THE LIVING FACTOR

Student Calendar and Guide to Residence Life Policies and Procedures

HOFSTRA UNIVERSITY
Welcome to the Office of Residence Life

Hofstra’s Office of Residence Life offers a variety of living environments designed to meet the diverse needs of students. Six of the residence halls are high-rise buildings; Bill of Rights offers all-female floors as an option for students on floors 6-13. In addition, Enterprise Hall offers an all-female option on its eighth floor. Vander Poel Hall offers a traditional, corridor-style living environment that houses an academic program for Hofstra University Honors College students. There are also four suite-style residence halls. Stuyvesant Hall houses first-year students and those who are part of the Leadership through Engagement, Advocacy and Dedication (L.E.A.D.) and International Exploration living-learning communities. Stuyvesant Hall is a four-story building with two common area lounges and laundry facilities on each floor. The Netherlands Complex also houses first-year students exclusively. There are 11 houses and eight living-learning communities offered in the Netherlands; students live together based on an interest in a common theme. This year’s themes include First Generation Student; Learn, Interact, Visit, and Explore (L.I.V.E.) NYC; Pre-Health Professions; Students Aspiring to Greatness in Entertainment (S.T.A.G.E.); STUDIO; Math, Science, and Engineering; Zarb (business); and Communications. Colonial Square is a suite-style complex similar to the Netherlands, consisting of 12 individual houses. Each house has approximately 16 suites; students may choose suites with or without lounges. Nassau and Suffolk Halls are six-story buildings, each containing a common area lounge on the main floor, and are reserved exclusively for upper-level students. Gender-inclusive housing is available on the 14th floor of Constitution Hall. The Graduate Residence Hall provides apartment-style accommodations for graduate, law, and medical students. It is located directly across from the Mack Student Center on the North Campus. Undergraduate students can apply for housing in any of the residential buildings except the Graduate Residence Hall.

Residence Life’s Mission Statement

The Office of Residence Life embraces the mission and core values of the Division of Student Affairs and supports Hofstra’s mission by providing vibrant residential communities that foster students’ academic, personal, social, and cultural development. We strive to create a safe and secure living environment where students can maintain positive and productive connections to campus life.

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RESIDENTIAL LIVING AGREEMENT for the 2020-2021 Academic Year
Hofstra University Undergraduate Students

Notice: Please read carefully all the provisions of this Agreement before signing and submitting any application. This Agreement is entered into by Hofstra University (“the University”), through its Office of Residence Life, and the student signing this Agreement.

1. The University grants to the student the right to use certain residence hall space subject to the conditions hereinafter set forth and to the student’s continued attendance in good standing as a properly registered full-time student at the University. This Agreement is not a lease, and the student has the sole and exclusive right to terminate this Agreement in accordance with applicable law.

2. The Residential Living Agreement binds the student for both the fall and spring semesters. Any student who leaves at any time after occupying the room will be charged a $1,500 cancellation fee. Taking occupancy of a room begins when the student takes possession of the room key. Occupancy is not based on whether a student is physically in the room. This cancellation fee may be waived with written approval for reasons that include but are not limited to graduation, study abroad, student teaching, military service, official University withdrawal, and official leave of absence. Students may request a waiver from the Office of Residence Life policy and Nassau County and New York state fire codes.

3. The $300 deposit, which is required with the Student Housing Application, (a) will be held as a residence hall breakage deposit and is not deducted from the housing bill; and (b) will be forfeited by any student who for any reason fails to take occupancy of a room or leaves the residence hall during the first week of classes. If not otherwise forfeited, the $300 deposit is held in an account by the University and is credited to the student’s account if there has been no damage to the room or common areas at the time of checkout when room inventories are performed and damages are assessed. Amounts are credited to the student’s account at the end of the fall semester for students who withdraw on or before the last day of the fall semester, and at the end of the academic year for all other students. The $300 deposit will not be refunded due to failure to receive a preferred style of housing.

4. Where a student withdraws the housing application, the $300 deposit will be released if the student submits a request in writing postmarked on or before May 1 for the fall semester and on or before January 1 for the spring semester. No deposit will be released after these dates. The $300 deposit will be forfeited if the student takes occupancy of the room.

5. Students who withdraw from housing are entitled to a prorated refund of housing charges in such situations. In all cases, the student must surrender the room key and any suite keys and complete the checkout procedures upon completion of the agreement period(s) to fulfill provisions of this Agreement.

6. The University and its officers, agents, and employees assume no responsibility for the loss, damage, or destruction of personal property stored in the residence halls. The University reserves the right to charge the student(s) occupying that portion of the residence hall required to vacate the area. In the event that other residence hall space is available, comparable space will be offered to such student(s). If appropriate, the University in its sole discretion may adjust housing charges in such situations.

7. Residence Life and authorized University personnel may enter a student’s room at any time for inspection, cleaning, inventory, maintenance, painting, and repairs, and in the event of building evacuations or emergencies. A student’s room may also be entered and searched if there are reasonable grounds to believe that a crime or violation of University policies or Residence Life regulations is being committed.

8. Students are responsible for all damage or loss that is the result of their living or study area or any furnishings therein. Vandalism may result in reassignment or termination of this Agreement. Each student is responsible (with the exception of the University) for any damages and may be charged a prorated share of the cost of whatever damages may occur, from any cause, to the public and semipublic areas of the residence hall. In all cases, the University will accept any reasonable evidence as conclusive. The student must also surrender the room key and any suite keys and complete the checkout procedures upon completion of the agreement period(s) to fulfill provisions of this Agreement.

9. Students who withdraw the housing application, the $300 deposit will be released if the student submits a request in writing postmarked on or before May 1 for the fall semester and on or before January 1 for the spring semester. No deposit will be released after these dates. The $300 deposit will be forfeited if the student takes occupancy of the room.

10. The University reserves the option to return the student to a residence hall or other University facility for this period, and all the terms and conditions of this Agreement shall apply.

11. Dining plans are required for all undergraduate resident students. Any undergraduate resident student who does not select a dining plan online will be automatically billed the minimum required dining plan for their class year (first-year or other undergraduate), as set forth in the Student Dining Plan Contract, which is available online and in The Living Factor: Student Calendar and Guide to Residence Life Policies and Procedures (“The Living Factor”).

12. The following conditions/restrictions shall apply at all times in all areas of the residence halls, and failure to comply with this Agreement may result in judicial action being taken.

a) Pets, except for fish in unfilled tanks.

b) Cooking appliances of any kind, including but not limited to broilers, hot plates, hot pots, slow cookers, rice cookers, electric teakettles, toasters, toaster ovens, popcorn poppers, microwaves, hot plates, and grills. University Services and Arrangements and the Office of Residence Life reserve the right to void this Agreement and reassign the accommodation while retaining all prepayments. Students who apply for housing after the start of the fall or spring semester will have their room and suite prorated and must pay housing charges for the semester before being admitted to the residence halls.

9. The Office of Residence Life has the sole right to determine the occupancy and configuration of rooms. The Office of Residence Life has the sole right to make or change assignments in the University residence halls. No unauthorized persons are permitted to reside in the University residence halls except in accordance with University guest policies.

10. When the student is assigned a space in the residence hall prior to the beginning of their semester or spring semester, they may check in no later than the first day of classes, unless prior to the first day of classes the student furnishes written notice to the Office of Residence Life of good cause for the delay. If a student, other than the student assigned the space in the residence hall, may cancel the residence hall deposit, and the student will forfeit the $300 housing deposit. Students must be registered full time for the upcoming spring semester by the end of the official registration period during the fall semester in order to reside in the residence hall in the spring semester.

11. When vacancies occur in any residence hall, the University reserves the option to return the student to a residence hall or other University facility for this period, and all the terms and conditions of this Agreement shall apply.

12. If a student is reassigned to a room other than the room to which the student was originally assigned, all the terms and conditions of this Agreement remain in effect and, where applicable, the student will be charged or refunded the prorated difference between the prevailing rates for the original and reassigned rooms.

13. A student may not assign their residence hall space to or allow any portion of the residence hall premises to be occupied by any other person. Any attempted assignment or occupancy of such space shall be null and void and shall be considered a breach of this Agreement, and the student may be required to vacate the premises forthwith.

14. If the Office of Community Standards issues a charge against a student for a violation of the Code of Conduct (or “Code”), any sanctions relating to residential living will be governed by the Code.

15. The student is required to abide by all residence hall rules and regulations and fire safety guidelines. Residential Living Agreement, as well as in The Living Factor and Code of Conduct Standards (“Code”), any sanctions relating to residential living will be governed by the Code.

16. If a student is assigned to a room other than the room to which the student was originally assigned, all the terms and conditions of this Agreement remain in effect and, where applicable, the student will be charged or refunded the prorated difference between the prevailing rates for the original and reassigned rooms.

17. The student may not assign their residence hall space to or allow any portion of the residence hall premises to be occupied by any other person. Any attempted assignment or occupancy of such space shall be null and void and shall be considered a breach of this Agreement, and the student may be required to vacate the premises forthwith.

18. The following conditions/restrictions shall apply at all times in all areas of the residence halls, and failure to comply with this Agreement may result in judicial action being taken.

x)  Removal of lounge furniture to rooms.

w)  Tampering with room stops, window stops, safety bars, or window stickers.

v)  Construction, including lofts, bars, cinder blocks, or materials to loft beds.

u)  Improper disposal of medical waste (i.e., sharps containers). The medical waste disposal policy in the residence halls can be accessed by visiting hofstra.edu/medwastepolicy.

19. The student is responsible for all damages and any cost of whatever damages may occur, from any cause, to the public and semipublic areas of the residence hall. In all cases, the University will accept any reasonable evidence as conclusive. The student must also surrender the room key and any suite keys and complete the checkout procedures upon completion of the agreement period(s) to fulfill provisions of this Agreement.

20. If a student is reassigned to a room other than the room to which the student was originally assigned, all the terms and conditions of this Agreement remain in effect and, where applicable, the student will be charged or refunded the prorated difference between the prevailing rates for the original and reassigned rooms.

21. The student may not assign their residence hall space to or allow any portion of the residence hall premises to be occupied by any other person. Any attempted assignment or occupancy of such space shall be null and void and shall be considered a breach of this Agreement, and the student may be required to vacate the premises forthwith.

22. If the Office of Community Standards issues a charge against a student for a violation of the Code of Conduct (or “Code”), any sanctions relating to residential living will be governed by the Code.

23. The student is required to abide by all residence hall rules and regulations and fire safety guidelines. Residential Living Agreement, as well as in The Living Factor and Code of Conduct Standards (“Code”), any sanctions relating to residential living will be governed by the Code.

24. The student is required to abide by all residence hall rules and regulations and fire safety guidelines. Residential Living Agreement, as well as in The Living Factor and Code of Conduct Standards (“Code”), any sanctions relating to residential living will be governed by the Code.
RESIDENTIAL LIVING AGREEMENT for the 2020-2021 Academic Year
Hofstra University Graduate, Law, and Medical Students

Notice: Please read carefully all the provisions of this Agreement before signing and submitting the Student Housing Application; you will be legally bound by these provisions. This AGREEMENT is entered into by Hofstra University ("the University"); through its Office of Residence Life, and the student signing this Agreement.

1. The University grants to the student the right to use certain residence hall space subject to the conditions hereinafter set forth and to the student's continued attendance in good standing as a properly registered full-time student at the University. This Agreement is not a lease. The University reserves the sole and exclusive right to terminate this Agreement in accordance with applicable law.

2. The Residential Living Agreement binds the student for both the fall and spring semesters. Any student who leaves the residence halls at any time after taking occupancy of the room will be charged a $1,500 cancellation fee. Taking occupancy of a room begins when the student takes possession of the room key. Occupancy is not based on whether a student is physically in the residence hall or on whether the student applies for housing, official University withdrawal, and official leave of absence. Students may incur charges for the January Session where applicable pursuant to paragraph 16 of this Agreement if they maintain occupancy of the room during that session.

3. The $300 deposit, which is required with the Student Housing Application, (a) will be held as a residence hall breakage deposit and is not deducted from the housing bill; and (b) will be refunded by any student who for any reason fails to take occupancy of a room or leaves the residence hall before 2 p.m. of the first day of the next semester after the $300 deposit has been received by the office of Residence Life. The University reserves the right to retain all prepayments for reasons that include but are not limited to graduation, study abroad, student teaching, military service, off-campus living, or the student officially withdrawing from the University. No refunds will be given for the January Session where applicable pursuant to paragraph 16 of this Agreement if the student maintains occupancy of the room during that session.

4. Where a student withdraws the housing application, the $300 deposit will be released if the student submits a request in writing postmarked on or before May 1 for the fall semester (May 15 for medical students) and on or before January 1 for the spring semester. No deposit will be released until all outstanding balances for room and board are paid. If the student applies for housing, the student must be approved for housing application, deposit as described in paragraph 3(b); and (c) University refund policies. No refunds will be given for the January Session where applicable pursuant to paragraph 16 of this Agreement if the student maintains occupancy of the room during that session.

5. Students who withdraw from housing are entitled to a prorated refund of housing charges through the fourth week of taking occupancy of the room, subject to (a) the cancellation fee described in paragraph 2 of this Agreement; (b) the forfeiture of the deposit as described in paragraph 3(b); and (c) University refund policies. No refunds will be given for housing charges after the fourth week, and no refunds will be provided because a student did not receive a preferred style of housing. Residence hall fees are nonrefundable after the student takes occupancy of the room.

6. If a student is withdrawn from the University for any reason, including lack of attendance, or the student officially withdraws, the student's Residential Living Agreement is immediately terminated, and the student must vacate the residence hall and surrender their HofstraCard.

7. All students who are assigned to temporary housing must complete the housing withdrawal form available in the Resident Assistant Office of their building, return the room key and any suite keys, and complete the checkout procedures before any refund will be authorized. If a student fails to comply with these procedures, the student will be charged to vacate the residence hall space until the procedures are satisfied and will be held liable and billed on a prorated basis for use of the residence hall beyond the student’s last date of attendance.

8. All room and board charges are payable by semester in accordance with the due dates established in the Student Housing Application. In all cases, the student is responsible for charges due for that semester before being admitted to the residence halls, unless the University Office of Student Financial Services agrees to other arrangements. Unless the invoice is paid in full by the due date, the University reserves the right to void this Agreement and release the student from all obligations. This cancellation while retaining all prepayments. Students who are assigned to temporary housing after the start of the fall or spring semester will have their room costs prorated and must pay housing charges for the semester before being admitted to the residence halls.

9. The Office of Residence Life has the sole right to determine the occupancy and configuration of any room. The Office of Residence Life has the sole right to make changes or assignments in the University residence halls. Unauthorized persons are permitted to reside in the University residence halls except in accordance with University guest policies.

10. When the student is assigned a space in the residence hall prior to the beginning of a semester or as a continuing resident for the following semester, the student must check in no later than the first day of classes, unless prior to the first day of classes the student furnishes written notice to the Office of Residence Life of good cause for the late arrival. If a student does not meet this requirement, the Office of Residence Life may cancel the residence hall assignment, and the student will forfeit the $300 housing deposit. Students must be registered full time for the upcoming spring semester by the end of the official registration period during the spring semester in order to reside in the residence hall for the January and/or spring term. Students who are not registered at the end of the semester in which they are required to reside in the residence hall may be charged a prorated share of the cost of whatever damages may occur, from any cause, to the public and semipublic areas of the residence hall. In all cases, the University assessment is conditioned by the residence hall space until the procedures are satisfied and will be held liable and billed on a prorated basis for use of the residence hall beyond the student’s last date of attendance. In the event that other residence hall space is available, comparable space will be offered to such student(s). If appropriate, the University in its sole discretion may adjust housing charges in such circumstances.

11. Residence Life and authorized University personnel may enter a student’s room at any time for inspection, cleaning, inventory, maintenance, painting, and repairs, and in the event of building emergencies or evacuations. A student’s room may also be entered and searched if there are reasonable grounds to believe that a crime or violation of University policies or Residence Life regulations is being committed.

12. Students are responsible for all damage or loss that is done to their living area or any furnishings or common areas at the time of checkout when room inventories are performed and damages are assessed. Amounts are credited to the student’s account at the end of the fall semester for students who withdraw on or before the last day of the fall semester, and at the end of the academic year for all other students. The $300 deposit will not be refunded due to failure to receive a credit on the student’s account.

13. Residence Life and University authorized personnel may enter a student’s room at any time on an optional extra-fee basis for students during periods other than the fall or spring semester. During vacation periods, the student shall remove all valuables from the residence halls and may be required to remove all property between the fall and spring semesters. Residents are encouraged to insure their belongings.

14. The University may provide a room in one of the residence halls, and board, if available, on an optional extra-fee basis for students during periods other than the fall or spring semester. Students electing this option may be required to move to another residence hall or other University facility if vacancies occur during this period and terms and conditions of this Agreement shall apply. This paragraph is not applicable to medical students.

15. Dining plans are available for all resident students.

16. The following conditions/ restrictions shall apply at all times in all areas of the residence halls.

a) Pets, except for service animals, are not permitted in residence halls. Pets are defined as any animal, whether left in the possession of students or persons to whom the student has given permission, including but not limited to dogs, cats, and other animals. The University reserves the right to require any student that is permitted to pay for resident hall accommodation to vacate the residence hall.

b) Cooking appliances of any kind, including but not limited to broilers, hot plates, pots, slow cookers, popcorn poppers, microwaves, and immersion coils. Personal microwaves and small appliances, including but not limited to toaster ovens, coffee makers, and water kettles, are permitted in the residence hall space.

c) Removable light fixtures, electrical outlets, and extension cords can be charged to the student.

17. Dining plans are available for all resident students.

18. The following conditions/ restrictions shall apply at all times in all areas of the residence halls.

a) Life-support equipment of any form, including but not limited to any type of life-support equipment, medical monitors, or dental equipment, is not allowed in residence halls unless approved by the Office of Residence Life. All equipment must be removed when the resident leaves the residence hall.

b) Life-support equipment of any form, including but not limited to any type of life-support equipment, medical monitors, or dental equipment, is not allowed in residence halls unless approved by the Office of Residence Life. All equipment must be removed when the resident leaves the residence hall.

19. The room assigned by this Agreement shall not be available for occupancy prior to the date set by the Office of Residence Life and published prior to the beginning of the academic year. The room must be vacated and left in good order no later than the date of the last day of the fall or spring semester.

20. If a student is reassigned to a room other than the room to which the student was originally assigned, all the terms and conditions of this Agreement remain in effect and, where applicable, the student will be charged or refunded the prorated difference between the prevailing rates for the original and reassigned rooms.

21. The student's residence hall space to or after any portion of the residence hall premises to be occupied by any other person. Any attempted assignment or occupying of such space shall be null and void and shall automatically terminate this Agreement, and the student may be required to vacate the premises forthwith.

22. If the Office of Community Standards issues a charge against a student for a violation of the Code of Community Standards ("Code"), any sanctions relating to residential living will be governed by the Code.

23. The student is required to abide by all University rules and regulations and fire safety guidelines as set forth in this Residential Living Agreement, as well as in The Living Forum and Code of Community Standards, which are incorporated by reference in this Residential Living Agreement, and by any future amendments to these rules, regulations, and guidelines. The student, before or after the date of this Agreement, by any other rules and regulations of this Residential Living Agreement and University rules and regulations, and understands that the University may take appropriate action, including summary action, termination of this Agreement, suspension or banning from the residence halls, limiting access to particular halls, or reassignment of rooms, for conduct that is in breach of this Agreement or in violation of any of the above-referenced rules, regulations, or guidelines, or is otherwise detrimental to the welfare of residence hall students.
These common areas may be used for study and/or social activities. Nassau/Suffolk, Colonial Square, and the Netherlands are located on the first floor of each house or building. Located on the 12th or 13th floor, Stuyvesant Hall has a common area on each floor. The common areas for high-rise residence halls are included in your assignment packet, posted on the Office of Residence Life website and in each building, and placed in mailboxes. Please read these notices. Each Hofstra student is responsible for checking in and out according to the specified procedures, especially if you vacate prior to official checkout periods.

Residence Hall Opening and Closing
The residence halls open the weekend before classes begin and close at noon on the day following the last scheduled final exam. Students who have not paid their fall bill in full by the end of the fall semester must check out of their rooms by Wednesday, November 25, 2020. At the end of the spring semester, all students are expected to move out 24 HOURS after their last final exam. The last move-out date for non-graduating students is Saturday, May 22, 2021. During the summer sessions, certain residence halls remain open. Students may not leave their belongings in their room or any other area of the residence hall. Students who disregard this policy will be subject to additional charges, disposal of belongings, and/or possible Community Standards sanctions. Specifics regarding the dates of opening and closing of the residence halls are included in your assignment packet, posted on the Office of Residence Life website and in each building, and placed in mailboxes. Please read these notices. Each Hofstra student is responsible for checking in and out according to the specified procedures, especially if you vacate prior to official checkout periods.

Early Arrival Fee
The Office of Residence Life accepts Early Arrival Request applications for students wishing to return early to their fall residential assignment. Interested students should submit an Early Arrival Request application, which can be found on the Documents and Downloads page at hofstra.edu/reslife. The application may be faxed to 516-463-4107 or emailed to reslife@hofstra.edu. Students granted an early arrival will be assessed a fee of $50 per night. Please note: Students who arrive before their scheduled check-in date will be assessed this fee even if an Early Arrival Request application was not submitted.

Residence Life Staff
Our resident assistants, senior resident assistants, and resident directors are fully trained and available to assist you during your stay in the residence halls at Hofstra University. You are encouraged to become acquainted with your resident assistant (RA) and resident director (RD), who will answer your questions and make living on campus a positive experience for you.

Common Areas
There are common areas in each of the residence halls. The common areas in the high-rise residence halls are located on the 12th or 13th floor. Stuyvesant Hall has a common area on each floor. The common areas for Nassau/Suffolk, Colonial Square, and the Netherlands are located on the first floor of each house or building. These common areas may be used for study and/or social activities.

Residence Hall or House Kitchen
Cooking is permitted only in the public kitchen areas of each building and in the kitchens located in the Graduate Residence Hall. Kitchens are typically equipped with an oven, stove, and/or microwave. Cooking in rooms and hallways is prohibited because of the dangers of fire from overloaded wiring or faulty appliances. Cooking is restricted to designated areas that can be cleaned and inspected regularly. Please note the following exception: The use of refrigerator/freezer/microwave multi-units* rented through the University-sanctioned vendor and one-cup coffee makers (one per bedroom) in rooms is permitted. For further clarification on possession of appliances, please review the Residential Living Agreement.

Living With a Roommate
While we hope all roommates enjoy a positive experience, it is not guaranteed that you will become best friends, nor is that necessarily expected. When roommates don’t get along, it can make for a challenging year. The key to getting to know your roommate is communication. How do you work through problems with your roommate? Here are some tips:
- Talk to each other and communicate expectations regarding the living environment.
- Communication should be in person, not via text or social media.
- Consider your roommate’s perspective when sharing your feelings.
- Be a good listener.
- Remain constructive.
- When opinions differ, seek an agreeable compromise.
- Advocate for your needs.
- If you need a mediator, contact your RA or RD.

After you begin to get to know each other, you may be able to prevent problems by making a roommate agreement about room expectations. Many residents have great success with informal conversations, while others like to write an actual roommate agreement. Your resident assistant is available to help you negotiate a roommate agreement. Failure to negotiate or abide by an agreed upon roommate contract may result in more formal action. If you and your roommate think that negotiating a formal contract is a good idea, you will want to consider the following issues:
- Study time in the room/apartment.
- Visitation and guest policy.
- Bathroom use schedule for suite living.
- Sharing of food and cost of groceries.
- How you will handle any problems or conflicts.
- Use of one another’s property, including TV, computer, etc.
- Space for clothes, luggage, and storage.
- Cleaning the room, suite, bathroom, and/or apartment.
- Time for sleep/lights out.

Room Assignments and Room Changes
Room assignments/room changes are made pursuant to the Hofstra University Nondiscrimination Policy. Any conflict you may have with a roommate can usually be resolved through open, honest communication and the help of your resident assistant (RA)/resident director (RD). If this is not possible, room changes generally begin after the second week of each academic semester or as soon as our fall and spring occupancy have been confirmed. See your RD for more information and the appropriate paperwork. Your RD can be found in your residence hall Monday through Friday, 9 a.m.-5 p.m., and by appointment. If you change rooms without written approval from the Office of Residence Life, you risk both a fine and disciplinary action. It is imperative that the Office of Residence Life be aware of your room assignment at all times. You are responsible to inquire as to the difference in room rates when switching rooms, and any additional costs will be noted on your room change form. Students accepting the room change are responsible for the difference in costs. If you are moving to a more expensive room, you will be billed automatically for the higher room rate and must settle any balance with Student Financial Services. For residents wishing to be assigned to a single room when one becomes available, residents must be on the single room waitlist. Residents may add their names to the single room waitlist by emailing the Office of Residence Life at reslife@hofstra.edu starting in August. Graduate/law and undergraduate seniors may sign up starting the first day of classes, then juniors, sophomores, and first-year students on subsequent days.
Residential Policies

Hofstra University has developed policies and procedures to ensure that all contractual relationships, as well as fire, safety, and maintenance standards, are upheld in the residence halls. In most instances, policies relate directly to the health and safety of residents and the condition of facilities. Since the ultimate responsibility for fulfilling these standards lies with the individual residents, all residents must read and abide by the Residential Living Agreement. A copy of the agreement is printed in this publication. If there is anything you need clarified, feel free to contact the Office of Residence Life.

A signed Residential Living Agreement is a binding obligation between the student and Hofstra University. The student is responsible for satisfying the full financial obligation of the contract in a timely manner consistent with published University payment schedules. Failure to meet the financial obligations to the University may result in the student’s required vacancy of their residential space. The student is obligated to reside only in the facility stipulated in the contract and abide by the rules of conduct established for the residence hall system. Failure to do so will result in a fine and/or University sanction.

In addition to these regulations, all students are required to abide by University policies and principles as set forth in the Code of Community Standards.

Sanctions for breaking any of these rules range from a fine, warning, or probation to suspension from the residence halls or from the University. These policies are strictly enforced because of our commitment to ensure the health and safety of all members of our community. If you are banned from housing, you cannot enter a residence hall for any reason without permission from the Office of Community Standards; if you are the roommate/suitemate of the banned student and allow the banned student into the room/suite, you can be held responsible through the student conduct process and/or be charged for the entire room bill for having hosted the banned student. Anyone violating these policies may be subject to automatic disciplinary action under the Code of Community Standards.

Health and Safety Inspections

In order to maintain the highest standards of cleanliness and personal safety, maintenance and health and safety inspections are conducted on a regular basis. The University reserves the right to inspect students’ rooms at any time regardless of whether the rooms are occupied at the time of inspection. These health and safety inspections are conducted periodically each semester by the resident director, graduate assistants, assistant directors, and the director of residential operations in conjunction with the resident assistant staff and Plant Department personnel.

Possession of a prohibited item in a residence hall will result in confiscation of the prohibited item and an automatic fine. If the prohibited item cannot be removed by University personnel or if the resident or residents are being cited for a particular action or behavior, a follow-up date will be given for the resident(s) to become compliant. Failure to pass a follow-up inspection will result in a fine. Although fines are generally the sanction for health and safety inspection violations, any violation may be grounds for student conduct action. A confiscated item must be retrieved from the resident director on a day when you can show you will be taking the item off campus. Unclaimed items will be disposed of or donated to charity on the last day of the semester. Should additional concerns be raised, the Office of Residence Life reserves the right to pursue student conduct action and/or reassignment or removal of the student from the residence halls. All students have a right to live in a residence hall free from disruptions to their daily living, which includes a clean, safe environment.

The following items are prohibited in the Hofstra residence halls and will result in confiscation of the prohibited item and an automatic fine.

- Extension cords and multiplugs that are not grounded and do not have a light indicator AND an on/off switch.
- Multiplug lamps and lamps with an outlet (even if the outlets are not in use), rock salt lamps and plug-in rock salt night-lights, lava lamps, sun lamps, halogen lamps, and black light bulbs.
- Scented and unscented plug-in air fresheners, air purifiers, and diffusers.
- Candles (even if for decorative use), incense, and wax warmers.
- Cooking appliances of any kind, including but not limited to broilers, hot plates, hot pots, slow cookers, microwave, immersion coils, electric teakettles,* electric grills and electric skillets, toaster,* toaster ovens, rice cookers,* popcorn poppers, and coffee makers* (unless it is a one-cup coffee maker that is UL-approved with an automatic shutoff).

*Permitted in the Graduate Residence Hall if used only in cooking areas.

The list below is not an exhaustive list of prohibited items, actions, and behaviors, and is subject to change as per Residence policy, New York state law, Nassau County ordinances, and the International Fire Code (IFC). Any item not in compliance with New York state fire codes, IFC, and those of the Nassau County Fire Marshal’s Office is prohibited in Hofstra’s residence halls. If a resident is assessed a monetary fine for a health and safety violation, the cost will be $100 per violation. This amount is deducted from the resident’s housing deposit at the end of the academic year, or when the resident checks out of the residence halls.

Other actions/behaviors/prohibited items that may result in a fine:

- Blocked smoke detector/sprinkler/oulet.
- Plugging strands of lights into one another (daisy chaining).
- Bed tent.
- Wall coverings that exceed more than 50% of total wall space.
- Fabric on walls/ceilings/windows (including tapestries, flags, curtains, drapes, and valances).
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The following items are prohibited in the Hofstra residence halls and will result in

- Extension cords and multiplugs that are not grounded and do not have a light indicator AND an on/off switch.
- Multiplug lamps and lamps with an outlet (even if the outlets are not in use), rock salt lamps and plug-in rock salt night-lights, lava lamps, sun lamps, halogen lamps, and black light bulbs.
- Scented and unscented plug-in air fresheners, air purifiers, and diffusers.
- Candles (even if for decorative use), incense, and wax warmers.
- Cooking appliances of any kind, including but not limited to broilers, hot plates, hot pots, slow cookers, microwave, immersion coils, electric teakettles,* electric grills and electric skillets, toaster,* toaster ovens, rice cookers,* popcorn poppers, and coffee makers* (unless it is a one-cup coffee maker that is UL-approved with an automatic shutoff).

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Sanctions for breaking any of these rules range from a fine, warning, or probation to suspension from the residence halls or from the University. These policies are strictly enforced because of our commitment to ensure the health and safety of all members of our community. If you are banned from housing, you cannot enter a residence hall for any reason without permission from the Office of Community Standards; if you are the roommate/suitemate of the banned student and allow the banned student into the room/suite, you can be held responsible through the student conduct process and/or be charged for the entire room bill for having hosted the banned student. Anyone violating these policies may be subject to automatic disciplinary action under the Code of Community Standards.

Housing Policy Changes

Students should be aware that University housing policies may change at any time in the University’s discretion and in accordance with applicable New York state and federal requirements and the recommendations of healthcare professionals. Students residing in campus housing may be required to comply with public health requirements, including those relating to testing, tracing, isolation/quarantine, and removal from residence halls. If the closing of all residence halls is necessary for health and safety reasons, students may be required to leave campus housing entirely. If appropriate, the University in its sole discretion may adjust housing charges in such situations. The health and safety of the Hofstra community will guide all decisions.

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In order to maintain the highest standards of cleanliness and personal safety, maintenance and health and safety inspections are conducted on a regular basis. The University reserves the right to inspect students’ rooms at any time regardless of whether the rooms are occupied at the time of inspection. These health and safety inspections are conducted periodically each semester by the resident director, graduate assistants, assistant directors, and the director of residential operations in conjunction with the resident assistant staff and Plant Department personnel.

Possession of a prohibited item in a residence hall will result in confiscation of the prohibited item and an automatic fine. If the prohibited item cannot be removed by University personnel or if the resident or residents are being cited for a particular action or behavior, a follow-up date will be given for the resident(s) to become compliant. Failure to pass a follow-up inspection will result in a fine. Although fines are generally the sanction for health and safety inspection violations, any violation may be grounds for student conduct action. A confiscated item must be retrieved from the resident director on a day when you can show you will be taking the item off campus. Unclaimed items will be disposed of or donated to charity on the last day of the semester. Should additional concerns be raised, the Office of Residence Life reserves the right to pursue student conduct action and/or reassignment or removal of the student from the residence halls. All students have a right to live in a residence hall free from disruptions to their daily living, which includes a clean, safe environment.
Health and Safety Violation Appeals

If you receive a health and safety violation fine, specific instructions on the appeals process will be provided to you at that time. Appeals of all fines must be made in writing by the deadline to the Health and Safety Violation Committee. The committee will review the appeal and respond in writing via the student’s Hofstra Pride email account.

When it cannot be determined who is responsible for a violation, all occupants of the room, suite, or apartment will be fined the listed amount. Students assuming responsibility for the violation can do so in writing to the committee (by the scheduled deadline) and have the charges against their suitmates/roommates rescinded. Dropping charges against suitmates/roommates rests with the discretion of the Office of Residence Life. Should you have any questions about the health and safety violation appeals process, you may email the Office of Residence Life at reslife@hofstra.edu.

Community Damage Assessment

Please note that a Hofstra University union employee must fix any damage done to your residence hall room. No outside worker can be brought in, and you may not fix any damage yourself. In the event that an individual floor or other clearly delineated area of the building suffers damage, the Office of Residence Life has the option to limit the liability to the residents of that area. Itemized damage reports will be available periodically upon request in the Office of Residence Life. Excessive damage may lead to students of an area being reassigned or removed from the residence halls.

All residents of the building will share costs for damage done to community areas (such as lounges, hallways, bathrooms, living rooms, and plate glass) that cannot be assessed to the individual responsible for the damage. When dealing with damages to common areas, the Office of Residence Life considers each building an individual community. Residents will share equally in the cost of repairs that cannot be ascribed to those liable for the damage. It is up to you to let the Office of Residence Life know who has caused the damage in order to avoid everyone in your building sharing the cost.

Insuring Your Belongings

It is imperative that students safeguard their belongings. We encourage all students to have adequate insurance, either through a homeowner policy or by securing renters insurance. Many homeowner policies allow for a rider for renters insurance. Please discuss this matter with your insurance agent prior to your arrival at Hofstra. The University does not reimburse students for lost or damaged items.

Refrigerator/Freezer/Microwave Rental

The Office of Residence Life uses Campus Specialties Inc. (CSI) as our exclusive provider for refrigerator and microwave combination (MicroFridge®) rental units. For more information about renting a MicroFridge®, visit mymicrofridge.com. *Students can purchase refrigerator/freezer/microwave multi-units rented through a University-sanctioned vendor are permitted in on-campus residence halls. Please note that all units must be plugged directly into a wall outlet. Only one (1) refrigerator is permitted in a traditional room, and two (2) are allowed in a suite.

*Personal microwaves and refrigerators, including the refrigerator/freezer/microwave multi-units rented through the University-sanctioned vendor, are prohibited in the Graduate Residence Hall rooms and suites.

Maintenance

Report any maintenance issues via the online maintenance request system (see below). Indicate all important information and details in your request, such as location and room number. If it is an emergency, please call Residential Operations between the hours of 9 a.m. and 5 p.m., Monday through Friday, at 516-463-6606. Refusing entry for scheduled maintenance can result in delays to complete the work and could also subject you to fines and/or disciplinary action. See steps below to enter your work order request online.

Online Maintenance Request

To enter a work order request online:
1) Log in to the Hofstra portal at my.hofstra.edu.
2) Click on the My Apps icon in the top right corner.
3) Click on the WebTMA icon.
4) Enter information for the request, and be as detailed as possible.

If you have any questions, please call Residential Operations at 516-463-4140.

Housing Deposit

All residential students pay a housing deposit when they apply to live on campus. Once a student occupies a residential space, the housing deposit is held in an account by the University as a breakage deposit. Charges for lost or broken keys and health and safety violation charges are also deducted from this deposit. The housing deposit is credited to the student’s account if there are no outstanding charges AND there has been no damage to the room or common areas at the time of checkout when room inventories are performed and damages are assessed.

Costs to repair damage to the room, suite, and/or residence hall common areas will be deducted from the housing deposit. If it should occur that the housing deposit does not cover the repair of the damages incurred, the resident(s) will be responsible for the outstanding balance. If the University is unable to determine the specific resident(s) responsible for the damages incurred, then the costs will be deducted from the housing deposits of ALL residents of the room, suite, floor, or building as appropriate.

Should a resident observe vandalism being perpetrated by a fellow resident or guest, the resident should notify a Residence Life staff member and/or contact Public Safety so that the responsible person(s) can be held accountable.

To enter a work order request online:
1) Log in to the Hofstra portal at my.hofstra.edu.
2) Click on the My Apps icon in the top right corner.
3) Click on the WebTMA icon.
4) Enter information for the request, and be as detailed as possible.
Quiet and Courtesy Hours

Quiet hours are 11 p.m. to 9 a.m., Sunday through Thursday, and midnight to 10 a.m., Friday and Saturday. Most buildings also offer 24-hour quiet hour options. Courtesy hours are in effect 24 hours a day, seven days a week, 365 days a year. If a student is disturbing another resident because of noise and is asked to quiet down, this request should be honored, regardless of the time of day. Should a resident of a Quiet Floor violate the Quiet and Courtesy Hours policy, the resident may be relocated to another room or residence hall. During finals week, 24-hour quiet hours are in effect in all residence halls. Violation of Quiet and Courtesy Hours by student(s), resident(s), and/or guest(s) may result in a violation of the Student Code of Conduct, and violators may be asked to leave the residence hall immediately.

Overnight Guests

Prior to having overnight guests, please discuss your plans with your roommate(s) and suitemate(s). Although we hope that these matters can be worked out, a roommate’s objection to a guest overrides an individual’s right to have an overnight guest. An overnight guest is defined as a person who is not officially assigned to live in the residential space and typically stays in the space beyond midnight. Guests must be escorted into the residence hall by the residence host. The resident is responsible and accountable for the behavior of their guests. It is the responsibility of the resident to inform guests of residence hall policies and other University policies, and those guests are expected to abide by these policies and standards. Guests of residents may remain overnight for no longer than three consecutive nights and six nights total in a semester but not without prior approval from the resident’s roommate(s) and suitemate(s) (if applicable). Unauthorized persons who occupy housing for longer than three nights may be charged the full cost of the room. Failure to abide by guest policies may result in the host losing visitation rights or residential status and/or being subject to disciplinary action and/or receiving a fine. The right of a student to live in reasonable privacy takes precedence over the right of a roommate/suitemate to entertain guests. In determining when guests should be invited to the room, apartment, or suite, common sense and mutual respect must prevail. All guests must be registered at the building security booth. All overnight guests must sign in/out with the resident safety representative (RSR) each time they enter and leave the building. Students who are asked to vacate the residence hall due to non-registration status may not stay on campus as guests of current residential students. All guests are expected to abide by all University and Office of Residence Life policies, procedures, and regulations. Failure to abide by these policies, procedures, and regulations may result in indefinite denial of guest privileges in Hofstra’s residence halls or housing complexes. During the summer sessions, overnight guests may reside in the halls for a period of 24 hours only. Violation of this policy may result in the resident or guest being billed for the cost of summer housing. Disciplinary action may also be taken. Children under the age of 17 are not allowed to stay overnight or visit in the residence halls unless accompanied by a parent or guardian and approved by the Office of Residence Life and/or the Department of Public Safety.

Recycling

Hofstra University makes significant contributions toward protecting the environment through its comprehensive recycling program. Our efforts include an active recycling program at all dining facilities. Plastics, cans, and bottles are collected in all buildings for recycling. Also removed from the waste stream by Hofstra are the following items: mixed paper, cardboard, cooking grease and oil, lamps, batteries, vehicle used oil, antifreeze, and paint thinners.

Posting Policy

Posting of flyers without approval of the Office of Student Leadership and Engagement or Office of Residence Life, or posting of flyers by persons other than Residence Life staff is a violation of the posting policy. Students or groups wishing to post flyers in the residence halls must obtain a copy of the posting policy at the Office of Residence Life, Room 126 Wellness and Campus Living Center, North Campus.

 Solicitation Policy

The conducting of an enterprise for personal profit is prohibited in or around University-operated living units. Residential networks and computer services may not be used for solicitation. Door-to-door solicitation for any purpose is prohibited. Parties that are hosted for the purpose of selling merchandise are prohibited in the residence hall lounges and/or the residence hall rooms. Residence hall rooms/lounges cannot be used for outside lectures, concerts, demonstrations, displays, exhibitions, or in any manner as a means of promoting commercial companies, products, or services. Residence halls are dedicated exclusively to providing a living environment that is conducive to activities associated with student life and academic success. Charitable solicitations not in conflict with this policy may be arranged with your RD. These charitable solicitations must be held in accordance with all University policies. Violation of this policy may result in a violation of the Student Code of Conduct.

Custodial Services

The University employs staff whose responsibility is to clean public areas of the residence halls, including lobbies, lounges, hallways, stairwells, common bathrooms, and kitchens. Bathrooms in the high-rises are cleaned seven days a week during the fall and spring semesters. Bathrooms in suite-style areas are cleaned during the winter intersession and spring break. Schedules are posted in the residence halls to notify students of the cleaning schedule. However, maintaining cleanliness in the residence halls is the responsibility of residents as well as custodial staff. To maintain cleanliness, please wrap all trash in bags before you throw it away in the large receptacles in the public areas. This is especially necessary with food.

While custodial staff clean the high-rise bathrooms every day, they have only a limited amount of time to do so. Please clean up after yourself so they will have more time to devote to the major work of cleaning the facilities. During the two times per year that suite bathrooms are cleaned, residents are required to remove all their items from the bathroom countertop and shower stall, and allow the cleaning staff to enter. The suite door will be left open while custodians are cleaning the bathroom. Failure to comply with this requirement will result in a $100 fine. Please consult with the Student Health and Counseling Center about the proper procedure for discarding medical waste.

Painting

A year-round painting schedule is in effect for all University buildings and residence halls. Should a resident’s room be scheduled for painting, the resident will be notified approximately five to seven working days in advance by an email to the resident’s Hofstra Pride account and with a notice placed in the room. When a room is scheduled to be painted, all items must be removed from the walls and/or ceiling. Residents are encouraged to move all items away from the walls toward the center of the room. Residential students with allergies will be given alternative housing the evening after the painting has occurred. Residence hall rooms may not be painted except by University personnel. Failure to have the room prepared as scheduled and/or violation of this policy may result in a violation of the Student Code of Conduct and/or fines.
Fire Safety Guidelines

Your safety matters most to us. Each Hofstra University residence hall is equipped with an interior fire alarm system with detection capability throughout the building, including smoke detectors, heat detectors, and pull-box stations. All residence halls are protected by a sprinkler system. Where required, some residence halls are protected by carbon monoxide detectors. All fire safety and building access systems are monitored by the Department of Public Safety, 24 hours a day, 365 days a year. Additional information about fire safety on campus is available in the Annual Security and Fire Safety Report, which can be accessed at hofstra.edu/campusfirereport or by calling Public Safety at 516-463-6060. Hofstra University policies relating to fire safety are in accordance with New York state law, Nassau County ordinances and the International Fire Code (IFC). The IFC establishes the requirements for fire prevention and fire protection systems. These requirements are enforced by our standards and by the New York State Office of Fire Prevention and Control. Our primary concern is the safety and well-being of the members of our community; and, as such, new policies have been created and existing policies have been modified to ensure that Hofstra University provides a safe environment and is in compliance with all New York State Fire Codes and those of the Nassau County Fire Marshal’s Office. Students must comply with the specific policies listed below as well as all other policies listed in The Living Factor, Hofstra University’s guide to residential living. In addition, as per the International Fire Code, information and training related to fire safety are presented on an annual basis to all students enrolled in higher education. Any violation of these guidelines is also considered a violation of the Student Conduct Code.

1. Door Chocking (Propping): A door leading out to a main hallway (common area), used as fire and/or smoke door, should not be choked (propped) open, blocked, or obstructed to prevent the normal self-closing operation of said door. [ref: IFC F-703.2]

2. Electric Wall Outlets: All electric cords from devices must be plugged directly into a wall outlet or an approved surge protector strip. All surge protector strips must be plugged directly into the wall outlet. All appliances must be plugged directly into a wall outlet. Extension cords that are not grounded AND do not have a light indicator AND an on/off switch are not permitted in the residence halls. Furniture should not obstruct a wall outlet as to prevent an electrical plug from easily being removed from the outlet (without first moving the furniture). [ref: IFC F-605.5]

3. Items Suspended from Ceilings and Walls: No items shall be suspended from the ceiling or within 24” of the ceiling as to obstruct or cover lighting, smoke detectors, and/or sprinkler heads. [ref: IFC 901.6 and 805.1 and 315.2.1] No decorative, holiday, or themed lighting shall be placed/hung on or around doors or windows. [ref: IFC 304.1]

4. Decorations: No tapers or fabric items (including flags) shall be placed on the ceilings or walls of any room. Wall coverings may include pictures and posters, but may not exceed 50 percent of total wall space. Tapestries and/or fabric items (including doormats) shall not be placed in common areas. [ref: IFC 304.1] No window curtains or valances are permitted to be hung in rooms/suites/apartments. [ref: IFC 104.1.1]

5. Natural Cut Trees: No natural cut trees of any sort shall be erected in the common or living space of any residence hall [ref: IFC 804.1.1]

6. Candles/Incense: No candles (including those used for “decoration only”), incense, or anything that burns are permitted in residence halls.

7. Smoking: Hofstra University is a smoke-free environment. There is no smoking or lighting of smoking-type products, including e-cigarettes, vaporizers, and hookahs, in any residence hall/room or facility on the Hofstra University campus. For more information about Hofstra’s smoke-free policy, please visit hofstra.edu/smokefree.

8. Malicious Damage/False Alarms: The alteration and/or destruction of fire safety equipment affects the safety of all members of the Hofstra community. Malicious damage to any fire safety equipment, including fire extinguishers, exit signs, fire doors, and emergency lighting, and/or the activation of a fire pull station when the threat of fire is not present, is a crime and is not tolerated at Hofstra University. Violators will be prosecuted to the fullest extent of the law.

9. Refrigerator/Microwave: Residents may bring their own refrigerator for their residence hall room or suite. The size and number of these refrigerators are limited (one per traditional room and two per suite) due to the electrical current they draw and the limited electrical outlets in the residence hall rooms and suites. (All appliances must be plugged directly into a wall outlet.) The refrigerator must be an energy-efficient model and may not exceed 5 cubic feet in size. Any refrigerator larger than 5 cubic feet in a residence hall room and/or suite is a violation of Residence Life policy. Additionally, personal microwaves are prohibited in on-campus residence hall rooms and suites. The University has made arrangements with a vendor to provide both refrigerator and refrigerator/microwave rental units at competitive prices. (Visit the Residence Life website for vendor contact information.) Although students can purchase refrigerator/freezer units of 5.0 cubic feet or less for use in residential rooms, for safety reasons, only those refrigerator/freezer/microwave multi-units rented through a University-sanctioned vendor are permitted on-campus residence halls. Refrigerators must be plugged directly into the wall electrical socket and not a surge protector. Stand-alone freezers of any size are not permitted in the residence halls.

10. Personal microwaves and refrigerators, including the refrigerator/freezer/microwave multi-units rented through the University-sanctioned vendor, are prohibited in the Graduate Residence Hall rooms and suites.

11. Cooking Policy: Cooking in student rooms is allowed where kitchen facilities are a standard part of the room’s facilities and in community cooking locations. Various food and beverage vending machines are located in the lobbies or lounges of the residence halls. For refunds for vending machine purchases, follow the instructions posted on the front of the vending machine. Vending kitchen appliances or vending machines to the resident assistant. Stoves for student use are located in each lounge; please use them safely. Barbecues are prohibited but can be contracted from Dining Services for student groups/gatherings. There is a $100 fine per appliance, for possession of prohibited cooking and/or electrical appliances in the residence halls. Any additional use of these appliances is a violation of this policy is grounds for further disciplinary action and/or fines. All students must comply fully with all Hofstra University fire safety regulations.

Residents of the Graduate Residence Hall are permitted to have one (1) of each of the following per suite: coffee maker, toaster (NOT toaster oven), electric teakettle, and rice cooker (if used ONLY in cooking areas).

General Evacuation Procedures:

Evacuation is necessary when any building’s fire alarm has been activated or the building becomes uninhabitable because of an event such as a fire, flood, gas leak, contamination, pandemic flu, extreme weather conditions, or the loss of critical services. The response depends on the level and extent of the emergency. Hofstra community members should familiarize themselves with the evacuation routes posted in the buildings they live in or use frequently. If an evacuation order is issued for a building, cooperate fully with Public Safety/emergency personnel and:

• Don’t panic. Stay calm.
• If possible, take keys, wallets, and essential belongings with you.
• If possible, wear weather-appropriate clothing.
• If your door feels hot, place a watertowel under it and DO NOT OPEN IT. Instead, open your window slightly if you need air. While you await rescue, call Public Safety at 516-463-6789 or 911 to ascertain that they know your location. Make your presence known by waving something from your window.
• If the hallway is filled with smoke, crouch down as low as possible (smoke rises) and hug the wall. Walls eventually lead to an egress.
• DO NOT USE ELEVATORS. USE ONLY STAIRS; elevators turn into chimneys when there is a fire and may malfunction due to heat/smoke.
• Close, but DO NOT LOCK DOORS.
• Provide assistance to those with physical disabilities.
• Evacuate in a safe and orderly fashion to the nearest evacuation assembly point.

Evacuation Assembly Point:

Students of the Graduate Residence Hall are permitted to have one (1) of each of the following per suite: coffee maker, toaster (NOT toaster oven), electric teakettle, and rice cooker (if used ONLY in cooking areas).
The housing refund schedule for the fall 2020 semester is as follows:

<table>
<thead>
<tr>
<th>UNDERGRADUATE STUDENTS</th>
<th>*LAW/GRADUATE STUDENTS</th>
<th>SCHOOL OF MEDICINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>08/23/20 - 08/29/20</td>
<td>08/09/20 - 08/15/20</td>
</tr>
<tr>
<td>75%</td>
<td>08/30/20 - 09/05/20</td>
<td>08/16/20 - 08/22/20</td>
</tr>
<tr>
<td>50%</td>
<td>09/06/20 - 09/12/20</td>
<td>08/23/20 - 08/29/20</td>
</tr>
<tr>
<td>25%</td>
<td>09/13/20 - 09/19/20</td>
<td>08/30/20 - 09/05/20</td>
</tr>
<tr>
<td>0%</td>
<td>09/20/20 - 11/25/20</td>
<td>09/06/20 - 11/25/20</td>
</tr>
</tbody>
</table>

*Law and graduate students will be refunded a pro-rated amount based upon the above schedule in accordance with the date they begin occupying the room.

The housing refund schedule for the spring 2021 semester is as follows:

<table>
<thead>
<tr>
<th>UNDERGRADUATE STUDENTS</th>
<th>*LAW/GRADUATE STUDENTS</th>
<th>SCHOOL OF MEDICINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>01/31/21 - 02/06/21</td>
<td>01/03/21 - 01/09/21</td>
</tr>
<tr>
<td>75%</td>
<td>02/07/21 - 02/13/21</td>
<td>01/10/21 - 01/16/21</td>
</tr>
<tr>
<td>50%</td>
<td>02/14/21 - 02/20/21</td>
<td>01/17/21 - 01/23/21</td>
</tr>
<tr>
<td>25%</td>
<td>02/21/21 - 02/27/21</td>
<td>01/24/21 - 01/30/21</td>
</tr>
<tr>
<td>0%</td>
<td>02/28/21 - 03/22/21</td>
<td>01/31/21 - 02/22/21</td>
</tr>
</tbody>
</table>

*Law and graduate students will be refunded a pro-rated amount based upon the above schedule in accordance with the date they begin occupying the room.

During the first week of the fall semester, students will receive a 100% refund of their housing payments, less the $300 housing deposit and residence hall fees. Students vacating the residence halls during Weeks 2 through 4 will forfeit their residence hall fees and will receive a refund according to the schedule above. After the fourth week of the semester, no refund is given. In addition, students who maintain matriculation at the University but leave the residence hall will incur a $1,500 cancellation fee.

During the first week of the spring semester, new residential students will receive a 100% refund of their housing payments, less the $300 housing deposit and residence hall fees. Continuing students who leave during Week 1 will receive a 100% refund of their housing payments, less the residence hall fee, including applicable intersession charges. All students vacating the residence halls during Weeks 2 through 4 will forfeit their residence hall fees and will receive a refund according to the schedule above. After the fourth week of the spring semester, no refund is given, and students are responsible for the full cost of their room regardless of whether they maintain occupancy or leave the residence hall. In addition, students who are registered for the spring semester at the University but leave the residence hall will incur a $1,500 cancellation fee. Room damage will be assessed upon checkout of the residence halls for all students. No refunds, including housing, dining, or residence hall fees, will be given to students who are removed from the residence halls for a violation of the Code of Community Standards. In addition, refunds will not be granted based upon a student not receiving their room/building preference.

*Please see Housing Policy Changes on page 5.

Current residents returning for the next academic year are given the privilege of participating in advance room sign-up. Detailed information regarding the room selection process can be found on the Office of Residence Life website at hofstra.edu/reslife and is also sent to students’ Hofstra Pride email accounts during the spring semester. Any returning student who wishes to participate in the room selection process for the following semester must be currently registered and in good financial standing with the University. Additionally, any residential student who decides to leave the residence halls prior to the start of the selection process may lose housing priority status for future semesters. Students who are student teaching or participating in internships that require them to live off campus during the spring semester may be pulled into a multiple occupancy room by a current spring resident during the room selection process.

Students who enter the University and reside on campus are eligible to continue to reside on campus for a maximum of eight (8) continuous semesters. Those who enter as transfer students are eligible for housing priority based on the credits accepted for transfer. (Note: Eligibility is dependent upon maintaining the necessary residency requirements as outlined in the Residential Living Agreement.) If a student chooses to move off campus at any time, the student will lose eligibility for housing, and if the student chooses to return to housing, the request will be considered on a space-available basis. Any students seeking to reside off campus may seek guidance from the Office of Commuting Student Services and Community Outreach.

The residence halls at Hofstra University remain open during the January intersession period between the fall and spring semesters. This option is offered to all students without charge, provided that the residential student is registered for housing during the spring semester. Students are surveyed in October regarding their intentions for spring housing. If your plans regarding spring occupancy change, you must notify the Office of Residence Life as soon as possible. Students who do not intend to return to Hofstra for the spring semester must vacate their rooms at the end of the fall semester. Students who reside in the residence halls during the intersession and subsequently decide not to live on campus for the spring semester will be charged a $200 room usage fee plus a daily rate for the number of days they remain in University housing and a $1,500 cancellation fee if they remain registered students at the University. If you cancel housing after Wednesday, November 25, 2020, and remain a registered student at the University, you will be held responsible for the costs associated with that room, until you officially check out of your room with a staff member. Checking out requires returning the keys and officially processing your Room Condition Report with a staff member.

Students interested in summer housing will have the ability to apply online beginning in April. All rules and procedures remain the same during Summer Sessions except that all living areas are coed. Move-in and move-out dates will be published on the Office of Residence Life website (hofstra.edu/reslife). There is an additional cost for summer housing.
Residence Hall Association

The mission of the Residence Hall Association (RHA) is to provide educational, social, and philanthropic programs for residential students at Hofstra University throughout the academic year. RHA is also a part of the National Association of College and University Residence Halls (NACURH). Each building has a Residence Council that plans programming for their own area and attends general body meetings to vote on larger decisions. RHA’s executive board coordinates advocacy initiatives and large-scale programs on campus, such as providing hydration stations in the towers, Roll with RHA (indoor roller skating on campus), Siblings Day (co-sponsored with the Office of Parent and Family Programs, the Fitness Center, and Commuting Student Services), Nugget Night, and Big Bucks Bingo. Additionally, RHA is funded from part of the Residence Life fee. To find out how you can get involved in RHA or with the Residence Council in your building, please contact your resident director or resident assistant, or email rha@pride.hofstra.edu.

National Residence Hall Honorary

The National Residence Hall Honorary (NRHH) is composed of only the top 1% of on-campus residents who exemplify the qualities of an outstanding student leader. Induction into NRHH is by nomination and application only. Admission is based on actions and achievements within the four pillars recognized globally by NRHH: academics, recognition, community service, and leadership. The purpose of NRHH is to maintain and honor these four pillars, as well as recognize those residing in on-campus housing who uphold certain academic standards and who act as leaders within their community. Lastly, NRHH promotes activities that improve the leadership qualities of Hofstra University residents. For more information and/or an application, please send an email to reslife@hofstra.edu.

Dining Services

There are many campus dining locations that accept the HofstraCard: Au Bon Pain, Bits & Bytes Café, Dutch Treats, Dunkin’ on the Quad, Hof USA, Student Center Café, Freshens, Sushi Ramen, Brooklyn Slice, Eli’s, Starbucks, and Gavel & Spoon Market. The Hofstra University Club (a la carte only), Catering Services, and Stadium/Sports Complex concessions also accept dining plans.

Dining Plan Information

All Hofstra dining plans are offered on a declining balance basis. Points are deducted from the proper card account each time a purchase is made. Points are nonrefundable. After you have selected and paid for a dining plan, it is activated automatically on your HofstraCard (HC).

The dining plan contracts are available at hofstra.edu/diningforms. If you need to apply for a dining plan, please complete a dining plan contract and email the completed form to reslife@hofstra.edu.

The following plans are available:

<table>
<thead>
<tr>
<th>Plan</th>
<th>Cost Per Semester</th>
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<tbody>
<tr>
<td>7</td>
<td>$2,820</td>
</tr>
<tr>
<td>6</td>
<td>$2,650</td>
</tr>
<tr>
<td>5</td>
<td>$2,440</td>
</tr>
<tr>
<td>4</td>
<td>$2,090</td>
</tr>
<tr>
<td>3</td>
<td>$1,910</td>
</tr>
<tr>
<td>2</td>
<td>$1,020</td>
</tr>
<tr>
<td>1</td>
<td>$540*</td>
</tr>
</tbody>
</table>

* This dining plan is available only to commuting students.

a) All first-year residential students must choose Dining Plan 5, 6, or 7. Fall points may be used during the January Session. First-year residential students who do not sign up for a plan will automatically be assigned to Dining Plan 5, and any other undergraduate residential student will be assigned to Plan 2. Please note that only commuting students can purchase Plan 1. Purchasing a dining plan is a condition of residency for all students; commuting students are not required to purchase a dining plan. Insufficient funds are not an exemption from the residency requirement.

b) Dining plan points are nonrefundable.

c) Fall semester unused points may be carried over to the spring semester provided you purchase the same plan as the fall semester or one of higher value for the spring.

d) Spring semester unused points do not carry over to the summer/fall semesters. All unused points are forfeited as of the day following spring undergraduate commencement.

e) Dining plans are activated at the start of each semester.

f) All students are responsible for their dining plan contract whether they use any/all of their points.

PLEASE NOTE: Dining plans begin on the Saturday prior to the first day of undergraduate classes. Be sure to come to campus with sufficient funds until your dining plan begins. Dining plans cannot be shared or transferred. Cards will be confiscated if used by someone else. The University is not responsible for lost cards.

You should report a lost or stolen card immediately to the Office of HofstraCard Services in Room 110 Mack Student Center, North Campus. A replacement card will be issued at a cost of $25.

Dining Plans: Changing and Canceling

You may cancel or change your dining plan by completing the required form and emailing it to the Office of Residence Life at reslife@hofstra.edu. Dining plan forms can be found on our website at hofstra.edu/diningforms. The deadlines to cancel or change your dining plan are Monday, August 10, 2020, for medical students and Thursday, September 10, 2020, for all other students during the fall 2020 semester, and Monday, January 11, 2021, for medical students and Tuesday, February 16, 2021, for all other students during the spring 2021 semester. No changes or cancellations will be accepted after these dates, regardless of dining plan usage. Any refunded amount will be sent to Student Financial Services and credited to your account. Additionally, dining plans are activated each semester. Therefore, the dining plan you choose for the fall semester will also be charged to your account for the spring semester unless you notify the Office of Residence Life in writing that you would like to change your dining plan.

If applying for a dining plan online, students will be held accountable for the dining plan contracts they sign via their electronic signature. Dining plan conditions are very specific, so please contact the Office of Residence Life should you have any questions about the dining plan. First-year residential students (those with fewer than 30 credits) who do not select a dining plan will automatically be assigned Dining Plan 5, and any other undergraduate residential student will be assigned Plan 2, as it is a condition of residency to purchase a dining plan. Commuting students are not required to sign up for a dining plan.

All first-year residential students are required to purchase one of the plans below:

<table>
<thead>
<tr>
<th>Plan</th>
<th>Cost Per Semester</th>
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<tbody>
<tr>
<td>7</td>
<td>$2,820</td>
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<td>6</td>
<td>$2,650</td>
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<tr>
<td>5</td>
<td>$2,440</td>
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</tbody>
</table>

10
Mailing Address

All FedEx, DHL, or UPS deliveries or packages that require a signature must be picked up with the student’s HofstraCard at the Student Post Office in the lower level of the Hofstra University Bookstore in the Mack Student Center, North Campus. Inquiries can be sent to hofstraPostoffice@hofstra.edu. If a package requiring a signature is delivered on a Saturday, please check with Public Safety for your package. In order to pick up a package at Public Safety, the student must present their HofstraCard.

All outgoing packages are shipped through United States Postal Service, and cash is the only accepted form of payment. Please note: at this time the Hofstra Bookstore cannot ship packages outside of the United States. Additionally, the Student Post Office is not able to accept outgoing UPS or FedEx packages. Questions should be directed by email to hofstraPostoffice@hofstra.edu.

Packages delivered to the residence halls are distributed by senior resident assistants. For accurate delivery, mail should be addressed as follows:

- Student Name (as it appears on HofstraCard)
- Alliance Hall, Room #
- 300 Hofstra University
- Hempstead, NY 11549-3000

- Student Name (as it appears on HofstraCard)
- Bill of Rights Hall, Room #
- 310 Hofstra University
- Hempstead, NY 11549-3100

- Student Name (as it appears on HofstraCard)
- Colonial Square East, House Name, Room #
- 380 Hofstra University
- Hempstead, NY 11549-3800
- (House Names: Cambridge, Hampton, Hempstead, New York, Norwich, Providence, Quincy)

- Student Name (as it appears on HofstraCard)
- Colonial Square West, House Name, Room #
- 385 Hofstra University
- Hempstead, NY 11549-3850
- (House Names: Dover, Jamestown, Newport, Portsmouth, Plymouth, Salem, Williamsburg)

- Student Name (as it appears on HofstraCard)
- Constitution Hall, Room #
- 320 Hofstra University
- Hempstead, NY 11549-3200

- Student Name (as it appears on HofstraCard)
- Enterprise Hall, Room #
- 340 Hofstra University
- Hempstead, NY 11549-3400

- Student Name (as it appears on HofstraCard)
- Estabrook Hall, Room #
- 330 Hofstra University
- Hempstead, NY 11549-3300

- Student Name (as it appears on HofstraCard)
- Graduate Residence Hall, Room #
- 400 Hofstra University
- Hempstead, NY 11549-4000

- Student Name (as it appears on HofstraCard)
- Nassau Hall, Room #
- 390 Hofstra University
- Hempstead, NY 11549-3900

- Student Name (as it appears on HofstraCard)
- Netherlands North, House Name, Room #
- 360 Hofstra University
- Hempstead, NY 11549-3600
- (House Names: Delft, Groningen, Hague, Leiden, Rotterdam, Tilburg)

- Student Name (as it appears on HofstraCard)
- Netherlands South, House Name, Room #
- 365 Hofstra University
- Hempstead, NY 11549-3650
- (House Names: Amsterdam, Breukelen, Orange, Rensselaer, Utrecht)

- Student Name (as it appears on HofstraCard)
- Statues Hall, Room #
- 370 Hofstra University
- Hempstead, NY 11549-3700

- Student Name (as it appears on HofstraCard)
- Suffolk Hall, Room #
- 395 Hofstra University
- Hempstead, NY 11549-3950

- Student Name (as it appears on HofstraCard)
- Vander Poel Hall, Room #
- 350 Hofstra University
- Hempstead, NY 11549-3500

Mail Forwarding/Change of Address

Effective the day after undergraduate commencement, packages addressed to any residence hall except for the summer residence hall will be returned to sender by the U.S. Postal Service. ONLY first class mail will be forwarded to a student’s address of record. As third class and bulk rate mail is not forwarded, the Office of Residence Life strongly urges you to contact companies with which you have magazine subscriptions to give them your summer address.

Summer residents must use the address for the summer residence hall to avoid mail disruption. Any student not residing on campus over the summer should update their mailing address in late April by following the instructions at hofstra.edu/reslifeaddresses.

Amazon Locker

Amazon Locker is a self-service delivery service offered by Amazon. Amazon customers can select Hofstra’s on-campus Locker location, “Cria,” as their delivery address and retrieve their orders at that location by entering a unique pick-up code on the Locker touch screen. The Amazon Locker is located in the lower level of the Mack Student Center, in the hallway between the Pride Den and the Game Room. To access Hofstra’s Locker and set up this location as your preferred Locker, visit amazon.com/addCria.

*During peak times, the Locker may be unavailable due to capacity. The Locker will appear grayed-out during checkout; this means the Locker has no available slots to receive your package. Manually adding the Locker as the shipping address will not equate to a Locker delivery. Please only choose a Locker as shipping address from your address book.

Please refer questions or concerns related to the Locker to the phone number listed on the Locker.

HofstraVision

Hofstra’s digital TV service provides resident students with access to a mix of standard and high-definition channels. Students can stream television programming to their phone, tablet, or Fire TV using the Stream2 app or connect a television, equipped with a clear QAM-capable tuner, to Hofstra’s cable TV network. Scanning for channels is necessary, and channels are subject to change without notice. Residents can find a listing of available channels at hofstra.edu/hofstravision. Setup and troubleshooting steps may be found at hofstra.edu/hofstravisionhelp.

Information Technology Services (ITS)

ITS provides technology services and support to the Hofstra community.

Support is available at the ITS Service Desk, located in Hammer Lab. Students can call 516-463-7777, e-mail help@hofstra.edu, or visit in person. During the fall and spring semesters, support services are available Monday through Thursday, 8 a.m. to 8 p.m., and Friday, 8 a.m. to 5 p.m. The ITS Service Desk is closed on designated University holidays.

Two open-access labs are available for computer use and collaborative study. Hammer Lab is located across from the Axinn Library and is open 24/7. Calkins Lab is located in Room 106 Calkins Hall. Each lab has the software you need to complete your academic work.

PrideDesktop allows students to access a Hofstra lab computer from anywhere using their personal computer, tablet, or phone. Learn more about PrideDesktop at hofstra.edu/pridedesktop.

The University’s PridePrint service allows students to print from any campus computer, or from their personal computer, tablet, or phone. Learn more about PridePrint at hofstra.edu/prideprint.

Students can also sign up for a free Office 365 subscription and download the full version of Microsoft Office (at NO ADDITIONAL COST) via the “My Apps” button on the my.hofstra.edu portal. Students may access Hofstra’s secure wireless network, eduroam, in all buildings and in many outdoor spaces. Details about the University’s wireless network can be found at hofstra.edu/wireless.

In addition to wireless connectivity, residential students can request a wired network port in their room. Students who use this service can stop by the ITS Service Desk to receive a free Ethernet cable. Details about wired network access in residence halls is available at hofstra.edu/wired.

For additional information about ITS, please call 516-463-7777 or visit hofstra.edu/its.
Public Safety
Hofstra’s Department of Public Safety is located in the Mack Public Safety and Information Center at the southeast corner of Hempstead Turnpike and California Avenue. Public Safety officers are New York state-certified first responders who are trained in first aid, CPR, and other emergency medical care. The Department of Public Safety is open 24 hours a day, 365 days a year. The dedicated members of the department are responsible for ensuring the safety of approximately 13,000 community members and 3,000 residential students, and securing 244 acres of campus property.

Detailed information about Public Safety is available at hofstra.edu/publicsafety. In compliance with the federal Clery Act, the department prepares and publishes an Annual Security and Fire Safety Report. Students are encouraged to read the report, available on the Public Safety website, as it contains important information regarding emergency policies and procedures, as well as crime and fire safety statistics that have been reported to the University.

IMPORTANT PHONE NUMBERS:
Public Safety General Information: 516-463-6608 during business hours
Public Safety 24-Hour Desk: 516-463-6606
Emergency: 516-463-6789
Shuttle Information: 516-463-7878

Resident Safety Booth
Each residential building has a 24-hour resident safety booth. The resident safety representatives who staff the booths are specifically trained to help you and to enforce the security policy for your living area. Please cooperate and always swipe your HofstraCard when entering the residence halls.

Parking
Parking permits are required for all students, faculty, and staff who have a vehicle on campus. Note: All students, including first-year students, are permitted to have cars on campus, as long as they are registered with Public Safety. Properly display your parking permit in your vehicle, and adhere to all parking and motor vehicle regulations. Failure to comply with parking regulations may result in fines or towing fees. If you have any questions about parking on campus, you are encouraged to speak with the Department of Public Safety. Detailed information regarding parking lots on campus are available on the Public Safety webpage.

University Shuttle Services
University shuttle services are provided to students free of charge. Shuttles transport students to the Mineola and Hempstead Long Island Rail Road stations, local shopping centers, and residential areas surrounding the campus. Schedules for the shuttle are available on the Public Safety webpage.

Public Transportation*
Long Island Rail Road, MTA/Metropolitan Suburban: 718-217-5477
Bus Authority/Long Island Bus: 516-542-0100
*Visit my.hofstra.edu for information on services available near Hofstra.

Residence Hall Room Security and Responsibility
The safety of residential students begins and ends with the students themselves. There is a great deal that residents can do to help support the efforts of the Department of Public Safety in ensuring a safe living environment. Do not leave yourself vulnerable to theft; do not prop your door open when you leave your room. In addition, it is imperative that you monitor your surroundings and report any suspicious behavior to Public Safety. When you enter your residence hall, be sure to comply with all security policies related to presenting identification. Please remember that visiting students and guests must comply with the residence hall’s security policies and be signed in as guests with the resident safety representative. Finally, although it may be a courtesy to hold a door for someone entering the residence hall, please make sure that individuals use their HofstraCard to swipe into the residence hall, especially people with whom you are unfamiliar.

Keys/HofstraCard
Residents must not lend or otherwise permit others to use their keys or HofstraCard at any time. If you misplace your keys, contact Public Safety to gain access to your room. If, after gaining access to your room, you are still unable to locate your keys, file a lost or stolen key report by contacting Residential Operations in the Office of Residence Life, Monday-Friday, 9 a.m.-5 p.m. (or Public Safety after 5 p.m.) to request a lock change. The locksmith will leave a note on your door, and you can pick up your new keys from your resident director or the RA on duty. You will be billed a minimum of $35 per cylinder change and $25 per key.

No refunds will be made if you find your keys after the lock has been changed. Please note that you must present your HofstraCard in order to be keyed into your room. Also, it may take Public Safety some time to respond to your call. Therefore, it is very important for the security of your room and fellow residents that you are careful with your keys. DO NOT LEAVE YOUR KEYS IN YOUR MAILBOX. Report broken keys to the Office of Residence Life to order a replacement key.

Hofstra ID Policy
1) Each resident must swipe their valid HofstraCard in order to enter the residence hall. NOTE: Residential students who do not have their HofstraCard upon entering their residence hall will be issued an ID Policy Violation Warning Letter. Residential students are not permitted to “piggy-back” into the building on another resident’s card swipe.
2) A visiting student is one with a valid HofstraCard who is visiting a residential student. The visiting student must show their HofstraCard to the resident safety representative (RSR), and the ID is retained at the booth. The visiting student is signed in by the RSR on the sign-in sheet and is allowed entry. The HofstraCard is returned to the student when they exit the building. If the visiting student cannot be identified as a current Hofstra University student (i.e., because their HofstraCard is expired or they have an Alumni card), then they will be signed in as a guest (see #3 below).
3) Anyone without a current HofstraCard must show a photo-type ID to the RSR and must be escorted into the building by the resident host. Once the resident host is present, the guest must sign in at the booth; the guest’s ID is retained at the booth. The ID is returned to the guest when they exit the building. NOTE: If the resident host is not with the guest, the guest will not be permitted to enter the building.

Please remember that the moment your guest enters the residence hall, you are responsible for your guest’s actions. Violations of policy will be referred through the Office of Community Standards, and your guest may be asked to leave campus immediately.

Policies Regarding Alcohol and Other Drugs
The Policy on Alcohol, Illegal Drugs, and Other Controlled Substances delineates individual and community expectations regarding alcohol and other drugs. Hofstra policies and student conduct codes are thoroughly outlined in the Code of Community Standards within Hofstra’s student handbook, the Guide to Pride (hofstra.edu/guidetopride). All students are responsible for understanding and abiding by the policies of Hofstra University; those violating community standards will be subject to disciplinary action.

Student Health and Counseling Center (SHACC)
The Student Health and Counseling Center (SHACC) offers accessible short-term medical care and counseling services to all enrolled Hofstra University students. Our providers are experienced in addressing health-related concerns commonly seen on college campuses and advocate a wellness approach to health care. Students are encouraged to become partners in managing their physical and psychological health needs through education and collaboration. All health care is confidential, and information is released only at the written request of the student, where law, regulations, or emergencies require it. Students must present a valid HofstraCard at each visit. Most health services treatment interventions are provided at no cost to our students. Individual short-term counseling, workshops, and psychoeducational groups are also provided at no cost.

Students seeking medical or counseling services should call our office at 516-463-6745 for assistance. All visits should be scheduled by appointment. Visits for illness and urgent concerns will be prioritized. All students are requested to complete their consent for treatment and medical record forms, and, if insured, manually enter current insurance information on the Medicat Health Portal prior to the visit.

To access: 1) Log in to the Hofstra portal (my.hofstra.edu) using your Hofstra ID number and password. 2) Go to My Apps in the top right corner. 3) Click on Medicat.

The Student Health and Counseling Center (SHACC) is located at the Wellness and Campus Living Center, North Campus. For more information, please call 516-463-6745 or visit hofstra.edu/shacc.

Local Hospitals
Nassau University Medical Center, 2201 Hempstead Tpke., East Meadow: 516-572-0123
NYU Winthrop Hospital, 259 First St., Mineola: 516-663-0333
Medical Waste Disposal Policy

Medical waste is any biological waste that is capable of releasing or exposing potentially infectious, communicable disease to another person during handling of items, such as sharps or needles contaminated with any bodily fluids. All medical waste must be disposed of in the appropriate container according to University policy.

All sharps must be placed into specialized sharps containers that either you have supplied, or is provided in your residence hall for disposal. Sharps containers must be made of a rigid material (i.e., plastic). Sharps containers must be puncture resistant, leak proof on the sides and bottom, properly labeled, and closable. Each sharps container must either be labeled with the universal biohazard symbol and the word “biohazard” or be color-coded red. Sharps containers must be maintained upright throughout use, replaced routinely, and not be allowed to overfill. Bring your secured sharps container to the Student Health and Counseling Center for disposal.

Student Access Services

The Office of Residence Life works closely with Student Access Services to meet the housing needs of students with disabilities. Students with documented disabilities may be assigned to rooms that meet their disability-related needs.

To be considered for special housing accommodations, please contact Student Access Services at 516-463-7075 or sac@hofstra.edu. Students will be asked to apply for services and provide appropriate documentation of their disability before housing accommodations will be considered. If an ADA-compliant room is not being occupied by a student with a disability, it can be assigned to a student without a disability with the agreement that the room may be reassigned if a student with a disability requires the space.

Assistance Animals

Hofstra University recognizes that assistance animals can play an important role in facilitating the independence of some individuals with certain types of disabilities. Therefore, per the Fair Housing Act, Hofstra University provides reasonable and appropriate accommodations for an assistance animal in on-campus housing for a student with a documented disability.

As per the Guide to Pride, before bringing an assistance animal onto campus, the requesting individual must submit a request and appropriate supporting documentation. A student who is living in on-campus housing (residence halls) must make a formal request to Student Access Services for an accommodation.

The review process may take 30 days or more. New incoming students should submit their request by June 1 for the fall semester and November 1 for the spring semester. There is no guarantee that Hofstra University will be able to accommodate late requests, including any needs that develop during the semester. Student Access Services will review the requests in collaboration with Residence Life.

Code of Community Standards

Hofstra’s Code of Community Standards outlines the rights and responsibilities of all student members of the Hofstra community. The Office of Community Standards works with students who have violated University policy to encourage and support better decision-making skills and personal choices. The office also provides guidance to students who report a violation of their student rights.

Students are expected to take an active role in encouraging all members of the community to maintain Hofstra’s behavioral standards. Residential students in particular are expected to join with the Office of Community Standards in developing behavioral expectations and in monitoring and enforcing these expectations within their floor/house/residence hall.

The Office of Community Standards works closely with Residence Life, Public Safety, and a number of other departments to uphold community standards and carry out the student conduct process in a manner that respects the rights of both the individual and the community at large. If a student violates these standards, Hofstra University may take appropriate disciplinary action.

The Code of Community Standards not only outlines proper conduct, but it also illustrates all the policies and procedures in our student conduct process. Students charged with violating University policy may face sanctions as a result of their actions. A complete version of the Hofstra University Code of Community Standards is available in the Guide to Pride, which can be found at hofstra.edu/guidetopride. Questions regarding these student expectations can be directed to the Office of Community Standards located in Room 240 Mack Student Center (516-463-6913).

Dean of Students

In order to help students reach their academic, professional, and personal goals, the Dean of Students Office directly supports the staff members who direct the following offices: Campus Recreation, Community Standards, Counseling Services, and Office of Community Standards (which includes Community Service), HofstraCard Services, The Interfaith Center, Residence Life, Student Advocacy and Prevention Awareness, and Student Leadership and Engagement (which includes Orientation and New Student Programs, Intercultural Engagement and Inclusion, LGBTQ+ Programming and Advocacy, and Fraternity and Sorority Life).

The Office of the Dean of Students fosters an inclusive environment that encourages holistic student engagement, development, and success inside and outside of the classroom for each undergraduate and graduate student (professional students in the Deane School of Law and Zucker School of Medicine have their own student support administrative offices). By developing and providing programs and services that assist in creating a strong campus community in which people from all cultures, backgrounds, and perspectives feel welcome and celebrated, the office staff encourages students to become active citizens of Hofstra, the local community, and the world.

The Dean of Students Office promotes responsible and ethical decision-making that demonstrates integrity and respect for self and others. The office assists current students in managing their time at Hofstra and understands the expectations and community standards they are required to uphold as they navigate their educational pathway. The Dean of Students Office advocates for students and is an administrative ally to students as they explore social, academic, and extracurricular engagement on campus. The Dean of Students Office is available to all students and is conveniently located in Room 243 Mack Student Center. Please call 516-463-6913 or email DeanofStudents@hofstra.edu if you need assistance. We look forward to getting to know you.

Missing Student Policy

(Residential Students) Rev. May 2013

It is the policy of the Office of Residence Life at Hofstra University to investigate any report of a missing student living in one of the University’s residence halls. All students residing in a campus residence hall are requested to complete a Confidential Contact Information Form, available upon check-in to their residence hall. The residential student is asked to identify the name and contact number of the individual (s) to be contacted in the event the student is determined to be missing, as set forth below. This contact information will be registered confidentially and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation and authorized Hofstra University officials, including Public Safety officers.

Hofstra understands that students may make arrangements to stay outside of the residential halls, and as such the location of students in the halls is not monitored by resident assistants or other University staff. If a student intends to leave their residence hall for an extended period of time, the student is strongly encouraged to advise the residence hall staff before leaving, to avoid the student being reported “missing.” If, however, there is reason to believe a residential student is missing, all reasonable efforts will be made to locate the student to determine the student’s state of health and well-being. These efforts, which are done in conjunction with Public Safety, include, but are not limited to, checking the student’s room, speaking with friends and/or roommates, checking ID access, locating the residential student’s vehicle, and calling the student’s cell phone number or other known contact information.

Where a residential student has been missing for 24 hours, students, employees, or other individuals should make a report to Residence Life, the Dean of Students Office, or the Department of Public Safety. All missing student reports will be referred immediately to the Department of Public Safety. If upon investigation by Public Safety, the residential student is determined missing, staff from Public Safety and/or Student Affairs will contact the resident’s designated “Confidential Contact” within 24 hours. For any residential student under the age of 18, Hofstra will notify a custodial parent or guardian, in addition to any other individual designated on the Confidential Contact Information Form, within 24 hours of the time the residential student is determined to be missing by the Department of Public Safety. Public Safety will continue to investigate, utilizing established investigatory procedures in collaboration with staff from Residence Life, other campus offices, and local law enforcement agencies. When a “Confidential Contact” cannot be located or has not been assigned, Public Safety will inform the appropriate law enforcement agency and/or make contact with the residential student’s parent or legal guardian. In all cases where the Department of Public Safety determines that a residential student is missing, Public Safety will notify the appropriate law enforcement agency within 24 hours of that determination.
<table>
<thead>
<tr>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
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All Hofstra University events and programs are contingent on public health guidelines. Visit [hofstra.edu/safestart](http://hofstra.edu/safestart) for updates.

- **2**: Single Room Waitlist begins for Law/Grad/Seniors
- **24**: Last day to register or add a class online
- **25**: Single Room Waitlist begins for Juniors
- **26**: Single Room Waitlist begins for Sophomores
- **27**: Single Room Waitlist begins for First-Year Students

★ Check in for first-year, transfer, and continuing undergraduate students will be staggered, starting on or around Saturday, August 15, 2020, and continuing through Saturday, August 22, 2020.
Lab Day – UNIVERSITY CLOSED

Room changes begin

Deadline to cancel or change fall dining plan

Visit hofstra.edu/safestart for updates.
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* Students not returning for the spring semester must check out by November 25, 2020, in order to not incur intersession housing charges.

All Hofstra University events and programs are contingent on public health guidelines. Visit hofstra.edu/safestart for updates.
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MAY • 2021

All Hofstra University events and programs are contingent on public health guidelines. Visit hofstra.edu/safestart for updates.

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Memorial Day - UNIVERSITY CLOSED

Final exams for ALL classes
Final exams for ALL classes
Final exams for ALL classes
Final exams for ALL classes
Final exams for ALL classes
Final exams for ALL classes

Graduate classes meet
Graduate classes meet

Snow/study/reading day for undergraduate classes only
Snow/study/reading day for undergraduate classes only

Summer Session I classes begin

Commencement

Semester ends

Spring semester move out of residence halls

CLOSED

MAY • 2021

All Hofstra University events and programs are contingent on public health guidelines. Visit hofstra.edu/safestart for updates.
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### Important Campus Telephone Numbers

**Residence Life Numbers**
- Residence Life Office: x3-6930
- RSR Booth: x3-2039
- RA Office: x3-5124
- Alliance Hall: x3-2941
- Bill of Rights Hall: x3-2233
- Colonial Square: x3-2245
- Constitution Hall: x3-2943
- Enterprise Hall: x3-2276
- Estabrook Hall: x3-2945
- Graduate Residence Hall: x3-2951
- Nassau/Suffolk Halls: x3-7000
- Netherlands Complex: x3-2953
- Stuyvesant Hall: x3-4927
- Vander Poel Hall: x3-2949

**Other Campus Offices**
- Athletic Offices
  - Fried Center: x3-4960
  - Mack Sports Complex: x3-6750
  - Margiotta Hall: x3-6484
  - Physical Education Building: x3-3800
  - Axinn Library Hours: x3-2953
- Bookstore: x3-6654
- Campus Recreation: x3-4037
- Career Center: x3-6060
- Center for University Advising: x3-6770
- Dean of Students: x3-6913
- Dining Services: x3-6662

**EMERGENCY**
- Hof USA: x3-5132
- HofstraCard Services: x3-6942
- HofstraVision/Cable Problems: x3-6602
- Intercultural Engagement and Inclusion: x3-6957
- Interfaith Center
  - Catholic Chaplain’s Office: x3-7210
  - Muslim Chaplain’s Office: x3-6920
  - Jewish Chaplain’s Office: x3-6920
  - Protestant Chaplain’s Office: x3-6920

### DEPARTMENT OF CAMPUS RECREATION

#### ~ FITNESS CENTER ~
Davis S. Mack Fitness Center, North Campus
- 64 Cardio Machines
- 50+ Strength Pieces
- ADA-Certified Circuit
- Cycle, Aerobics, and Yoga Studio
- Indoor Track
- 6 Basketball Hoops
- Lounge/Computer Area

#### ~ INTRAMURALS ~
- Basketball
- Cornhole
- Dodgeball
- Flag Football
- Floor Hockey
- Kickball
- Soccer
- Softball
- Spikeball
- Ultimate Frisbee
- Volleyball

#### ~ CLUB SPORTS ~
- Badminton
- Baseball
- Billiards
- Bowling
- Equestrian
- Esports
- Ice Hockey
- Men’s Lacrosse
- Men’s Rugby
- Men’s Soccer
- Men’s Ultimate Frisbee
- Powerlifting
- Quidditch

#### ~ FACILITY INCLUDES ~
- Rock Climbing
- Roller Hockey
- Ski and Snowboard
- Softball
- Swimming
- Table Tennis
- Tennis
- Volleyball
- Women’s Lacrosse
- Women’s Rugby
- Women’s Soccer
- Women’s Ultimate Frisbee
- Yoga

#### ~ GAME ROOM ~
Sondra and David S. Mack Student Center Lower Level, Room 029, North Campus
- PS3, PS4, Xbox One, Xbox 360, Wii
- Televisions for plug and play with laptops and gaming systems (HDMI)
- Desktop computer stations
- Pool Tables
- Ping-Pong Tables
- Foosball Table
- Board Games

#### ~ GROUP EXERCISE CLASSES ~
- Les Mills Virtual Training Classes

#### ~ CONTACT US! ~
Campus Recreation
516-463-4037
recreation@hofstra.edu
hofstra.edu/recreation

#### ~ FOLLOW US ON SOCIAL MEDIA! ~
@HofstraRec