



SALVE REGINA UNIVERSITY



# WELCOME TO SALVE REGINA'S RESIDENT PROGRAM

# WELCOME!

Salve Regina places great value on the contributions a quality residential experience can make to a student's development. Experience has shown that campus residency in the first two years of a student's college career is crucial to personal growth and the refinement of social skills. As a result, first-year students and sophomores who are not commuting to campus from their parents' home are guaranteed housing and are required to live on campus.





**For new students, the room assignment process begins with an online housing application, which provides the Office of Residence Life with the information necessary to assign housing.**

Housing applications for new students are available online from May 1 through July 1 each year. After July 1, room and roommate requests are processed.

In mid-July, new students receive notification through their Salve Regina email address that their room assignment and roommate information is available through the [MySalve portal](#).

# THE OFFICE OF RESIDENCE LIFE

**The Office of Residence Life provides students with many opportunities for personal, social, and spiritual growth. We proudly offer a clean, safe, and healthy living environment that will support students in achieving their personal goals and academic success.**

The policies and procedures set in place help us build a safe community environment for you. A significant part of our University Mission is to prepare men and women for responsible lives by imparting and expanding knowledge, developing skills and cultivating enduring values. Within this context, our student leaders and professional staff implement enjoyable, creative, and educational programs that foster positive student connections.

Your support of our policies and procedures—and active participation in our programs—will most certainly create many memorable experiences.





# INSIDE THE OFFICE OF LIFE RESIDENCE

## Area Coordinators and Resident Directors

The Area Coordinator (AC) and Resident Director (RD) are primary representatives of the Office of Residence Life at Salve Regina University. An AC/RD is a live-in, 12 month, professional administrator. The AC/RD is responsible for the overall operation, administration, supervision, leadership and vision for an area of campus residence facilities.

The AC/RD staff is trained to mediate conflict. As adults, learning to communicate and understanding yourself are essential components to your growth and development. Staff members are ready to support your campus experience, while educating students on self-advocacy.

## The Resident Advisor (RA)

The Resident Advisor is usually the first staff member that new students meet. An RA is a sophomore, junior, or senior student who is hired and trained by the Office of Residence Life to build a community in their area, ensure safety and security of their buildings, and act as a resource for residents. RAs hold community building programs and are trained to manage anything from roommate conflicts to emergency situations.

## Community-building programs and activities

in the residence halls help to open lines of communication and contribute to the development of life skills.

## They are also a lot of fun!

### Events include:

- Tie Dye events
- Movie nights
- Pumpkin carving
- Exam week stress busters
- Guest speakers
- Educational workshops

# SALVE REGINA RESIDENCE PROGRAM

Our residence halls offer many different styles of living, all of which promote building an inclusive, safe and welcoming transition to University life.

All rooms in each building come furnished with the following items (1 per student):

- 1 bed
- 1 closet or wardrobe
- 1 bureau
- 1 desk and 1 chair





# HOUSING

## ACCOMMODATIONS

Housing accommodations for documented disabilities and medical conditions are determined on a case-by-case basis. To qualify as an Americans with Disabilities Act (ADA) covered disability, a student must have a current condition that substantially limits a major life activity and the accommodation must be necessary and reasonable.

Accommodation requests are handled by the Academic Center for Excellence and the Office of Disability Services, located in the McKillop Library, Room 206. To request housing accommodations, both the student and a medical professional must submit the required documentation. Housing accommodation requests for the 2015-2016 academic year must be submitted by July 1, 2015.

For more information, contact Laura Kcira-Barry, disability services coordinator at [laura.barry@salve.edu](mailto:laura.barry@salve.edu).







### Things to bring

- fan
- flashlight
- desk lamp
- storage containers
- laundry/cleaning supplies
- trash can
- sticky tack for posters and pictures
- surge protector/heavy duty extension cord
- umbrella/rain boots

### Do NOT bring

- Pets
- Candles/incense
- Cooking appliances (single cup coffeemakers such as Keurig, Breville, and Tassimo are allowed)
- Electric blankets
- Space heaters/air conditioners
- Halogen lamps/spider lamps
- Alcohol (including empty decorative bottles and shot glasses)
- Cars (first year students are not permitted to have cars on campus)
- Weapons of any kind (including decorative swords and paintball guns)
- Road signs
- Drugs/drug paraphernalia
- Hookah pipes

### Things to Coordinate with your Roommate

- up to a 3.2 cubic foot refrigerator
- 0.7 cubic foot microwave
- Television
- Room decorations
- Rugs

# 2015-2016 Vacation Dates

Please plan accordingly and make arrangements for travel!

## Thanksgiving Break

November 25 - 29, 2015

Residence halls close Tuesday, November 24 at 8 p.m.

Residence halls re-open Sunday, November 29 at 12 p.m.

All residence halls are closed during Thanksgiving, Winter, Spring & Easter Break periods. All students are expected to vacate the residence hall by the specified closing. Only students who make a request through the Office of Residence Life will be considered for approval to stay on campus during break periods.

## Winter Break

December 20, 2015- January 18, 2016

Residence halls close Saturday, December 19 at 8 p.m.

Residence halls re-open Monday, January 18 at 12 p.m.

Students may not enter into residence halls or apartments during the University vacation periods. Students are responsible to “close” their rooms and apartments down properly by:

## Spring & Easter Break

March 18 - March 29, 2016

Residence halls close Thursday, March 17 at 8 p.m.

Residence halls re-open Tuesday, March 29 at 12 p.m.

- Emptying trash
- Emptying and defrosting refrigerators
- Unplugging all electrical equipment
- Locking windows
- Checking out with the RA



## Travel Information

In order to help our students plan accordingly for break periods, below we have listed travel sources and accommodations in and around Newport.



### Rhode Island Public Transit Authority (RIPTA)

The RIPTA offers bus and trolley services around the city of Newport and across the state of Rhode Island. Salve students ride for free by showing their Salve student ID. [www.ripta.com](http://www.ripta.com)

### Newport Gateway Center

The Gateway Center in downtown Newport offers bus services such as Peter Pan, Megabus, Northeast Bus Service, and RIPTA. Airport shuttles can also be reserved through Orange Cab of Newport. [www.discovernewport.org/getting-here/transportation-services](http://www.discovernewport.org/getting-here/transportation-services)

### Amtrak

Amtrak train stations are located in Kingstown and Providence RI. These stations are on the RIPTA bus route. The Kingstown station is on the Newport/URI bus route and Providence station is located on the Newport/Providence route. [www.amtrak.com](http://www.amtrak.com)

## **Move in Day is September 3 or 4 with Orientation following!**

### **Check in information:**

Students should report to the Office of Residence Life, between the hours of 9 a.m- 4:30 p.m. The Office of Residence Life is located on the 2nd floor of the Walgreen Administrative Wing. If you cannot check in during this time period, please contact our office at [residencelife@salve.edu](mailto:residencelife@salve.edu) to make arrangements!

### **Parking**

If you are bringing a vehicle to campus, you will need to register that vehicle with the Office of Safety and Security and obtain a campus parking pass. This pass allows you to park at your residence hall only, as parking lots on campus are reserved for commuter students, faculty, and staff.





Nothing should be impeding the opening of the entrance door—there should be full clearance. Beds should not be lofted without proper lofting materials (which only are approved through Residence Life and provided by Facilities).

All University supplied furniture must remain in the room at all times or a charge will be assessed to each student of the room.

Attachments are NOT permitted on the ceiling, beds, or sprinkler heads (including tape, string, stickers, privacy sheets, or curtains). All rooms must have a fire exit chart provided by the University on the back of the room entrance door. The chart must not be covered.

### **Tips for a successful move-in day**

- Arrive between 9 a.m. - 4:30 p.m.
- Wear comfortable clothing and shoes!
- Talk to your roommates prior to arrival
- Bring the minimum—you can always go home for more stuff!
- Keep a good sense of humor—moving into your new home is tiring but exciting!

**Want to cut down on the packing?** There are many stores on the island that carry items you may need and can be purchased once you arrive!

- Bed Bath & Beyond,
- Christmas Tree Shop
- Walmart
- Ocean State Job Lot
- BJs Wholesale Club
- Stop & Shop/Shaw's Supermarket



SALVE REGINA  
UNIVERSITY  
NEWPORT RHODE ISLAND

- LEGEND
1. Ochre Court
  2. Our Lady of Mercy Chapel & Spiritual Life Center
  3. Marian Hall
  4. Angelus Hall\*\*
  5. McAuley Hall\*\*
  6. Misto Gatehouse
  7. O'Hare Academic Center\*\*
  8. Walgreen Hall\*
  9. Milley Hall\*
  10. 162 Webster Street\*
  11. Stonor Hall
  12. Drexel Hall
  13. Tobin Hall (Security Office)
  14. Rodgers Recreation Center
  15. Wakehurst\*\*
  16. McKillop Library\*\*
  17. Munroe Center
  18. Hunt/Beefe Halls\*
  19. Moore Hall\*
  20. McLean House
  21. Ochre Lodge\*
  - 21a. Ochre Lodge Annex
  22. Nethercliffe\*
  23. 87 Victoria Avenue
  24. Graystone Cottages
  25. Conley Hall
  26. Office of Facilities
  27. Grounds Garage and Offices
  28. Narragansett I\*
  29. Narragansett Hall\*
  30. Narragansett II\*
  31. 134 Webster Street\*
  32. Antone Academic Center
  33. Reynolds Field
  34. 26 Lawrence Avenue
  35. Graduate Studies and Continuing Education\*\*
  36. 80 Victoria Avenue\*
  37. Carrlough Cottage\*
  38. 74 Victoria Avenue\*
  39. William Watts Sherman House\*
  40. President's House
  41. The Hedges\*
  42. Founders Hall\*
  43. Wallace Hall\*
  44. 204 Riggles\*
  45. Stoneacre\*
  46. Fairlawn\*
  47. French Cottage
  48. Young Building/  
Pell Center\*\*
- \* student residences  
\*\* classrooms and/or faculty offices
- Blue light emergency call boxes

# FAQs

Q: What forms of Security are found in and around the residence halls?

A: All residence halls are locked 24/7- students gain access to their residence hall using their student ID. Campus Security is available 24/7 at 401-341-2325 and can be seen around campus in marked Security vehicles. The Safety & Security office is located in Tobin Hall.

Q: After I receive my housing assignment, can I have a tour of my room?

A: Unfortunately, residence halls are unavailable over the summer due to summer conference housing or maintenance and repair projects. If you have questions about your room, we are more than happy to answer- please call our office at 401-341-2210.

Q: If I am not satisfied with my room, can I change my housing assignment?

A: If you would like to change your housing assignment before school begins, you can contact our office and be placed on a waitlist to be moved. However, we strongly encourage all students to arrive on campus and experience living in their residence hall before deciding to make any changes.

Q: If I have a medical condition, can I request to be placed in specific housing?

A: All students in need of housing accommodations must request accommodations through the Academic Center for Excellence & Disability Services.

Q: What is the guest policy?

A: Guests are allowed on campus per the stipulations of Salve Regina's guest policy. That policy is located, in detail, in the student handbook. Students are responsible for the behavior of their guests, for damage caused by their guests, and for informing guests of hall policies. Overnight guests are not allowed without advance notification of all students living in the room/apartment in which they are staying.

Q: Does the school supply cleaning supplies and toilet paper? Who cleans the bathroom?

A: Our housekeeping staff does provide toilet paper, but not cleaning supplies.

Q: How can we decorate?

A: We encourage you to decorate your room with posters/pictures that make your room your home. However, please do not use nails, tacks, or duct tape. Any damage made to the walls will be billed to the residents of that room.

Q: What items are considered a fire safety hazard?

A: The following items are considered a fire safety hazard and are not allowed in the residence halls: candles, incense, cooking appliances, Christmas lights, tapestries, spider lamps, electric blankets. Items deemed a fire safety hazard will be confiscated by the AC/RD and held until the resident returns home.



Salve Regina University

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