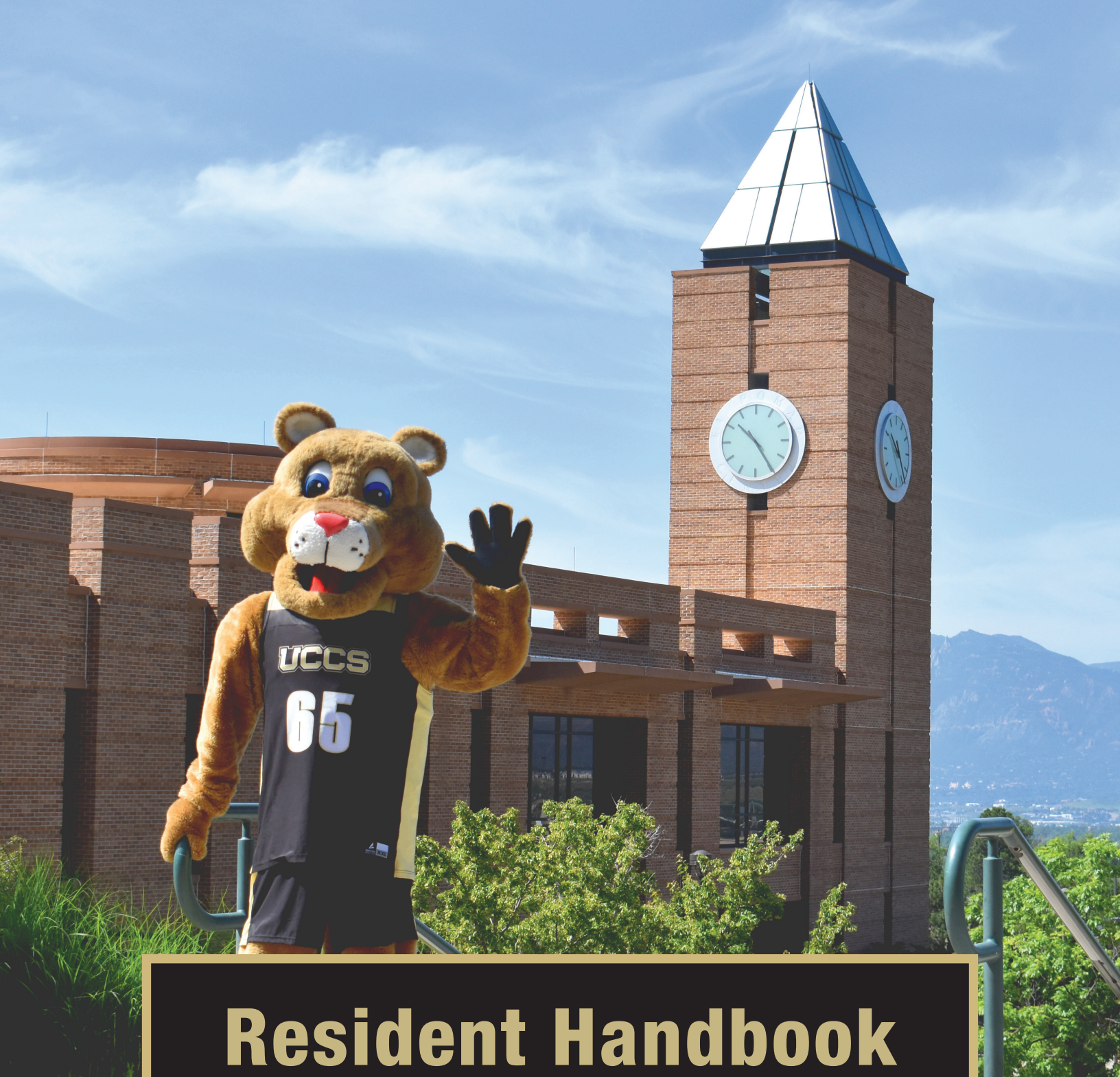




Resident Handbook

2026-2027



University of Colorado
Colorado Springs





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PART 1

Welcome to Campus Living

➤ Important Contacts



How to Contact Residence Life and Housing (RL&H)

We're here to help at every turn of you becoming a member of the UCCS community, our housing villages, and beyond. You'll find contact information and availability below for our two RL&H offices within our villages. Please see the [Staff Directory](#) on the UCCS RL&H website.

RESIDENCE LIFE AND HOUSING

Main Line: 719-255-4042

Housing email: housing@uccs.edu

Offices and desks are closed for campus closures, such as holidays and due to weather, and are subject to change based on staff availability.

SUMMIT VILLAGE OFFICE

Monarch House 1102

1010 Austin Bluffs Parkway

Direct Line: 719-255-3844

Hours: 8am – 5pm weekdays

Village Desk Hours: 8am – 5pm
during the academic year

ALPINE VILLAGE AND APARTMENTS OFFICE

La Plata House 107

4725 Clyde Way

Direct Line: 719-255-6288

Hours: 8am – 5pm on weekdays

Village Desk Hours: 8am – 5pm
weekdays all year

How RL&H Supports the UCCS Mission

UCCS is committed to providing students with a rigorous, enriching education in a vibrant campus community. As part of that commitment, RL&H plays a key role in helping students thrive, academically, personally, and socially, while supporting the broader mission and vision of the university.

Living on campus isn't just about where you sleep; it's about being part of a dynamic environment designed to help you thrive. From our supportive staff and fun programs to our focus on connection and inclusion, we're here to help you make the most of your time at UCCS.

Here's how we bring the UCCS core values to life in our residential villages:

■ Student Focus

Everything we do is centered on you. We create a welcoming environment where your voice matters, your success is a priority, and your experience is supported at every turn.

■ Collaboration

We work closely with campus partners, faculty, and student organizations to ensure your residential experience is connected to the larger campus culture.

■ Vision in Action

UCCS aims to give students an academically rigorous and life-enriching experience and we're part of that. We provide opportunities for involvement, leadership, and personal development, helping you make meaningful connections that go beyond the classroom.

■ A Community of Care

Our villages are built on respect, representation, and belonging. We celebrate differences and strive to create a space where everyone feels seen, heard, and valued.

■ Integration & Innovation

Learning doesn't stop at the classroom door. Through creative programs and student leadership roles, we help you apply what you're learning in real-world, community-based settings.

■ Responsible Growth & Integrity

We're committed to creating safe, sustainable villages where honesty, accountability, and mutual respect guide how we live and interact.



We encourage you to hold us to these values and let us know if we're ever falling short. Your feedback helps us grow, and your success is our mission.



➤ Residence Life and Housing Team

Leadership Staff

The Leadership Team for RL&H includes the Senior Director, Director of Campus Living, and Program Directors. This team is responsible for the strategic direction, operations, and student support initiatives across both residential villages.

Leadership staff oversee professional and student staff, guide departmental policy, and respond to emerging student needs and campus trends. Students are encouraged to drop by your village housing office to connect with them. Their phone numbers and emails can also be found on the RL&H website's [Staff Directory](#) page.

Resident Director (RD)

RDs are full-time, live-in professional staff members responsible for the daily operations and well-being within residential villages. RDs supervise Resident Assistants, provide direct student support, and uphold village standards. Students can contact their RD through their RA or by stopping by their village housing office.

Resident Assistant (RA)

RAs are student leaders who live in the residence halls and serve as peer mentors, educators, and role models within the villages. RAs support a safe and inclusive living environment by hosting events, providing support, and upholding housing policies and village expectations.

Front Desk Assistant (FDA)

FDAs are student employees for the residential village desks. FDAs are a key resource for residents seeking information or assistance related to housing logistics, maintenance requests, lock out assistance, and campus services.

Mail Assistant (MA)

MAs are student employees who process mail and packages for both housing villages and manage daily package pickup on the first floor of La Plata for Alpine Village and Apartments and Monarch House for Summit Village.

Creating a Respectful and Supportive Village

Living on campus is more than just having a place to stay. It's about being part of a village where everyone has the opportunity to grow, connect, and thrive. Our residential villages are built on mutual respect, personal responsibility, and a commitment to learning from one another.

RL&H is committed to fostering a welcoming and respectful living environment where all students feel safe, valued, and supported. We uphold university policies that protect students from discrimination based on membership of a protected class.

Students who experience or witness discrimination or harassment are encouraged to reach out to their RA, RL&H staff, or the following resources:

Office of the Dean of Students

719-255-3091 or dos@uccs.edu

Department of Public Safety

719-255-3111 or police@uccs.edu

Office of Institutional Equity

719-255-4324 or equity@uccs.edu



Housing Accommodations

RL&H offers flexible housing options and accommodations to support a wide range of student needs.

To learn more about available options or request an accommodation, please visit:

- [Open Housing FAQs](#)
- Disability Services: 719-255-3354 or dservice@uccs.edu
 - [Housing and Residential Accommodations](#)
 - [Animals on Campus](#)

If you'd prefer to go over your options with us and ensure you're connected with the correct office on campus, please stop by your village housing office.

Student Support

FFICE OF THE DEAN OF STUDENTS (DOS)

DOS supports a safe, respectful, and supportive campus community by upholding the Student Code of Conduct, assisting students in crisis, and promoting student development through education and prevention programs.

Common reasons to contact DOS include but aren't limited to:

- Missing class due to illness
- Questions about campus policies or procedures
- Concerns about a fellow student's well-being
- Reporting a concerning incident
- Needing help and not knowing where to go

AMPUS ASSESSMENT RESPONSE AND EVALUATION TEAM (CARE TEAM)

The CARE Team supports students by addressing concerns related to their safety and well-being. The team evaluates reports of potential risk or disruption, connects students to appropriate resources, and promotes overall wellness.

UCCS is committed to supporting students' academic, emotional, social, physical, and intellectual development. If you're concerned about a student's well-being or safety, please refer them to the CARE Team.

CONTACT INFORMATION

DOS or CARE Team

Direct Line: (719)-255-3091

Email: dos@uccs.edu

[CARE submission form](#)

PART 2*Navigating the Resident Journey***➤ Moving Into Housing*****Lion OneCard Mobile ID***

Your **Lion OneCard Mobile ID** gives you access to your residence hall, meal plan, and Clyde's Cash - all from your phone. No physical card is required.

To get started, upload your photo and download the mobile app by visiting the [Lion OneCard website](#). This step must be completed **before moving in**, as your phone will function as your key for housing and dining access. If you don't have an iPhone or Android device, the Information Desk in the University Center can assist you with alternative access options.

Your Mobile ID is personal and secure—please do not share it or lend access to anyone. This helps keep our residential villages safe for everyone.

NEED HELP? Visit the Lion OneCard FAQ page for support and additional information.

Room Condition Report (RCR)

When you check in, you'll be asked to complete a **Room Condition Report (RCR)** within 48 hours. This report documents the condition of your room and furniture when you move in, and it helps to protect you from being charged for any pre-existing damage at the end of your stay. **The Room Condition Report will be viewable on your online housing portal AFTER you are checked in and issued your keys.** Return to the portal at that time by visiting <https://uccs.starrezhousing.com/starrezportalx/login> and proceeding to the Room Condition Report menu item.

IMPORTANT If you don't submit your RCR within 48 hours of check-in, you waive the right to dispute any damage charges assessed at check-out.

Resident Internet Access

UCCS offers two wireless networks across campus to support your internet needs: **UCCS-Wireless** and **UCCS-Guest**. Each network is designed to serve a different type of user.

WHICH NETWORK SHOULD I USE?

If you are a UCCS student with an active university username and password:

⇒ Connect to **UCCS-Wireless**

This network provides full access to campus internet services and is the recommended option for enrolled students.

If you are a guest or do not have UCCS login credentials:

⇒ Connect to **UCCS-Guest**

This network offers limited internet access and is intended for short-term use by visitors.

For **SETUP INSTRUCTIONS** or more details, visit oit.uccs.edu/networking

Resident Requested Room Changes

We know that sometimes your living situation may not be the perfect fit and we're here to help! Whether you're looking for a different environment, more space, or a more compatible roommate, here's how the room change process works.

FIRST TWO WEEKS OF THE SEMESTER

To help us get everyone settled **room changes are limited** during the first two weeks of each term. Don't worry, once things calm down, we'll open the process for room changes.

OPEN ROOM CHANGE PERIOD (WEEKS 3–7)

Once the initial move-in period is complete, the Open Room Change process begins. Here's how it works: You'll receive an email with a link to the **Room Change Request Form**.

- Submit the form if you're interested in changing rooms.
- Requests are reviewed **first-come, first-served**, and based on available space.
- If space is available, we'll send you an email with the room location and any potential price differences.
- You'll have **24 hours** to accept or decline the offer.
- Moves during this time happen between **Friday and Monday**.

NEED A ROOM CHANGE OUTSIDE OF WEEKS 3–7?

- You're still welcome to request a change! Here's what to do:
- Fill out the **Room Change Request Form** as usual.
- Your current **RD** will reach out to schedule a meeting.
- We aim to support stability, so we'll explore ways to resolve any concerns, especially roommate issues before making a change.
- Not sure where to start? Your **RA** is a great first resource to help mediate and find solutions.

Please don't move rooms on your own. We're unable to complete lockouts or hand out keys to a room you're not registered in our system. All room changes must be approved by our staff to ensure everyone's safety.

Resident Requested Room Changes (continued)

FEELING UNSAFE? WE'RE HERE FOR YOU

Your well-being is our top priority. If you ever feel unsafe in your current space, let us know **immediately** by calling the RA on call numbers: **Alpine 719-255-6500** or **Summit 719-255-4600**. RL&H staff can approve room changes **immediately** if safety concerns are involved.

RL&H may relocate a resident temporarily or permanently if needed to protect the safety and overall well-being of a room, suite, or floor within the villages.

In situations where a student's behavior poses a threat to the health, safety, or well-being of others, RL&H reserves the right to move or remove that resident to maintain a safe environment for all.



Room Upkeep and Maintenance

Submitting a Work Request

If something in your room needs attention, such as a leaky faucet, flickering light, or clogged drain, you can easily submit a work request online and our facilities team will handle the rest.

Submit a request for maintenance here:

[**RESIDENT WORK
REQUEST FORM**](#)

A few important reminders:

- For urgent concerns, **notify the RA on call** immediately then submit a work request online.
- To ensure faster service, please enter "Yes" in the box labeled "Permission to Enter" to allow the facilities team to enter your room at any time. Limited access may delay repairs.
- Please don't attempt to fix plumbing issues on your own. Instead, let our trained staff take care of it for you.
- Do not call off-campus plumbing or maintenance services for assistance. Our staff will assist you at no additional cost.
- If the issue is the result of damage or misuse, repair costs may be charged to your Bursar account.
- We're here to keep your space safe, functional, and comfortable. Please don't hesitate to ask for help when you need it.

Pest Control

UCCS RL&H works proactively to provide a clean and healthy environment in all residential villages. While pest control needs are rare, treatment may be required in certain cases.

To assist in prevention, residential students are expected to:

- Remove trash and recycle items promptly and regularly
- Maintain a clean living space, including proper food storage and dishwashing habits

If pest control treatment is necessary, please note the following:

- Housing charges will not be prorated or refunded due to pest control services
- Temporary or permanent relocation may be required to ensure effective treatment and resident safety
- If a space requires treatment for bedbugs more than twice during the contract period, RL&H reserves the right to terminate the housing contract to fully address the issue.

Residents must follow all instructions provided in preparation for treatment.

Renter's Insurance (Personal Property Coverage)

UCCS does not assume responsibility for the loss, theft, or damage of personal belongings under any circumstances. As outlined in the Housing Contract, each resident should ensure their own personal property is adequately protected before move-in.

Students are strongly encouraged to obtain renter's insurance or verify coverage through an existing homeowner's insurance policy. This coverage should include protection from events such as:

- Theft or burglary
- Fire or smoke damage
- Water damage
- Natural disasters or other unexpected incidents

To determine if you are already covered under a parent or guardian's policy, contact the insurance provider and ask:

- Am I considered a member of the household while living on campus?
- Does this policy provide sufficient coverage for my belongings in student housing?

➤ Front Desk Services

Mail and Packages

All on-campus residential students are assigned their own mailbox. For residents of the Alpine Village & apartments, mailboxes are located in the **La Plata** lobby. For residents of Summit Village, mailboxes are located in the **Monarch** lobby.

When you received your room key at check-in, you also received a second key for your mailbox. If you live in **Summit Village** and did not receive a key, you have been assigned to a **combination-lock mailbox**. Your mailbox number and code were sent to your UCCS email, but you may also contact the Housing Office or your village's desk for assistance.

Residents should check their mailboxes regularly. **You will not receive a notification** when letter mail or small packages are placed inside your mailbox.



For packages or larger mail items, the Mail Assistants will log the delivery and store the item securely. You will receive a notification from UCCS via email once your package is available for pickup. You will also see an entry under the "Package Pending" menu item inside the housing portal once a package is logged by our department and ready for pick up. Please note that if a package is marked "Delivered" by the shipping carrier, it has arrived at **Mailing Services**, not the village mail room, and may not yet be ready for pickup.

PACKAGE PICKUP HOURS:

Weekdays: 4:00 p.m. – 8:00 p.m.

Weekends (Saturday and Sunday): 1:00 p.m. – 5:00 p.m.

Use the following format as your mailing address:

Summit Village

[Your First and Last Name]
Mailbox #[Your Mailbox Number]
1010 Austin Bluffs Parkway
Colorado Springs, CO 80918

Alpine Village & Alpine Apartments

[Your First and Last Name]
Mailbox #[Your Mailbox Number]
4725 Clyde Way
Colorado Springs, CO 80918

Lock Out Assistance

The village desks offer support and access to resources for residents.

LOCKOUTS

If you're locked out of your suite, apartment, or bedroom, you may visit your Village Desk or call the following numbers anytime for assistance:

- **Summit Village RA on Duty:** 719-255-4600
- **Alpine Village RA on Duty:** 719-255-6500

To receive lockout assistance, you'll be asked to provide a valid photo ID. If you don't have your ID with you, staff will ask you to verify identifying information before providing access to your room.

We understand that lockouts happen! Residents receive **two lockout assists each semester at no charge**. Beginning with the third lockout in the same semester, a \$25 lockout fee will be charged to your Bursar account for each additional lockout.

LOST KEYS

If you lose your room keys, a replacement key set will be issued, and a \$150 fee will be charged to your Bursar account. The same fee applies if you don't return your keys when you move-out.

To request a replacement key, submit a [Work Request](#) through the provided link.

Resource Check out

Residents may check out the following items free of charge by visiting your village desk:

- Brooms
- Mops
- Vacuums
- Lofting kit tool sets
- Carts
- Emergency plungers



Please return all borrowed items promptly and in good condition for the benefit of the village.

Student Resources

Community Connection

Getting involved on campus is one of the most effective ways to enhance your college experience and support your success at UCCS. Research shows that students who build strong connections through campus events, organizations, and communities are more likely to thrive both academically and personally.

RL&H strongly encourages you to explore the many opportunities available to you:

- Stay informed through the **weekly RL&H e-newsletter**, which highlights events, updates, and important reminders
- Attend **floor events and programs** happening throughout the residential villages, these are designed to help you meet people, learn new skills, and have fun
- Discover campus-wide events through [Mountain Lion Connect](#)
- [Join a student organization or even start a club](#) of your own
- Complete [Clyde's Five](#), a series of key experiences that help you connect to UCCS traditions and find your sense of belonging
- Participate in [intramural sports](#) and stay active while meeting new people
- Find a job on campus at [SEANS](#), the student employment portal

To be eligible for student employment, students must bring proper identification documents for the I-9 process. Additionally, all employees are required to present their original Social Security card.

Dining

USING YOUR MEAL PLAN

At UCCS, we know every student has different dining needs, so our [meal plan options](#) are designed to be flexible.

- **Students** living in Summit Village or the Alpine Village residence halls are required to have a **300-block or higher** meal plan.
- **Students** living in Copper House can select a **150-block plan or higher** to match their lifestyle while still meeting nutritional needs.
- If you're living in **Alpine Apartments**, you're not required to have a meal plan since each apartment includes a full kitchen. That said, you're always welcome to [purchase an optional meal plan or Clyde's Cash](#) if you'd like the convenience of dining on campus without the cooking.
- Need to make a change? You can update your meal plan through your academic year housing application until July 15. After that date, any changes must be submitted through the [Meal Plan Request Form](#)

Learn more about meal plans, locations and hours on the [dining website](#).



Laundry

- Laundry facilities are available 24/7 on the first floors of Keystone, La Plata, and Crestone Houses.
- Laundry is no additional cost, just bring your own detergent
 - Check machine availability in real time using the [LaundryView app](#)

Vending Services

- Vending machines are accessible 24/7:
- Alpine Village: first floors of all buildings
 - Summit Village: first floors of Monarch, Eldora, and Copper

Parking & Transportation Services

VIRTUAL PERMITS

At UCCS, **your license plate serves as your parking permit**—so it's essential to register your vehicle correctly and keep your information up to date. All residents must log into the [Parking Portal](#) to manage their vehicle registration, permit, and any citations. You'll need to **register your vehicle before the first day of classes** to avoid citations. Entering a valid license plate is required for your permit to be recognized.

Only one vehicle can be linked to your RES permit at a time. If you bring a different car to campus, you must delete the old vehicle before adding a new one in the portal.

Parking & Transportation Services (continued)

Weekend Parking: Paid permits are not enforced on weekends in lots 100, 200, 300, and 500. However, please note that **safety-related restrictions remain in effect 24/7/365**, including:

- Fire lanes
- Loading zones
- Reserved or restricted spaces
- Handicapped-accessible spaces

These areas are monitored and enforced by Parking Services and Campus Police year-round.

HELPFUL PARKING RESOURCES

- [Parking Portal](#) to register your vehicle
- [Parking Regulations](#)
- [Parking and Transportation website](#)
- PH: 719-255-3528

Shuttle Service

UCCS offers **free weekday shuttle service** when classes are in session to help you move easily across campus. Shuttles run **Monday through Friday** approximately 7am – 10pm, check the Parking website for specific times. Buses arrive at each stop approximately **every 15–20 minutes**.

MAIN ROUTES:

- **Main Campus Route:** Eagle Rock (Lot 540) > Alpine Garage (The Lodge) > Centennial Hall > Lot 103
- **Cybersecurity Route:** Connects Main Campus to the **CYBR Building** (3650 N. Academy Ave)

FEATURES & ACCESSIBILITY:

- All shuttles are **fully accessible** and equipped with **mobility lifts**
- **Standard bicycles** are allowed on board (electric bikes are not supported)
- Shuttles are **GPS-enabled**, so you can track them live using the [campus map](#) (sign-in required)

Please Note:

Shuttles do not run to the Downtown Campus, Heller Center, or Lot 580. See the [Transportation site](#) for more details.



Free Mountain Metro Bus Passes

UCCS offers **free Mountain Metro bus passes** for all students living on campus during the 2026 – 2027 academic year. After move-in, your pass can be picked up at your village front desk.

Once your pass is registered, you can grab the #9 bus to downtown. It picks up at the stop in front of the University Center (UC) throughout the week and in Alpine Village on the weekends. Check out the [#9 route and all bus routes here](#). Your pass is valid for all Mountain Metro routes around town.



Don't need a bus pass? You can donate yours to a student in need. Students not living on campus can get a free bus pass through DOS. **Please visit [our website](#) for additional information or to donate your pass.**

This program is funded in part by the Green Action Fund (GAF), a student-funded, student-led organization at UCCS. GAF reinvests student sustainability fees into projects that advance sustainable transportation, affordability, and access across campus while supporting UCCS's Sustainability Strategic Plan.

Trash and Dumpster Locations

Trash bins are available on every floor of the residence halls, except in the Alpine Apartments. Residents of Crestone, Shavano, and Antero should use the dumpsters located beside Shavano, behind Antero. Additional dumpsters are also available behind Monarch, beside Copper, and behind Roaring Fork Dining Hall.

Free Professional Clothing at Clyde's Closet

The T. Rowe Price Career and Innovation Center in the UC runs Clyde's Closet offering free professional clothing for UCCS students and alumni. The closet can be a resource for interviews, career fairs, and special events. You can select up to 7 items per semester at no cost. No appointment is needed.

- Location: Career Center (UC, Room 114)
- Hours: Monday–Friday, 8:00 a.m. – 5:00 p.m.

Free Food and Basic Needs Items at Clyde's Cupboard

Clyde's Cupboard is a donation-powered, free food pantry available to all UCCS students, no questions asked. Learn more [here](#).

Main Location: Student Life Office, UC Room 102

Hours: Monday, Wednesday, Friday: 10:00 a.m. – 5:00 p.m. / Tuesday, Thursday: 11:00 a.m. – 6:00 p.m.

Email: cupboard@uccs.edu

Satellite Location: Recreation and Wellness Center (open as needed)

Fresh Produce Partner: UCCS Farmstand at 14 Cragmor Village Road

Returning for Additional Semesters

We encourage returning students to choose to continue living on campus to stay close to classes, resources, and a supportive village. UCCS offers housing options specifically designed for upper-class students seeking greater independence and flexibility. Remaining on campus beyond your first year keeps you connected to the resources and relationships that support your continued success.

ALPINE APARTMENTS

- Located in Alpine Village, the Alpine Apartments are designed with the needs of returning and upper-class students in mind.
- Full kitchens included, no meal plan required
- All private bedrooms and semi-private bathrooms shared between 2 residents

COPPER HOUSE

- Located on central campus, this community provides a blend of independence and convenience.
- In-suite kitchenettes and a reduced meal plan requirement
- Designed for upper-class students seeking a quieter, more residential setting

Room Changes

We're excited to offer current residents the opportunity to continue living on campus and even return to their same room if it's available!

Here's what you need to know to get started:

- **Starting December 1:** To take part in the renewal process, make sure to complete a housing application for the upcoming academic year before the renewal period begins.
- **Starting the first week of March:** the renewal period begins
- **Space Availability:** Please note that some rooms or facilities may not be available due to being repurposed for different uses the next year.
- **If You Have Housing Accommodations:** Students with accommodations should connect with us in advance, as those spaces are typically not included in the general online room selection process.

Summer Housing

Planning to stay in Colorado Springs during the summer? UCCS offers on-campus housing for both current UCCS students and visiting students from other accredited colleges and universities participating in internships. It's a great option if you're taking summer classes, completing an internship, or simply want to stay connected to campus life. To be eligible, students must be enrolled in either summer or fall semester courses.

Summer housing is located in the Alpine Apartments, with specific buildings selected each year based on availability. These units include full kitchens that give you the freedom to cook your own meals.

PART 3

Civic Responsibility and Individual Conduct



➤ Roommate Bill of Rights

Sharing a living space is a new and meaningful part of the college experience. At UCCS, every resident has the right to live in an environment built on mutual respect, communication, and consideration. As a roommate, you have the right to:

LIVE IN A SAFE AND COMFORTABLE ENVIRONMENT

You have the right to feel secure and respected in your shared living space.

BE TREATED WITH RESPECT AND CONSIDERATION

You have the right to be acknowledged as an equal member of the room, regardless of your background, identity, or beliefs.

SLEEP AND STUDY WITHOUT DISRUPTION

You have the right to an environment that supports your academic success and personal well-being—this includes agreed-upon quiet times for rest and focus.

MAINTAIN PRIVACY AND PERSONAL SPACE

You have the right to personal space within the room and to expect your belongings and boundaries to be respected.

SET REASONABLE EXPECTATIONS TOGETHER

You have the right to collaborate with your roommate(s) on shared living agreements—covering things like cleaning, guests, and shared responsibilities.

BE INFORMED ABOUT GUESTS

You have the right to be notified in advance when guests are visiting and to set reasonable boundaries around guest behavior and frequency.

Roommate Bill of Rights (continued)

COMMUNICATE OPENLY AND HONESTLY

You have the right to express your concerns or needs in a respectful way—and to be heard without judgment.

ADDRESS CONFLICTS CONSTRUCTIVELY

You have the right to seek support from RL&H staff if roommate issues arise and feel confident that your concerns will be taken seriously.

USE SHARED RESOURCES FAIRLY

You have the right to equal access to shared items and common areas within your living space, such as the bathroom, mini-fridge, or study area as agreed on in the roommate agreement.

BE PART OF A RESPECTFUL LIVING ENVIRONMENT

You have the right to live in a space where everyone contributes to keeping the room clean, safe, and welcoming.



➤ Roommate Agreement

A roommate agreement is a collaborative document completed by all roommates at the beginning of the year to set expectations for living together and can be updated over time. It covers shared responsibilities such as cleaning, guests, noise, use of shared items, and personal space. This agreement helps clarify each person's preferences and promotes open communication. Your RA will deliver more information about the roommate agreement during your opening floor meetings.

Roommate Mediation and Conflict Support

Sharing a space with another person, whether you're close friends or not, can come with its challenges. Differences in habits, schedules, communication styles, or expectations are completely normal. What matters most is how you address those differences.

If you're having trouble resolving a conflict with your roommate, don't need to try to navigate it alone. Reach out to your RA early. RAs are trained in conflict resolution and mediation and are here to help you work through concerns.

Here's how your RA would facilitate roommate mediation:

- They create a neutral space for you and your roommate to talk openly and respectfully.
- They help each person share their perspective and listen actively to the other's point of view.
- They guide the conversation to identify shared goals and clarify expectations moving forward.
- They may help you update your Roommate Agreement to reflect any new boundaries or solutions.

Roommate conflicts aren't about winning or losing. They're about learning how to live and grow with others. Asking for help is a sign of maturity and leadership. Mediation can strengthen your communication skills and help make your living situation more comfortable for everyone involved.

Student Conduct and Responsibility

The Student Code of Conduct supports the safety, well-being, and growth of the UCCS community. It promotes a respectful and civil environment for learning, working, and living. The conduct process is designed as a learning opportunity, helping students understand their rights, responsibilities, and impact within the campus and as a member of the Colorado Springs community. View the full [Student Code of Conduct](#) here.

Notification of a Code Violation

If the Office of the Dean of Students receives a report about a possible policy violation, a Conduct Officer will first call you to schedule a meeting, followed by an email confirmation.

During the meeting, the Conduct Officer will:

- Explain the conduct process
- Answer your questions
- Share resolution options
- Listen to your perspective

This meeting is an opportunity to have a conversation, understand your rights and responsibilities, and reflect on your decisions as a UCCS student. Come with an open mind and a willingness to learn. The goal is growth and accountability.

➤ Housing Related Conduct Policies

While there are dedicated spaces on campus for tobacco and alcohol consumption by those of legal age, marijuana and illegal drugs are prohibited across campus including in residential spaces. Read on below for additional information on these policies.

Alcohol Policies

- The legal drinking age in Colorado is 21.
- Students under 21 may not possess, consume, or be present where underage drinking occurs.
- Alcohol is **not allowed** in Summit Village or Alpine Village, regardless of age.
- In the Alpine Apartments, students **21 or older** may possess and consume alcohol **only in their private bedroom**, not in shared or public areas.
- Alcohol sales are prohibited.
- Displays of empty alcohol containers are prohibited in all housing areas.
- All policies are enforced in accordance with federal, state, and local laws.

Marijuana Policies

While marijuana is legal under Colorado state law, it remains illegal under federal law. Because UCCS complies with federal regulations—including the Controlled Substances Act and the Drug Free Schools and Communities Act—all forms of marijuana are prohibited on campus, including in all residential spaces.

- The legal age to consume marijuana in Colorado is 21. Students under 21 may not possess, consume, or be present where underage marijuana consumption occurs.
- Marijuana sales are prohibited.
- Displays of empty marijuana containers or paraphernalia (e.g., pipes, bongs, vaporizers, hookahs, etc.) are prohibited in all housing areas.
- All policies are enforced in accordance with federal, state, and local laws.

KEY POINTS

- Marijuana is **not allowed** on campus, regardless of age or medical status.
- UCCS prohibits the use, possession, distribution, manufacture, or sale of illegal drugs, drug paraphernalia, and misused prescription or over-the-counter medications.
- Students found in violation of these policies may face conduct proceedings under the UCCS Student Code of Conduct.

MEDICAL MARIJUANA EXCEPTIONS

We recognize that some students may have medical needs. If a resident obtains a **medical marijuana card** after moving in, they may submit a petition to cancel their housing contract without penalty in order to move off campus to consume marijuana.

- Petitions must include a copy of the medical marijuana card and supporting documentation of medical need.
- If approved, the resident will be released from their contract and charged only through their official check-out date.

Smoking and Vaping Policy

Smoking and vaping are not allowed inside any residence hall or apartment. This includes cigarettes, e-cigarettes, hookahs, tobacco pipes, and any other smoking devices. Smoking is only permitted in designated outdoor smoking areas.

If you indicated on your housing application that you do not want roommates who smoke, and you are a smoker, you may be relocated to a different room if space is available.

If you own a hookah, tobacco pipe, or similar device, it must be fully extinguished and cleaned before bringing it into any campus housing. Using these devices to smoke anything other than tobacco is prohibited and may result in disciplinary action under the UCCS Student Code of Conduct, including policies related to illegal drugs.



Confiscated Items

Prohibited items may be confiscated by UCCS staff. If such items are in plain sight when staff enter a suite, apartment, or bedroom, they will be removed, and residents will be notified with instructions on how and when to retrieve them. Unclaimed items will be disposed of at the end of the academic year. Possession of prohibited items may result in disciplinary action under the Student Code of Conduct.

Damage and Theft Responsibility

Residents are responsible for the care of their assigned space and shared village areas. If intentional damage or theft occurs, the individual responsible will be held accountable and required to pay restitution in accordance with the Student Code of Conduct.

When the responsible party cannot be identified, the cost of repairs or replacement may be equally divided among all residents of the affected building or village. Residents with information about damage or theft are encouraged to report it to RL&H or the UCCS Police Department.

Drones

Drones, or small unmanned aircraft systems (sUAS), are prohibited on all university property. This includes recreational, commercial, educational, research, or any other use by faculty, staff, students, or third parties. For detailed information, please refer to the [UCCS Operation of sUAS Policy](#).

University Furniture

All university-provided furniture must remain in its original space. Residents are not permitted to move bedroom furniture outside of their bedroom, common area furniture elsewhere, or furniture in public spaces such as the lounges elsewhere.

Guest Policy

A guest is anyone who is present in a suite or bedroom they're not assigned to. As a resident, you're responsible for your guest's behavior and must accompany them while they're in the building. While RL&H allows visitors, ongoing housing or residency for guests isn't allowed.

Key things to know:

- Guests can stay overnight up to two times per semester, with each visit limited to three consecutive nights.
- Overnight stays must be approved by all roommates, as outlined in your roommate agreement.



If you feel like your roommate's guest behavior is impacting your comfort or violating your agreed-upon roommate agreement, don't hesitate to reach out to your RA.

Personal Recreational Motorized Vehicles

Including but not limited to scooters, e-bikes, mopeds, hoverboards, etc., are not permitted to be ridden in any indoor residential space. These vehicles may be stored and charged within a resident's room but must not block any egress or means of escape during a fire or other emergency evacuation.

Recreational motorized vehicles are not to be left or stored in hallways, lounges, or other public residential spaces. If the owner of the recreational motorized vehicle shares space with another resident, the owner is responsible for obtaining the consent of the other resident before storing or charging the recreational motorized vehicle within the shared space.

Lounge & Public Area Use

All areas outside of individual rooms, suites, and apartments such as hallways, lounges, stairwells, and the exterior side of room doors are considered public or common spaces.

- Residents may not restrict access to public areas or engage in behavior that interferes with the intended communal use of these spaces.
- Appropriate clothing is always required in all common and public areas. Engaging in public indecency may subject you to criminal or disciplinary sanctions.
- Furniture placed in lounges and other public spaces must remain in those areas and may not be relocated for personal use in individual rooms or suites.
- Activities that prevent equitable use or access to any public or shared space within university housing are prohibited.

Noise and Quiet Hours

To support a respectful and academically focused environment, all residents and their guests are expected to manage noise levels appropriately at all times.

Quiet Hours are designated times when noise must be kept to a minimum to allow for sleep, study, and relaxation:

- **Sunday through Thursday:** 10:00 p.m. – 8:00 a.m.
- **Friday and Saturday:** 1:00 a.m. – 8:00 a.m.
- **Finals Weeks:** A 24-hour quiet policy is in effect throughout the entire week.

Courtesy Hours are in effect 24 hours a day. Residents and guests must always be considerate of their noise levels and respond promptly to any reasonable request to reduce noise. A “reasonable request” includes any instance where another resident’s ability to study, sleep, or carry out daily tasks is negatively impacted by noise.

Failure to comply with quiet or courtesy hours may result in disciplinary action.

Animals in Housing

Pets and wild animals are not permitted in any campus housing facility. The only exception is for non-dangerous aquatic life such as fish or small turtles that live fully submerged in water. These animals are allowed only in tanks, no larger than 10 gallons, and must be maintained in a sanitary and safe manner.

Students approved to have an Emotional Support Animal (ESA) in housing must complete the appropriate accommodations process through the Office of Disability Services. Once approved by Disability Services, the student may then bring the animal to campus. Service animals are permitted in housing, and a student with a service animal must contact the Office of Disability Services for awareness purposes.

For information regarding Service and Emotional Support Animals, including how to request accommodations, please visit the [UCCS Disability Services website](#).

Cleanliness Policy

Residents must keep their rooms, suites, and bathrooms clean and healthy for all campus residents. This includes regularly removing trash from your suite, not leaving food or open drink containers out, and not leaving trash in hallways.

Prohibited Items



APPLIANCES IN HOUSING

To maintain a safe and healthy living environment, the use of certain appliances in campus housing is restricted. In **Summit Village and Alpine Village residence halls**, appliances with **open coil heating elements** such as toasters, toaster ovens, hot plates, and indoor grills are not allowed due to fire hazards. Additionally, **small kitchen appliances** like Instant Pots, slow cookers, induction cookers, and air fryers are prohibited, as residence hall rooms are not designed for proper kitchen ventilation.

Full-size refrigerators are not permitted in residence hall rooms. Students living in the **Alpine Apartments** may use small kitchen appliances within their private kitchens, provided they are used safely and responsibly. If you're unsure whether an appliance is allowed, please contact the housing office before bringing it to campus.

PROHIBITED THROUGHOUT THE VILLAGES

- Permanent fixtures or appliances (e.g., ceiling fans, window or portable air conditioners that vent through windows)
- Multiple outlet "octopus" plugs or extension cords (only UL-approved power strips are allowed)
- Connecting one power strip to another (daisy chaining)
- Waterbeds or DIY lofting systems
- Dartboards of any kind
- Blowtorches (possession or use may result in suspension from housing)
- Open flames (including candles and incense)
- Personal Wi-Fi routers, bridges, or extenders (see UCCS OIT Wireless FAQ)
- Fabric, tapestries, flags, banners, or curtains (no more than 50% of wall/ceiling space may be covered; **only UCCS-issued blinds are allowed**)
- Space heaters (unless issued by UCCS)
- Camping stoves, grills, fuel, or charcoal starters
- Non-UL-approved electronics
- Live trees (e.g., fresh holiday trees); household plants are allowed
- Outside antennas or satellite dishes
- Fireworks of any kind
- Weapons of any kind, including toy weapons (e.g., Nerf guns, Airsoft guns, replicas)
- Crockpots

**Flushable toilet wipes are permitted but due to plumbing issues, residents are encouraged not to dispose of them down the toilet.*



Prohibited Items (continued)

PROHIBITED ROOM DECORATIONS

To maintain a safe and well-maintained living environment, all residents must follow these guidelines regarding room and building decorations:

- **General Safety:** Decorative items must not block doorways, hallways, stairwells, or other passageways. Decorations must not cover exit signs, fire extinguishers, sprinklers, smoke detectors, or other safety equipment.
- **Permanent Alterations:** Residents may not make any permanent or semi-permanent modifications to their rooms or suites. This includes installing wallpaper, drilling holes, or attaching items with nails or adhesives that damage walls, furniture, ceilings, windows, or floors.
- **Combustible Materials:** Decorations made from combustible materials such as wood, textiles, or synthetics must be flame-resistant or treated with fire-retardant chemicals. Residents are expected to retain product labeling or documentation as proof of flame resistance.
- **Prohibited Natural Materials:** Hay, dried corn stalks, and natural leaves (unless part of a live plant) are not permitted as indoor decorations.
- **Wall Decorations:** Only thumb tacks, panel nails, or Command strips may be used to hang items on walls. Avoid any adhesive that causes damage upon removal.
- **Door Decorations:** Decorations may only be affixed with masking tape, must remain within the door frame, and must be approved by all roommates. Writing on or wrapping room doors is not permitted. Public area decorations should reflect the values and mission of UCCS.
- **Ceiling Decorations:** Nothing may be attached to or suspended from the ceiling. This includes curtains, drapes, tapestries, string lights, or other hanging items.
- **Bathroom Decorations:** Shower heads may not be replaced. While residents may hang a different shower curtain, the original UCCS-issued curtain must be rehung at check-out.
- **Building Exteriors:** Nothing may be attached to or hung from the exterior of any campus housing facility without prior written approval from RL&H.

Solicitation

Solicitation of any kind is prohibited. Residents should contact UCCS Police at 719-255-3111 if a solicitor comes to their door.

Trash Disposal and Syringe Safety

Disposing of personal trash outside of provided trash collection areas such as in hallways, lounges, or any public areas is not allowed and will result in a fine charged to your Bursar account.

If you use syringes for medical reasons, please dispose of them safely in a Sharps container. If you don't have access to one, talk your RA or an RL&H staff member for assistance.



Weapons and Firearms

All weapons are strictly prohibited in UCCS Residence Halls. This includes not only real weapons but also toys and items designed to resemble weapons such as Nerf guns, airsoft guns, replicas of weapons, and similar items. This policy helps ensure a safe and secure living environment for all residents. Any violation could compromise the safety of the village and may result in disciplinary action under the Student Code of Conduct.

If you have questions about this policy or need assistance, please talk to your RA.

Window and Screen Policy

Screens must remain securely installed in all windows at all times. Windows are not to be used as a means of entry or exit. If a resident removes a screen from their bedroom window, they will receive a \$25 fine to their Bursar account. If any residents remove a screen from the common area of the suite, a \$25 fine will be charged to all residents of that unit. This fine does not cover the cost of screen replacement. Additional charges will apply if a new screen is required or if the screen is not clearly visible during maintenance inspections. A maintenance request will be submitted immediately to reinstall the screen.

Throwing any objects from windows or bridges, placing items on window ledges, or removing window stops is strictly prohibited.

Windows come equipped with compliant blinds or shades, and residents may not hang or attach any additional decorations around windows. Nothing may be placed on the interior or exterior of windows, nor draped near them if it partially or fully blocks the window or creates a safety hazard.

➤ Housing Operational Policies

Accessing a Copy of Your Contract

Your housing contract is the page of your online housing application that remains continuously available for viewing and printing until the first day of classes. Access [your housing portal](#) to access your application and print your contract page.

If your housing contract is no longer visible within your current term's housing application, you can access [the active contract](#) at any time. This contract contains the legally binding terms and conditions that govern your residency in campus housing. We recommend that all residents review and retain a copy of the contract for reference throughout their stay.

Use of Residential Space

To maintain a residential environment that supports academic success, well-being, and connection, UCCS Housing spaces are designated for personal and academic use only. The following business activities are not permitted within the villages:

- Residents may not operate a business, advertise services, or promote commercial ventures from their rooms or any common residential areas.
- Door-to-door solicitation, including sales or requests for donations such as charitable fundraising, is prohibited.

Students involved with recognized student organizations or planning special events are encouraged to contact RL&H for guidance on appropriate ways to share information in compliance with university policies.

Eligibility Requirements for On-Campus Housing

Maintaining eligible status by being enrolled as a UCCS student and meeting behavioral expectations is required for living in the villages. This ensures that all residents contribute to a safe, respectful, and academically focused village where everyone can thrive. Below are some important eligibility criteria to keep in mind.

Enrollment Requirement: Students must be accepted into a degree program at UCCS and maintain active enrollment to move into or continue living in university housing.

Winter Break Housing: Residents may remain in their assigned housing over winter break only if enrolled in spring semester courses. Students not registered for spring classes by the conclusion of the fall term must vacate their space, including Alpine Apartments, and return their keys. Re-entry without spring enrollment is prohibited.

Housing for Upcoming Semesters: To secure housing for the Fall semester, students must be enrolled and in good financial standing by July 1. For the Spring semester, the deadline is December 1.

Eligibility Requirements for On-Campus Housing (continued)

Change in Enrollment Status: Before withdrawing from classes, we recommend discussing the process with your RA. Those who withdraw are no longer eligible to live on campus. Talk with your RA about how long you'd reasonably need to vacate your assigned space or you'll be asked to do so within 72 hours. If you need any assistance or notify us of withdrawing, please drop by your village housing office of Monarch for Summit and La Plata for Alpine, call us at 719-255-4042, or email at housing@uccs.edu.

Housing Suspension/Financial Appeals

If a resident is ever suspended from campus housing, they'll find out at an in-person meeting. They'll then receive an email explaining when to move out and any financial charges that may apply.

That same notice will include clear steps on how to appeal any housing related charges. We're here to support you through the process and want to make sure you have a fair opportunity to ask questions or request a review.

Room Reassignment and Consolidations

We're committed to making sure every student has a safe, comfortable, and welcoming living experience on campus. As part of this effort, RL&H may occasionally need to make room adjustments based on occupancy, accessibility needs, or village balance.

Here are a few things to keep in mind:

- **Room Reassignments:** We may consolidate rooms or move residents to different locations based on occupancy.
- **Filling Vacancies:** If your room or suite has an open space, a new roommate may be assigned at any time during the academic year. You'll be notified by your RA and via email 24 hours ahead of time unless there is an emergency.
- **Accessibility Needs:** If you're placed in a room equipped for a student with a disability but do not require that accommodation, we may need to relocate you if the space is needed by someone who does.
- **Bedroom Vacancy Expectations:** Furniture in unassigned spaces should remain untouched and available for potential new roommates. Other residents within the space are not permitted to use empty bedrooms for any reason, including in shared bed spaces. Fellow residents could need these spaces at any time.

If a room change is necessary, you'll be given a reasonable timeframe to move - at least 48 hours. It's important to meet the timeline given, as delays can lead to additional charges.

PART 4

Campus Safety, Health, and Wellness

➤ **Safety and Security on Campus**



Your safety is our top priority. UCCS is committed to providing a secure and supportive environment for all students living on campus. Residential housing is equipped with controlled-access entry to access areas where mountain lions live, on-call staff 24/7, and support from the UCCS Police Department and Public Safety Dispatch 24/7.

All residence halls are secured by card access using your Lion OneCard ID. Please do not prop open exterior doors or allow individuals to “tailgate” behind you when entering. If you misplace your ID and need help accessing your building, contact the RA on-call for assistance.

If you witness or experience any criminal activity, theft, vandalism, or safety concern, report it right away to the UCCS Police at 719-255-3111 who serve mountain lion country exclusively. Calling 911 will connect you to the Colorado Springs Police Department that serves the whole city.

UCCS Police and Dispatch Services

UCCS operates a 24/7 Public Safety Dispatch Center located in Gateway Hall next to Summit Village. Trained dispatchers coordinate emergency and non-emergency calls, police/fire/EMS response, and monitor safety systems including alarms and cameras. Contact dispatch anytime at:

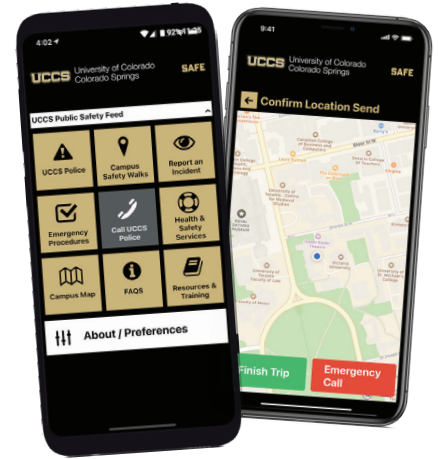
- **719-255-3111** or **3111** from campus phones
- **Gateway Hall (connected to the Gateway Garage), 2nd Floor**
- **Prepared911** Emergency Communication

UCCS utilizes Prepared911, a modern emergency communication system that enhances safety and response. With your consent, dispatchers can receive real-time video, your location, and texts. All communication includes language translation support. To learn more or set up your safety profile, visit prepared911.com.

UCCS Safe App

All students are encouraged to download the **UCCS Safe App**, a tool for personal safety and emergency updates. Key features include:

- Friend Walk (virtual escort)
- Push emergency notifications
- Report tips (can be anonymous)
- Direct links to emergency contacts and campus resources
- [Download and explore the app](#)



Clery Act and Crime Reporting

UCCS complies with the [Jeanne Clery Act](#), which mandates the reporting of campus crime statistics and safety procedures. Annual Security and Fire Safety Reports are available at asr.uccs.edu or by request from the UCCS Police Department. These include emergency policies, crime data, and important safety tips. UCCS will also issue timely alerts for any threats that may impact campus safety.

UCCS Police Services and Engagement

The UCCS Police Department is staffed 24/7 by Colorado POST-certified officers trained in law enforcement and emergency medical response, including AED and Narcan use. Officers are deeply involved in student life, participating in events across campus throughout the year.

Everyday Safety Tips

- Always close doors behind you and never allow tailgating into secure buildings.
- Avoid propping open exterior doors as they are a fire and safety hazard.
- Keep emergency contact and vehicle info updated in university systems.
- Register your bike or scooter with Parking Services and record serial numbers of valuables.
- Stay alert in parking lots and walkways. Lock your car and know your location in case of emergency.
- Be aware of dismount zones, ADA spaces, and fire lanes to promote safety and avoid fines.

Weapons on Campus

In accordance with Colorado law and university policy, firearms and dangerous weapons are prohibited in most university spaces. Concealed carry is not permitted inside buildings or campus grounds. However, with proper permits, firearms may be secured inside vehicles in campus parking lots per Senate Bill 24-131. Violations may result in criminal charges, housing removal, or dismissal from the university.

Security Cameras and Preparedness

Security cameras are in place across campus to deter crime and support investigations. Cameras may monitor entrances, lobbies, walkways, parking lots, and public common areas, never private spaces such as student rooms or bathrooms. Only authorized personnel may access footage.

Be familiar with your building's fire evacuation plans (see [page 32](#) for evacuation locations), AED locations, and safety procedures. Drills and checks occur regularly to keep everyone prepared.

Lithium-Ion Battery Safety

Devices powered by lithium batteries (e.g., e-bikes, scooters, laptops, vapes, power banks) can pose fire risks. Follow these guidelines to stay safe:

- Use only manufacturer-approved chargers.
- Do not charge devices unattended or overnight.
- Avoid placing them near bedding or flammable items.
- E-bikes and scooters may not be stored or charged indoors, in stairwells, or in hallways.
- Additional safety rules may be added as needed to protect the villages.



Emergency Response and Access

Emergency Medical and Fire Response

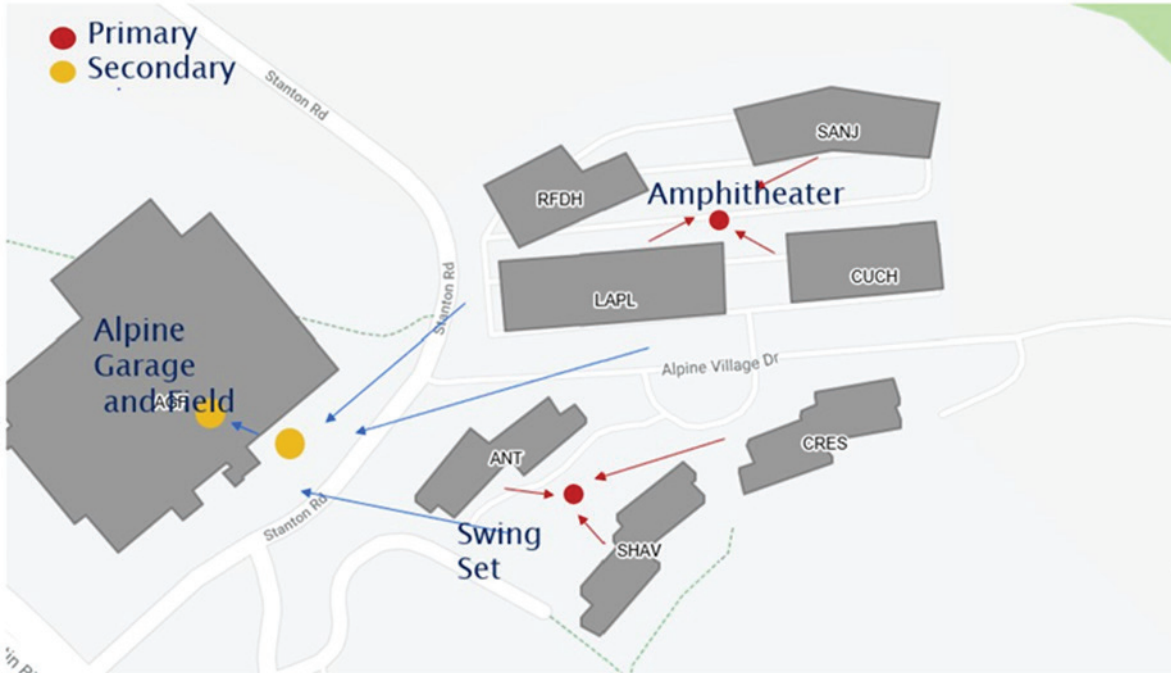
- **AEDs and Narcan:** Installed in Monarch, La Plata, and Roaring Fork Dining Hall. Roaring Fork also includes an EpiPen. The Lodge has an EpiPen in a staff office.
- **Fire Systems:** All buildings are equipped with alarm and sprinkler systems monitored 24/7 by dispatch. Never hang items from sprinkler heads or obstruct detectors. Stairwell and hallway doors are fire-rated.
- **If You Can't Evacuate:** Shelter in your room or move to a stairwell, and notify UCCS Police of your location.

Emergency Support for Students with Disabilities

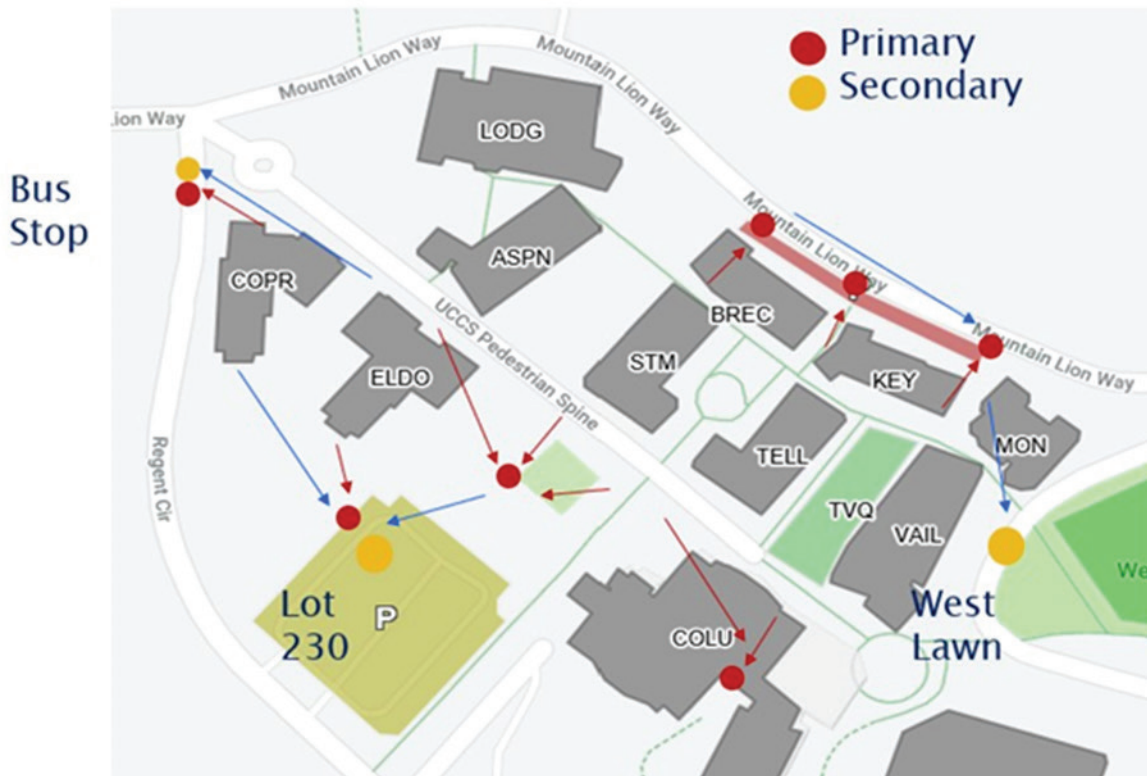
- **Rescue Assistance Phones** are located by elevators in San Juan, La Plata, and Cucharas.
- **Evacuation Chairs** are available in Copper House (2nd Floor) and La Plata (1st Floor).
- If you may need help evacuating, please self-identify with Disability Services to ensure the right support is in place.

Fire Evacuation Locations

Alpine Village



Summit Village





Room Entry and Emergency Access

While your residence hall room is your personal space, there are important situations when staff may need to enter, always with your safety and wellbeing in mind.

In the event of an emergency, as determined by a RL&H or University staff member, authorized personnel may enter your room or suite without prior notice. Emergencies may include concerns about health or safety, fire alarms, or other urgent incidents that require immediate attention.

Beyond emergencies, staff may also enter for the following reasons:

- Maintenance and repairs
- Health and safety inspections
- Pest control treatment
- Facility inspections and compliance checks
- Resident-requested services

Whenever possible, you will be notified in advance of non-emergency entries. If entry occurs while you are not present, a written notice will be left in your room. Please note that notification may not occur during fire alarms, fire drills, or scheduled health and safety inspections, as these are conducted to ensure the safety of all residents in a timely and consistent manner.

UCCS RL&H staff strive to treat every student space with respect and professionalism. These procedures are designed to balance your right to privacy with the responsibility we share in maintaining a healthy and secure living environment for all students.

If you have questions about room entry procedures, feel free to contact your RA or RL&H staff for more information.

Room Keys and Responsible Use

Your assigned key provides access to your suite and individual room, and it is your responsibility to always keep it safe and secure. For your safety and the security of others, keys should never be shared, lent, or given to anyone else under any circumstances.

Use of your key is subject to the following guidelines:

- Lost or stolen keys must be reported immediately to RL&H and have a work request submitted for replacement. When this happens, the locks will be changed, and new keys will be issued to all residents of the affected room or suite. A replacement fee of at least \$100 will apply to cover the cost of new keys and hardware.
- If your key is damaged, turn it in to RL&H to receive a free replacement. If a damaged key is not returned, a full lock change may be required at your expense.
- If you are locked out after hours or on weekends, call the RA on-call for your village for assistance. Full lock changes for lost keys reported during these times will be handled the next business day.
- Possession of a key does not guarantee the right to enter all spaces. You should never use your key to assist someone else in entering a building or room, especially if their access has been revoked or if they are not your guests.
- Do not use your key to let in individuals who are unfamiliar to you, including guests of other residents or anyone who appears to be having trouble accessing the building.

These expectations are in place to protect everyone's privacy, safety, and security. If you have any concerns about key access, lockouts, or guest behavior, please reach out to your RA or the RL&H staff for support.

Health & Safety Room Inspections

To help maintain a safe and healthy living environment for all residents, RL&H staff conduct health and safety inspections of every room at least once each semester. These inspections are an important part of keeping our villages free from fire hazards, unsafe conditions, and health risks.

- You will receive notice at least 24 hours in advance of any inspection via email and flyers posted in your hallway. Two RL&H staff members will conduct the inspection and are looking for overall cleanliness and the absence of any prohibited or unsafe items.
- If a room is found to have a health violation—such as significant uncleanliness or unsanitary conditions—residents will have three days to correct the issue.
- If prohibited items are found during the inspection (see the “[Prohibited Items](#)” section), they will be confiscated and held until the end of the semester or major breaks (Thanksgiving or Spring Break). Residents will be notified with instructions on how and when to retrieve these items. If the same violation occurs a second time, the item(s) will be permanently disposed of and may not be returned.

Violations of health, safety, or conduct guidelines may result in disciplinary action under the Student Code of Conduct and could include fines or damage charges if applicable. These inspections are meant to support your well-being and the safety of the entire housing villages. If you have questions about what's allowed in your room or how to prepare for an inspection, RL&H staff are here to help.

Missing Persons Procedure

If a member of the UCCS community has reason to believe that a resident living in on-campus housing is missing for 24 hours or more, they should immediately contact UCCS Police at 719-255-3111 (or 3111 from an on-campus phone).

Upon receiving a report, UCCS Police will initiate a missing person investigation and notify RL&H right away.

If a report is made directly to RL&H that a resident has been missing for more than 24 hours, RL&H will immediately notify UCCS Police so an official investigation can begin.



➤ Health and Wellness

Wellness Center: Integrated Care for UCCS Students

The [Wellness Center](#) provides integrated care—your **one-stop shop** for both **medical** and **mental health** services.

[Medical services](#) include:

- Primary care visits (e.g., sore throat, flu shots, well-woman exams)

Flat Fee: All visits—medical or counseling—cost just **\$20 per appointment**.

Hours: Monday–Friday, 8:00 a.m. – 5:00 p.m.

To schedule, call **719-255-4444**. If calling after hours, leave your name, callback number, and the reason for your call.

Mental Health Support

College life can be exciting, but it also comes with challenges. Whether you're feeling overwhelmed, homesick, anxious, or just need someone to talk to, [UCCS Mental Health Services](#) is here to support your well-being.

Services include:

- Individual and group therapy
- Couples and family therapy
- Crisis/emergency intervention
- Consultations for concerned friends or roommates
- Educational workshops and presentations open to all UCCS students

Your first 3 visits are free (out of up to 8 visits per semester), with affordable session fees after that:

- \$20 per individual or couple session
- \$10 per group therapy session

UCCS also offers [SOS² \(Skills for Optimizing Student Success\)](#)—a support program designed to help students transition to college life, make friends, and build confidence.

For 24/7 mental health and well-being support, learn more about the [TELUS Health Student Support App](#), which provides free and confidential virtual care to all UCCS students at any time of day.



*Download the
TELUS Health app*

To make an appointment or learn more, call 719-255-4444

Location: UCCS Wellness Center

Taking care of your mental health is just as important as your physical health—and there's no shame in seeking help. We encourage all residents to take advantage of the supportive resources available.

Medical Assistance Response

If a resident experiences a medical emergency, RL&H staff may request emergency medical assistance, including an ambulance, on the resident's behalf if it is deemed necessary. Please note that RL&H staff are not permitted to transport sick or injured residents under any circumstances.

Any medical care provider responding to an incident will bill the cost of services directly to the student. UCCS does not assume responsibility or liability for medical expenses resulting from illness or accidental injury while living on campus.

In the event a resident under the age of 21 is transported to the hospital by ambulance, RL&H staff may notify the emergency contact listed in the student's housing application profile.

Meningococcal Vaccine Requirements

In accordance with Colorado State Law (C.R.S. Section 23-5-128), all incoming freshmen planning to live in student housing are required to either:

- Provide proof of a documented dose of meningococcal vaccine within the past 5 years, **OR**
- Sign a waiver acknowledging the potential health risks associated with bacterial meningitis and stating that you are declining the vaccine.

This law is intended to help protect students from the serious health risks of bacterial meningitis, a rare but potentially life-threatening illness.

To learn more and access the waiver form, please visit the [UCCS Wellness Center website](#) or contact them directly at 719-255-4444.

Campus Recreation at UCCS

Campus Recreation supports your well-being, personal growth, and connection UCCS. All enrolled, fee-paying students have full access to Campus Rec programs and facilities.

719-255-7515

[Campus Recreation website](#)

Follow @UCCSRec on [Instagram](#), [TikTok](#), and [Facebook](#)

FACILITIES

■ Recreation and Wellness Center

Includes four gym courts, an indoor track, cardio and strength training equipment, group fitness studios, the SOLE Center with a 27-foot climbing wall, and a bike/ski shop. The Aquatics Center features lap and leisure pools, a water slide, vortex, and hot tub.

■ Alpine Field

A synthetic turf field used for intramurals, sport clubs, and recreational play.

■ Campus Trails

Explore seven miles of trails for walking, running, and enjoying Colorado's scenery.



Campus Recreation at UCCS (continued)

PROGRAMS

■ **Intramural Sports**

Join fun, low-stakes competition through leagues and tournaments in team and individual activities—from basketball to spelling bees.

■ **Sport Clubs**

Student-led teams offering recreational and competitive opportunities. Visit the Campus Rec website for a current list.

■ **Fitness**

Group fitness classes, personal training, fitness assessments, and ACE certification prep are all available.

■ **SOLE (Student Outdoor Learning Experience)**

Adventure-based programs including hiking, rock climbing, skiing, and rafting—plus safety certifications like Wilderness First Aid and Leave No Trace.

■ **Aquatics & Safety**

Swim laps, take lessons, or earn certifications in CPR, First Aid, and Lifeguarding. Look out for fun events like Dive-in Movies!



PART 5

Transitioning Out of Housing

➤ Check-Out Procedures



All residents are required to complete the official check-out process when vacating their room for winter and summer break, or when ending their housing contract at any point after move-in. This procedure is essential to ensure a smooth transition, maintain room readiness for incoming residents, and accurately reconcile your housing account.

If your housing contract is terminated by either you or RL&H after move-in, an official check-out remains mandatory. Should you need to request accommodations or modifications to the standard check-out process, please speak to your RA promptly.

Important Reminders:

- Failure to complete the check-out process properly may result in continued housing charges and additional fees.
- In rare or emergency situations, RL&H may modify the check-out procedure. While every effort will be made to protect your belongings, RL&H is not responsible for any damage or loss of personal items under these circumstances.
- Any items remaining in a suite, apartment, or bedroom are considered trash and will be discarded.

We encourage residents to reach out to their RA with any questions or concerns regarding the check-out process. Our team is here to support you and ensure a positive village experience.

Housing Contract Cancellation Petitions Process

Once you move into your village, your housing contract is active for the entire academic year or semester if signing up for Spring housing only. However, we understand that circumstances can change and are here to support you.

The Petition Committee reviews each request carefully and case-by-case. Petitions are most likely to be approved when they involve **new, impactful situations that arise after moving into your village**, such as changes in financial status or medical events. Circumstances that existed before your contract began are generally not considered valid grounds for release.

If you believe a petition may be appropriate for your situation, please reach out to your RA to discuss your options.

Other Housing Contract Cancellations

We understand that plans sometimes change, and we want to support you through the process if you need to **end your housing contract early**. Below is an overview of how contract termination works and what you can expect.

If you are **withdrawing from the university**, it is essential you communicate with your RA to plan as you'll be asked to notify RL&H immediately and plan to **move out within 72 hours** of withdrawing from classes. Your housing charges will be prorated based on your move-out date.

For students **not returning to UCCS for the spring semester**, please notify your RA and submit the cancellation form on the RL&H website by the specified deadline. Failure to do so will result in charges for two additional weeks of housing, plus daily storage fees for any belongings left behind.

The university reserves the right to terminate your housing contract in certain circumstances, including loss of student status or eligibility, violations of housing or university policies, posing a safety or health risk, or unpaid housing charges. In such cases, you may still owe the full housing balance. Further legal or disciplinary actions may be taken as appropriate.

In **rare or emergency situations such as natural disasters, pandemics, or government mandates**, UCCS may need to suspend or terminate housing contracts on short notice. If this occurs, you may be required to move out quickly, and the university will determine any refunds or credits based on the situation.

Staying **beyond your contract end date or move-out deadline** may result in a daily charge of \$100 plus the standard housing rate. Additionally, UCCS reserves the right to restrict access to your housing space and may charge fees for removing personal items left behind.

If you have questions about your housing contract status, need assistance, or are considering withdrawing, please talk to your RA for guidance.

Vacate Timeline and Expectations

*W*e understand that moving out can be a busy and sometimes stressful time, and we are here to support you in completing your housing experience smoothly and successfully.

When your housing contract ends or your approved move-out date arrives, it is essential that you complete the full check-out process on time. Staying beyond your approved move-out date or leaving personal belongings behind may result in daily fees, including a charge of \$100 per day plus the regular room and board rate for residence halls.

To avoid any unexpected charges or possible restrictions on your access to your residence, we strongly encourage you to plan your move-out carefully and to communicate proactively with the RL&H team if you require additional time. We are committed to working with you whenever possible to accommodate your needs.

If personal items are left behind after you move out, RL&H staff may need to pack and store them.

Please be aware that a reasonable fee may be charged for this service. For further details, please refer to the [Abandoned Property section](#) of this handbook.



➤ Housing Damage Assessment and Appeals

Damage Assessment & Accountability During Move-Out

*A*s part of the move-out process, our team will inspect rooms and suites for any damage, determine responsibility, and apply charges if necessary. Common charges may include repairs for wall or carpet damage, excessive cleaning, or trash removal. Any applicable charges will be posted to your student account within two weeks following your official move-out date.

While normal wear and tear is expected over time, students may be held financially responsible for damage resulting from negligence or misuse. When specific responsibility cannot be determined, damage charges for individual rooms or suites will generally be divided among all roommates. Similarly, if damage occurs in public or shared areas and the responsible parties cannot be identified, costs may be allocated among all residents of the building.

If you believe a damage charge has been applied in error, you may submit a [Damage Appeal Form](#) for review.

➤ Abandoned Property

If personal items are left behind in the residence halls after your housing contract ends, RL&H staff will make every effort to identify the owner and notify you via your UCCS email. You will have **two weeks from the date of notification** to retrieve your belongings. After this period, any unclaimed items will be disposed of.

To avoid losing your possessions, we encourage you to thoroughly check your room before moving out. Check behind and under all furniture and inside drawers. If you believe you left something behind, please don't hesitate to contact us for assistance.

➤ Mail Forwarding

Please note that because UCCS is classified as a commercial institution, the United States Postal Service does not process traditional change-of-address requests for campus residences.

If you are permanently moving out of campus housing, you may request mail forwarding for up to **six months** from your move-out date. To initiate this service, please log in to the Housing Student Portal and submit a [Mail Forwarding Request Form](#).

This forwarding request will expire automatically after six months. We strongly encourage you to update your mailing address directly with banks, credit card companies, insurance providers, and any other important contacts as soon as possible to avoid missed correspondence.





► Tips for Off Campus Transition

Eventually, all students transition to off-campus living. With that in mind, here are 10 important considerations to keep in mind before making the move off campus:

■ **Plan Ahead:** Begin your apartment search early to secure a safe, convenient location that meets your needs.

■ **Set a Budget:** Account for rent, utilities, groceries, transportation, and other living expenses to manage your finances effectively.

■ **Review Your Lease Carefully:** Understand all lease terms, including duration, deposits, and policies on breaking or subletting your lease.

■ **Arrange Utilities:** Identify which utilities you are responsible for and set up accounts prior to moving in.

■ **Evaluate Transportation:** Consider your commute to campus, access to public transportation, and parking availability.

■ **Furnish Thoughtfully:** Focus on essential items and avoid unnecessary purchases as you furnish your new home.

■ **Protect Your Belongings:** Consider renters insurance to protect your personal property from loss or damage.

■ **Communicate with Roommates:** Establish clear agreements regarding shared responsibilities, expenses, guests, and noise expectations.

■ **Update Your Address:** Notify the university and other key contacts of your new off-campus address.

■ **Stay Connected to Campus:** Remain engaged with campus programs and resources to support your academic and personal success.

Good luck with your continuing journey!



Contact Information

residence.uccs.edu
[instagram.com/reslife.uccs](https://www.instagram.com/reslife.uccs)
housing@uccs.edu
719-255-4042

Mailing address:
Residence Life and Housing
4725 Clyde Way
Colorado Springs, CO 80918