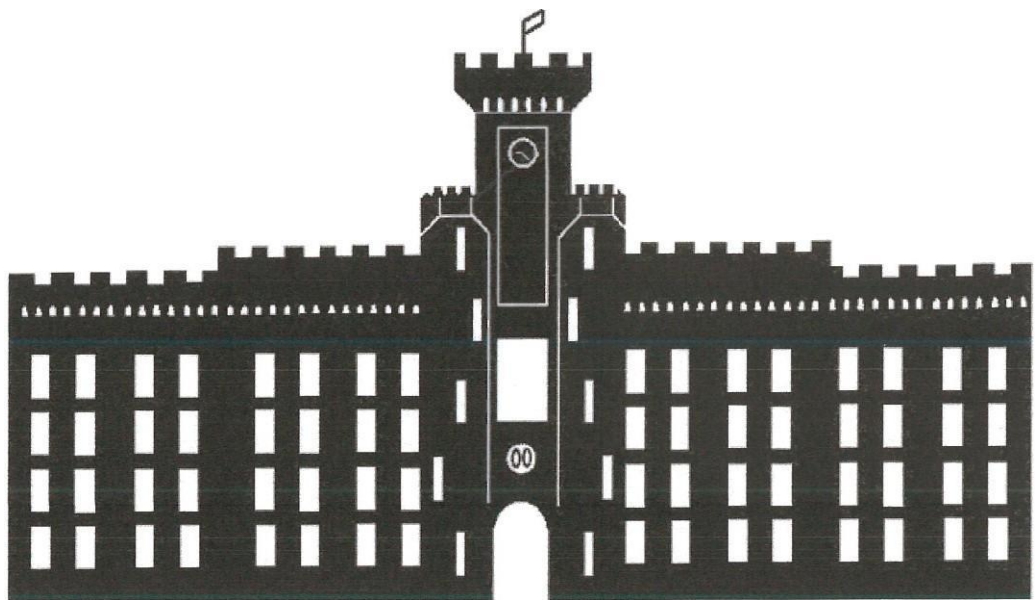


THE CITADEL

# Summer Barracks Regulations



2021



## **BARRACKS REGULATIONS FOR SUMMER SCHOOL**

The Commandant of Cadets is responsible for the administration of student life in the barracks. Barracks proctors and guards are representatives of the Commandant. All students in the barracks will obey instructions they may receive from proctors or guards. As a part of living in the barracks, all students are expected to adhere to the following rules and guidelines:

1. The Citadel prohibits the possession or consumption of alcohol in the barracks or on the campus by any student. All students are responsible for reporting violations. Suspected violations of this alcohol policy will result in the following actions:

A. If alcohol is found in a room, other areas of the barracks, or other buildings, all these areas will be searched and all residents of that room or all students suspected of possession of the alcohol will be referred to the Commandant for disciplinary action.

B. If evidence warrants, the student(s) will be required to leave the barracks by a specified date with no refund of fees and full payment of the contract is required. If the student(s) does not move out by the specified date, a fine of \$25.00 per day will be charged for each day past the deadline to move.

C. Alcohol related offenses may result in removal from all classes for that term with forfeiture of all tuition and fees.

2. The Citadel has a zero tolerance policy for the possession or use of illegal drugs/drug paraphernalia. Prescription drugs should be properly labeled. Based on reasonable suspicion, appropriate Citadel staffs have the authority to search a room in the barracks or barracks area as necessary when reasonable suspicion is present. A search may be conducted with or without a student present. The Citadel reserves the right to involve Public Safety and local law enforcement officials as necessary. All students are responsible for reporting violations. Failure to report may itself result in disciplinary action. If illegal drugs or drug paraphernalia are found in a room or area, all residents of that room or all students suspected of possessing these drugs or drug paraphernalia will be referred to the Commandant for disciplinary action, which may include expulsion from the College.

3. Personal Conduct:

A. Students are expected to give support and reasonable respect to all barracks staff, proctors, and fellow students. Complaints concerning barracks staff members and proctors should be made in writing to the Commandant of Cadets.

B. Students are expected to give proper respect to all Citadel staff members. Use of profanity, "name-calling," threats, or intimidating behavior of any kind will be considered a reason for removal from the barracks with no refund of fees and full payment of contract required. Students must work with the barracks staff to create the best living/learning

environment possible for all students.

C. Students are expected to take proper care of The Citadel property. Students found responsible for the abuse of Citadel facilities or equipment will be required to cover costs of replacement or repair.

D. Students are expected to abide by the following visitation policy:

1. There will be no visitation by non-residents in the cadet barracks.

E. Students are expected to report any known rule infraction(s) to the Barracks staff. Failure to report places the student at risk of being held accountable for the infraction(s) as well.

F. Students who conduct themselves in a belligerent manner-threatening, pushing, hitting, or shoving-will be required to change rooms or may be removed from the barracks with no refund of fees and full payment of contract is required. Students who find themselves victims of belligerent acts should withdraw from the situation and report the incident to the barracks proctor.

G. The following items are not permitted in the barracks or on campus. Students may be removed from the barracks immediately for possession of any of these items with no refund of fees and full payment of contract required.

1. firearms;
2. guns (including b-b guns/pellet guns);
3. Tobacco products
4. fireworks;
5. explosives;
6. lighter fluid or other combustible items;
7. knives prohibited by law;
8. bows and arrows; and
9. other dangerous weapons.
10. pets
11. candles
12. alcohol
13. cooking utensils or appliances

H. Summer School students are not to engage in serious sexual activity on The Citadel campus. Serious sexual activity may include, but is not limited to: oral sex, sexual intercourse,

or public display of nudity or partial nudity. Engaging in such activity may result in expulsion from the College.

I. Public displays of affection, groping, fondling or other activity, considered inappropriate, are not authorized in public or on campus.

J. Citadel Policy prohibits sexual harassment, hazing, and discrimination in any form. Not only are sexual harassment, hazing, and discrimination illegal, they are also unprofessional and seriously undermine the atmosphere of trust which is essential to a healthy learning environment. Incidents of sexual harassment, hazing, and / or discrimination involving a student, will be reported to the Commandant or Title IX Coordinator (843-953-6881 or [TitleIX@citadel.edu](mailto:TitleIX@citadel.edu)) for appropriate action. The Sexual Harassment and Sexual Violence Prevention and Response policies each outline college policies on the subjects.

### 3. Regulations for Barracks Life:

A. Candles of any type and incense are not permitted in the barracks. Any candles or incense found in a barracks room will be removed, and the residents will be subject to a \$25.00 fine. Any contraband that is removed will not be returned.

B. Cooking is not allowed in the barracks. Toasters, open-eye burners, microwave ovens, and hot oil popcorn poppers are not permitted in the barracks. Gas, charcoal, and electric grills are not permitted. Coffee makers are permitted.

C. Walls and doors of the barracks are easily damaged by tacks, nails, and tape. No materials (i.e. posters, bulletin boards, etc.) may be attached on doors or walls. If a student attaches something on the walls or doors, he / she is responsible for the damage and will be assessed an appropriate fine.

D. No parties are allowed in the barracks.

E. Pets and fish are not permitted in the barracks. Stray animals (animals that no one claims) are not to be fed or housed in the barracks. Contact the barracks proctor if such an animal is in the barracks.

F. Softball, football, roller-blading, skateboarding, bicycling, and all other sports-like activities are not allowed inside the barracks as they are a safety hazard to all (Roller-blading on campus is not authorized). There will be no loitering in the sally port or in front of the barracks.

G. Food (except for immediate consumption) is not allowed in the barracks.

H. Excessive noise in the barracks, or elsewhere on campus, will not be permitted. This includes the playing of radios or stereos where they can be heard outside the room.

I. The throwing of anything off the galleries or the detonation of explosive devices (fireworks) in the barracks is cause for immediate removal from the barracks.

J. Bicycle racks are located on the ground floor of the barracks. Students may store their bikes on these racks (a U-bolt lock is recommended by Public Safety). Bikes are not allowed inside

rooms in the barracks or on the galleries. Bicycles may not be locked to any exit handrail of any building. Bikes locked to inappropriate locations will be confiscated.

#### K. Computers

1. The barracks are equipped with computer connections and wireless internet for The Citadel's campus-wide computer network. Students are encouraged to bring their own computers. Specifications that will enable a student's computer to be connected to the campus-wide network are available through ITS. The Computer and Networking Use policy outlines the college rules proper use and management of all computing and network resources. The Social Media policy includes guidance on the personal use of social media.

2. Computer users will not intentionally disrupt the normal operation of College computer systems. All users must respect the confidentiality of College records and the privacy of other users by not trying to access computer accounts, data files, or mail messages which they are not authorized to use. Users may not use unlicensed software on College or personally owned computers and must not copy or distribute software for unlicensed use. All users are expected to conduct themselves in the most proper manner and use only proper, polite language. Sexual or racial harassment or other inappropriate behavior is subject to punishment.

3. Do not remove, without proper authority, College-owned computer equipment or furniture from the room to which it is assigned.

4. Do not damage or abuse computer equipment.

5. Do not disrupt computer or computer network operations or interfere with the work of other users.

6. Do not transfer a computer virus or worm to any computer or computer network.

7. Do not delete or corrupt operating systems or applications software installed on any College computer.

8. Do not participate in on-line subversions, pornographic, extremist, or sexually harassing computer activities.

L. Darts and dart boards are not permitted in the barracks as they are considered a safety hazard.

M. Deliveries may be made to the reception table at the entrance to the barracks. However, The Citadel does not assume responsibility for any item left or delivered to the reception table.

N. Residents of the barracks will be appropriately dressed at all times. Particular care must be taken when going from room-to-room or to the bathroom and back. A towel wrapped around the body is not considered clothing and is prohibited. Residents who are improperly dressed in their rooms must not be visible to persons outside of the room or barracks. Sunbathing is not authorized in the barracks.

#### 1. Electrical Appliances

2. Electrical appliances with heating coils or other similar appliances are not permitted in the barracks. Irons are permitted.

3. Authorized Appliances: Computer, clock, radio, desk lamp, stereo, heating pad, television, hair dryer, curling iron, hot curlers, hot air popcorn popper, fans, and coffee makers. Electrical surge protectors are highly recommended for students who bring a personal computer. Electrical appliances must be UL approved and in good working order.

4. Unauthorized Appliances: Microwave oven, refrigerator, vacuum cleaner, toaster, toaster oven, electric skillet, fryer, grill, hot plate, sandwich maker, waffle maker, hot oil popcorn popper, extension cord, space heater, any type of halogen lamps / lights, multi-plug outlet without surge protector, and window air-conditioners.

5. There can be no storage of flammable or combustible material such as propane cylinders, charcoal, or lighter fluid.

6. Violations of the above policies on electrical appliances will result in the following sanctions:

7. Confiscation of the unauthorized item(s) or appliances

a. A fine of \$25.00;

b. Items stored in The Citadel warehouse;

c. Cost for service call-maximum \$100.00.

#### P. Fire and Fire Safety

1. Fire and fire safety equipment in the barracks and on campus is necessary to protect life and property. Tampering with fire safety equipment or smoke detectors/alarms in any manner is prohibited. Violations of this policy will result in a fine in the amount of the damage caused, and possible removal from the barracks.

2. The removal of ceiling tiles is a fire hazard. This is considered a serious violation of policy. Students who are found in violation of this policy will be removed from the barracks housing by a specified date. A fine of \$25.00 per day will be levied for each day past the deadline to move. In the event a ceiling tile is broken or missing, students should notify the barracks proctor and complete a Work Order request.

#### Q. Galleries

1. In an effort to maintain a neat and orderly appearance, students are not allowed to hang articles (laundry, flags, rugs, towels, etc.) from the rails on the galleries or stairways. No furniture is allowed on the galleries or hallways.

2. For the protection of all students, items are not to be thrown over the galleries or out barracks windows. Students caught throwing things off the galleries or out windows are subject to removal from the barracks with no refund of fees and full payment of contract required.

3. To keep the noise to a minimum, students should refrain from gathering on the galleries.

#### R. Housekeeping / Trash Disposal

1. Housekeeping services are provided in the barracks, but not for individual rooms. Students are responsible for the cleanliness of their room.

2. All trash must be bagged, tied, and taken to the designated trash pick up site.

#### S. Access to Barracks Housing

1. The barracks are off-limits except to boarding students and to those who are authorized by the Commandant of Cadets or other proper authority.

2. In order to provide a safe and secure environment in these co-educational facilities, all residents of the barracks will be required to show their valid Citadel ID upon entering the barracks. The reception table staff or Public Safety may request to verify a student's identity at any time to help insure safety.

3. The barracks will be open and a guard will be on duty in the sally port/front entrance from 0530 to 2300 hours Sunday through Thursday and until 2400

hours on Friday and Saturday. No student is authorized to enter the barracks after times noted above. In case of an emergency, or if a student knows they will not return before the sally port gate closes, they should call 843-953-1070 to inform the guard of their situation. During the time when the front gate/door is locked, a guard will be in the guard room. While residing in Law Barracks, all barracks gates, except the Main Gate, will be locked except for trash removal.

4. Maintenance staff reserves the right to enter a student's room when acting in an official capacity on behalf of The Citadel. This applies whether the student is or is not present at the time of entry.

#### T. Check-out

1. Before vacating the barracks, students must officially check-out with the barracks proctor. There is a \$25.00 fine for not checking out properly or not vacating the barracks by stated closing time.

2. If a student withdraws from The Citadel, housing fees will be charged until the date of check-out.

3. Students are expected to use and share the furniture provided in the barracks. No additional furniture (ex. old sofas, chairs, tables, etc.) is allowed. Furniture is not to be removed to ensure that all furniture is in place upon check-out.

#### U. Maintenance

1. Maintenance problems within the barracks should be reported on Work Order Request forms available at the reception table on the first floor of the barracks. Maintenance emergencies, such as flooding, electrical problems, and sewer difficulties, should be phoned to 843-953-5093 seven days a week, 24 hours a day. Fire emergencies should be phoned



immediately to Public Safety at 843-953-5114. Physical Plant employees reserve the right to enter a student's room for necessary maintenance.

2. The Citadel has a contract for pest control in the barracks, which includes spraying on a routine basis. Students are asked to help reduce pest problems by sealing and bagging their trash. A work order, obtained at the front reception table, must be completed if pest problems arise between routine sprayings.

#### V. Quiet / Study Hours

1. The hours from 7:30 p.m. - 7:30 a.m., Sunday through Thursday, have been designated as "Quiet or Study Hours." During these hours, noise must be kept to a minimum to allow residents to study and sleep. Stereos, radios, TVs, etc., may be played only with the door closed and at a volume level that

will not enable them to be heard outside of the room. Group activities are permitted only in the student rooms (not on the galleries or hallways) or on the quadrangle.

2. If a student or group of students is making loud noise, ask them to be quiet. If your request is not heeded, contact the proctor or guard at the reception table.

3. "Courtesy Hours" are in effect 24 hours a day. During these times, reasonable quiet should be maintained. Loud music or other disturbances are not allowed.

4. During the last week of each term, "Quiet Hours" will be in effect 24 hours a day.

#### W. Room Assignments

1. Students desiring to live in the barracks during Summer Session I or Summer Session II, will be assigned a room upon payment of the room and board fee and the signing of the barracks housing contract. Room assignments will be made by the barracks proctor, subject to the Commandant's approval. The barracks contract is binding for the length of the term for which it is signed. Students may have a private room upon request and upon payment of the additional fee for a private room. Request for specific roommates are honored if both students submit the same request. Request to terminate a room assignment and withdraw from the barracks will be submitted in writing to the Commandant of Cadets.

2. Names of the room occupants will be put on a card furnished by the head proctor, and placed in the holders on the screen door of each room. The head proctor will fill out a card at the time of room assignment with each student's name, room number, and which bunk they will use (upper or lower).

3. Students may request a room change after the first week of classes. This request must be made with the barracks proctor, and the proper procedure for checking in and out must be followed. Unauthorized room changes will result in a fine of \$50.00. Students must occupy their assigned rooms in person and may not sublet to another person.

X. Window screens are not to be removed or opened without permission. If screens are opened or removed without permission, a fine will be levied to cover damages assessed in addition to disciplinary action. Residents caught throwing objects from their windows are subject to removal from the barracks housing with no refund of fees and full payment of the

contract required.

#### Y. Searches

1. The Citadel reserves the right to have authorized Citadel Staff search individual rooms in the barracks when there is reasonable suspicion that a policy violation or illegal activity is taking or has taken place. Room searches for disciplinary reasons are done only where there are reasonable grounds to believe that a resident is concealing substances, property, or contraband or is participating in behaviors which are in violation of college policies. The Citadel reserves the right to conduct a search as necessary whether or not a student is present in the room.

2. Public Safety can secure a search warrant based on probable cause to conduct a search of any premises.

3. If illegal items are discovered in buildings after fire safety checks of the barracks, these items will be confiscated. Unauthorized items confiscated during a search of the barracks will not be returned.

Z. All students should be aware of and prepared for hazardous weather conditions including tropical storms, hurricanes, and tornadoes. In such cases, the proctor will advise students of necessary actions, i.e. evacuation or consolidation to a safe place. Students are required to follow the instructions of the barracks proctor in such cases. All students residing in the barracks should have a plan for alternate housing in the event of severe weather.

AA. The Citadel does not allow door-to-door solicitation of products or services in the barracks. Printed materials may not be distributed under students' doors, unless it is college business. Students that notice solicitation taking place should report it immediately to the barracks proctor.

BB. There is one location for sunbathing: The Citadel Beach House. Sunbathing is not allowed on roof tops, the quadrangle, or galleries.

CC. Destructive behavior of any kind will not be tolerated. Students can be held responsible individually, or as a group. Students are subject to removal from the barracks for vandalism. There will be no refund of fees and full payment of contract is required.

DD. Food and soft drink machines are located on the ground floor of each barracks. To report money lost in a vending machine, notify the Gift Shop in Mark Clark Hall.

FF. Objects are not allowed to be hung from the inside or outside of windows.

#### E. Room Arrangements and Inspections

a. For health and safety reasons the barracks proctors will conduct room inspections twice each week. On the designated day and time, the barracks proctor will check the room for cleanliness and item(s) that are prohibited. Students have the option to be present or not during the inspection. The Room Condition Report form used in checking the student in and out of the barracks will be used for this inspection. If the room does not pass the inspection, a fine or other appropriate sanction may be levied.

B. Any student who receives three incident reports, in a summer session, will be subject to removal from the barracks. If the student has not moved out by the specified date, a fine of \$25.00 per day will be levied for each day past the deadline to move. No fees will be refunded and full payment of the housing contract will be required. Offenses deemed as serious (i.e. drugs, alcohol, acts of rudeness to staff, threatening or violent behavior, vandalism) will be reported to the Commandant for disciplinary action.

C. Results of these inspections will be posted on the bulletin board in the guard room. It is your responsibility to check these sheets daily.

D. Rooms will be locked. Students will also secure all small, easily pilfered items in their lock boxes.

E. Students living in the barracks will clean their own rooms daily. Barracks janitors are not permitted to do any services in the occupied rooms. Barracks janitors will keep the galleries, hallways, stairways, quadrangles, latrines, and showers clean.

F. Room inspections will include the following:

1. Floor swept;

2. Bed made;

3. Clothes hung up;

4. Trash cans empty; and

5. Sink and mirror cleaned.

6. Furniture will **not be rearranged or** broken down. Furniture, including mattresses, will not be removed from rooms.

G. Trunks or other luggage will not be left on galleries. Trunks, boxes, and suitcases may be placed on top of the full press. Excess luggage / boxes must be removed from the room.

H. Lights, fans, radios, stereos, coffee makers, and television sets are authorized. However, they will be turned off when occupants are not in the room.

I. Nothing will be tacked or pasted on the walls, woodwork, or furniture of rooms. No advertisements, flags, banners, etc., will be hung or displayed in the rooms.

J. No pets / animals are allowed.

K. Students will not enter unoccupied rooms.

L. Students must be respectful of The Citadel staff members and proctors at all times. Abusive language or intimidating behavior of any kind will not be tolerated. Students may be removed from the barracks for inappropriate conduct with no refund of housing fees and full payment of contract required. Students who feel they have been inappropriately treated by a staff member or proctor should report such cases in writing to the Commandant of Cadets.

## F. Disciplinary Actions

The Citadel reserves the right to fine students for rule infractions in the barracks. In addition to a fine, some inappropriate behavior, for example making a false fire alarm, may warrant other actions. Possible sanctions for policy violations and inappropriate behavior include but are not limited to the following:

- a. Verbal warning at the discretion of the barracks proctor or staff member;
- B. Written report of an incident that becomes a matter of permanent record in the barracks office;
- C. Loss of privilege for a specified amount of time as related to the offense (i.e. suspension of visitation);
- D. Required room change by specified date (If a mandated room change is not completed by the specified date, a fine of \$25.00 per day for each day past the deadline is levied);
- E. Referral to the Commandant for further sanctions;
- F. Removal from the barracks is automatic after three documented incident reports in one term or one serious act of non-compliance (When a student is removed from the barracks housing there is no refund of fees and full payment of contract is required. If the deadline to move has passed, there is a \$25.00 per day fine for each day past the deadline.);
- G. Requirement to pay associated costs when situations resulting from a violation of barracks policy requires a service call by the Physical Plant; or
- H. Immediate termination of the student's barracks contract by the Commandant with no refund of fees and full payment of the contract required.

## G. **Fines and Punishments:**

The following fines will be imposed for barracks or conduct infractions. The daily list of infractions by barracks students will be posted on the Guardroom bulletin board. It is the responsibility of the barracks students to initial reports in the guard room daily.

1. For a violation of regulations which require **rooms to be clean and orderly** and for violations of regulations which prohibit **the rearrangement of room furniture:**

**FIRST OFFENSE - \$25.00**

**SECOND OFFENSE - \$30.00**

**THIRD OFFENSE - Suspension of barracks and dining hall privileges**

2. For violation of regulations which require **sheets and spreads on mattresses** at all times:

**FIRST OFFENSE - \$25.00**

**SECOND OFFENSE - \$30.00**

- THIRD OFFENSE** - Suspension of barracks and dining hall privileges
3. For violation of regulations which prohibit the **entering of unoccupied or “off limits” rooms or areas:**

**FIRST OFFENSE** - Suspension of barracks and dining hall privileges
  4. For violation of regulations which prohibit the **keeping of food in the barracks:**

**FIRST OFFENSE** - \$10.00  
**SECOND OFFENSE** - \$20.00  
**THIRD OFFENSE** - Suspension of barracks and dining hall privileges
  5. For violation of regulations concerning the **bringing of alcoholic beverages into the barracks: DISMISSAL**
  6. For violation of regulations concerning the presence of **cooking utensils and electrical appliances** other than those specified as authorized in this memorandum:

**FIRST OFFENSE** - \$30.00  
**SECOND OFFENSE** - Suspension of barracks and dining hall privileges
  7. For violation of regulations concerning **unnecessary noise** in the barracks:

**FIRST OFFENSE** - \$10.00  
**SECOND OFFENSE** - \$25.00  
**THIRD OFFENSE** - Suspension of barracks and dining hall privileges
  8. For violation of regulations prohibiting the **posting of pictures, schedules, and things of a similar nature on the wall, woodwork, or lockers:**

**FIRST OFFENSE** - \$10.00  
**SECOND OFFENSE** - \$20.00  
**THIRD OFFENSE** - Suspension of barracks and dining hall privileges
  9. For violation of regulations concerning **the use, sale, possession or solicitation of prohibited/controlled substances or drug paraphernalia** on campus or off campus: **EXPULSION**
  10. For **Honor Violations**, i.e. Lying, Cheating, Stealing, or Toleration as outlined in the College Regulations: **EXPULSION** plus \$25.00 fine per day for each day past the deadline to move.
  11. For violation of regulations concerning **damage to room property**, i.e. cutting mattresses, breaking / damage to screen / door, etc.: **SUSPENSION** and restitution for damages.
  12. For violation of regulations prohibiting an **open flames, candles of any type and**

**incense in the barracks:** \$35.00 Fine

13. For violation of regulations which require students to **officially check-out** with the barracks proctor before vacating the barracks: \$35.00 Fine
14. For violation of regulations concerning **disrespect to** The Citadel staff members and proctors: Removal from the Barracks
15. For violation of regulations concerning **disrespect to a College Official:**  
**EXPULSION**
16. For violation of regulations prohibiting **flammable or combustible materials**, such as propane cylinders, charcoal, or lighter fluid, in the barracks:  
  
**FIRST OFFENSE** - \$30.00 fine plus confiscation of unauthorized item(s)  
**SERVICE CALL (911)** - Minimum \$100.00
17. For violation of regulations concerning **belligerent acts**, (i.e. threatening, pushing, or shoving): Room change or removal from the barracks
18. For violation of regulations prohibiting **tampering with fire safety equipment**, smoke detectors / alarms, in any manner: Fine in the amount of damage and removal from the barracks
19. For a violation of regulations **prohibiting firearms, fireworks, and weapons:**  
**DISMISSAL**
20. For a violation of regulations concerning **throwing items over the galleries or out of windows:** Removal from the barracks
21. For violation of regulations concerning **loss of I.D. Cards:** \$20.00 for replacement
22. For violation of regulations concerning **unauthorized room changes:** \$50.00
23. For violation of regulations prohibiting **engaging in serious sexual activity** (serious sexual activity may include oral sex, sexual intercourse, or public display of nudity or partial nudity) on The Citadel Campus: **EXPULSION**
24. For violation of regulations prohibiting **destructive behavior:** Removal from the barracks
25. For violation of regulations concerning **visiting violations or bringing authorized personnel into the barracks:** \$100 fine or **DISMISSAL**
26. For violation of regulations concerning **sexual misconduct** (Sexual Harassment or Sexual Violence): **EXPULSION**
27. For violation of regulations concerning **Discrimination:** **EXPULSION**

28. For violation of regulations concerning **Assault or Physical Abuse: EXPULSION**
29. For violation of regulations concerning **pornography** in the barracks: Removal from the barracks
30. For violation of regulations concerning **Social Media posts contrary to the good order and discipline** of The Citadel: **DISMISSAL**
31. For violation of regulations concerning bringing **animals** into the barracks: Removal from the barracks
32. For violation of **two** or more regulations showing **Patterns of Misconduct**: Removal from the barracks or **DISMISSAL**
33. For violations of The Citadel's **traffic and parking policies** including **registration of vehicles**:
  - First Offense** – fine levied by PSAF
  - Second Offense** – loss of on campus vehicle privileges
  - Third Offense** – DISMISSAL
34. For other offenses prejudicial to **good order and discipline**, the punishment will be as determined by the Commandant of Cadets.
35. All fines imposed upon Summer School students will be paid to the Treasurer, The Citadel. A receipt will be given to the offender. Barracks students will take their receipt to the Commandant's Office to be recorded. Failure to pay fines within one week from the date they are posted on the barracks bulletin board may be cause to deny the offending student the privilege of living in the barracks.

## 8. Administration

### A. Communications

Students enrolled in courses in any of The Citadel's Summer School Sessions must immediately notify the Registrar's Office of any change of address.

### B. Dining Services

1. Good manners and good conduct within the Dining Facility is required at all times. The throwing of food or any articles, shouting, or unnecessary loud talking or any disorderly or improper conduct in the Dining Hall is prohibited.
2. ID Cards are subject to spot checks in the Mess Hall.
3. Conservative and neat attire will be required at all times in the Mess Hall. Flip flops and sandals are not permitted. All footwear must be of a closed toe design. Tank tops, bathing suits or beach attire in general is not permitted in the Mess Hall. All clothing must be serviceable and void of holes.

4. Items in the Snack Bar, Gift Shop, and Cadet Store are available to students on a cash, credit card, or One Card basis.

#### C. I.D. Cards

At the time of registration each student must have a Citadel Identification Card made. These ID cards will be used for library purposes and for identification purposes in the barracks. The first ID card is free; the student must pay \$20.00 for each replacement card.

#### D. Infirmary

1. The Infirmary located on campus is available on a limited basis for students living in the barracks during Summer Sessions. The Infirmary publishes hours during which a staff member will be on duty. In case of an emergency when the Infirmary is not staffed, students should notify Public Safety. Public Safety's telephone number is 843-953-5114, and can be reached 24 hours a day, 7 days a week.

2. The Citadel Infirmary's primary mission is to provide medical care to The Citadel Corps of Cadets during the regular academic year and boarding students during The Citadel's Summer Sessions. Given the limited staffing of The Citadel Infirmary, the Infirmary is not able to provide primary health care for non-boarding students. These students should ensure that they have selected a primary health care provider from among the many qualified physicians in the Charleston area. Emergency cases are immediately referred to the appropriate hospital or physician in the Charleston area.

#### E. Insurance

If students wish to have personal property insurance, they may be covered by their parent's home policy or they may choose to take out an insurance policy through another insurance company. The Citadel is not responsible for lost, stolen, or damaged items in the student's rooms.

#### F. Laundry Facilities

There are laundry services available to students living on campus. This service is provided to students on a cash, credit card, or One Card basis.

#### G. Public Safety

1. The Public Safety Officers are State constables and are charged with enforcing all State laws and all College rules. Their jurisdiction includes the campus and areas contiguous to the campus. These officers are available to provide assistance as needed.

2. All automobiles must be registered as appropriate with Public Safety, and traffic regulations must be adhered to.

3. Two - and three-wheeled motorized vehicles may not be operated on campus. There is limited parking for such vehicles near Hagood Gate.

4. All crimes, thefts, dangerous situations, injuries, etc., must be reported to the Public



Safety Officer on duty as quickly as possible at **843-953-5114**.

5. Office of Public Safety operates a lost and found service.

6. The campus is patrolled regularly by professional Public Safety officers. The Public Safety office is located near the front entrance to the campus and is available to assist students in any way that might be needed. Public Safety's telephone number is **843-953-5114**, and can be reached 24 hours a day, 7 days a week.

#### H. Serious Incidents (Reporting Of)

1. The occurrence on The Citadel campus or the involvement of a student, member of the faculty or staff, or campus dependent as the suspect or victim of a criminal act (to include, but not limited to: murder, rape, robbery, vehicle theft) will be immediately reported to The Citadel Department of Public Safety by the first member of The Citadel community learning of the occurrence. The individual reporting the incident also has the option of requesting that the appropriate local law enforcement agency be included in the investigation.

2. Students who have been victimized and wish to pursue confidential counseling may contact The Citadel Counseling Center for an appointment or referral to specialized community resources.

#### I. Storage

Unauthorized appliances / items can be picked up from The Citadel Warehouse on the last day of the student's enrollment at The Citadel. Students pay the \$25.00 fine at the Treasurer's Office. A receipt must be presented to the Warehouse.

#### J. Student Facilities

Boarding students who have paid the College Fee as well as others who have paid an Activities Fee are accorded the privilege of using all facilities of the College.

STATEMENT OF UNDERSTANDING  
THE CITADEL BARRACKS REGULATIONS  
FOR  
MAYMESTER AND SUMMER SCHOOL

I, \_\_\_\_\_  
(Printed name)

state that I have read and understand The Citadel Barracks Regulations Summer School. I further understand that I must obey instructions that I may receive from proctors or guards, and are expected to adhere to all rules and guidelines as published or face disciplinary action. I am aware that as stated in memorandum number 2-014 (tobacco product free-campus policy) Dated 8 January, 2016, that the Citadel Campus will be entirely tobacco-free effective 1 July 2016.

Signature \_\_\_\_\_

Date \_\_\_\_\_