

Hult Summer Housing Program Code of Conduct & Participant Policies



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Hult International Business School strives to provide an inclusive and safe environment for all community members, including those who are temporary residents living at Hult House during the summer. In support of this goal, Hult has established the Hult Summer Housing Program Code of Conduct and Participant Policies that must be followed by all Hult House residents and visitors during the summer housing program.

A violation of these policies, the summer housing license agreement, or any applicable law, may result in disciplinary consequences, up to and including, immediate removal from Hult housing without refund, notification to a person's school of enrollment record for institutional conduct processes, and possible notification to the legal authorities. It is the responsibility of all Hult House residents and guests, regardless of their length of stay or visit, to be understand and comply with rules outlined in the Hult Summer Housing Program Code of Conduct and Participant Policies document and their license agreement.

Questions about Hult Summer Housing Program policies can be directed to summerhousing@hult.edu.

Rights & Responsibilities

Living at Hult House comes with rights and responsibilities for both residents and staff. These guidelines help create a safe and positive living environment for everyone.

Rights as a resident:

- **Right to a Safe and Secure Living Space:** This includes having unimpeded access to assigned room and living in an environment free from threats and hazards.
- **Clear Housing Policies:** Residents have the right to receive a written copy of the rules and regulations that govern behavior in Hult House.
- **Protection of Personal Belongings:** Assigned room and its contents deserve respect. Residents have the right to expect that their property is safe and secure.
- **Peaceful Study & Living Environment:** Residents deserve a quiet space to focus on their academic and personal pursuits without disruptions or interruptions.
- **Freedom from Harassment:** Residents have the right to live in a community free of intimidation or bullying behavior from others.
- **Enforcement of Housing Agreement:** Both the residents and Hult House must abide by the terms of the license agreement.
- **Fair Treatment:** Disciplinary procedures should be applied fairly and consistently, regardless of individual circumstances.
- **Visitor Privileges:** Residents have the right to host visitors within the limitations outlined in the housing regulations.

Responsibilities as a resident:

- **Upholding Community Standards:** This includes following dorm rules and regulations and complying with reasonable requests from authorized staff.
- **Visitor Accountability:** Residents are responsible for the behavior of their visitors and ensuring they follow all Hult policies.
- **Respectful Living:** This means treating others with courtesy and consideration, respecting their right to a peaceful and secure environment.

- **Reporting Concerns:** If residents witness a violation of the rules, they have a responsibility to report it to the appropriate staff member.
- **Freedom of Expression:** Residents have the right to express their opinions individually or as part of a group, so long as it doesn't infringe on the rights of others.
- **Adherence to the Law:** Residents are expected to follow all applicable city, state, and federal laws while living in Hult House.

Check In & Check Out Policy

Check-In

Check-in is pre-scheduled based on the length of approved/signed and confirmed license agreement. Check-in takes place on Wednesdays between 9:00 AM – 4:00 PM and Sundays between 1:00 PM - 7:00 PM. Upon check-in a staff member will walk the new resident through the building policies, licensed amenities, and to their booked room or apartment. The resident will be provided with an ID card and room key (apartment style rooms only). Before arrival, Hult House staff will complete a Room Condition Report (RCR), outlining the condition of your assigned living space (room or apartment) and the included furnishings and fixtures. Residents will receive a copy of this report at move-in and are responsible for reviewing the report, making any applicable changes, and returning the report to the Hult House staff within 48-hours of move-in.

Check-Out

Check-in is pre-scheduled based on term of approved/signed and confirmed license agreement. Check-out is held on Fridays by 11:00 AM at the lobby reception desk. All identification cards (IDs) and keys must be returned at the time of check-out. Upon check-out, residents may store up to 2 suitcases for the day (until 6:00 PM) if needed. Hult is not financially or otherwise liable for stored bags or bags that are not collected by 6:00 PM.

Students can request a late check-out, and these will be granted if program/ occupancy levels allow. Requests for late check-out must be made at least 48 prior to the scheduled end of a resident's license agreement (check-out date) and will require payment of \$150 which must be paid in advance; an approved late check-out extends the move-out date by 24 hours to Saturday at 11:00 AM.

Linen Policy

Hult does not provide linen service for the Hult Summer Housing Program. Residents are responsible for bringing their own sheets, blankets, pillows, and towels. Hult does not provide a paid laundry service; all laundry must be completed independently as needed by the resident. Laundry facilities are available in the building. As well as other items left in the

room upon departure, any linens and pillows, will be removed and discarded. Hult holds no financial liability for abandoned items.

Abandoned Property Policy

Community Area

Residents are not permitted to place or store personal property or other items in the common spaces of Hult House. Common spaces of Hult House (including lounges, hallways, stairwells, laundry areas, lobby, recreation areas, etc.) are not for storage of personal belongings. Items are not to be left unattended in common areas. Hult has no responsibility for personal items lost, stolen or misplaced in the building from community areas. Items found left behind or unintended in common spaces will be given to security (1st floor lobby) and held in "Lost & Found" for 7 calendar days unless collected by someone claiming ownership. After 7 calendar days, unclaimed items will be considered abandoned and will be disposed of via the trash. Hult has no financial or other responsibility if an item is taken by another individual or discarded.

Resident Rooms

Residents are encouraged to keep personal items secure in their rooms and to keep room doors locked and not propped open. Residents may not give their room key to another person, may not duplicate, or copy their room key, or provide someone else permission to access their assigned room unattended. Residents may not enter the room of another person without permission and/or unattended. If a resident vacates an assigned space and leaves behind personal property whether intentionally or unintentionally, those items will be considered abandoned property. All items left behind will be removed, recycled, or donated. Hult has no financial or other responsibility for any items left behind in a room after the conclusion of a resident's license agreement terms. Hult is not responsible for the replacement or compensation of abandoned property.

Common & Community Area Use Policy

Common Space Attire

Common spaces are defined as hallways, passageways and stairwells, lounges, laundry rooms, lobbies, elevators, common restrooms, food or drink vending facilities, recreation areas and other similar shared spaces not assigned to a specific student for use via a license agreement. Due to the nature of living in a shared living facility, residents may not enter the building or congregate in common spaces without proper attire. Proper attire is defined as clothing that fully covers undergarments and body private areas; that which is commonly accepted to be culturally appropriate for public settings. Shoes should be always worn in public areas.

Community Lounges

There are community lounges throughout the building that are open to residents and meant for gathering, studying, and relaxing. Residents using these spaces must follow the following guidelines:

- Be respectful of others and mindful that this is a community space. Language should be kept respectful and noise to a reasonable level.
- No tampering with displayed artwork/decorations or televisions for unintended purposes.
- Furniture must be utilized as intended and not moved from its original location.
- Be responsible for your own personal items, should you leave something behind please review the Abandoned Property Policy.
- Be respectful of other people's property and space. Do not take items not belonging to you without permission. If an item is found that looks to have been abandoned, it should be returned to "Lost & Found" at security (1st floor lobby)
- Clean up after yourself before leaving so everyone can enjoy a clean environment.
- No alcohol can be open or consumed in community spaces.
- No sleeping in public places.

Community Kitchen

The community kitchen, 4th floor, is provided for all residents to use, and may be closed by building management for any reason and at any time. Residents using this space must abide by the following guidelines:

- Clean up after yourself.
- Dispose of your trash in proper bins.
- Rinse out the sink and do not clog it by putting food in the drain.
- Do not place any flammable items near the stovetop while in use.
- Be attentive to your cooking/food. Do not leave the kitchen unattended while your food is cooking.
- Do not eat someone else's food/ingredients without their permission.
- Do not remove someone else's property from the community kitchen without permission.

Outdoor Terrace

There is an outdoor terrace on the 4th floor where you will find tables and seating for your convenience. The terrace is open only for designated hours during the day, signage posted with times, and may be closed by building management due to inclement weather, private event use, maintenance, or misuse. There is no alcohol or smoking/tobacco use allowed on the terrace. You may not throw items, of any size, off the terrace. Throwing items from the building is grounds for immediate expulsion from Hult House. Residents may not climb on, sit on, or lean over the safety railing.

Laundry Room

Laundry facilities are available for use throughout the building. Please be mindful of your laundry and length of use the machines as not to unreasonably limit use/access by other residents. If you leave your laundry in a machine unintended for too long, someone may choose to move it for you. Hult is not responsible for items damaged by the laundry machines or their use. Hult is not responsible for clothing items that are left abandoned, stolen, or removed. After 7 calendar days, staff will discard any items, including clothing, detergent, or other, that were left abandoned in the laundry machines or rooms. If you are found to be damaging property because of misuse, you will be held financially and legally responsible and may face removal from Hult House.

Electronics Policy

Hult International Business School is not responsible for theft or damage of any personal electronic equipment, including computers, brought into the residence. All residents should connect their electrical/electronic equipment, including computers, to a power surge protective devices to minimize potential damage to their personal property. Only three pronged, grounded, heavy-duty (12 or 14-gauge) power strips with surge protection are permitted.

Fire Safety Policy

Personal safety and security of Hult House residents is a top priority for Hult International Business School. Everyone shares in the responsibility of keeping the building safe for its occupants. Residents, visitors and guests, and staff are required to always abide by the Fire Safety Policy. Failure to abide by any part of the fire safety policy will result in disciplinary action, up to and including, immediate loss of housing without refund.

Fire Safety Measures

- **Fire Alarms:** When the fire alarm sounds, it is your responsibility to leave the building immediately. Failure to immediately evacuate the building when the alarm sounds is a breach of the fire safety policy. Maliciously pulling a fire alarm is a breach of the fire safety policy.
- **Sprinklers and Smoke Detectors:** All Hult House rooms and common areas are equipped with sprinklers and smoke detectors. Residents may not cover, tamper with, or dismantle any smoke detectors or sprinklers for any reason. Residents are required to report any malfunctioning smoke detectors immediately. Tampering with a smoke detector or sprinkler is a breach of the fire safety policy.
- **Fire Extinguishers:** Fire Extinguishers are placed in specific locations throughout Hult House. Extinguishers should be used only in the event of an actual fire. Misuse of a fire extinguisher is a breach of the fire safety policy.
- **Health and Safety Inspections:** Health and Safety Inspections may take place periodically to ensure rooms are in safe and health condition and no elevated fire hazard exist. Any safety or other policy violations discovered will be recorded and may result in a disciplinary action.
- **Emergency Exit Systems:** The Emergency Exit Systems in Hult House include emergency lighting, emergency exit signage, exit stairways, and approved exit door

hardware. As a resident of Hult House, you should acquaint yourself with all the nearest exit routes from your living area. You may not tamper with any of the Emergency Exit Systems. Tampering with the functioning of these items will be considered a breach of the fire safety policy.

Fire Safety Expectations

- **Electronic Safety:** All electric cords, plugs, and appliances must be in good condition. All appliances should have an Underwriters' label (UL) or a seal of approval from another recognized testing laboratory. Whenever possible, purchase/use Energy Star appliances. Do not overload wiring by turning on too many electrical devices at the same time, or using multiple outlets plugs or extension cords together.
- **Smoking/Vaping:** Smoking/Vaping is strictly prohibited in any portion of the building. Smoking/Vaping is also prohibited on the sidewalks and near doorways adjacent to the building. Residents found to have Smoked/Vaped in the building are subject to disciplinary action, up to and including cleaning fees and loss of housing without refund.
- **Keep Doorways & Floors Clear:** All means of exiting rooms and community spaces must always remain clear for the safety of occupants. Keeping these pathways free of excess items. Furnishings and personal items must be arranged so as not to block exits.
- **Fire Safety Equipment:** Do not hang decorations from any fire safety device, including sprinklers and smoke detectors. Causing false fire alarms, interfering with a fire alarm system, fire personnel, and/or tampering with or removing fire-fighting equipment, including but not limited to hoses, sprinkler heads or pipes, smoke detectors, fire extinguishers or other fire safety equipment is strictly prohibited and a breach of the fire safety policy. These violations may result in immediate loss of housing without refund.
- **Keep prohibited items out of Hult House:** Candles, items with an open flame, fireworks, space heaters, and other fire hazards are not permitted in Hult House.

Harassment, Intimidation & Bullying

Residents and visitors/guests at Hult House have the right to live free of intimidation, harassment or bullying. Harassment and bullying behaviors are not tolerated and may result in disciplinary action including loss of housing without refund. Harassing, intimidating, and bullying behavior includes but is not limited to the following:

- **Physical Harm** or the threat of physical violence/pain, intimidation, as well as conduct that threatens the health and safety of an individual or community is prohibited.
- **Sexual Activity** which occurs without the explicit active consent of all parties involved, not in private, or without the proper consideration given to the rights of other residents is prohibited. Sexual activity involving individuals under the legal age of consent or intoxicated is prohibited by law.
- **Verbal & Nonverbal Harassment** made directly or indirectly (via email, social networking sites, written messages, etc.) is prohibited. This includes but is not

limited to threats, malicious pranks, abusive name-calling, slurs or derogatory remarks, prank phone calls, and racial, gender, or sexual orientation harassment.

- **No person may film**, audio record, or take photographs of any person without that person's explicit knowledge and consent.
- **No person may distribute audio recordings**, photographs or videos that were previously consented to, without additional consent for distribution.

If after an investigation, Hult House staff determine that a resident is harassing, bullying, or intimidating another resident, the institution may take appropriate action to cause such behavior to cease including, without limitation, immediate termination of housing without refund.

Health & Safety Expectations Policy

In the event that adequate health and safety standards are not maintained or if the condition of shared room or apartment raises concerns from a roommate or fellow resident, Hult House staff will investigate. Residents are expected to clean up after themselves, keep their private and shared living spaces in a safe hygienic condition, and look after their personal hygiene needs. An inability to do this or any deviation from a reasonable cleanliness standard may result in conversations with staff, the imposing of cleaning fees, or other disciplinary steps if required.

Hult House reserves the right to enter a resident room or apartment at any time without warning to inspect and assess health and safety conditions. If entry is required, reasonable steps will be taken to inform the resident about the reason for entry, the date/time when entry took place, and what staff members were present for entry. This may not always be possible in emergency situations.

To determine compliance with Hult policies, adhere to federal, state, and local laws, and to check for any repair needs, we conduct Health & Safety Inspections when there is reasonable cause to believe that a violation may have occurred or is taking place. Also, inspections may take place along with school breaks or vacation periods.

If it is found that a resident's room does not meet health and safety standards (i.e., cleanliness, hazardous wiring, etc.) during an inspection, the resident will be given 24 hours to correct. If, upon re-inspection, the room still does not pass, the resident may be fined a cleaning fee, face probation sanctions and/or be removed from housing without refund.

Residents are responsible, and share responsibility with assigned roommate(s), for keeping the room clean and free of any damage. Hult House does not provide cleaning services in the residence. Dirty or untidy rooms can cause roommate problems as well as extermination issues.

Identification Cards & Keys Policy

Identification cards(IDs)/keys are the property of Hult International Business School and must be returned when you finish your stay with us. Lost or stolen IDs/keys should be

reported immediately to Hult House staff, replacement cost for the ID is \$25.00 each and replacement cost for apartment and room key is \$25.00 each (rates subject to change).

Residents are not allowed to install any additional lock(s) or set-up separate electronic key access.

Residents are not allowed to lend their Hult House ID/key to anyone for any purpose. If someone is found with a Hult House ID/key that does not belong to them, the resident who is responsible for that key will face disciplinary sanctions including confiscation of the misused the ID/key and possible loss of housing without refund.

Public or Underage Intoxication Policy

Intoxication whether from alcohol, narcotics, or prescription medicine, is not acceptable justification for irresponsible or inappropriate behavior. Residents and visitors/guests of legal age (21) who consume alcohol are expected to do so in moderation and in a manner that ensures other occupants maintain their right to privacy, sleep, and study. Residents of legal age may responsibly consume alcohol in the private spaces of their assigned room or apartment only. Devices promoting irresponsible drinking (including kegs, beer balls, funnels, bongs, etc.) are not permitted. Residents may not drink in the common areas of the building. Residents and visitors/guests many are not intoxicated in public areas of the building.

Alcohol Age

Residents and visitors/guests under the age of 21 are not allowed to possess or consume alcohol in the United States, including any part of Hult House. The purchase or distribution of alcohol to anyone under age 21 is prohibited. Residents found purchasing or distributing alcohol to anyone under the age of 21 or allowing alcohol to be consumed in their private or shared room/apartment by someone under the age of 21 will be subject to disciplinary action, including the loss of housing without refund.

Drugs Policy

Residents are not permitted to use, possess, distribute, manufacture/grow, or sell any drugs, including marijuana, in the building or in its vicinity. The possession of drug paraphernalia (e.g., bongs, pipes, hookahs, vaporizers) is prohibited anywhere in the building. Residents suspected of using drugs (due to odor, disruptive behavior, or by information brought to the staff) will have their actions documented and staff will follow up. This follows up many require a health and safety inspection of a room or apartment. Residents may not be in control of or use prescription drugs they are not prescribed to have/take. Violation of the drugs policy will result in loss of housing without refund.

Statement on Medical Marijuana

Hult House prohibits the possession, use, or distribution of marijuana on its premises, regardless of purpose. Hult does not recognize the possession of a medical marijuana card as grounds for an exception to this policy nor Massachusetts laws for the use of recreational

or medical marijuana. Violation of this policy may result in cleaning fees and loss of housing without refund.

Internet Access Terms of Service Policy

All residents are provided with wireless internet service as part of their accommodation at Hult. Residents are prohibited from using this wireless service to illegally download music, television, film or other copyrighted media or materials. Residence may not use wireless internet service provided by Hult to operate a business, host online commerce or download, upload, or view illegal/prohibited content as defined by federal, state, or local laws. Residents are not permitted to make changes to wireless connections, hardware, login, or other settings.

Maintenance Policy

Residents must report all issues requiring attention by maintenance staff. Neglecting to report a problem (leaky faucet, water damage, etc.), could lead to further, more complicated problems. If a resident is found responsible for causing the issue (i.e., trash or hard objects down the toilet), the resident will be held responsible for the cost of cleaning and repair. Hult House cannot service, or repair furnishings or equipment provided by residents that was not originally purchased by the institution.

Residents are not permitted to paint or make any alterations to their rooms. Do not put any nails, screws, hooks, or any sticky substances in/on the wall. Residents will be held financially responsible for any changes or damage caused to the condition of a room or building furnishings.

Damages & Charges Policy

Residents are expected to regard Hult House facilities, furnishings, and property with respect and use them only in the ways originally intended. You are also expected to keep community and personal living space clean and safe. Normal 'wear and tear' is expected. Before arrival, Hult House staff will complete a Room Condition Report (RCR), outlining the condition of your assigned living space (room or apartment) and the included furnishings and fixtures. Residents will receive a copy of this report at move-in and are responsible for reviewing the report, making any applicable changes, and returning the report to the Hult House staff within 48 hours of move-in.

At the conclusion of your license agreement when you move out, you are expected to leave your room and the furnishings as you found them, with surfaces wiped down and floors swept clean. At move out, a member of Hult House staff will inspect the room and furnishings to take note of any wear or damage beyond what is normal 'wear and tear'. Should damage be found beyond the expected normal use for your period of stay, any cleaning, repair, or replacement costs, inclusive of any associated labor will be withheld from your damage deposit before the balance is returned.

Anticipated Damage & Cleaning Costs

CATEGORY	DESCRIPTION	CHARGE
Furniture	Desk	\$650 - \$1000 (based on room configuration)
Furniture	Soundproofing Panels	\$50/panel
Furniture	Bed Frame/Wrap	\$1,000
Furniture	Shelf	\$150
Furniture	Mattress	\$400
Furniture	Wall Hook	\$30
Furniture	Bed Side table/stool	\$200
Furniture	Full Length Mirror	\$100
Furniture	Small Mirror	\$30
Furniture	Desk Chair	\$500
Furniture	Set of locking drawers	\$250
Furniture	Drawer Lock only	\$50
Furniture	Armoire (apts only)	\$1,000
Furniture	Closet Shelf	\$150
Kitchen	Cabinet Pull	\$15
Kitchen	Hood Vent	\$175 - \$700 (based on room configuration)
Kitchen	Microwave	\$1,000
Kitchen	Cooktop	\$350
Kitchen	Refrigerator	\$450
Kitchen	Kitchen Faucet	\$350
Kitchen	Sink	\$250
Kitchen	Kitchen Table	\$500
Kitchen	Kitchen Chair	\$500/chair
Kitchen	Cabinetry	TBD
Kitchen	Countertop	TBD
Bathroom	Toilet	\$500
Bathroom	Toilet Seat	\$100
Bathroom	Sink	\$250
Bathroom	Sink Fixtures	\$250
Bathroom	Shower Head/Controls	\$250
Bathroom	Bathroom Cart	\$50
Bathroom	Towel Bar	\$50
Bathroom	Towel Hook	\$30
Bathroom	Toilet Paper Holder	\$40
Bathroom	Shower Shelf	\$100
Bathroom	Medicine Cabinet	\$150
Windows/Doors	Window Shades	\$400
Windows/Doors	Door (entry, bath, bed)	\$600
Windows/Doors	Entry Door Lock	\$1,500
Windows/Doors	Bedroom Door Hardware (apt only)	\$500
Windows/Doors	Bedroom Door Key (apt only)	\$100
Windows/Doors	Closet Doors	TBD
Windows/Doors	FCU Panel	\$400
Lighting	Globe (bed, bath)	\$150

Lighting	Entryway	\$40
Lighting	Kitchen track lighting (apt only)	\$400
Cleaning	Smoking/Evidence of smoking	\$300/resident
Cleaning	Room not cleaned to acceptable standards	\$150/resident
Cleaning	Item Removal	\$50/item
Wall Damage	Wall Repaint	\$100
Wall Damage	Whole room repaint	\$400
Wall Damage	Patch/Paint Hole (smaller than fist size)	\$50
Wall Damage	Patch/Paint Hole (fist size or larger)	\$150

Other Charges

DESCRIPTION	CHARGE
Building ID Replacement	\$25
Lockout Fee	\$25
Toilet Clogs (removal of trash/foreign objects)	\$200

Noise Policy

Hult House strives to create a community environment that is comfortable for all residents and guests. Sound levels, especially in common areas, should also be kept reasonably low and residents are expected to comply with requests from fellow occupants to reduce intrusive noise levels.

Courtesy & Quiet Hours

Each resident is expected to extend courtesy and consideration to fellow occupants and be sensitive to other residents' needs, especially in the evenings and mornings. Courtesy hours are always in effect, during which the rights of residents to live in an environment free of bothersome noise. Each resident and their visitors are responsible for considering others who choose to study or sleep. Quiet hours are from 10:00 PM - 8:00 AM, on weeknights (Sunday through Thursday), and 11:00 PM – 8:00 AM on weekends (Friday & Saturday). Radios, stereos, and televisions must be played at lower volume levels that will not disturb other residents. If sound can be heard through the walls to another resident or from the hallway, it is considered too loud.

Prohibited Items Policy

Hult House reserves the right to confiscate any item that may threaten the safety of residents and the campus. Prohibited items may be reported to building security for intervention and result in disciplinary action, up to and including loss of housing without refund.

Prohibited items include, but are not limited to:

- Acids
- Ammunitions
- Animals & Pets (unapproved)
- Archery Equipment
- Aquariums & Fish Tanks
- Benzine
- Candles
- Compressed Gas
- Dartboards
- Drugs & Associated Paraphernalia
- Explosives
- Flammable Liquids
- Fireworks
- Gasoline
- Guns
- Halogen Lamps
- Hazard Items
- Hookah Pipes
- Ignitable Gas
- Incapacitating Spray
- Matches/Lighters
- Marijuana
- Naphtha
- Poisons
- Space Heaters
- Swords
- Tasers
- Waterbeds
- Wax Burner
- Weapons
- Weight Benches

Weapons: Residents and visitors/guests cannot possess any items that could be used to threaten, harm, or intimidate other persons. This includes but is not limited to:

- Ammunitions
- BB Guns
- Chemical Sprays
- Darts
- Guns
- Martial Arts Weapons
- Paintball Gun
- Pocketknives
- Switchblades
- Tasers

Pets Policy

To ensure a clean and safe living environment for all residents, pets, and animals of any kind, including fish and reptiles, are not allowed on the premises. Residents found keeping animals will face disciplinary action, up to and including loss of housing without refund, and must remove them immediately. Guests/visitors may not bring pets into the building for any reasons. If a resident is seeking a reasonable accommodation for an approved service animal, they must seek permission in writing from Hult administration in advance which includes the submission of medical documentation for review.

Recreation Equipment Policy

Bicycles & Motorized Vehicles

Residents are permitted to have bicycles; however, they must be stored in the designated storage area behind the building. Bicycles may not be kept in rooms or apartments. Residents cannot park, store, or charge motorized vehicles (including but not limited to, automobiles, scooters, mopeds, or motorcycles) anywhere in or about the building.

Residents may not use the sidewalks halls, passages, exits, entrances, elevators, and stairways of the building for any purpose other than for travel on foot or by handicapped device. Skateboards, rollerblades, bikes, scooters, hoverboards, and any other alternative form of travel are not permitted. Parking for automobiles is not available for residents in the building.

Drones

Drones, toy helicopters or similar items cannot be flown within Hult House.

Gambling

Gambling of any form is strictly prohibited within Hult House.

Restricted Areas Policy

Residents are prohibited from going into certain areas of the building including electrical and storage closets. These areas are labeled as off limits. Residents cannot take emergency exits unless there is an emergency. Taking an emergency exit when an alarm has not been triggered will result in disciplinary steps.

No Rooftop Access

Residents are strictly forbidden to be on the roof at any time for any reason. Any violation of this policy will lead to disciplinary sanctions including, but not limited to, removal of housing without refund.

Room Assignments Policy

Room assignments are made solely by Hult House, which reserves the right to change room assignments as reasonably required and will do its best to accommodate roommate

requests. Hult House cannot provide residents with information regarding assigned roommates prior to arrival due to changes that may occur prior to arrival.

Room Entry Policy

Residents living in Hult House can expect a level of privacy in their rooms, as well as in the community at large. However, there may be situations where staff need to enter rooms without giving notice to room occupants. This could be for emergencies, repairs, building upgrades, security concerns, enforcing drug/alcohol rules, health & safety checks, routine maintenance, investigating suspected burning violations, legal requirements, or disciplinary reasons. In these cases, staff will knock and announce themselves before entering.

Important Note: While Hult House staff can enter the room, they cannot search through personal belongings stored in furniture like desks, closets, or drawers. However, they can perform necessary tasks related to safety, maintenance, or inspections. If any prohibited items are clearly visible during entry, they may be reported and confiscated if in violation of Hult policy or applicable laws.

Trespassing & No Loitering Policy

Residents are not allowed to enter or try to enter another resident's room without permission or use force or manipulation to gain access. This includes any restricted areas within Hult House. Any attempt to violate these rules will be considered breaking and entering.

Sexual Harassment Policy

Sexual Harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical behavior of a sexual nature creates a hostile environment or affects someone's job, education, safety, or living situation.

Hult International Business School (Hult) is committed to creating a safe and inclusive environment free from sexual harassment. This is upheld by Title IX, a federal law prohibiting gender and sex-based discrimination in education. Hult has zero tolerance policy for sexual harassment, violence, and assault.

Sexual harassment is unacceptable. It includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Hult prohibits this behavior towards employees, residents, and applicants.

We encourage reporting. Hult will investigate all complaints of sexual harassment or retaliation promptly, thoroughly, and fairly, while protecting the confidentiality of those involved. You may report to any member of Hult staff or via this form (<https://hult.formstack.com/forms/hulttixreportform>).

Consequences for misconduct. Individuals found to have engaged in sexual harassment or retaliation will face disciplinary action, up to and including immediate removal from housing.

without refund or termination of employment. Additionally, the incident will be referred to the administration of the resident's home institution and/or local authorities.

Reporting options. All credible accusations of inappropriate sexual behavior will be investigated. Hult may also involve the appropriate authorities based on alleged incident.

Our commitment. Hult is committed to providing equal opportunity and access for all and to creating an environment where everyone feels respected and valued.

Signage Policy

To maintain a clear and uniform appearance, residents are prohibited from placing any signs, advertisements, notices, lettering, flags, or banners on doors, room exteriors, or anywhere outside the building. This includes items visible from outside that are placed inside the room windows. Additionally, attaching or hanging anything on the building's exterior walls or windows, such as antennas, awnings, or flags, is not permitted.

Smoking/Vaping Policy

Smoking tobacco or any other substance (including "vaping" or the consumption or use of electronic cigarettes) is not permitted inside buildings at Hult including private resident rooms or apartments. Violation of this policy may result in cleaning fees or other disciplinary actions including removal from housing without refund.

Solicitation Policy

The operation of any business or commercial enterprise within Hult House is strictly forbidden. Additionally, unauthorized solicitation, membership recruitment, subscriptions, polling, posting, placement of materials under doors, canvassing, and the commercial sale of products, services, or tickets is strictly prohibited within the building. Residents cannot host a business or these activities using the provided internet access.

Storage Policy

Additional outside of the room/extra storage space is not available. Residents are encouraged not bring more personal property than can be kept in their assigned rooms. Anything left behind will be considered abandoned, please refer to the Abandon Property Policy.

Vandalism Policy

Residents are responsible for respecting all property within the building, surrounding neighborhood, and public spaces. Defacing any of these areas will result in disciplinary action, potential fines, and the resident will be held accountable for the cost of cleaning and repairs. Additionally, a violation of this type may result in the loss of housing without refund.

Visitors & Guests Policy

Living at Hult House is a privilege, and having visitors is an extension of that privilege. We want everyone to feel comfortable and safe. This means visitors must follow all Hult House policies, just like residents. Hult has the right to suspend resident hosting privilege at any time for any reason.

Residents are responsible for their visitors' behavior and making sure they understand the policies. If a visitor breaks a rule or policy, they could face consequences from Hult, their home school, or the law. They may also be asked to leave and be banned from returning to the building.

The following conditions must be met when having a registered visitor/guest:

- Visitors must be at least 18 years of age.
- Residents are expected to communicate with their roommate about having a guest/visitor for each visit and before they arrive.
- If roommate (shared room or apartment) is uncomfortable with the guest/visitor(s) of another resident in their shared room or apartment, they have the right to ask them to leave.
- Residents must always be with their guests/visitor(s) while in the building.
- A resident may not loan their Hult ID/key to a visitor for any reason.
- If the host resident departs the building the visitor must also depart.
- Hult House reserves the right to ban any guest/visitor who engages in disruptive behaviour, who violates a Hult policy, or violates applicable laws.
- All residents are legally and financially responsible for the conduct of their guests/visitor(s).

Guest/Visitor Procedure

- Residents must inform security that they have a guest.
- Residents must present their ID and their guests ID.
- Security will complete the sign-in process.
- Visitors cannot stay as an overnight guest in Hult House more than 3 nights in a 30 period.

Disruptive Behavior Policy

Disorderly, disruptive, or aggressive behavior that interferes with the general comfort, safety or welfare of a person or group is prohibited. Interference with the freedom of another person or group to move about in a lawful manner is prohibited. No resident shall create a condition that endangers or threatens the safety or well-being of himself/herself or others - this includes Hult House staff members, security guards, and building staff.

Interference

No resident shall intentionally or recklessly interfere with an Hult House Staff member or other school officials exercising their assigned duties.

Consequences for Policy Violations

Residents are expected to comply with all Hult House policies and applicable laws. Should a staff member observe a suspected violation, they will document the violation via an incident report. These reports form the basis of the Housing Conduct Process. A member of the Hult House Staff will review the incident report, and depending on the severity of what is listed, may request a meeting with the resident(s) involved.

Outcomes are based on the severity of the violation and whether there have been issues with maintaining community standards or following Hult House policies in the past.

Outcomes include:

- **Warning** which documents a violation has occurred and that a conversation/or email communication about a policy breach has occurred and put on file.
- **Final Warnings** which document a violation has occurred and that a conversation/or email communication about a policy breach has occurred and that resident is close to losing housing if any further policy violations or behavior concerns occur
- **Housing Separation** can happen after one egregious policy or law violation, or after multiple less significant violations have occurred; separation will be immediate and without refund. These actions will be communicated in writing with a deadline of 24 hours to vacate.

It is important to note that the Hult House team looks at each situation individually and are committed to resident success. There is not a "one size fits all" model for managing concerns, and concerns may be escalated quickly depending on the severity of the violation. Outcome decisions in the Hult Summer Housing Program will be issued in writing and are final; there is not an appeal process. The discipline process may move directly to housing separation upon first violation of a policy or the license agreement.