

Guide to Residence Hall Living - Northeastern NYC



2026-2027

Northeastern University
Housing and Residential Life

Contents

OVERVIEW OF HOUSING AND RESIDENTIAL LIFE.....	4
Contact Information	4
Mission Statement.....	5
E-mail Communication to Students	5
Our staff:	5
How to Contact Staff on Duty.....	6
The Residence Halls.....	6
HOUSING AND RESIDENTIAL LIFE COMMUNITY EXPECTATIONS AND GUIDING PHILOSOPHIES.....	6
OFFICE OF STUDENT CONDUCT AND CONFLICT RESOLUTION (OSCCR).....	7
ALCOHOL, MARIJUANA & OTHER DRUG PHILOSOPHY	8
HOUSING AND RESIDENTIAL LIFE POLICIES.....	9
Privacy, Personal Property, and Dignity of Others	9
Housing-Specific Administrative Action.....	9
Delivery of Services	10
GENERAL HOUSING & RESIDENTIAL LIFE POLICIES.....	10
Noise policy.....	10
Quiet hours.....	10
Clothing Requirements.....	11
Restricted Areas	11
Work Orders	11
Use of Room	11
Guest policies and information.....	12
Failure to comply	16
Identification and Access:	17
Residential public space	18
Lounges	18
Sales, solicitations, and promotion policies	19

RESIDENTIAL HEALTH AND SAFETY POLICIES	20
Prohibited Items & Decorations	20
Permitted items & Decorations.....	22
Pests	23
Strong Odors	24
Trash	24
Windows and Locks	25
Room Inspections and Room Entry.....	25
Damage and repairs	26
Cleanliness	26
Pets	27
Sports Activities	27
FIRE SAFETY POLICIES.....	27
Loitering	28
ALCOHOL, TOBACCO, CANNABIS/MARIJUANA & OTHER DRUGS RESIDENTIAL POLICIES	30
Alcohol Paraphernalia	31
WEAPONS POLICY.....	32
PROCEDURES FOR RESIDENCE HALL LIVING	32
ASSIGNMENTS	32
DEPOSITS	33
BILLING AND ADJUSTMENTS	33
BEFORE MOVING IN	33
CHECKING-IN	33
FURNISHINGS.....	34
FACILITIES & RESIDENTIAL LIFE WORK ORDER & ROOM REPAIRS	34
AUDIT PROCESS.....	35
END OF SEMESTER PROCEDURES.....	35
Before moving out	35

Guide to Residence Hall Living – Northeastern University New York City
2026-2027

Check-Out Procedures	36
DAMAGE/CLEANING CHARGES	36
STORAGE.....	37
EMERGENCY PACK AND STORE PROCESS	37
SUMMER RESIDENCE	37
WITHDRAWALS	37
INTERSESSION COMMUNICATION	38
VACANCIES.....	38
Consolidation	38
UNAUTHORIZED ROOM SWAPS	39
ROOM CHANGE PROCESS.....	39
RESIDENTIAL SAFETY, SECURITY, AND WELLBEING.....	39
SECURITY OFFICE	39
NORTHEASTERN UNIVERSITY POLICE DEPARTMENT (NUPD) BOSTON.....	40
General Safety Tips	40
Safe Zone	41
Emergency Notification	41
Emergency Relocation.....	41
Evacuation Guidelines for Individuals Needing Assistance	42
Egress Drills and Building Evacuation Policies	42
OFFICE OF PREVENTION AND EDUCATION AT NORTHEASTERN (OPEN)	44
COUNSELING AND WELLNESS CENTER (CWC).....	45
24-hour Mental Health Support	46
DOW ZANGHI STUDENT HEALTH CENTER	46
After Hours & Urgent Care.....	47
NORTHEASTERN UNIVERSITY STUDENT HEALTH PLAN (NUSHP).....	47
WE CARE	47
DISABILITY ACCESS SERVICES	48
Medical needs requiring housing accommodations:	48

Service Dogs and Emotional Support Animals:	48
OFFICE FOR UNIVERSITY EQUITY AND COMPLIANCE (OUEC)	49
RESIDENTIAL STUDENT RESOURCES	50
LIVING WITH A ROOMMATE, CONFLICTS, AND ROOM CHANGES	50
HUSKY CARD SERVICES	51
Lost Husky Card.....	51
MEAL PLAN	52
FREE PRINT ALLOWANCE	52
LAUNDRY.....	52
General Laundry Rules:	53
BUILDING ACCESS	53
Religious Accommodations for Building Access.....	54
Husky Card Replacement Locations and Hours.....	54
RESIDENTIAL MAIL (ResMail)	54
TECHNOLOGY AND COMPUTING	55
FITNESS CENTER.....	55

OVERVIEW OF HOUSING AND RESIDENTIAL LIFE

Contact Information

Carson Hall 500

Phone: 212.774.0740

Email: nychousing@northeastern.edu

Website: nyc.housing.northeastern.edu

Office Hours: Monday through Friday 9:00 am to 5:00 pm

Mission Statement

Housing and Residential Life provides students with a transformative residential experience that prepares them to thrive in a dynamic interconnected world while contributing positively to their communities.

Each University Housing facility is managed by a Residential Life Building Staff member who supervises Student Resident Assistants who enforce the Guide to Residence Hall Living, License Agreement, and [Code of Student Conduct](#).

E-mail Communication to Students

Students are expected to maintain and check their Northeastern email account while on campus, abroad, and away on co-op. E-mail is the official form of communication for the University and for Housing and Residential Life. All housing assignment information, important deadlines, and reminders will be e-mailed.

Our staff:

- Director of Housing and Residential Life is responsible for operations and administration of the department and all of the residence halls.
- **Assistant Director of Housing Operations** manages programs that support Residential Life and is responsible for the operations and facilities management.
- The **Residence Directors (RD)** are professional live-in staff members who supervise the Resident Assistants, and help to coordinate educational, cultural, and social programs. They are also available to meet with residents who may be experiencing personal or academic concerns.
 - **Resident Assistants (RAs)** are students who have been trained to assist residents with various aspects of college life. They can be entrusted with concerns about school, living arrangements, or personal/academic problems. They are responsible for planning events for residents and assisting in developing a productive living environment. The RAs also enforce University policies and procedures. In addition to assisting their own residents, reserve an on-duty rotation from 8:30 p.m. to 7:00 a.m. RA duty consists of “rounds” (visiting residents to ensure their safety and well-being), as well as responding to any emergencies.

The entire Housing and Residential Life staff is available to assist residents with any concerns or issues that you may have.

How to Contact Staff on Duty

Building 24 Hour Front Desk Number

55th Street 212-371-2350

Each residence hall has a specific **Resident Assistant (RA)** duty phone number:

- 917-841-6827
- 917-841-3163 (Also used for lockouts while RAs are on duty)

These numbers will allow you to reach the RA on duty between the hours 8:30 pm and 7:00 pm (weekdays) or 24 hours on weekends and holidays. In an emergency, if you are unable to reach the RA on duty, you should contact the security staff at the front desk of the building and/or call 911.

The Residence Directors serve in an on-call rotation, which means there is a Residence Director on Call available who can be contacted by an RA if a serious situation arises. Between 9 am and 5 pm on normal business days, you can reach professional staff in the Office of Housing and Residential Life at NYCHousing@northeastern.edu. The RDs also hold office hours in the halls and on the main campus.

The Director and Assistant Director serve in a similar Administrator on-call rotation to consult with the Residence Directors on emergency situations.

The Residence Halls

Northeastern University NYC offers housing at 55th Street Residence Hall (231 East 55th Street). The 55th Street Residence Hall, located between 2nd and 3rd Avenues, is home to over 500 residents.

HOUSING AND RESIDENTIAL LIFE COMMUNITY EXPECTATIONS AND GUIDING PHILOSOPHIES

All students are responsible for adhering to the rules and regulations published in the [Residence Hall and Dining License Agreement](#), [Undergraduate Student Handbook](#), [Code of Student Conduct](#), the Student Organization Resource Guide, any policies that are published through Northeastern University, and this guide. If these policies are violated, students may be subject to disciplinary action, which may include removal from University Housing, referral to the Office of Student Conduct and Conflict Resolution, separation from Northeastern, and/or referral for criminal prosecution.

The University may update, modify, or supplement this Guide and related Housing and Residential Life policies, procedures, restrictions, and operational practices at any time. Students are responsible for reviewing and complying with all updates communicated by the University, Housing and Residential Life, or other University offices. Failure to abide by these expectations may result in disciplinary action as highlighted above.

Northeastern is a large urban institution with many working professionals and families living nearby. All students are expected to be University ambassadors and represent Northeastern maturely and respectfully. Northeastern takes its relationship with neighboring communities very seriously. Guidelines for student behavior are clearly outlined in the [Code of Student Conduct](#) to ensure that student conduct does not adversely affect the educational mission of the University or its relationships with the surrounding community.

The Residence Hall and Dining License agreement must be signed online by all students who will be living in university-sponsored housing. Signing the Residence Hall and Dining License agreement indicates acknowledgement and acceptance of the terms set forth in this agreement. All students must conduct themselves in a manner consistent with the University's expectations. However, signing the agreement does not guarantee a space in University Housing.

OFFICE OF STUDENT CONDUCT AND CONFLICT RESOLUTION (OSCCR)

617.373.4390 (voice)

617.373.8776 (fax)

osccr@northeastern.edu (email)

<https://osccr.sites.northeastern.edu/>

The purpose of the [Code of Student Conduct](#) is to set expectations for behavior that promotes the safety and welfare of the Northeastern community. The University seeks to provide a supportive environment conducive to learning, pursuing truth, sharing knowledge, intellectual development of students, and the general good of society. In those instances where violations of behavioral expectations occur, Northeastern University has developed policies and procedures to protect the rights of members of the University community, individually and collectively.

Students are prohibited from engaging in any of the following behaviors: conduct in/or about any University facility that poses a threat to the health and safety of themselves, others, or property; behavior that interferes with the rights or well-being of others; or personal actions that violate any provision of this agreement, or any rule, regulation, or policy of the University, or any applicable law.

The Code of Student Conduct applies on campus as well as off campus. The University sets guidelines for the behavior of its students. The guidelines are established to promote student conduct that does not adversely affect the educational mission of the University or its relationship with the surrounding community, sibling institutions, or members of the University community. All students are expected to adhere to all policies listed in the [Code of Student Conduct](#). Please read and familiarize yourself with the Code of Student Conduct at <https://osccr.sites.northeastern.edu/code-of-student-conduct/>.

ALCOHOL, MARIJUANA & OTHER DRUG PHILOSOPHY

Northeastern University fosters a community that reinforces healthy choices and encourages responsible decision-making regarding the use of alcohol and other drugs. Northeastern strives to maintain a working, living, and learning environment that is free from the negative effects that alcohol and other drug use can create.

Additionally, the University is committed to enforcing policies and laws surrounding alcohol and other illegal drug use. The University fulfills this philosophy by providing educational programs, resources for treatment, and referrals for students, faculty and staff who may experience challenges related to substance use.

As outlined on OSCCR's website, the Medical Amnesty policy is for drug or alcohol emergencies where the primary concern is the health and safety of the individual(s) involved. Students/organizations are strongly encouraged to call for medical assistance 911 for themselves or for another student who they observe to be, or feel is dangerously intoxicated/under the influence of alcohol or drugs. If a student/organization calls on behalf of another student, that student/organization must remain with them in the emergency until medical assistance arrives. Neither the caller nor student requiring medical assistance for an alcohol or other drug-related emergency will be subject to university disciplinary action for the violation of possession or consumption of alcohol or drugs. This policy shall extend to the parties actively involved in proactively calling for medical assistance and is determined at the discretion of the Director of OSCCR. This policy does not apply to individuals experiencing an alcohol or drug-related medical emergency who

are found by university employees (e.g., Local Police, faculty, administrative staff, or residence hall staff), or where the reporting student(s)/organization did not stay with them.

HOUSING AND RESIDENTIAL LIFE POLICIES

The Housing and Residential Life Policies were developed in partnership with the [Office of Student Conduct & Conflict Resolution](#). All students are expected to adhere to all policies listed in the [Code of Student Conduct](#). In addition to the policies, the following items and behavior listed below are prohibited in the residence halls and are considered violations of a Guide to Residence Hall Living. Violation of these policies will result in disciplinary action through the Office of Student Conduct and Conflict Resolution, and, in some cases, may result in the cancellation of the Residence Hall and Dining License Agreement or loss of guest privileges.

Residents are responsible for their own behavior and for addressing health, safety, and policy concerns in their assigned space. If a resident becomes aware of a prohibited item, unsafe condition, or policy violation, they are expected to address it promptly, correct the issue when possible, or seek assistance from Residential Life staff.

Privacy, Personal Property, and Dignity of Others

Students living in University Housing are expected to respect the privacy, personal property, and dignity of others within the residential environment. A shared residential space does not eliminate a resident's reasonable expectation of privacy. Residents may not photograph, video record, audio record, monitor, or otherwise capture another person without their knowledge and consent in circumstances where there is a reasonable expectation of privacy. This includes, but is not limited to, recording a roommate or other resident inside a bedroom, bathroom, sleeping space, or other private residential setting. Residents may also not photograph, video record, or otherwise capture another resident's personal belongings, documents, screens, communications, or private property in a manner that is invasive, harassing, retaliatory, threatening, or inconsistent with community standards.

Housing-Specific Administrative Action

In addition to outcomes issued through the Office of Student Conduct and Conflict Resolution (OSCCR), Housing and Residential Life may implement housing-specific administrative actions when a student's behavior raises concerns related to safety,

security, well-being, community impact, or the effective operation of University Housing. Such action may include, but is not limited to, restrictions, relocation, removal from specific residential spaces, or removal from University Housing. Where circumstances warrant immediate action, interim housing measures may be implemented prior to the resolution of a conduct process. These actions may be temporary, ongoing, or permanent depending on the individual facts and circumstances of the matter and may be implemented in coordination with OSCCR and other appropriate University officials.

Delivery of Services

Northeastern University assumes no liability for delay or failure to provide educational or other services for facilities due to causes beyond its reasonable control. Causes include, without limitation: power failure, strikes by university employees or others, damage by natural elements, and acts of public authorities. The University will, however, exert reasonable efforts, when it judges them to be appropriate, to provide comparable services, facilities, or performance, but its inability or failure to do so shall not subject the University to liability.

GENERAL HOUSING & RESIDENTIAL LIFE POLICIES

Noise policy

Students who encounter a noise concern have the right and responsibility to inform those causing the noise concern if their activities are disruptive. Students are encouraged to build relationships with their neighbors and address concerns with them as they arise. Courtesy hours are in effect 24 hours a day, 7 days a week. Noise must be kept to levels that will not interfere with other residents' ability to study or sleep. If a disturbance persists, students should contact the RA on duty. If a Residential Life staff member determines a student to be in violation of courtesy hours, they are permitted to address and/or document that student. The minimum quiet hours for all buildings in University Housing are shown below.

Quiet hours

Sunday evening through Thursday:	10:00 PM–8:30AM
Friday through Sunday morning:	1:00 AM–8:30 AM

Final-exam period:	24 hours a day
--------------------	----------------

Clothing Requirements

All residents are required to be properly clothed in the common and public areas of the residence halls. Residents must be clothed with a top and bottom garment in elevators and hallways. Residents may not be in public areas in underwear or towels. Residents need to wear shoes or slippers in the elevators, lounges, and hallways.

Residents may not enter the C-Store without shoes. Residents must be fully clothed. The C-Store reserves the right to refuse service to and have removed any resident in violation of this policy.

Restricted Areas

Residents are prohibited from going into certain areas including, but not limited to, the Capri residential area, any floor above 32, the roof, electrical closets, storage closets, the Mezzanine level, and the lower/basement level. Students who access these restricted areas will be referred to student conduct.

Work Orders

Students will use [BuildingLink](#) to submit all work orders in the building. Each student will receive personal login information separate from their NU credentials to submit work orders.

Use of Room

Only the student assigned to a residence space may occupy the assigned space full time. Additional temporary occupants, i.e. guests, are subject to the rules and regulations of the residence hall. Under no circumstances may a student sublet, license, or assign their assigned space in the residence facility.

The use of the room is for all occupants of that space. Students cannot tell roommates that roommates must vacate the space or not enter the space during certain times or days. If students have online classes, doctors' appointments, therapy appointments, or other commitments that require privacy, it is up to the student to find a space.

Tattooing and piercing may not take place within the residence halls.

Guest policies and information

Residents are responsible for all activities that occur within their room and are expected to be with their guests at all times. Thus, allowing a violation to occur by a guest, whether it is a student or non-student, is also the responsibility of the resident. Regardless of the length of stay, the guest is expected to abide by all University and Housing and Residential Life policies, procedures, regulations, and standards. The host is responsible for the actions of their guests at all times, and the host can be sanctioned up to and including removal from housing. Guests in violation of any departmental or University policy while in university housing or other areas of the University are subject to State of New York penalties, will be asked to leave the residence hall immediately, and may be prohibited from visiting the building in the future. The student hosting the guest will be referred to the Office of Student Conduct and Conflict Resolution.

There are certain times of the year, such as the beginning of the fall and spring semester, winter intersession, exam periods, and summer housing transition, when the guest and/or visitation policy may be modified.

Internal Guests: Residents in the building who are repeated or excessive guests in other areas of the building to which they are not assigned, or who are causing a disturbance to the living environment of roommates in a suite to which they are not assigned will be in violation and may be asked to leave. Residents should sleep in their own assigned areas of the building. If a resident would like to have an in-building guest stay over, they must seek approval from their roommates for these guests. If an in-building guest is disturbing the living environment or infringing upon the rights of roommates that are not their own, they may be asked to leave and may be banned from the room/apartment which they are visiting too frequently.

External Guests: Dating, romantic, or sexual relationships or close friendships between college employees/ third-party vendors and residential students can negatively impact the educational environment for students in the residence halls. For this reason, staff, faculty, and third-party vendors are prohibited from being day or overnight guests in the residence halls unless immediate family.

Requirements for Guests:

- Non-Northeastern NYC Students: A valid ID that includes date of birth
- Northeastern NYC Students: Northeastern ID or a valid ID that includes date of birth
- Must be 18 years of age
 - If a sibling aged 16-17, must fill out Sibling Guest Request Form and follow that procedure
 - Guests under the age of 16 (even if siblings) are not permitted to stay in the residence hall.
 - Guests must be age 18 or older unless accompanied by a parent/guardian. Northeastern students age 17 may be day guests.
- Not convicted of any sexual or drug related offenses

Occupancy

- The maximum occupancy of a single room at any time (residents or guests) is 3 people.
- The maximum occupancy of a double room at any time (residents or guests) is 6 people.
- The maximum occupancy of a triple room at any time (residents or guests) is 9 people.

Failure to adhere to any of the above and below procedures could result in requests being denied or future loss of guest privileges. Housing and Residential Life staff have the right to refuse permission for overnight guests or ask any guest to leave the building. All policies are subject to change at the discretion of the Department of Housing and Residential Life.

Procedure for all guests

The host will meet the guest in the lobby to register with security. When the guest leaves the hall, the guest must be escorted to the lobby by the host and check out at security. Guests must use the iPad located at the security desk to check in and out guests. If the host leaves the residence hall, the guest must leave with the host.

Day Guests

A day guest is visiting for a few hours, not overnight. Provided that there is no unreasonable interference with the rights of a roommate, a resident may have a maximum of two (2) short-term daytime guests. RAs will conduct a sweep of each floor to ensure all non-approved overnight guests have left the building.

Day guests are permitted Sunday through Thursday 8 am to 10 pm and Friday and Saturday 8 am to 11:59 p.m.

1. Guests and resident hosts are expected to honor the rights of the roommate(s).
2. Each resident may host a maximum of two-day guests at a time.
3. Each apartment can host a maximum of six-day guests at a time.
4. Guests must be age 18 or older unless accompanied by a parent/guardian.
Northeastern students age 17 may be day guests.

Overnight Guests

There are no overnight guests allowed during the first two weeks of Fall 2026 semester; overnight guests begin September 23, 2026. There are no overnight guests allowed for the last two weeks of the Fall 2026 semester starting the night of December 4. There are no overnight guests during Winter Intersession. There are no overnight guests allowed the last two weeks of the Spring 2027 semester starting on the night of April 18, 2027

An overnight guest is a guest who is in the residence between the hours of 11:00pm and 8:00am, regardless of whether they stay for a few hours, or sleep in the room overnight. In the interest of the rights of roommates and other hall residents, there are limits to the duration and frequency of such visits. A resident may have only one overnight guest at any given time. Overnight guests must follow the same procedures and conditions met by day guests as outlined above.

All Overnight Guests and Residents must abide by the following:

Guest and residents must adhere to the following procedures and conditions:

- Beginning two weeks after classes begin, provided there is no unreasonable interference with the rights of a roommate; a resident may have an overnight guest with permission from their suitemates. Overnight guests begin September 23, 2026.
- A resident may have an overnight guest for up to six nights per calendar month, whether the same guest or different guests each night.
- Each resident may host one overnight guest at one time.
- A resident may have an overnight guest for up to three consecutive nights, even if the calendar month changes during the stay.
- A non-resident may not be an overnight guest in the residence halls for more than six nights per calendar month, whether with the same host or with different hosts

each night. Guests may only stay in the building for three consecutive nights at any time.

- No apartment may have more than three overnight guests on any given night.
- The last night of overnight guests falls two weeks before the end of the semester.
- No overnight guests during the Winter Intersession.

Overnight Guest Form Procedures:

To ensure residents have had a conversation with roommates, all overnight guests will need to complete a guest form as outlined below (date-dependent). This form will include signatures from all roommates approving the overnight guest. This procedure will be used until October 1st. All residents are expected to have a complete Roommate/Suitemate Agreement completed with their RA by September 30th. In the roommate/suitemate agreement, residents are able to opt-in to the guest form requiring all signatures from roommates or opt-out which still requires a guest form but does not require roommate signatures. No matter the decision, all residents will follow the procedures below.

Guest Forms:

In addition, for safety and security reasons, residents are required to submit a Guest Request Form for all overnight guests. This form can be downloaded, or a hard copy may be picked up from the RA Office on the second floor of the 55th Street Residence Hall. The RA Office is open nightly from 8:30 p.m. to midnight. Please note that at times the RAs may have to leave the office to perform duty procedures.

- Completed Guest Request Forms can be submitted to the RA Office no later than 10:00 pm on the night of your guest's arrival. Request for an overnight guest will be processed upon submittal. The RA on duty will inform residents if the guest form is denied. We encourage you to plan ahead and submit guest request forms before the day of the visit. Incomplete guest forms will not be processed or approved.
 - For an overnight guest arriving between midnight and 8am, their form must be submitted for the date prior to arrival. For example, if your overnight guest arrives on October 16th at 1:00 a.m., the student will need to have an approved overnight guest form for October 15th.
 - Residents must keep track of the number of nights they have remaining. Guest forms submitted and processed through the security submission box which exceed the number of allotted nights per month will result in suspension of guest privileges for a minimum of one month.
- Signatures Required on Guest Form

- Prior to October 1st, all direct roommates within your bedroom must approve and sign the guest request form prior to submission.
 - Forms submitted missing a signature will not be processed.
 - To ensure your guest approval by roommates and Housing and Residential Life, we encourage you to plan ahead to acquire the necessary signatures.
- October 1st to end of academic year
 - Residents are able to decide via the roommate/suitemate contract if signatures are required on the Guest Form from all direct roommates. If residents decide to keep all signatures, they will follow the procedure above. If an apartment has decided that signatures are not required on guest forms, they can follow the procedure below. Residents will also determine if this applies to the overnight sibling guest request form.
 - Please note that if an apartment does not complete a roommate/suitemate agreement, the apartment defaults to

Failure to comply

The Department of Housing and Residential Life works to maintain a safe, respectful, and orderly residential environment and to address conduct that interferes with the rights, safety, or well-being of others.

Inappropriate behavior, including failing to comply with the reasonable directions of university officials (NYC Police, Housing and Residential Life staff, etc.), failure to present Husky Card when requested, and verbal or physical abuse, threats, or harassing language toward staff, will not be tolerated and may result in disciplinary action through the Office of Student Conduct and Conflict Resolution. This includes failing to provide proper identification when requested by university officials acting in the performance of duties. Failure to abide by conditions or failure to sign the Housing and Residential Life Residence Hall and Dining License Agreement may result in immediate cancellation or suspension of your Residence Hall and Dining License Agreement if you engage or threaten to engage in behavior that poses a danger of physical harm to themselves and/or others. License agreements will also be canceled if students engage, or threaten to engage, in behaviors that directly or indirectly impede the lawful activities of others.

Identification and Access:

All members of the community must present their husky card as identification upon request. Students are prohibited from:

- Sharing their Husky Card or mobile apps including CBORD Mobile ID or GET Mobile with other people for any reason, including residence hall or for the use of meal plans, accounts, or services on or off campus.
- Duplicating, lending, or borrowing Husky Cards, room or building keys.
- Accessing residential buildings or spaces outside of the terms of their housing agreement. Students may not access any restricted, locked, or closed residence facility space or enter a closed building without authorization during a university break or after they have checked out of a space.
- Students are not allowed to follow another student into the building without scanning their ID.
- Students may not install, operate, or use personal surveillance, monitoring, or recording devices in University Housing in any manner that records, monitors, or captures others in a location where there is an expectation of privacy. Personal security cameras, doorbell cameras, audio recording devices, or similar systems may not be installed on or around room doors, apartment doors, bedroom entrances, or within shared residential spaces without prior written approval from Housing and Residential Life. Prohibited devices include, but are not limited to, Ring cameras, Nest cameras, doorbell cameras, indoor security cameras, and similar video or audio surveillance systems
- Unauthorized entry or attempting to break and enter by unauthorized use of a key or other method into any locked or unlocked area of building of student housing, or any locked or unlocked room located therein, is prohibited. This may include mechanical rooms, stairwells, rooftops, etc. You may not enter or attempt to enter a room to which you are not assigned without permission from the occupants of the room. Students are not allowed to enter any hallway, elevator, stairway, lobby, or apartment owned by the Capri unless invited by a Capri resident.

Fees for Replacement Keys:

Students are responsible for their keys. If a key is lost, the replacement keys are as follows:

- Suite Key: \$50

- Bedroom Key: \$50
- Mailbox Key: \$15

Residential public space

- Only Northeastern University residents, organizations, and departments may use public space in University Housing (i.e. common spaces, lounges, etc.). Organizations or individuals using public space must adhere to the solicitation policies found in the [Code of Student Conduct](#). Residence Hall groups have priority for use of public space during the hours as indicated by Housing and Residential Life staff. Spaces may be offline or locked during certain times of the year. Requests to use public space must be made to the Residence Director (RD) at least one week before the desired date(s). Failure to comply with these guidelines may jeopardize the organization's future use of public space.

Lounges

Lounges are community spaces. Please be courteous during organized events.

- All activities held in common areas must have a person that oversees the event/activity. During events, recreational activities are prohibited such as video games, loud music, and loud conversations as it may be disruptive to the event.
- No sleeping in lounges
- Lounges are under 24-hour surveillance
- Lights must be kept on at all times

We want to provide convenient places for you to socialize as well as study. The lounges on floors 2, 22, and 32 are open 24 hours. After 10 pm, quiet hours are in effect for each lounge. Lounges are subject to early closure if quiet hours violations persist. The 2nd floor lounge is considered a rehearsal space for students. The 12th floor lounge is a full-time quiet study area and is open 24 hours a day. If lounge or back lobby furniture is rearranged, it must be put back in its original configuration.

Elevator Usage

Residents found to be misusing the elevators in a way that results in damage will be charged for the cost of repairs to the elevator. This includes residents overcrowding, jumping, or playing in the elevators. Residents must observe and obey posted limitations on the number of occupants allowed in each elevator.

Please do not crowd the elevator, or it may not operate adequately. There can be no more than seven people in the elevator at any given time. At certain times during the year, the elevators will be used exclusively by Housing and Residential Life and/or building staff.

Sales, solicitations, and promotion policies

- Posters and/or flyers that are distributed within University Housing communities with the exception of Student Resident Assistant will be removed. All other posters and/or flyers must be approved by Housing and Residential Life to be posted electronically. In order to have posters approved for electronic distribution in the residential communities, please email NYCHousing@northeastern.edu. If approved, the posters will be post electronically at 55th Street.
- Any advertisement must adhere to the following standards.
 - Must have a Northeastern University recognized email address (@northeastern.edu).
 - Must have a date, time, and location.
 - Must be for an on-campus event. Off-campus events must have the approval of CSI before publicizing.
 - Cannot have pull tabs.
 - No foul or obscene language or images (Must adhere to the [Code of Student Conduct](#)– consult the Student Handbook)
- Sales of material or solicitations of any kind are also prohibited without the express written permission of designated officials. Residence hall students should request permission from the Director of Housing and Residential Life to sell within their housing unit. Recognized student organizations should request permission for sales from the Center for Student Involvement.
 - Such permission, when granted, is for designated areas within the University and is subject to the restrictions imposed by the approving officials. General solicitation, especially in such areas as classrooms, lounges, and dining halls, is not permitted.
- Residents may not run a business from or within the residence halls
- Only surveys approved by Housing and Housing and Residential Life staff are allowed to be distributed to residents in student housing. Soliciting or distributing materials door-to-door is prohibited.

RESIDENTIAL HEALTH AND SAFETY POLICIES

The use, possession, or manufacture of the following items is a violation of our Code of Conduct and policies and will be cause for disciplinary action through the Office of Student Conduct and Conflict Resolution and may result in referral to outside law enforcement agencies where appropriate. Violation of these policies could also result in the student being billed for damage/repairs, excess cleaning, replacement of university property, etc. The Director of Housing and Residential Life or their designee can authorize a search of a student's room in certain situations involving the safety, security, and/or well-being of residents. When practicable, the University may ask the student to be present during a room search or inspection, but student presence is not required for the University to proceed.

Prohibited Items & Decorations

The following items and decorations are prohibited or not allowed within the residence halls:

- Non-UL listed electrical cords/power strips/outlet splitters, lights, plug-in devices, or converters.
- Halogen lamps and bulbs, sun lamps (including tanning lamps, light therapy lamps, and grow lights), heat lamps (including heat lamps for animals) fog machines, neon signs, lava lamps.
- Open flames like candles and incense are strictly prohibited in all residential facilities. This includes unlit candles and candle warmers, as well as menorahs that utilize open flames. Candles for religious observances are permitted at other locations on campus.
- Natural Christmas trees, natural wreaths.
- Rechargeable transit devices such as electric skateboards, hover boards, motorized or battery-operated scooters, etc. are prohibited except for assistive devices permitted through a registered accommodation with the Disability Access Services.
- Flying or operating a drone within a residence hall
- Space heaters, student owned air conditioners of any type (including window installations, vented floor units, and portable) and laundry machines.

- Mini fridges
- Cooking equipment: electric frying pans, hot plates, electrical cooking equipment, grills, electric coffee machines/ percolators with exposed heating elements, grills, hibachi, hot water/tea kettles, and standalone microwaves
- Illicit drugs, fake IDs, cannabis, inhalants, and active use of nicotine products by those 21+ of age.
- No personal furniture (i.e. desk, headboards, tents, couch, non-desk lounge furniture/chairs, butterfly chairs, beanbag chairs, ottomans, bunk trunks, any wooden furniture not provided by the university) is allowed in housing. The only exception includes one personal desk chair. Through the housing accommodations process, students can request a personal mattress but cannot be in possession of a non-university supplied mattress without an accommodation. Mattress toppers are permitted within University Housing. Students are not permitted to remove furniture from their rooms or move furniture from the residence hall into their assigned space (i.e. common rooms, lounges, study spaces, lobbies, and other students' rooms). Common area furniture is for the enjoyment of all residents and must not be removed from the common space. Students who move common area furniture to student rooms or remove it from the building may be subject to disciplinary action through the Office of Student Conduct and Conflict Resolution.
- No curtains may be hung or used in front of residential windows.
- Covering more than approximately 1/2 of room walls or 20% of an apartment door or bedroom door with any kind of decoration, wrapping or covering is prohibited. This could include but is not limited to flyers, decorative wrapping paper, posters, pictures, stickers, or signage. No tapestries or flags of any kind are permitted to be hung on the walls, ceilings, windows, or covering lights or fire safety equipment.
- Students residing in University Housing may not display or post any messages and/or have signs that are visible through a window outside of their room or apartment. Students may not hang, drape, or post anything outside of their windows or attach to a building or display anything on a university owned or leased building. This could include but is not limited to posters, signs, flyers, flags, pictures, paper decorations, lights, and/or banners with any type of writing or messaging that can be seen or observed from outside of the room or building.

- Students may not store bags, equipment, place doormats or rugs, or personal belongings (i.e. shoes, umbrellas) in hallways or common areas or other areas outside of their assigned apartment, as these items are fire hazards.
- Tampering with, adjusting, or removing any life-saving signaling device is strictly prohibited.
- Students may not tamper with, obstruct, disable, alter, cover, interfere with, or install any unauthorized device on any residential door lock, latch, key mechanism, card reader, strike plate, door closure system, or other access or security equipment. Prohibited conduct includes, but is not limited to, using tape, magnets, coverings, wedges, personal locks, additional locking devices, or any other item, device, or method that prevents a door, lock, or access mechanism from functioning as intended. Students are not permitted to install personal locks or other unauthorized security devices on residential rooms, suites, apartments, or building doors. Students may not make modifications or tamper with electrical wiring or telephone lines.
- Unlawful or unnecessary use of the building intercom and security call buttons is prohibited.

Props for Scenes

Students in scenes for Northeastern classes which require the use of props that fall under our prohibited items category, including empty alcohol containers, weapons, or other items, may not use or store these items in the residence halls. If you are in a class requiring these items, please make arrangements to store the items elsewhere.

Permitted items & Decorations

The following items and decorations are permitted or allowed within the residence halls.

- All electrical devices, power supplies/extension cords/ power strips must be UL listed. All decorative lighting must be LED and UL approved. No more than two 100-count strings of decorative lights shall be used per room. Decorative lighting shall not be wrapped around doors, above or around doorways or exits, sprinkler piping or fire alarm devices. Lights should be hung up using command strips/hooks or other adhesives that do not damage walls. Any damage caused to walls or other University property will result in damage billing charges.

- Battery operated candles.
- Small, portable safes or lockboxes that are not drilled into the walls or floors
- Apartments are equipped with kitchens, and all cooking appliances must be confined to the kitchen. Apartment residents may have toaster ovens, coffee makers, panini presses, toasters, air fryers, hot water/tea kettles, rice cookers, and microwave ovens. Items found outside of the kitchen will be subject to disciplinary action through the Office of Student Conduct and Conflict Resolution. Use or possession of any type of outdoor grill, hibachi, or open-flame container is prohibited; this includes propane or Sterno-fueled cooking equipment.
- Non-heating food preparation appliances may be permitted in residential spaces, provided they do not contain exposed heating elements, do not create a fire or safety risk, and are used only for their intended purpose. Examples may include blenders, mixers, and similar countertop appliances. Housing and Residential Life reserves the right to restrict, remove, or document any appliance that jeopardizes the safety of residents, creates sanitation concerns, or is otherwise determined to be inappropriate for use in University Housing
- The University reserves the right to remove, request removal, and document any decorative material(s), lighting, or appliances that they believe jeopardizes the safety of residents or is a violation of fire codes. Students are liable for all damages resulting from the negligent placement of decorations in their room/suite/apartment.

Pests

Any issues with insects, rodents, or other pests should be reported to an RA or building staff immediately. If treatment within a student room is necessary, the residents will be notified in advance, if possible. If extensive treatment is necessary, the Department of Housing and Residential Life will supply residents with a step-by-step guide to the treatment. Residents must comply with all policies and instructions given by the Department of Housing and Residential Life in order to treat pest issues. In order to contain and/or fully resolve some issues, it is not always best practice to move students when there is a pest issue. If resident(s) don't comply with instructions to resolve the pest issue, resident(s) may be charged for continued treatment of space.

Strong Odors

An offensive odor is any odor or aroma of such intensity that it becomes apparent and is offensive to others. Some examples are odors emanating from: perfumes or air freshening sprays, moth balls, or large amounts of dirty laundry. Residence hall staff will address offensive odors when complaints are received. Residents identified as being responsible for the odor will be asked to eliminate the cause of the odor.

Trash

We provide you with appropriate facilities to remove trash and to recycle items. We respect the environment in our community, and we expect you to do so. You are responsible for the following:

- Removing trash from your apartment.
- Separating the material into recyclables, paper, and rubbish – New York State and Local laws require recycling.
- Properly disposing of the material in designated areas.
- Per NYC law, utilize the compost bin located in the gym on the 2nd floor.

Trash deposited in hallways, common areas, or other inappropriate locations will be removed at the cost of the resident(s). Please be aware that other people live here and appreciate a clean and sanitary environment.

All floors have a trash chute and recycle bins. The trash that goes down the chute should be securely closed in bags and should not include any glass. Newspapers and clean glass, cans, and plastic can be left in the recycling bins or closets and will be picked up. Trash may not be left in the hallways. All rooms must be kept free of debris and garbage. Note: mattress pads, cardboard boxes, and other large objects are not permitted in the trash chutes.

Trash chutes will be closed during the beginning and end of all semesters. All trash should be placed inside the trash bins located in the hallways. If the trash bins are full, please utilize the dumpers located in front of the building. Trash cannot block stairwells or exits of the building.

For students with an approved ESA animal that utilizes clumping/scoopable litter must double bag the materials before using the trash chute.

Windows and Locks

Your windows are designed to open only a few inches. Residents may not tamper with or remove window locks. If a window lock is removed and found in someone's possession, it will be subject to the cost of replacement and will be assessed to that individual. Please do not try to remove these safety devices and never throw anything out your window. Even a small item that falls or is thrown out of your window can seriously injure or even kill a pedestrian. Removal of safety devices and defenestration will be subject to disciplinary action through the Office of Student Conduct and Conflict Resolution

It is in everyone's best interest to ensure their window lock is installed and working properly. To report a missing or broken window lock, please submit a work order via BuildingLink.

Room Inspections and Room Entry

The Department of Housing and Residential Life may conduct health and safety room inspections periodically during each semester and at other times as determined appropriate by the University. These visits enable staff to assess the condition of the room visually and take inventory. Students will receive notice when these checks occur. Additionally, Northeastern University staff members may enter a student's assigned space when necessary or appropriate, including, but not limited to, in circumstances involving suspected abandonment, suspected policy violations, health or safety concerns, maintenance or repairs, damage assessment, or other emergencies.

Submitting a Work Order or Information Technology Services (ITS) ticket grants permission for staff to access a student's room or apartment to address the concerns communicated in the work order. University staff may also enter any vacant space to inspect and prepare the space for a new arrival. This includes rooms with vacant bedspaces. Staff may also enter the premises for any damage assessment, maintenance concern, or if otherwise permitted by law. Please report any concerns of unauthorized access or unauthorized personnel present in your building to your RA, RD, or Housing and Residential Life staff. All staff who enter Residence Halls are required to have a NUID, Northeastern University vendor identification, or be escorted by a staff member who has Northeastern University identification.

- Students may not install any lock device that prohibits University personnel from entering the building, or any part of the licensed space. Prohibited devices include,

but are not limited to dead bolts, door chains, slide bolts, lock sets, smart locks, and/or security devices or systems.

Damage and repairs

Students are responsible for the care of university rooms, facilities, lounges, public areas, and campus in general. Students are prohibited from defacing, damaging, or otherwise altering their licensed room, suite, apartment, or any other part of the residence hall. This can include but is not limited to use of nails, screws or other materials that defaces surfaces, installing any shelving or poles or any other item that is weightbearing or could compromise structural integrity of the room or building. Students will be billed for the repair work for any damage they or their guests cause. Resident students are responsible for the common areas of their residence hall and their own rooms, apartments, or suites. All residents of a facility may be held accountable to cover the cost of repairs to their building. Disciplinary action through the Office of Student Conduct and Conflict Resolution may also result. Any charges will be placed on your university account.

- Upon check-in and check-out, students must complete a Room Condition Report (RCR) within 72 hours per instructions of Residential Life staff. This form confirms the condition of the licensed room, suite, or apartment. Any pre-existing conditions in the licensed space should be noted at check-in by the student. Failure to do so may result in supplementary charges for any damage which has not been noted or may occur through the length of the student's occupancy in the licensed space. Students will be billed for damages that are beyond normal wear and tear. If a student does not complete the check-out process with hall staff, the student waives the right to appeal supplementary charges. If damage cannot be attributed to any one individual, charges will be assessed equally among all licensed rooms, suite, or apartment occupants.
- Students may not paint, install temporary or permanent wallpaper/tiles, or make any alterations to the walls in their rooms, suites, or apartments.

Cleanliness

It is the expectation of the Department of Housing and Residential Life that each student living in University Housing is responsible for the neatness and cleanliness of their living environment. This includes bedroom, kitchen, bathroom, and common living areas, and/or shared community spaces (i.e. bathrooms, common rooms, lounge spaces, study spaces, communal bathrooms, hallways, etc.) Responsibilities include but are not limited to the

removal of trash and recyclable items, the proper disposal of food and perishable items, and cleaning of all surfaces in the residential unit. Residents are expected to maintain their room, suite, apartment, and shared living areas in a clean, sanitary, and safe condition. Unclean or unsanitary living conditions include, but are not limited to, excessive trash accumulation, failure to remove recyclables, spoiled or rotting food, pest-attracting conditions, bodily waste, pervasive odor caused by neglect, unsanitary bathroom or kitchen conditions, mold-producing neglect, and excessive clutter or debris that creates health, safety, sanitation, or access concerns. It is the responsibility of all residents to communicate with roommates, fellow residents, and/or Housing and Residential Life staff, regarding the division of housekeeping tasks and the condition of the living environment. Failure to comply may result in excess cleaning charges and may result in referral to the Office of Student Conduct and Conflict Resolution.

Pets

For health and humanitarian reasons, no animals are allowed in University Housing. Students are expected to maintain a clean environment for their pets and for the health and safety of their living environment. For more information regarding pets, please see the [University Policy for Animals on Campus](#). For more information regarding service dogs and emotional support animals, see the [Disability Access Services](#) section below.

Sports Activities

Sports activities are not permitted inside University Housing and other common areas due to noise and potential property damage. Students participating in these activities indoors will be documented by hall staff. Examples of prohibited sports activities & equipment include but are not limited to: nerf and/or foam guns, soccer, basketball, lacrosse, field hockey, tennis, frisbee, squash, football, volleyball, hockey, skateboarding, roller skating, gym equipment that would pose a fire/safety risk or block egresses (i.e. treadmill, weights, sports equipment, etc.), any sport involving fighting or martial arts, punching bags or sparring equipment, etc.

FIRE SAFETY POLICIES

The following fire safety policies and regulations are put in place to minimize the risk of fire, promote a safe residential environment, to keep egress routes accessible, and abide by local and federal laws. Additional fire safety policies can be found in the [Code of Student Conduct](#).

Each month, the University provided fire extinguishers will be inspected by university staff to conduct a routine readiness check. If a fire extinguisher is used, residents must notify Housing and Residential Life staff for a replacement.

Egress: The fire code dictates that all entrances, exits, corridors, and stairwells are always free and clear. Stairwell doors must be closed except when in active use. Any object or action that prevents access to egress routes is prohibited.

- Use only the main entrances to residential facilities. All non-emergency egress routes (stairwells, hallways, etc.) should only be used for entering and exiting an area and should not be used for loitering.
- Students are prohibited from being on rooftops, ledges, and/or balconies
- Obstructing any egress route or using an emergency egress route for non-emergency purposes is prohibited, as well as propping open doors.
- Bicycles, scooters, or other personal items should not be chained to or hang from university property.
- Students are prohibited from throwing, dropping, hanging, or ejecting any object or liquid from a window, roof, or fire escape. Residents will be held responsible for any objects originating from their assigned rooms.

Loitering

Residents may not congregate, block, or otherwise affect the red brick or sidewalk area in front of the residence hall. Residents may not lay or sleep on the red brick area or block the service entrance door. Sitting on or tampering with the planters in front of the building is prohibited. Residents may not crowd, sit, or linger within the lobby area, hallways, or stairwells.

For any Emergencies and Drills that impact the safety of the campus community, the following is prohibited:

- Failing to leave a building if your floor is directed to leave.
- Using the elevator during an egress drill or fire alarm.
- Falsely reporting a fire, bomb threat, serious injury, or any other emergency, or pulling a fire alarm when no fire or emergency is evident.

Creating a fire risk or setting a fire is prohibited. Examples include but are not limited to:

Guide to Residence Hall Living – Northeastern University New York City
2026-2027

- Setting a fire, including charring, burning, or lighting of paper, or any other act that could cause a fire, or possessing or using flammable or highly combustible materials (i.e. fuel, accelerants, etc.).
- Possessing, using, or manufacturing fireworks or explosives.
- Any type of outdoor grill, hibachi, or other open-flame container except in officially designated areas. Leaving grill or open flame unattended. Failing to extinguish fire or leaving smoldering ashes.

Students are prohibited from engaging in the following actions that impact the proper functioning of fire, health, and safety equipment:

- Tampering with, covering or misusing (either accidentally or intentionally) individual room or public-area fire safety equipment, including fire extinguishers, sprinklers, smoke detectors, carbon-monoxide detectors, exit signs, alarm pull stations, alarm bells, or hoses. Hanging items from fire safety equipment, putting decoration or tape over them.
- Students may not cover, obstruct, block, alter, or otherwise interfere with air vents, ventilation returns, heating/cooling units, or other building airflow systems. Prohibited items include, but are not limited to, cloth, posters, tapestries, paper, bags, furniture, decorations, or personal belongings placed on, over, or directly in front of vents or ventilation systems
- Interfering or tampering with residence security. Interfering or tampering with elevators or other University facilities.
- Improper use of kitchen equipment which includes but is not limited to putting flammable items on the stove, defacing any kitchen equipment, or failing to notify Housing and Residential Life staff, 55th Street front desk Security or 911 if there's a fire or excessive smoke in the apartment as a result of cooking, etc.
- Students are not permitted to alter, expand, or modify any electrical components, nor connect devices that control electrical current in their rooms (i.e. smart outlets, smart lights, etc.)

All electrical devices, power supplies/extension cords/ power strips must be UL listed with integral overcurrent protection. Students should follow the guidelines below to maintain a safe environment:

- Keep electrical cords away from traffic paths and do NOT run extension cords under rugs or across doorways. Never pinch an electrical cord against walls or under furniture. Maintain all electrical cords. Replace any cord that is cracked, frayed, or otherwise damaged.
- Do NOT overload extension cords or wall plugs with too many appliances. Cords should NEVER be warm to touch.

ALCOHOL, TOBACCO, CANNABIS/MARIJUANA & OTHER DRUGS RESIDENTIAL POLICIES

The University expects that all its students, whether on or off campus, will abide by the law and University policies concerning alcohol and drug use. Please review the Alcohol, Drugs, and Medical Amnesty Policies within the [Code of Student Conduct](#). Although state laws permit recreational and medical cannabis, it is prohibited at Northeastern University. More information about federal vs. state laws for cannabis on college campuses can be found on the [Campus Drug Prevention website](#), an official website of the U.S. Federal government. Any questions regarding medical cannabis should be referred to University Health & Counseling Services (UHCS) prior to coming to campus.

Additional policies prohibit:

- Manufacturing of alcohol, cannabis/marijuana, or other drugs, as well as or being in possession of items or kits intended to produce alcohol or other drugs. This includes distilling alcohol, brewing beer, making wine, or any other form of alcohol or drug manufacturing.
- Using and/or possessing shisha, hookah, or similar pipes.
- A person under the age of 21 is prohibited from being in possession of alcohol containers, including utilizing empty or full alcohol containers as decoration.
- A person 21 years old or older is limited to one 12-pack of beer, hard seltzer or similar canned/bottled drinks (144 ounces/4.26 liters) OR one-half gallon (64 ounces/1.89 liters) of wine OR one pint (16 ounces/473 milliliters) of hard liquor.
- Residents who are 21 years of age or older and permitted to possess alcohol remain responsible for storing and maintaining alcohol in a manner that does not make it accessible to individuals under the age of 21. Possession may include

alcohol located in a resident's individually assigned space, bedroom, or personal area, as well as alcohol located in shared rooms, suites, apartments, or common spaces. Alcohol may not be left unattended, stored openly in shared common spaces, or maintained in a manner that creates the appearance of shared possession by underage roommates, suitemates, or guests

- You are not permitted to smoke within any university building or 55th Street Residence Hall including the red bricks in front of the hall. This policy applies to all persons, including all students, faculty, staff, volunteers, vendors and visitors, anywhere on university property and in buildings and facilities on all campuses, including parking lots, green spaces, and pedestrian walkways. The use of tobacco, cannabis/marijuana, or other drugs, smoking-related products intended to mimic tobacco or cannabis/marijuana products, or the smoking or vaping of any other substance is prohibited on campus and in University Housing. This includes, but is not limited to cigarettes, cigars, cigarillos, smokeless tobacco, electronic cigarettes, pipes, bongs, pens, bidis, hookahs, vapes, etc. This does not include nicotine gum or patches for those 21+ of age.
- Sharing or giving away prescribed medication is prohibited.

Alcohol Paraphernalia

Students are expected to comply with all alcohol-related expectations outlined in the Code of Student Conduct, including regulations related to legal drinking age, possession, presence, consumption, distribution, and prohibited alcohol-related items. In addition, the possession or use of alcohol-related paraphernalia in University Housing is prohibited when such items are used, displayed, stored, or maintained in a manner that indicates alcohol possession, consumption, service, drinking game activity, or facilitation of a violation of university policy. Alcohol-related paraphernalia may include, but is not limited to, shot glasses, funnels, beer bongs, pong tables, drinking game tables or devices, marked or arranged disposable cups, and other items primarily associated with the service, rapid consumption, or promotion of alcohol.

Students under the legal drinking age are prohibited from possessing alcohol-related paraphernalia when the item, by its nature, quantity, context, location, or condition, indicates alcohol possession, consumption, or access inconsistent with university policy.

Housing and Residential Life reserves the right to determine, based on the facts and circumstances present, whether an item itself or combination or arrangement of items constitutes alcohol-related paraphernalia in violation of this policy.

WEAPONS POLICY

Please refer to the Dangerous Weapons section outlined in the [Code of Student Conduct](#) for a list of prohibited items. Any item that could be used as a weapon, to cause harm or fear, or to threaten self or others is prohibited. Additional prohibited items include, but are not limited to:

- Firearms, gun parts or parts for explosive devices, replica weapons or parts for replica weapons, swiss army knives/utility knives, studded belts and bracelets, brass knuckles, tasers, etc.
- Weapons for Sporting Purposes are prohibited. Any sport that could cause harm to the student(s), the property, or could be seen as a threat is prohibited. Prohibited items include, but are not limited to knives or blades (other than kitchen utensils) of any kind, throwing stars, fighting sticks, nun chucks, axes or hatchets, bow, and arrows, etc. A student who possesses any article for sporting purposes (for example, bow and arrows) should check with the Director of Campus Safety to determine whether the article is among those prohibited by statute or University regulation.
- Students are permitted to carry pepper spray.

PROCEDURES FOR RESIDENCE HALL LIVING

ASSIGNMENTS

Housing Application information for the next academic year is distributed late Fall semester/early Spring semester to all eligible students. Carefully follow the application procedure described in the information provided; strict adherence to all due dates for applications, deposits, and cancellations is required.

DEPOSITS

In order to secure University Housing, admitted traditional first year students must submit a nonrefundable enrollment deposit, complete a housing application, and submit a nonrefundable housing deposit. Continuing undergraduate students and other eligible students who choose to participate in the Housing Selection process are required to follow the application and deposit procedures and deadlines.

BILLING AND ADJUSTMENTS

Students are billed at the beginning of each term and are obligated to pay the full charge for the term. Students are obligated to follow the cancellation schedule should they need to cancel their housing in writing prior to each term's move-in date. Canceling after the published deadline has passed for any term will result in an assessment of a cancellation charge of the room rate or forfeiture of the housing deposit. If students' plans change and they need to move out earlier than expected, the cancellation fee policy clause of this agreement is enforced. However, keep in mind that the license agreement also permits students to request an exception to any charge by Housing and Residential Life. In order to request this exception, students must complete a petition form.

Petition forms are available online at: <http://www.northeastern.edu/housing/cancellation-deadlines/>. The petition should include all important details, as well as any supporting documentation. If the petition is granted, the student may receive a billing adjustment to their account.

BEFORE MOVING IN

All Northeastern resident students are strongly encouraged to secure Renter's Insurance. Students should inquire if they can add an off-site "renter's rider" to an already existing homeowner's policy.

CHECKING-IN

Failure to enter in accordance with move in dates published by Housing and Residential Life may result in formal disciplinary action and revocation of University Housing privileges.

FURNISHINGS

The University supplies a bed, dresser, desk, and chair for each student, and window shades for the room. These items cannot be substituted with personal furniture, and students are not permitted to remove furniture from their rooms. The one exception is that students can bring a small desk chair, but the university supplied chair must remain in their assigned space and cannot be removed. For fire safety and other health reasons, residents are not permitted to add personal furniture to their room/apartment. Students will be billed for furniture replacement or repairs (other than those occurring as a result of normal wear and tear). If there is a concern with the furniture or appliances in your room, please submit a work order via BuildingLink and document in your Room Condition Report which is due 72 hours after check-in.

- In addition, throughout NYC, including areas with dense student populations, there is a potential for bedbug infestation. In order to prevent this situation from occurring in any of Northeastern's housing facilities, residents are prohibited from bringing any personal furniture to University Housing, especially mattresses. If there is a concern about bedbugs or other furniture related issues, please fill out work order through [BuildingLink](#) and notify your Residential Life staff member.
- Lofted Beds and Furniture: Construction or deconstruction of lofts or raising beds or other furniture onto cinder blocks is not allowed in Northeastern University Housing. Bed risers are not permitted in the residence halls. Bed rails and ladders are standard on all beds lofted over 5 feet.
- The room layout may not be reconfigured due to egress routes. Beds may not be delofted or lofted and must remain at assigned height.

FACILITIES & RESIDENTIAL LIFE WORK ORDER & ROOM REPAIRS

If room repairs are needed, follow the instructions below

1. Each resident will be emailed an individual login information for their BuildingLink profile.
2. Log in <https://231east55.buildinglink.com/> or the BuildingLink App
 - App Store: [BuildingLink Resident App on the App Store \(apple.com\)](#)
 - Google Play: [GEO by BuildingLink.com - Apps on Google Play](#)
3. Submit a maintenance request.

4. Complete all required fields. Be as specific as possible.
5. Upload photos and/or supporting documents
6. Click “Submit”

Submitting a BuildingLink work order grants permission for facilities to access a student’s residential space for repair. It is the responsibility of the student to inform the other students in their room/apartment of the submission of a BuildingLink work order and the pending entry of a facilities staff member. The same is true for Information Technology Services (ITS) requests, submitted through the Tech portal:

<https://service.northeastern.edu/tech> . Students are not entitled to any refund or payments resulting from any temporary disruption of services such as power, hot water, laundry, facilities emergencies, Wi-Fi. For additional information related to facilities, please visit: <https://pref.northeastern.edu/>

AUDIT PROCESS

After the start of each term, Housing and Residential Life produces an occupancy report verifying that students have checked in to their assigned residence halls. If a student has not checked in online or with hall staff, outreach will occur to the student including but not limited to email communication, communication by phone and physical visits to the space by residential life staff.

END OF SEMESTER PROCEDURES

Before moving out

Before a student can move out of their current assignment, they must complete the check-out process with a Housing and Residential Life member. If a student does not follow proper procedures for checking out of a room, they forfeit the right to appeal any supplemental charges for damages. Even if the student is not returning to housing the following term, they are responsible for cleaning the room or apartment thoroughly and disposing of all trash properly.

To forward mail, students must add a forwarding address to The Student Hub portal before leaving campus. Contact Husky Card Services for meal plan changes.

Check-Out Procedures

Students are required to complete move-out by the deadlines posted in the published License Agreement. Additional information and move-out instructions are communicated via email prior to the move-out deadlines. Living in University Housing is a privilege, not a right. Failure to vacate your assigned space or utilizing a vacant space you are not assigned to, in accordance with move-out dates published by the department will result in formal disciplinary action through the Office of Student Conduct and Conflict Resolution and could include revocation of University Housing privileges. In addition, it will result in the initiation of removal proceedings, which may result in your loss of all University Housing privileges at Northeastern University.

Follow these guidelines when checking out of your residence hall or apartment:

- Clean your room before leaving. Apartment residents are reminded that refrigerators, stoves, and cabinets must also be cleaned. Students who leave without cleaning their rooms or apartments will be billed a cleaning fee.
- Make sure that Housing and Residential Life staff has inspected your room, apartment, or suite and that the Room Condition Report has been completed and signed.
- Turn in your keys to a member of the Housing and Residential Life staff upon check-out. Failure to do so will result in a fee to replace all keys and locks.
- If you choose not to check out with a staff member, you forfeit your right to appeal any or all damage charges.

DAMAGE/CLEANING CHARGES

The student is responsible for Northeastern University property in their room and elsewhere in the residence hall. Upon check-in and checkout, residents must complete a Room Condition Report with Residential Life staff. This form confirms the condition of the room/suite/apartment. Residents will be billed for damages that are beyond normal wear and tear. If there is loss/damage to common areas of any University Housing facility and Northeastern University cannot identify the individual(s) responsible, the University may require several or all of the hall's residents to pay a prorated group charge covering the cost of common area repair/replacement. Students will be billed for replacement of furniture and reinstallation costs in the case of vandalism. Additionally, students may also be

referred to the Office of Student Conduct and Conflict Resolution for disciplinary action, which could include the loss of University Housing privileges.

If belongings of any value are left in a student's room, suite, or apartment after checkout or when their Residence Hall and Dining License Agreement has expired or has been terminated (whichever comes first), items will be forfeited and discarded. The student may be charged with a cleaning fee for the disposal of items.

STORAGE

The University does not provide storage for students' possessions.

Non-electric bikes may be stored inside student rooms/apartments.

EMERGENCY PACK AND STORE PROCESS

If belongings of any value are left in a student's room, suite, or apartment after their Residence Hall and Dining License Agreement has ended due to an immediate Leave of Absence or other removal/departure from University Housing, the student's belongings will be removed after two days. After this time, the items will be disposed of or, if the student/family communicates prior to the deadline of two days, will be shipped back to the student at the student's expense. Perishable food items, non-perishable food items, and living plants will not be shipped.

Property found in vacated rooms will be considered abandoned property and will be discarded.

SUMMER RESIDENCE

Students interested in University Housing during the summer terms, based on availability, should apply and submit the required deposit.

SUMMER B TO FALL HOUSING

Since the Summer B move-out date is firm, students who are NOT remaining in University Housing for the Fall Semester will be required to move out (on the last day of finals). Please be aware that University Housing until September 1 is not available.

WITHDRAWALS

All students who leave their housing assignment unplanned, prior to the end of the semester, must schedule a check-out with Housing and Residential Life staff and complete paperwork required for withdrawing from the University. Students who fail to withdraw from

housing correctly (i.e., not scheduling a check-out or not present at check-out) may incur additional housing and dining charges. Also, students withdrawing from either housing or the University should add a forwarding address within their Housing Online portal before leaving campus. Since procedures differ depending on whether a student is withdrawing from housing only or from both housing and the University, students should consult with a Housing and Residential Life staff member to ensure that all required withdrawal paperwork is completed.

INTERSESSION COMMUNICATION

Intersession is the period between academic terms after exams have ended and before classes are in session. Important dates and times for intersession and spring break are updated each term and e-mailed to all students at their Northeastern email addresses before the break begins. Additional information regarding the intersession schedule is available from Housing and Residential Life staff and on their website: nyc.housing.northeastern.edu

VACANCIES

If an empty space exists in a room, suite, or apartment, all students must ensure that a clear and clean-living area is available for any new resident. The dresser, desk, bed, and closet space must be clean and available for use. Residents are not permitted to tell another student that they may not move into that student's assigned space or discourage them from doing so. Failure to clear this space, unauthorized use of this space, or discouraging a resident to move in, will result in a substantial fee and/or is subject to disciplinary action through the Office of Student Conduct and Conflict Resolution. Items in these spaces will be discarded. Residents will not be notified when a vacancy is 'created' within their space. It is the responsibility of a resident to communicate with roommates if they are moving out. This is true for both move-out within a term or between terms.

Consolidation

Residents living in a room or suite that is not at full capacity will be given one of the following two options: 1. Consolidating with another partially vacant room, or 2. Accepting reassignment to a new room to achieve full occupancy. You may be given the option of relocating within a suite, on a floor, within your current building, or another residence hall.

Room consolidation may take place at any time during the academic year. If you are relocated due to consolidation, you will have five days to perform move and get settled into your new home.

UNAUTHORIZED ROOM SWAPS

Students may not exchange, swap, transfer, or otherwise change room or bedspace assignments with another student without prior approval from Housing and Residential Life. Students may not occupy, move into, or utilize a room or bedspace to which they are not assigned, even with the consent of another resident. Unauthorized room changes, bedspace swaps, or informal assignment exchanges are prohibited and may result in disciplinary action, reassignment, billing, and/or loss of housing privileges.

ROOM CHANGE PROCESS

Visit the [Housing website](#) or call the Department of Housing and Residential Life for more information.

RESIDENTIAL SAFETY, SECURITY, AND WELLBEING

SECURITY OFFICE

617.373.3499 (voice)

<https://www.northeastern.edu/housing/safety-security/>

The Safety Office is responsible for all residence hall access through proctor stations, including assisting residents and families, maintaining a special access list, contacting Housing and Residential Life staff, and notifying Director of Campus Safety, NYC of any security concerns or emergencies.

In order to keep your residence hall safe, please follow these safety tips:

- Close and lock your door when you leave your room or apartment, even if you plan to be gone for a short time.
- Report all suspicious activity, thefts, and other crimes to Director of Campus Safety, NYC

- Keep your Husky Card and keys with you at all times.
- Make sure that your external door/apartment door is always locked.
- To secure your possessions and privacy while you are away, be sure to lock your door(s) and windows

NORTHEASTERN UNIVERSITY POLICE DEPARTMENT (NUPD) BOSTON

For all on or off-campus emergencies, contact 911 and then follow up with NYC Campus Safety at 212.517.0411. As NUPD on the Boston Campus also provides certain services for all network locations, a description of NUPD is included below.

716 Columbus Ave

Emergency: 617.373.3333

Non-Emergency: 617.373.2121

<https://nupd.northeastern.edu/>

NUPD is a full-service and accredited police agency that comprises patrol and investigative divisions providing 24-hour service. NUPD has developed robust crime detection and prevention strategies centered on technology and campus community engagement. Our well-trained officers are ready and willing to assist all members of our community. For more information about NUPD's services, visit the following link:

<https://nupd.northeastern.edu/>

Northeastern is committed to assisting all members of the University community in providing for their own safety and security. Clery Act information regarding campus security and personal safety, including topics such as crime prevention, Northeastern University Police law enforcement authority, crime reporting policies, crime statistics for the most recent three-year period, and disciplinary procedures, is available at Northeastern University Police Department: <https://nupd.northeastern.edu/annual-reports/>

General Safety Tips

NUPD's Community Engagement Unit works throughout the year to promote safety initiatives on how to protect yourself in different environments. The following [link](#) includes pointers about how to stay safe when in your residence, on or off campus, in your car, and on public transportation: <https://nupd.northeastern.edu/safety/general-safety-tips/>.

Additionally, please visit the following link for [NUPD's safety trainings](#): <https://nupd.northeastern.edu/our-services/safety-training/>. For more information or

questions related to NUPD's Community Engagement Unit, please email: nupd-engagement@northeastern.edu.

Safe Zone

The Northeastern University Police Department (NUPD) has launched SafeZone, a cloud-based mobile application that allows users to send a real-time, geo-located alert to Campus Safety personnel allowing resources to quickly respond to emergency situations. Quick access to call Campus Safety personnel is available through the app, as well as one-touch dialing to local emergency resources when off-campus. Additionally, when a student is working or studying alone in an area on campus, the student has the ability to share their location by activating the check-in feature. Location information is only sent when the user activates an alert or checks in using the app. More information on the SafeZone mobile app can be found at <https://nupd.northeastern.edu/safezone/>.

Emergency Notification

Be sure to keep your emergency contact information up to date in The Student Hub. Based on the information provided on The Student Hub, you will receive email, text, and voicemail messages from NU Alert for weather and other emergencies. Students can also opt-in for Text Advisories by texting NUPDADVISORY to 226787. These are targeted messages that do not rise to the level of alerts/warnings but involve important information about particular areas on or near campus.

NYC Text Alert: Text 692692 with the message "NotifyNYC" to sign-up for alerts.

Emergency Relocation

The Department of Housing and Residential Life, in conjunction with numerous other departments on campus, has developed a relocation protocol in the event that a residence hall must be closed for an extended period of time. Follow the directives of university officials, including staff from Housing and Residential Life, Local Police Department, Facilities Department, and local emergency officials. Evacuations of buildings are rare occurrences but understanding what each person needs to do provides a mechanism for a smooth transition during an emergency. Please contact your Housing and Residential Life building staff if you have any questions or concerns.

Evacuation Guidelines for Individuals Needing Assistance

Guidelines have been posted on each floor by the Security Call Button to provide persons with limited mobility with the tools necessary to minimize their exposure to the risk of fire or other threats to their safety.

Egress Drills and Building Evacuation Policies

55th Street has a computerized fire warning system and trained fire/security personnel on site at all times. Floor plans and diagrams for emergency staircases and exits are posted in public areas on all floors and on the back of your apartment door. Residents should familiarize themselves with these maps to be able to exit promptly during fire drills or actual emergencies.

In the event of a fire or other emergency, use the fire alarm pull-station located on every floor to alert that there is a fire on your floor. Act promptly for the safety of yourself and others. Do not try to fight a fire; instead take action to get out of the building.

Please familiarize yourself with the following procedures and follow them whenever the fire alarm sounds:

IF A FIRE IS IN YOUR APARTMENT/SUITE:

Close the door to the room where the fire is and leave the apartment.

- Make sure EVERYONE leaves the apartment with you.
- Take your keys if they are available, but don't spend time looking for them or anything else if they are not.
- Close the apartment door.
- Alert people on your floor by knocking on their doors on your way to the exit.
- Activate the fire alarm pull station if you can safely do so.
- Use the nearest stairwell to leave the building.
- Do not use the elevator.
- Alert security when at the front desk.
- Call 911 once you reach a safe location. Do not assume the fire has been reported unless firefighters are on the scene.
- Notify the firefighters if anyone is unaccounted for

IF YOU HEAR AN ALARM AND THE FIRE IS NOT IN YOUR APARTMENT:

- Stay inside your apartment and listen for instructions from security personnel. Security will make announcements over the public address (PA) system to notify residents where an alarm has been activated and who should evacuate.
- 55th Street was built to prevent the spread of fire (this is why doors cannot be propped). Full evacuations are rarely necessary. If an alarm is activated on a floor, security will make an announcement to evacuate the:
 - Floor of the activated alarm
 - Floor above
 - Floor below

IF THE FIRE IS NOT IN YOUR APARTMENT/SUITE, BUT YOU MUST EVACUATE:

- First feel your apartment door and doorknob for heat. If they are not hot, open the door slightly and check the hallway for smoke, heat, or fire.
- If you can exit your apartment safely, follow the instructions above for “IF A FIRE IS IN YOUR APARTMENT/SUITE.”
- If you cannot safely exit your apartment or building, call 911 and tell them your address, floor, apartment number, and the number of people in your apartment.
- Seal the doors to your apartment with wet towels or sheets, and seal air ducts or other openings where smoke may enter.
- Open windows a few inches unless flames and smoke are coming from below.
- Do not break any windows.
- If conditions in the apartment appear life threatening, open a window, and wave a towel or sheet to attract the attention of firefighters.
- If smoke conditions worsen before help arrives, get down on the floor and take short breaths through your nose. If possible, retreat away from the source of smoke, heat, or fire.

IF YOU EVACUATE: Assemble at least 150 feet from the building, please walk towards 3rd Avenue past the parking garage. Do not block the Fire Department’s access to the residence hall. Maintain absolute silence so instructions can be heard. Wait until the appropriate officials indicate that you can re-enter the building.

All alarms will sound building wide. Listen for notice of where the alarm is coming from and who should evacuate.

Students who do not vacate when instructed, do not vacate when instructed in a timely manner, use elevators, or who return into the building during a drill or alarm will be subject to disciplinary action through the Office of Student Conduct and Conflict Resolution.

OFFICE OF PREVENTION AND EDUCATION AT NORTHEASTERN (OPEN)

617.373.4459 (voice)

OPEN@northeastern.edu (email)

<https://open.northeastern.edu/>

OPEN promotes a safer, healthier Northeastern community. We provide education, prevention initiatives, and resources on alcohol and other drugs, sexual violence, sexual health, and wellness.

Meet with OPEN

All meetings with OPEN are free, non-judgmental, and confidential. To set up an appointment for any of the following services, fill out this form. Meetings can be completed virtually or in-person.

Alcohol and Other Drug Check-Ins

- OPEN provides check-in services related to alcohol, cannabis, and other drug use.
- During a check-in, you can discuss your alcohol, cannabis, and/or other drug use, receive personalized feedback, and develop strategies to help you make informed decisions.

OPEN's Sexual Violence Resource Center

- OPEN's Sexual Violence Resource Center (SVRC) provides trauma-informed support services to Northeastern students who have experienced any form of sexual violence (i.e., sexual assault, sexual harassment, sexual exploitation, domestic/dating violence, and/or stalking).
- Additional resources for students who have experienced sexual violence can be found on OPEN's website.

OPEN's Services for Accused Students

- OPEN's Confidential Resource Advising (CRA) Services provide support and resource navigation for Northeastern students accused of any form of sexual violence, dating violence, or stalking.
- Additional resources and educational opportunities for students accused of harm can be found on OPEN's website.

Community Consultation Services

OPEN's [Community Consultation services](#) offer confidential guidance to Northeastern students and employees on substance use, sexual violence, and wellness, including how to support peers, navigate concerns within student organizations, and promote community health.

Peer Education and Online Modules

- OPEN's Husky to Husky Peer Educators focus on wellness, mental health, stress, alcohol education, and sexual health. Our peer educators work to bridge the gap between students and services through tabling, presentations, programming, and more.
- OPEN's Sexual Violence Prevention Educators facilitate OPEN's Up2Us: Bystander Intervention program, a sexual assault prevention program that educates students on how to recognize warning signs of sexual violence, identify intervention strategies, and take action in safe and effective ways.
- OPEN offers online modules on topics related to alcohol and other drugs, sexual violence, consent, and bystander intervention. The modules are self-enrollable and available via Canvas. View the modules [here](#).

COUNSELING AND WELLNESS CENTER (CWC)

352 Nugent Hall

212.774.0727

NYC-counseling@northeastern.edu (email)

Please visit the website for hours, including dedicated drop-in hours for mental health support.

Counseling and Wellness Center (CWC) offers confidential medical and mental health care to Northeastern students. There is no cost for appointments at CWC, though students may incur charges for certain lab services through LabCorp. To protect personal and community health, all students must be fully immunized before arriving on campus, in line with state and local regulations. Visit the CWC website for up-to-date hours of operation and additional service information.

Learn More About CWC

Visit <https://uhcs.northeastern.edu> for additional information including:

- Services: <https://uhcs.northeastern.edu/services/>
- 24/7 Urgent Mental Health Support: <https://healthandwellness.northeastern.edu/urgent-support/>
- Unlimited free counseling sessions through Uwill: <https://app.uwill.com>
- Vaccine and Health Requirements: <https://healthandwellness.northeastern.edu/documentation-of-immunity/>
- Medical Leave of Absence (MLOA): <https://healthandwellness.northeastern.edu/application-process/>

24-hour Mental Health Support

[Find@Northeastern](#) provides full-time students across the Global University System with a suite of mental health resources including:

- Confidential 24/7 urgent mental health support: 877.233.9477 (US), 855.229.8797 (Canada), or +1.781.457.7777 (International)
- Unlimited free counseling sessions through Uwill
- Free access to the Headspace mindfulness app
- Togetherall, a moderated peer-to-peer support platform

DOW ZANGHI STUDENT HEALTH CENTER

231 E 55TH STREET

NYC-health@northeastern.edu (email)

Thursdays from 9 am - 5 pm

After Hours & Urgent Care

When the Health Center is closed, or for urgent (non-emergency) medical issues, students may visit a [Mount Sinai location](#) or [CityMD](#). Visit the links for the full, up-to-date list of locations and hours near you. Students may also see a provider virtually through [Mount Sinai Virtual Urgent Care](#) (available in New York and Florida).

Note: these services are not free. Students must use their health insurance or pay out of pocket. We recommend calling ahead to confirm hours and availability.

NORTHEASTERN UNIVERSITY STUDENT HEALTH PLAN (NUSHP)

All undergraduate students are automatically enrolled in NUSHP every academic year. NUSHP is a comprehensive, affordable health plan that provides excellent nationwide and international coverage, ensuring that you have access to quality healthcare from any location.

If you have an existing health plan that provides comparable coverage, you may submit a waiver request to opt out of NUSHP. You can find more information about [the waiver process here](#). **The fall 2026 deadline to submit the waiver is September 30, 2026.** Students will not have access to the waiver until after they have received their fall semester bill. Please review the NUSHP website for more information about the waiver process.

For more details, please visit the [NUSHP website](#), where you can find information including [coverage benefits](#), [costs](#), and [how to utilize insurance in the United States](#).

WE CARE

617.373.7591 (voice)

wecare@northeastern.edu (email)

<https://studentlife.northeastern.edu/we-care/>

The We Care Office assists students who are experiencing unexpected challenges to maintain their academic progress. The staff works with students to help them understand and explore their options, which may involve explaining university policy, providing resources and referrals, and coordinating among university offices. Additionally, We Care provides guidance to faculty and staff in identifying Northeastern resources and policies to help students succeed.

DISABILITY ACCESS SERVICES

Disability Access Services (DAS)

3rd Floor Nugent Hall

617.373.2675 (voice)

617.373.7800 (fax)

Relay 711 (TTY)

DASNYC@northeastern.edu (email)

<https://disabilityaccessservices.sites.northeastern.edu/>

Medical needs requiring housing accommodations:

In accordance with the Americans with Disabilities Act (ADA 1990), Northeastern University seeks to provide equal access to its programs, services, and activities. If you need housing accommodations, please contact Disability Access Services

(<https://disabilityaccessservices.northeastern.edu/>) as soon as possible to make appropriate arrangements. In order to receive housing accommodations, the University requires that you provide documentation of your disabilities to DAS so that they may identify if/what accommodations may be necessary and arrange with Housing and Residential Life to provide the accommodations. Please be aware that this process can take 3 to 4 weeks to review; we encourage all students to start this process prior to the start of the semester. Any approvals made after the start of the term are subject to housing availability. Please see the Accommodations webpage for further information:

<https://housing.northeastern.edu//housingaccommodations/>

Service Dogs and Emotional Support Animals:

Persons with documented disabilities who are requesting to bring a service dog or other emotional support animal must contact and submit appropriate documentation to

Disability Access Services prior to the animal being moved into University Housing. Students with an approved service dog or emotional support animals are required to follow the expectations and instructions pertaining to their animal as communicated by Disability Access Services. Students will also be required to get an ID sticker for the approved animal to be placed on the student's Husky Card.

Please also reference the Policy on Animals on Campus, which can be found here:
<https://policies.northeastern.edu/policy610/>

OFFICE FOR UNIVERSITY EQUITY AND COMPLIANCE (OUEC)

617.373.4644 (voice)
ouec@northeastern.edu (email)
www.northeastern.edu/ouec

Northeastern University is committed to providing a living, learning, and work environment that is safe and free from discrimination and harassment. Northeastern University is an equal opportunity/affirmative action/Title IX educational institution and employer. At the Office for University Equity and Compliance (OUEC), staff lead efforts to maintain the University's compliance with all federal, state, and local laws pertaining to anti-discrimination, the Americans with Disabilities Act, and Title IX. The OUEC is responsible for responding to and resolving all complaints of discrimination, sexual violence, and retaliation at Northeastern. The Assistant Vice President for University Equity and Compliance / Title IX Coordinator coordinates the University's response to complaints involving all forms of discrimination.

Anyone who experiences or witnesses discriminatory conduct is strongly encouraged to report the matter immediately to the OUEC using the online [Discriminatory Complaint Form](#). All employees (excluding Confidential Employees), are considered "Mandatory University Reporters" including faculty, staff and student workers who assume roles which other students may reasonably believe obligate that student worker to report allegations of a Prohibited Offense. This includes but is not limited to Resident Assistants in Residential Life, Graduate Research Assistants or Teaching Assistants. Mandatory University Reporters are required to immediately report allegations of Sexual and Gender- Based Harassment and Title IX Prohibited Offenses and other allegations of discrimination to OUEC. Only those individuals who are statutorily prohibited from reporting, such as health professionals from UHCS and spiritual advisors or clergy, as well as OPEN's Sexual Violence Resource Center (SVRC), do not have a duty to report all incidents without the release of the student. As such, any reports of sexual misconduct made to faculty or staff

will be directed to the Title IX Coordinator who will respond accordingly. The University's policies strictly prohibit retaliation against an individual for reporting perceived discrimination or participating in a resulting resolution procedure through the OUEC, including Informal Resolutions.

RESIDENTIAL STUDENT RESOURCES

LIVING WITH A ROOMMATE, CONFLICTS, AND ROOM CHANGES

The majority of students share a bedroom, bathroom, kitchen, and/or common space with one or more roommates. Once you receive your room assignment, you can find your roommate's name(s) and Husky email(s) in your Housing Online portal. We strongly encourage you to contact your roommate(s) through their email. Although you may be able to find your roommate on social media, not every student may have social media accounts or may not be comfortable connecting through social media. Breaking the ice and starting to communicate before move-in will allow you to begin the process of getting to know one another and ease any anxieties you may have about sharing your space. Once you have started to build a relationship, you can start to discuss expectations on cleanliness, sharing of items, how you will share your room, and much more.

After moving in, you will complete a roommate agreement that outlines these expectations. All residential students are required to complete the formal agreement. Each roommate should approach the agreement with an open mind and clearly communicate the aspects of common living that are most important to them. You should revisit these expectations on an as-needed basis, as your habits, expectations, and preferences may change over time.

If you are having a roommate conflict, it is important to address it immediately with one another. Students are encouraged to collaborate with their roommates to find solutions to concerns. If you need assistance or guidance approaching your roommate, your Resident Assistant can assist by practicing talking points or joining the conversation. Residential Life staff of all levels will work with you and your roommates to navigate conflicts. All attempts to resolve conflict so that roommates can maintain a respectful living environment will be explored prior to considering requests to change your room. Residents are expected to engage in respectful communication and to participate in good-faith efforts to resolve shared living concerns. This includes responding to reasonable attempts to discuss concerns, participating in roommate or community agreements when requested, and working with Residential Life staff to address conflict affecting the living environment. A room change is not an automatic solution to interpersonal conflict and may not be

considered until reasonable conflict resolution efforts have occurred, unless immediate and direct health, safety, or other significant concerns require a different response

HUSKY CARD SERVICES

617.373.8740 (voice)

huskycard@northeastern.edu (email)

www.northeastern.edu/huskycard/

Husky Card Services manages all services associated with the Husky Card at Northeastern University. The Husky Card is the official identification card at Northeastern University and is issued to students, faculty, staff, alumni, contractors, conference attendees, and more.

Along with identification, the Husky Card is also used for building/residence hall access, parking, printing, vending, dining services, library book check-out, discounts and more. For more information about dining plans, including Dining Dollars, please see <https://huskycard.northeastern.edu/nycdiningplans>. Please note that no cash withdrawals are permitted with a Husky Card.

For more information about [Husky Card](#) Services, accepted vendors, and FAQs visit: <https://www.northeastern.edu/huskycard/>.

In addition to the on-campus dining locations, Northeastern University New York City special partnership with Grubhub allows students to order from participating restaurants on the Grubhub app using their Dining Dollars, credit, or debit cards. Students must follow all Grubhub policies. Violation of Grubhub policies can result in the Grubhub account being placed on probation or banned. If a Grubhub account is banned for violation, Northeastern University New York City cannot remove the ban for a student. Students banned from Grubhub will be limited to using their dining dollars to on-campus locations.

Students must meet the delivery person outside to get food. Food is unable to be left at the desk. Food left at the desk will be disposed of within an hour.

Lost Husky Card

If a student loses their Husky Card, they can get a replacement for a \$25 fee. If a student's Husky Card is malfunctioning, the student can get a replacement card for free as long as

the student brings the malfunctioning card to Carson Hall Security Desk. If a Husky Card is stolen, the replacement fee may be waived by providing a police report or case number in writing from the agency of record via email to huskycard@northeastern.edu.

MEAL PLAN

Please refer to the [Residence Hall and Dining License Agreement](#) and the Husky Card Services website, <https://www.northeastern.edu/huskycard>, for meal plan options and applicable restrictions. Students living in University Housing are subject to minimum meal plan requirements based on class year and assignment status.

FREE PRINT ALLOWANCE

Northeastern University offers all students a free printing allowance. The free printing allowance can be used at the printers in residence halls, Library, and various other locations throughout campus. The printing allowance is an administrative account stored on your Husky Card and is non-refundable and non-transferrable. For more information, please visit: www.northeastern.edu/huskycard/services/print-allowance/.

LAUNDRY

Northeastern University New York City offers students living in University Housing access to both washers and dryers within university-operated laundry facilities. The cost of laundry services is posted on each machine and/or in the Hercules app. The machines within these facilities are owned and serviced by a third-party vendor, who is responsible for maintenance, repair and replacement of the machines as appropriate.

- The University is not responsible for any personal belongings left unattended.
- Please see instructions in laundry rooms that detail proper laundry machine usage or consult building staff with any questions.
 - Washing machines cannot be used to dye clothing.
 - Students who damage laundry machines through improper use may be referred to the Office of Student Conduct and Conflict Resolution for disciplinary action, including being held responsible for the cost of repairs.
- To resolve issues regarding laundry, please contact Hercules via the appropriate contact information posted on the laundry room signage and the individual machines. Building staff can assist with navigating specific inquiries and concerns.

General Laundry Rules:

- Clothing left unattended at the end of a cycle can be removed by someone waiting for a machine.
- You should use your own laundry basket to bring clothes to and from your room.
- Clothing left unattended for 24 hours will be considered abandoned property and thrown away.
- It is expected that all residents will respect the property of others and not damage or take items belonging to another person.

BUILDING ACCESS

CBORD (Keyless Lock System): CBORD is a keyless lock system used in university-owned buildings in which a student's Husky Card and 4-digit pin gives access to a student's building. Residents needing to access the residence hall must use their Husky Card on the external card reader to open the door. Find more information about [CBORD here](#). General access information can be found [here](#).

- Lockouts: Students are responsible for carrying their key(s) and Husky Card at all times. If a student is locked out of their room, they should follow the instructions below.
 - Mondays –Thursdays at 8:30p.m. - 7:00 a.m., and Weekends starting at Friday at 8:30 p.m. through Monday at 7:00 a.m. will contact the RA-on-call
 - Outside those hours, residents will need to go to the Security front desk to report a lockout. A Housing and Residential staff member will be contacted to perform the lockout.
 - If the lockout is during a time when the office is closed and no staff member is on duty, students may not be able to gain access to their room until the building RA office is open or the staff member on duty is available.
 - It can be up to a two-hour wait. Off-duty staff members are not obligated to respond to a lockout. Students who repeatedly require staff to open doors will face disciplinary action and/or fines.

Religious Accommodations for Building Access

Northeastern University will review requests for reasonable accommodations related to religious observance, including requests for an alternate building access procedure.

Students seeking an alternative access procedure should submit a request via this form a minimum of 7 business days in advance of any requested start date: [Access Request](#). Any approved accommodation will apply to the residence hall in which the student resides and will not authorize access to other residence halls or guest access for non-residents.

Students with an approved accommodation must follow the expectations and instructions as communicated by Housing and Residential Life, and the Security Office. Any approved accommodation must be renewed each semester.

Husky Card Replacement Locations and Hours

Department Name	Services Available	Hours of Operation	Contact Information
Husky Card Services	New cards & replacement cards.	Typical business hours: Carson Security Desk Monday-Friday 8:30 a.m.- 4:30p.m. Please check website and email communications for updated hours: https://www.northeastern.edu/huskycard/ Carson Security Desk Monday – Friday 4:30 p.m. - 11:00 p.m. and Saturday and Sunday 9:00 a.m. - 11:00 p.m.	

RESIDENTIAL MAIL (ResMail)

55th Street Residence Hall:

Student Name

Mail ID #

231 E 55th Street
New York, NY 10022

ResMail services students living in University Housing. For more [information](#) related to services, where to address your packages, and forwarding your mail, visit:
<https://mailservices.sites.northeastern.edu/faqs/>.

TECHNOLOGY AND COMPUTING

IT Service Desk

617.373.4357 (voice)

help@northeastern.edu (email)

<https://service.northeastern.edu/tech>

IT Services offers 24/7 technology support through the Tech Service Portal (service.northeastern.edu/tech), including live chat assistance. Help is also available via email and phone, and in-person at Snell Library. Some of the on-campus technologies that IT provides include:

- **Internet:** Wireless and wired high-speed networks are available in the residence halls and are designed to be as compatible as possible with a wide variety of devices. To maintain secure internet access, some of these networks require students to register their devices annually to connect.

For more information on networks and other key technology resources in the residence halls, visit Northeastern's student technology guide, connect-to-tech.northeastern.edu/students/.

FITNESS CENTER

The fitness center is located on the 2nd floor across the laundry room of the 55th Street Residence Hall. Residents will have 24-hour access to the fitness center. Gym facilities are not accessible to students when the building is closed or to non-residents of 55th Street.

As courtesy to others, please keep your machine use to 30 minutes when others are waiting. Gym equipment cannot be used outside of the gym and should not be removed from the fitness center. There may be times throughout the year the fitness center will have adjusted hours or be closed; adequate notice will be provided during these occasions

when possible. The fitness center is open to residents of the building in which the fitness center resides.

Fitness Center Member Conduct:

- No cell phone or camera use is allowed in the facility, and residents should not take videos or photograph anyone using the Fitness Center.
- Personal trainers are not authorized and may not train residents within the fitness center. If found doing so, the trainer and resident may lose access privileges.
- No smoking, drugs, or alcohol are permitted, and residents may not use equipment while under the influence.
- No loud and/or abusive language.
- No vandalizing or defacing materials or property including equipment, furniture, walls or any other aspect of the Fitness Center. If residents are found tampering with any equipment, they will be charged with fees associated with repairs.
- Residents should not remove materials, equipment, or property from the Fitness Center without authorization.
- Indecent exposure, voyeurism, exhibitionism, or other lewd and lascivious acts are not allowed.
- Residents must wear a shirt and closed-toed athletic shoes for hygiene purposes.
- Skateboards, in-line skates, roller skates, scooters or other sports equipment are not allowed within the facility.
- Sleeping in the Fitness Center is not permitted.
- Everyone must clean up after oneself while using any part of the facility; this includes wiping down any and all machines after use.