges are available on specific menu items during regular hours of operation at all retail locations. Items included in an exchange vary by location. Meal exchange items must be ordered through the mobile ordering app.
- **Guest Meals**  
All residential meal plans include a pre-set number of meals designated for guests. These meals can be used for friends, family, or any "guests" the students wish to take to PJs.
- **Dining Dollars**  
Dining dollars spend dollar-for-dollar at all retail dining location on campus. Students can add dining dollars by completing the online request found in the Housing Portal.
- **"Go Green!"**  
All students enrolled in a residential meal plan receive one free "go green" container per year. The reusable Go Green take-out container can be filled with their favorite items from PJs and then taken back to their

room or wherever they need to be. Students can exchange their dirty container for a sanitized one at the PJ's attendant station. Students requesting a new container without returning a used one will be charged \$10.

### **SPECIAL DIETS AND DINING NEEDS**

Chartwells can accommodate students with special dining needs associated with food allergies or intolerances and religious beliefs (including Halal and kosher meals). Students requesting special diets should complete the "allergen preferences" portion of the Dine on Campus app. Information stored in the allergen references remains confidential. Students can also contact a member of the Chartwells culinary team.

### ***DINING LOCATIONS***

#### **PJ's RESTAURANT**

PJ's, the main dining facility in the Student Union, offers all-you-care-to-eat dining where students can choose from seven food different stations

Weekday hours: 7:30-10 a.m. (breakfast), 11 a.m.-2 p.m. (lunch), and 4-7 p.m. (dinner)

Weekend hours: 11 a.m.-2 p.m. (brunch) and 4-7 p.m. (dinner)

#### **RETAIL LOCATIONS**

Students have the option of choosing from seven retail dining locations on campus where they can use dining dollars for their purchases. Meal exchanges are also available on specific menu items at each retail location:

- **Daily Grind (Blackington Hall)**  
Hours: Monday through Friday, 8 a.m.-3 p.m.
- **Mountain Cat Club (Student Union)**  
Hours: Daily, 7 p.m.-Midnight
- **Freshens (Tuck Shop)**  
Hours: Monday through Friday, 11 a.m.-7 p.m.
- **Grill 27 (Tuck Shop)**  
Hours: Daily: 11 a.m.-7 p.m.
- **One Sushi (Tuck Shop)**  
Hours: Monday through Friday: 11 a.m.-7 p.m.
- **Student Choice (Tuck Shop)**  
Hours: Monday through Friday: 11 a.m.-7 p.m.
- **Tuck Shop Market (Tuck Shop)**  
Hours: Daily 11 a.m.-7 p.m.
- **Yella's (Student Union Food Court)**  
Hours: Daily 7:30 a.m.-8 p.m.

#### **WALK-IN RATES**

Students not enrolled in a meal plan are still able to eat in PJ's dining hall, although a meal plan offers better value. Payment can be made by credit card or Mountain Cat Cash and guests will be charged the walk-in rate based on the meal period: Breakfast: \$12.75, Lunch/Brunch: \$14.75, and Dinner: \$15.75

#### **DINING APPS**

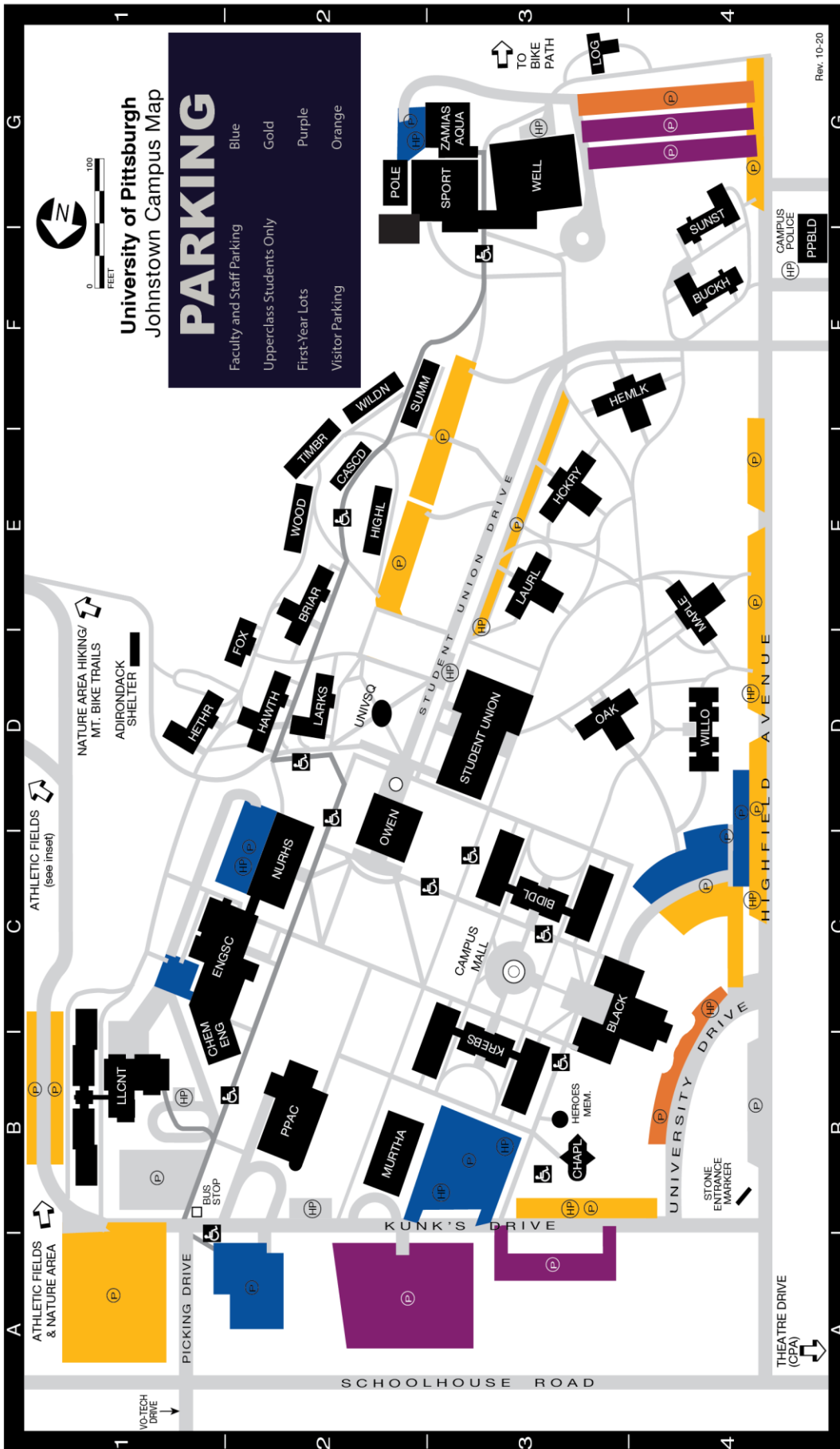
Students are encouraged to download the following apps to use for campus dining:

- **Dine On Campus** provides helpful, dining-related information. You can view a list of dining options, whether or not they are open, and browse menu items. You can also self-declare your allergen needs or request a kosher or halal meal. Tapping on a menu item displays the nutritional information and other important details.
- **Transact Mobile Ordering (TMO)** is the mobile ordering app for campus dining. When an order is placed the user is provided with an estimated pick-up time. A text and email message are sent to the user once the order is complete. All meal exchanges must be ordered in advance using TMO.
- **Transact eAccounts** allows you to check your meal plan balances (meal swipes and dining dollars) in real-time.

All apps can be downloaded from the Apple and Google stores. For more information on maximizing use of the apps, contact Rachel Kim, marketing manager, at [rachel.kim@compass-usa.com](mailto:rachel.kim@compass-usa.com).

## HOUSING FINES (per person)

<b>Damage or destruction</b> of University property	Page 10	Repair or replacement cost (minimum of \$50).
<b>Breach of Housing &amp; Dining Services contract</b>	Page 6	Loss of housing deposit, 20% of term rate for both housing & meal plan – see the current Housing & Dining Services contract for details
<b>Cleaning fee</b> – excessively dirty room or bathroom; support animal clean up.	Page 9	\$100 (2-person room) \$100 (per room in CPA, TH & Willow)
<b>Failure to Cancel Housing</b>	Housing Contract	Loss of Housing deposit (\$150) and nightly housing charge until the student: 1) submits the online housing cancellation, 2) returns their room key, and 3) removes their belongings
<b>Fire safety:</b> including tampering with smoke detector or fire extinguishers, setting of false alarms	Page 10	\$75 per violation Possible judicial sanctions. Student(s) will also be held financially liable for damage resulting from the violation.
<b>Furniture:</b> common area furniture placed in a student's room; room furniture moved out of room; unauthorized furniture	Pages 11 & 16	\$100 per violation and possible judicial sanctions. Fine is doubled for repeat violations.
<b>Guest policy violation</b>	Pages 11	\$50 per each occurrence (\$100 for overnight guests) and loss of hosting privileges
<b>Improper checkout:</b> failure to check out with RA or online and/or return key,	Page 5	\$50 (and possible charge for lock core change)
<b>Keys:</b> Lost or unreturned	Page 13	\$50 (2 keys: First-Year building, Lodge, LLC) \$55 (3 keys: CPA 3-person) \$60 (4-5 keys: CPA and Willow)
<b>Lock out from room</b>	Page 13	No charge for first lock out \$15 per each subsequent occurrence
<b>Nuisance Alarms</b>	Page 13	\$75 per incident (no charge for the first two)
<b>Quiet hours violation</b>	Page 14	Verbal warning (first offense) Written warning (second offense) \$50 (third offense) \$75 (fourth offense) and possible judicial sanctions
<b>Pets:</b> Unauthorized animal or failure to receive approval for a support animal	Page 15	\$100 per day/per offense and possible judicial sanctions
<b>Safety violations</b>	Page 14	\$50 per violation
<b>Plumbing modification:</b> replacing shower nozzles, faucets, etc.	Page 17	\$50 per violation
<b>Prohibited items</b>	Page 1	\$50 per violation and possible judicial sanctions (\$100 for air conditioners)
<b>Removal fee:</b> abandoned personal belongings, unauthorized furniture	Page 9	\$100
<b>Unauthorized room change:</b> moving into another room without authorization	Page 15	\$100 or private room charge (whichever is greater) and possible judicial sanctions
<b>Smoking/vaping</b>	Page 16	\$100 per offense and possible judicial sanctions
<b>Unauthorized stay:</b> failure to submit an Early Arrival /Late-Stay application or staying without permission	Pages 8 & 9	\$100 plus \$75 per night
<b>Wall damage</b> from adhesives, including string lights, wall paper, etc.	Pages 1 & 10	\$50 per violation or repair costs



<b>Athletics Fields</b> (see insert)	<b>Chemical Engineering</b> ..... CHEM ENG B1	<b>Log Cabin</b> ..... LOG G3	<b>Student Union</b> ..... UNION D2
<b>Athletic Field Building</b> .....AFB I2	<b>College Park Apartments</b> (off map).....CPA A4	<b>Maple Hall</b> (residence hall).....MAPLE E4	(Book Center, Career Services, Disability Services, Dining Services, Health and Counseling Services, Housing and Residence Life, ID Center, International Services, Mail Services, Student Activities, Student Affairs, Student Organizations), Title IX/Equity and Inclusion
<b>Biddle Hall</b> .....BIDDL C3	(located at intersection of Schoolhouse Road and Theatre Drive)	<b>John P. Murtha Center For Public Service and National Competitiveness</b> .....MURTHA B2	<b>Sunset Manor</b> (residence hall).....SUMM F2
(Business and Enterprise, Education, Humanities, Allied Health)	<b>Engineering and Science Building</b> .....ENGSC C1	<b>Nursing and Health Sciences Building</b> .....NURHS C2	<b>Sunset Lodge</b> (residence hall).....SUNST G4
<b>Blackington Hall</b> .....BLACK C3	(Engineering, Natural Sciences)	<b>Oak Hall</b> (residence hall).....OAK D3	<b>Timberline Manor</b> (residence hall).....TIMBR E2
(Academic Affairs, Admissions, Advanced and Continuing Education, Alumni Relations, Business Office, Computer Science, Finance and Administration, Financial Aid, Human Resources, Institutional Advancement and Community Relations, Marketing, MountainCat Veterans Program, President, Purchasing, Registrar, Technology Support)	<b>Foxfire Lodge</b> (residence hall).....FOX D1	<b>Owen Library</b> .....OWEN D2	<b>Wellness Square</b> .....WELL G3
<b>Briar Lodge</b> (residence hall).....BRIAR E2	<b>Hawthorne Lodge</b> (residence hall).....HAWTH D2	(Academic Success Center, Faculty Resource Center, Library Offices, Printing Services, Information Technology, Technical/User Services)	<b>Whalley Memorial Chapel</b> .....CHAPL B3
<b>Buckhorn Lodge</b> (residence hall).....BUCKH F4	<b>Heather Lodge</b> (residence hall).....HETHR D1	<b>Pasquerilla Performing Arts Center</b> .....PPAC B2	(Campus Ministry)
<b>Campus Mall</b> .....C3	<b>Hemlock Hall</b> (residence hall).....HEMLK F3	(Arts Center Office, Southern Alleghenies Museum Of Art, Theatre Department)	<b>Wilderness Manor</b> (residence hall).....WILDN F2
<b>Campus Police</b> .....PPBLD F4	<b>Heroes Memorial</b> .....HEROES B3	<b>Physical Plant Building</b> .....PPBLD F4	<b>Willow Hall</b> (residence hall).....WILLO D4
<b>Cascade Manor</b> (residence hall).....CASCD E2	<b>Hickory Hall</b> (residence hall).....HICKRY E3	(Campus Police, Physical Plant Offices, Receiving, Scene Shop)	<b>Woodland Manor</b> (residence hall).....WOOD E4
	<b>Highland Manor</b> (residence hall).....HIGHL E2	<b>Pole Building</b> (Storage).....POLE G2	<b>Zamias Aquatic Center</b> .....AQUA G3
	<b>Krebs Hall</b> .....KREBS B3	<b>Sports Center</b> (Athletics Offices).....SPORT G3	
	(Natural Sciences, Social Sciences and MSW Program)		
	<b>Larkspur Lodge</b> (residence hall).....LARKS D2		
	<b>Laurel Hall</b> (residence hall).....LAURL E3		
	<b>Living-Learning Center</b> .....LLCNT B1		
	(Conference Services, residence hall)		

(P) Parking (HP) Handicap Parking (W) Handicap Accessible  
 Rev. 10-20