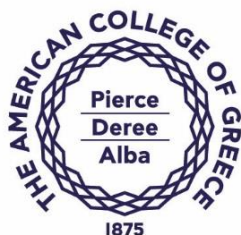




Office of International Student Services

ACG HOUSING REGULATIONS



Dear Resident,

Living in the Residences should be an enjoyable experience for all. You are now part of a community on campus and it is important to remember that your behavior will impact on other people living in surrounding rooms and buildings. Residents are therefore expected to conduct themselves with mutual respect for one another.

You are kindly requested to carefully review the information below. These Rules and Regulations were created to guarantee a safe and pleasant environment. If you have any questions or concerns, feel free to contact us, by sending an email to iss@acg.edu.

Best wishes,

Residential & International Student Services Team

All individuals staying in ACG Housing are required to adhere to the Student Code of Conduct, these ACG Housing Regulations, and all policies published by the College.

Deree - The American College of Greece reserves the right to amend or supplement the ACG Housing Regulations at any time upon such notice to residents, as it deems appropriate.

Upon signing the ACG Housing contract, each resident agrees to comply with the Student Code of Conduct and the ACG Housing Regulations. Residence visitors are also required to follow College policies.

Alcohol

The possession, consumption, distribution, transportation, sale or purchase of alcoholic beverages or the attempt to purchase, consume, possess or transport alcohol anywhere on campus or at any College apartment or Residence Complex, is prohibited regardless of the age, except at specific College events after permission granted by the Office of Student Affairs, Office of Events, and Deans of each Academic School. At approved College events, reasonable use of alcohol and moderate drinking are allowed by individuals at the legal drinking age.

- The presence of any amount of alcohol in a student's personal belongings while on campus or in ACG Housing, or in their College apartment is prohibited.



- Empty containers of alcohol, related paraphernalia for drinking games and rapid consumption are not allowed and will be confiscated for disposal. Students will be referred to the conduct process for alcohol violations.
- Excessive consumption and being intoxicated on campus, at any College apartment or Residence Complex or any College activity off campus is prohibited regardless of age. Excessive consumption is defined as being under the influence of alcohol to a degree that there is a risk to the health and/or safety of self or others (unconscious, loss of control, high Blood Alcohol Concentration, requiring medical attention, and/or results in a police citation).
- Participation in activities, games or contests that promote irresponsible drinking and/or are otherwise designed or used to encourage or deliver a high volume or rapid delivery of alcohol is prohibited. This includes possession or use of paraphernalia used for drinking games.
- Hosting gatherings on campus or at any College apartment or Residence complex where alcohol is consumed regardless of age is prohibited. In general, room occupants assume a heightened degree of accountability, relative to guests or other non-occupants, for gatherings that occur in their Residence Complex room or College apartment at which alcohol is present. The College reserves the right to consider some, or all, room occupants to be in possession of alcohol and/or related paraphernalia if the substance/item is located in their assigned space, regardless of whether or not it was purchased, otherwise obtained by the room occupants.
- The use of College Student Life funds by undergraduate registered student clubs, societies and organizations for the purchase of alcoholic beverages is prohibited, regardless of whether such beverages are to be possessed or consumed on or off College premises.

Events Where Alcohol Is Served

The following guidelines apply to approved on or off-campus student events where alcohol is served.

- Open bars and the serving of shots are prohibited.
- If the College has designated separate area(s) where alcohol is to be served/consumed, students must comply with those designations.
- The College may require wristbands, tickets, or other appropriate methods be used for identification purposes and/or for limiting drinks to a specified amount and students must comply with those requirements.
- Adequate amounts of food and nonalcoholic beverages must be provided commensurate with the nature, length, and size of the event and the amount of resources expended on alcohol.
- Intoxicated persons must be refused entry to and/or removed from the event.
- Typically, the length of time for serving alcohol is limited to two hours, unless a different decision is made by authorized College personnel in consultation with the event organizer(s), which may occur on a case by-case basis.



- The College may cancel, close or otherwise prohibit any function or event which violates these conditions, or which otherwise poses a risk to the health and safety of members of the College community.



ACG's Medical Amnesty and Active Bystander Protocol

A student who acts responsibly and seeks help in case of a medical emergency by calling the appropriate authorities (e.g., calling an ambulance 166, alerting a resident assistant, nurse, campus security or police) typically will not face College conduct action violating the alcohol policy. However, the student will be required to meet with a Hearing Officer and may be required to complete Reflective work related to substance abuse. When the student's behavior involves other Student Code of Conduct violations, (e.g., vandalism, assault, furnishing to minors) the additional behavior may be subject to disciplinary action. If a student exhibits a pattern of problematic behavior with alcohol or other substances, that student may be subject to formal disciplinary action.

The circumstances that invoke the Protocol are:

- Students seeking medical assistance for themselves when experiencing an alcohol or other substance overdose or related problems.
- A student seeks medical assistance for a peer suffering from an alcohol or other substance overdose or related problems and remains with the peer until appropriate help arrives.
- A student suffering from an alcohol or other substance overdose or related problems, for whom another student seeks assistance. The other person who sought assistance, in good faith, believes they are the first caller, provides their name and remains with the peer until help arrives. Ex. Student A calls for help for their friend who is incapacitated due to alcohol/substance overdose. The friend who is incapacitated typically will not go through disciplinary action.

Apartment Keys

Apartment keys are assigned to students upon checking into their apartment. Keys are not to be duplicated. Individuals are urged to exercise caution in safeguarding their keys. Residents must not hand over the keys to any person other than a member of Residential Services staff. Individuals who lose a key or return a key that is damaged will be charged for the replacement.

Residents are reminded to:

- Not loan keys to anyone for any reason.
- Not mark keys with room number or any other identifiable markings.
- Never leave keys unattended.

If residents accidentally lock themselves out of their room, they should contact the RA or call one of the staff members.



Balconies

No individual is permitted to climb on balcony railings or to attempt to pass from one apartment balcony to another. Any such action is unsafe, and, therefore, strictly prohibited. In addition, residents are not to throw anything from the balconies or windows onto the grounds below. Violating this policy could lead to dismissal from the ACG Housing and Deree-ACG.

BBQ

Barbecues or any other incendiary devices are not allowed in or around the Residence Complex. Barbecue events may be held in designated barbecue areas only, and only with prior permission from the Office of Residential Services. The presence of a College staff member is required.

Building Entrance

Any person entering or leaving the Residence Complex must use the main entrance door and may not use the windows, balconies or emergency exits. Emergency exits are to be used strictly in cases of emergency as directed by Residence Complex staff.

Check-in

Upon Check-in, the student receives a fully equipped room/apartment, in excellent condition. Residents have 48 hours to report any issues to ACG Housing staff. After this time frame passes, any damages reported or found will be assessed by ACG Housing staff and the student will be charged. Students can only check-in during designated hours, communicated to them prior to their arrival. No exceptions will be made.

Check-out

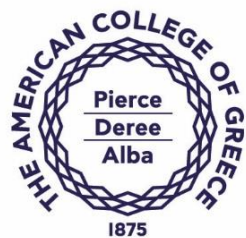
One week prior to move-out, all apartments will be thoroughly inspected by the ACG Housing staff. Any damages reported or found will be assessed and the student will be charged accordingly.

Residents are expected to remove trash and to deliver their room/apartment in a clean and habitable condition. Failure to maintain these standards could result in conduct action. Students must return apartment keys, keycard, and Info Card to the appropriate Residence Complex info desk (R1/R4) during designated move-out days and times. No exceptions will be made.

Personal items left behind after checkout and not claimed within 48 hours will be appropriated by the College and designated for donation.

Cleaning

Residents are responsible for maintaining a reasonable standard of cleanliness in their apartments and keeping the common areas, such as the Fitness area, Laundry area and Lobby area, clean and tidy. Residents are required to clean refrigerators, ovens and maintain kitchens, bathrooms and common areas within their apartment. The cost of appliances and furniture removal due to poor housekeeping by the residents will be charged to the residents. Students may not hire external cleaners or contractors to perform maintenance or adjustments to rooms or furnishings.



ACG Housing staff reserves the right to inspect apartments and common areas. If ACG Housing staff assesses that the condition of the apartment does not meet the required reasonable standard of cleanliness, the students will receive a warning email, will be expected to clean and tidy up within 48 hours at which time a second inspection will take place. If the resident(s) fail the second inspection, the Conduct Process will be initiated.

Cooking

Residents are permitted to cook in their apartments using the utensils and cookware provided. All kitchens are equipped with a cooking-ventilation unit, placed above the stove. The cooking-ventilator should be used every time residents cook. For any questions about the proper use of the oven or microwave, residents are asked to contact the RAs. Barbeque grills or other cooking devices not provided by Deree-ACG are prohibited.

Damages

Residents shall compensate Deree-ACG for any damages caused to ACG Housing allocations or furniture/equipment in common areas and apartments for which they are held responsible. Where two or more students occupy the same room or apartment and responsibility for damage or loss in the unit cannot be ascertained, the cost of damage or loss will be divided and assessed equally among the residents of the unit. Students who damage their room/apartment/residence hall may be held responsible both financially and/or through the conduct process and may not be eligible to graduate without compensation to the College.

Residents are required to report damages or normal wear-and-tear occurring during stay to the RAs immediately. The College will make all repairs; residents cannot perform repairs themselves nor have work performed on their room by outside contractors.

Tampering with, disabling, obstructing, vandalizing, or interfering with the normal functioning of any portion of a security monitoring system or monitored door, including, but not limited to, door alarms, cameras, or card readers, is strictly prohibited.

Decorations/Modifications to rooms

Nails, screws, double-stick tape, or duct tape on or in the walls, ceilings, furniture, or fixtures are prohibited. White poster putty is permitted for hanging posters and other decorations. Students will be charged for damages to the walls and ceilings. No College-owned furniture or equipment may be removed from the apartment. No internal furniture may be moved outside.

Discrimination*

Any discrimination based on any ground such as sex, gender, race, color, ethnic or social origin, genetic features, language, nationality, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age, marital status or sexual orientation is not tolerated. The College strives to maximize valuable talent and potential, and eliminate unconscious bias, prejudice and stereotyping.



All residents have the responsibility to safeguard and the right to expect a friendly and hospitable environment free of any form of harassment, discrimination and actions or behavior that interfere with the residents' privacy, study habits or sleep.

Also refer to the following policies:

- *ACG Equality, Diversity and Inclusion Policy*
- *ACG Non-Discrimination, Anti-Harassment, Sexual Misconduct, Relationship Violence and Stalking Policy*
- *Harassment and Sexual Misconduct Policy*

Disruptive Behavior*

Any behavior of a student in or outside of the classroom which prevents the instructors from teaching, other students from learning, or interferes with the normal operation of the College. This includes but is not limited to disruption of or interference with the lawful administration of the functions of the College and the rights of other members of the College community. Disruptive behavior, on campus, in ACG Housing or in the residential neighborhood bordering campus, is any behavior that is reasonably likely to disturb the peace, disturb or infringe the rights of other people, damage property, or result in harm to others or the community. Disruptive behavior may include, but is not limited to, unreasonable, reckless, disruptive, lewd, inappropriate, or unruly behavior, and may involve rude or abusive language.

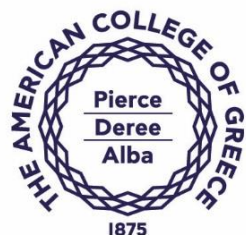
Drug Use/Illegal Substances*

The possession, being in the presence of, sale, purchase, use, production, processing or distribution of drugs and paraphernalia, including any amount of marijuana is strictly prohibited. In addition to imposing the disciplinary sanction of expulsion from ACG Housing, the ACG Housing staff may refer residents for prosecution.

Students are also responsible for misconduct if they passively allow drug use to occur within their room/apartment or provide a setting that allows for the possession, sale, purchase, use, production, processing or distribution of illegal substances and paraphernalia.

The College reserves the right to sanction students in cases in which indicators of drug use are present, but where no drugs are recovered. These indicators may include, but are not limited to, symptoms of drug intoxication, the odor or residue of prohibited drugs, the presence of drug paraphernalia, attempts to mask odors, or other evidence of behavior designed to avoid detection.

The term "drugs" broadly includes, without limitation, any stimulant, intoxicant (other than alcohol), nervous system depressant, hallucinogen, or other chemical substance, compound, or combination when used to induce an altered state, including any otherwise lawfully available product used for any purpose other than its intended use (e.g., the misuse of prescription drugs, over-the-counter drugs, or household products).



The term “drug paraphernalia” broadly includes any material, product, instrument, or item used to create, manufacture, distribute, use (ingesting, inhaling, or otherwise introducing any drug into the body), or otherwise manipulate any drug and includes, but is not limited to, hypodermic needles, syringes, bongs, vaporizers, or pipes.

Fire Alarms

Smoke detectors are located throughout the building. In the event of an alarm, all residents should exit the building. Residents must have regard for the safety of themselves and other residents and observe the Fire Regulations applicable to Residences (see Emergency Evacuation Procedures that are posted on apartment doors).

In particular, residents must not tamper with any fire-fighting equipment or any other safety equipment, block sounders, prop open any fireproof door or disengage any door closure mechanisms. Corridors, doorways, staircases and entrances must not be obstructed in any way. This includes placing items outside, around and beside doors (e.g. bins).

The use of candles or any other open flame device is not permitted within ACG Housing allocations.

Fitness Center

The Residence Complex is equipped with fitness areas. Equipment in the fitness areas is used at residents’ own risk. Residents are encouraged to seek instruction regarding the proper use of the equipment from the Deree-ACG Gym staff.

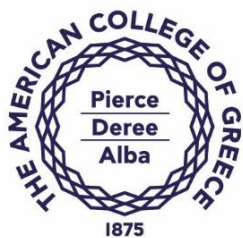
Garbage

Garbage should be placed into plastic bags and taken to the garbage bins outside the building at least twice per week. Blue garbage bins are for recyclables. Green garbage bins are for refuse. Garbage may not be left in common areas such as hallways. It is the responsibility of each resident to remove garbage and maintain a clean apartment.

Health and Safety Inspections/Room Entry

Announced health, safety and policy inspections of rooms/apartments are conducted by ACG Housing staff at least twice per semester (or more frequently as needed) to conduct a plain view search, refrigerator contents and a quick look under and around surfaces. Any safety or policy violation will be recorded. These inspections are designed to ensure that all rooms/apartments are in working order, there is no fire, health, sanitation, safety hazard, or maintenance concerns, and no policy violations.

The College reserves the right to enter and search student rooms/apartments without prior notice for an urgent health issue, urgent maintenance issue and for reasons of health, safety, and suspicion of violations of policies. Information that may lead to suspicion of a policy violation may include direct observation or information from a reliable source such as hearing a drinking game, seeing



alcohol being brought into the room, smell of marijuana or cigarette smoke, a towel under the door, smoke out coming out of the room.

Internet

Peer-to-peer sharing, use of torrents, or any illegal downloading of media or any other materials is prohibited. Students are not allowed make any modifications or additions to the Residential Wi-Fi network. Residents are expected to comply with College IT Policies.

Noise and Quiet Hours

Courtesy hours are always in effect. All residents and guests are expected to be courteous of one another at all times. Residents should be able to sleep and study in their rooms. All students should honor reasonable requests by any resident or staff member when asked that sounds from speakers and musical instruments be discontinued or toned down. Residents are kindly asked to use common sense on this matter.

During quiet hours, noise should not be heard outside any room or between rooms. Any noise or sound that can be clearly heard outside one's room or any excessive noise heard in common areas is prohibited.

All residents must observe quiet hours in the apartments, common areas, lounges, building entrances and balconies. Quiet hours are reserved for study and sleep.

Quiet hours are:

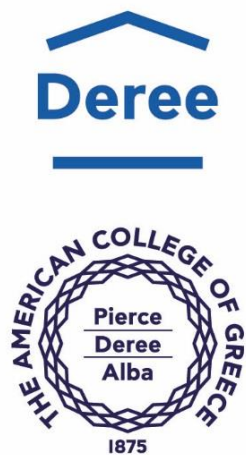
- 3:30 p.m. to 5:30 p.m. and 10:00 p.m. to 7:30 a.m. in the winter (October - March);
- 3:00 p.m. to 5:30 p.m. and 11:00 p.m. to 7:00 a.m. in the summer (April - September).

Courtesy hours are always in effect. All residents and guests are expected to be courteous of one another at all times. Residents should be able to sleep and study in their rooms. All students should honor reasonable requests by any resident or staff member when asked that sounds from speakers and musical instruments be discontinued or toned down. Residents are kindly asked to use common sense on this matter.

Personal Property and Theft*

Students must have respect for the property and belongings of others and not use, 'borrow', take or damage any items that belong to others without the owner's permission. When in ACG Housing, apartment doors should be kept locked when leaving the apartment.

Theft or unauthorized use of the property belonging or loaned by the College, a member of the College Community or visitor, as well as possession of stolen property is prohibited. This includes possessing, duplicating or using keys to any College premises or services without authorization. Deree-ACG is not responsible for any loss of an individual's personal property.



Pets

Pets are not allowed in the ACG Housing rooms/apartments in Residence Complexes or external apartments. Deree-ACG generally allows students with disabilities to bring Service dogs to campus to perform work or tasks related to a disability or, if shown to be necessary, to afford a student with a documented disability an equal opportunity to use and enjoy ACG Housing. Students wishing to live in ACG Housing with their Service dog must abide by European laws and submit documentation.

Physical Violence*

Physical violence includes, but is not limited to any physical contact that results in harm or was intended to cause harm, and any fighting/brawling, slapping, spitting, shoving or restraining.

If the physical violence is associated with harassment of any kind including sexual violence/harassment, racial harassment, stalking and hazing and/or verbal or written statements that amount to psychological violence, the case will be adjudicated accordingly and sanctions may be escalated.

Smoking*

All apartments, common areas and balconies are smoke free. Should evidence of smoking, including vaping, be found in an apartment, a cleaning charge will be assessed against the resident. Violating the No-Smoking Policy will result in sanctions that may lead to removal from the building.

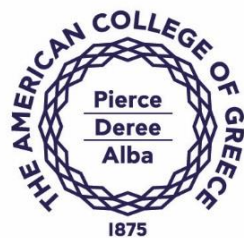
According to Ministerial Decision 88202/2009 (published in the Government's Gazette no 1286/B'/30.6.2009), smoking is prohibited in all educational institutions and employment areas. In this context, all types of smoking including vaping are prohibited in all indoor and outdoor College areas. The no-smoking policy applies to all ACG community members (students, faculty, staff and employees), as well as parents, alumni and guests across all divisions (Pierce, Deree, Alba).

Unauthorized Entrance

Entrance is prohibited to unauthorized and authorized individuals who gain access to the Residence Complex as a result of tailgating or the use of a propped or compromised doors. Tailgating and door propping are prohibited.

The term "tailgating" is used to describe the situation where one or more people follow an authorized person through an access-controlled door when the authorized person opens the door legitimately. This can be done either with or without the authorized person's knowledge and/or consent. Tailgating to gain entry to any residential facility is prohibited. The prohibition of tailgating also applies to authorized persons who have forgotten or lost their access card.

The term "door propping" is used to describe the placement of any object in, near or around the apartment door or entrance door of the building in an effort to prevent the door from closing or block door closure. Door propping is prohibited.



Visitation Policy Violation

Guests of ACG Housing residents may visit ACG housing apartments and Residence Complexes between 8:00 a.m. and 11:00 p.m. No visitors may enter or remain in the any ACG Housing between 11:00 p.m. and 8:00 a.m. The Visitation Policy is applicable to all ACG Housing areas (apartments, common use areas or building entrances). No overnight guests are allowed.

Visitors must always be accompanied by their host while in the ACG Housing. Residents not complying with the Visitation Policy will be held responsible for damages and ACG Housing Regulations violations attributed to their guests.

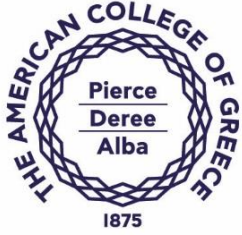
Violating the ACG Housing Regulations or the Deree-ACG Student Code of Conduct will result in sanctions that may lead to removal from ACG Housing.

***Deree-ACG expects that residents comply with the Greek law. In addition to imposing disciplinary sanctions, the College may refer residents for prosecution for conduct prohibited in accordance with the Greek law, such as discrimination; assault; harassment; sexual violence/assault/harassment; theft; possession and/or use of weapons or explosives; possession, sale, purchase, use or distribution of illegal substances.**



ACG HOUSING REGULATIONS

I acknowledge that I have received a copy of the Residence Complex Rules and Regulations.



I understand it is my responsibility to review the document and abide by it.

Full Name:

Signature:

Date:
