Visitation Policy

Definitions:
- **Visitation** - A resident’s guest in a residence hall.
- **24/7** - 24 hours a day, 7 days a week
- **Guest** - A non-resident of a student residential facility, and/or student apartment, and/or student suite, and/or student room.
- **Host** - Resident of a student residential facility, student apartment/student suite/student room, “hosting” a guest.
- **Sign-in** - Registering of guest’s name and signature, along with the presentation of the guest’s photo identification
- **Roommate/Suitemate Agreement** - Document signed by all members of a student apartment, and/or student suite, and/or student room
- **Coordinator/RHD** - The Residence Life and Housing professional staff person responsible for the general day to day management of the residence halls in a specific area.

All on-campus residential facilities have 24/7 visitation privileges and all visitation policies apply. Residence halls and historical houses without front desk shall be self-regulated and regulated by Residence Life and Housing Staff.

*Residents are responsible for their actions and the actions of their guests. If guests violate the visitation policy, the resident may be subject to conduct sanctions.*

24/7 Guest Visitation

With 24/7 Visitation, residents can host guests at any time in public areas of his/her residential facility. All guests must sign-in at the front desk.

The parameters for the hosting of guests in a student apartment/suite/room are subject to the provisions set forth by the Roommate/Suitemate Agreement developed by the particular residents. If a Roommate/Suitemate Agreement is not in force, the wishes of the roommate(s)/suitemate(s) objecting to a guest visitation will prevail.

Each resident host of an apartment/suite/room are allowed to have three (3) guest checked in per visit. During the resident's hosting, the occupancy of an apartment/suite/room should not exceed the allowed amount of the hosting resident(s) and their guest. Occupancy exceeding over could be subjected to the visitation policy.

The overnight guest policy, as written in this document, is superseded by any and all agreements entered into by the residents of a student apartment, student suite, or student room.

Overnight Guest Policy

*Overnight guests are permitted to stay in a resident’s room/suite/apartment under the following provisions:*

1. Each resident host of a room/suite/apartment is allowed to check in one overnight guest per visit. Any resident host wanting to host more than one overnight guest must have prior permission by a Residence Life and Housing RHD or Coordinator.

2. Persons under 16 years of age may not be overnight guests at anytime without the written permission of the appropriate Coordinator.

3. The resident host must be with his/her guest at all times during the stay. The host will assume all responsibility for his/her guest’s actions. Guests will be expected to adhere to the
same policies as resident students. Failure to do so may result in disciplinary action against either/or both the host and the guest. In any event, until a determination has been made as to the status and outcome of an alleged violation, a host’s and/or guest’s visitation privileges may be suspended.

4. All roommates MUST mutually agree to have overnight guests/visitors in the apartment/suite/room.

5. Unless a resident seeks prior written permission from the appropriate Coordinator, overnight hosting privileges, within his/her apartment/suite/room, extend to no more than two consecutive nights.

6. Unless otherwise approved, a guest’s visitation privileges, regardless of the host, extend to no more than two consecutive nights.

7. A resident’s overnight hosting privileges, within his/her apartment/suite/room, as well as any guest’s overnight visitation privileges, within a residential facility, extend to no more than five nights in any calendar month.

8. Students are reminded that lounges may not be used as sleeping areas and that a guest may be required to leave if his/her behavior is deemed inappropriate by the Residence Life and Housing staff or Public Safety. Violations of the Visitation/Guest Policy may result in the termination of guest privileges.

Sign-in Procedures

All residential facilities with Information Desks staffed 24 hours a day are subject to the following procedures:

1. All guests must be registered at the front desk. Residents must leave their valid CofC ID at the desk. Guests must show a picture ID: CofC ID, military ID, passport, or state issued license or ID are the only IDs accepted; forms of identification from other Colleges, Universities, and places of employment will not be accepted. The Desk Assistant will record the necessary information.

2. Only residents of the building are allowed to check guests in.

3. The host must escort guests at all times.

4. Guests must be signed in/out of the residence hall each time he/she enters or leaves.

NOTE: While residents in facilities without 24 hour front desks are not subject to signing-in, residents and their guests in those facilities must adhere to all other visitation policies.