

# Transylvania University Division of Student Life

## Student Group Housing Information

### Overview

The Division of Student Life recognizes that there are groups of students who wish to live near each other in designated areas. Furthermore, the Division of Student Life acknowledges the positive impact community living has on individual students and the campus as a whole.

Therefore, the following guidelines are provided to help students and staff adhere to the group housing allocation process.

Note: All students approved for group housing are required to be in good standing with the university. Students with a judicial record must have completed their sanctions before the group housing application deadline. Further infractions and/or a pattern of consistent judicial records may affect their approval for group housing. Placement will be at the discretion of Residence Life and Housing.

### Types of Group Housing

1. **Allocated Group Housing:** The Department of Residence Life and Housing and/or the Division of Student Life can designate group housing space for specific groups or initiatives. Allocated housing will be communicated each fall to the campus community, and the specific rooms will be identified before room selection each February.
2. **Petitioned Group Housing:** Groups of students wishing to live together in a designated area are invited to complete an application for group housing. This application will be reviewed by a committee made up of student life staff, faculty, and student representatives. Accepted applicants will be required to adhere to certain requirements to remain in group housing. See page 4 for details.

### Group Housing Processes

#### Allocated Group Housing

##### Yearly Determination

Residence Life and Housing will determine the need and availability for allocated group housing by November 1 for the following academic year. Residence Life and Housing will arrange equitable housing spaces for allocated group housing.

2016-17 Allocated Spaces:

Dalton-Voigt: 8 double rooms per group (both terms)

- Alpha Omicron Pi
- Chi Omega
- Delta Delta Delta
- Phi Mu

Rosenthal: 10 double rooms per group (fall 2016)

Bassett: 8 double rooms per group (winter 2017)

- Delta Sigma Phi
- Kappa Alpha Order
- Phi Kappa Tau
- Pi Kappa Alpha

Rosters for the allocated Bassett rooms for each chapter are due October 14, 2016 so that the remaining spaces may be assigned to the remaining residents from Poole, Rosenthal and other eligible upperclass students. Students will be permitted to move to their winter housing assignments from December 12-18, 2016.

### **Annual Process for Room Selection**

1. Group leaders with allocated space will receive notification of allotment from Residence Life and Housing in early March.
2. Group leaders will provide Residence Life and Housing a list of occupants (roommates and/or suitemate pairs) AND a wait list of group members 10 business days before room selection. Only members on the list will be considered for space in the group allotment.
3. Group members will be responsible for having all participants complete the Housing Form and have a fully funded Student Services Deposit by 10 business days before room selection. Failure to do so may result in loss of space and/or individual assignments.
4. Should any individual members not complete paperwork on time and/or withdraw from the university, groups will be given the opportunity to fill the remaining allocated space with individuals from their wait list.
5. Should any group not be able to fill their specified allotment with group members, the allocated space will be made available for another group or other individuals at the discretion of Residence Life and Housing.

## Petitioned Group Housing

### **Petitioning Process for Fall 2017-2018**

Students who have determined that a group living space would allow them to fulfill a specific mission and more fully contribute to the campus community are invited to petition annually for group living space.

Once approved, petitioned space is not guaranteed for subsequent years. Groups must re-apply each year. Groups re-applying must document how they will continue to benefit the campus community.

1.     **Application**  
(Due to Residence Life and Housing on March 3, 2017 by 5:00 p.m.)  
Petitioning groups should submit the following sections of a well-articulated proposal:
  - a.       Goals and Objectives for the group and how those goals will be accomplished
    - i.      Overall contribution the group will make to the residence hall
    - ii.     Overall contribution the group will make to the campus community
  - b.       Justification of why living together is necessary to meet the group's objectives
  - c.       Timeline for completing group goals
  - d.       Roster of committed group members with roommate/suitemate assignments
2.     **Application Review**  
A committee of student life, faculty, and student representatives will review applications for group housing and make a determination to accept or deny the petition. Groups may be required to answer additional questions or submit additional documentation. Applicants' student conduct records will be considered by the committee.
3.     **Notification of Acceptance/Denial**  
Groups will be notified of their acceptance or denial for group housing by March 20, 2017.
4.     **Process for Room Selection**
  - a.       Group leaders with awarded space will receive notification of allotment from Residence Life and Housing.
  - b.       Group leaders will provide Residence Life and Housing a wait list of group members 10 business days before room selection. Only members on the wait list will be considered for space in the group allotment should vacancies occur.
  - c.       Group members will be responsible for completing the Housing Form and having a fully funded Student Services Deposit by 10 business days before

room selection. Failure to do so may result in loss of space and/or individual assignments.

- d. Should any individual members not complete paperwork on time and/or withdraw from the university, groups will be given the opportunity to fill the remaining allocated space with individuals from their wait list.
- e. Should any group not be able to fill their specified allotment with group members, the allocated space will be made available for another group or other individuals at the discretion of Residence Life and Housing.

### **Timeline for Winter Term 2017 Petitioned Housing**

All groups must submit an application as described above for petitioned groups. The dates below refer to petitioned housing for the Winter Term 2017 only.

- October 14, 2016: Applications due to reslife@transy.edu by 5 p.m.
- November 10, 2016: Groups notified of status and housing allotment by 5 p.m.
- November 17, 2016: Specific Group Room Assignments due to the Department of Residence Life and Housing
- December 12-18, 2016: Students permitted to move to winter housing assignment.

All dates are pending due to current and future construction.

### **Requirements for Petitioned Group Housing**

Students in group housing are responsible for abiding by all policies in the Student Handbook. Policy infractions can result in removal from group housing.

In addition, groups must:

- Complete monthly progress reports to include: a written summary of their activities and an evaluation of progress toward their goals to the director or assistant director of residence life.
- Meet monthly with the director or assistant director of residence life to assess progress and provide feedback.
- Demonstrate positive contributions to the residence hall community in which they reside by collaborating on at least one program per semester with the RA staff in the building.
- Demonstrate positive contributions to the campus community by collaborating on a program or initiative for all of campus with the Department of Residence Life and Housing and/or the Office of Campus and Community Engagement.

Examples of such activities include:

- Crimson Christmas
- Domestic Abuse Awareness
- Working with YMCA Black Achievers
- End of the school year donation drive