



TEXAS A&M
UNIVERSITY
CORPUS
CHRISTI

ISLANDER
HOUSING

MIRAMAR & MOMENTUM VILLAGE

Resident Handbook

Islander Housing at
Texas A&M University-Corpus Christi

www.housing.tamucc.edu

Welcome Home!



MIRAMAR & MOMENTUM VILLAGE

Resident Handbook
2024-2025

Islander Housing at Texas A&M University - Corpus Christi
housing.tamucc.edu



Welcome home to Islander Housing! Our staff are excited to establish relationships with you as we build community and make memories together.

The Resident Handbook provides you with information that you must know for all members of our community to have the best residential experience.

You are expected to understand and comply with the Student Code of Conduct, the Resident Handbook and all applicable local, state, and/or federal laws. Community expectations, standards, and regulations are subject to change by posting the alterations throughout the community and online. The most current Student Code of Conduct can be found on the Dean of Students page of the University website.

All Islanders are expected to treat one another, the physical facilities, and the landscape with respect and dignity to ensure that we create and maintain a safe and welcoming community where everyone feels a sense of belonging.

Please get to know your Resident Assistant (RA) and all the Islander Housing staff. We want to answer your questions, hear your concerns, and celebrate your successes!

Have a great year!

Sincerely,

Dr. Levi Esses
Assistant Vice President for Student Life
Division of Student Engagement and Success

IMPORTANT CONTACT INFORMATION

Housing

TAMU-CC Islander Housing Office	housing.tamucc.edu	361.825.4663
Miramar Front Desk	housing@tamucc.edu	361.825.5000
Miarmar Fax		361.825.5001
Miramar After Hours On-Call (Apt)		361.244.8316
Miramar After Hours On-Call (Res-Hall)		361.244.8269
Momentum Village Front Desk	housing@tamucc.edu	361.825.6200
Momentum Village Fax		361.825.4839
Momentum Village After Hours On-Call		361.446.3972

Campus Safety

TAMU-CC Police Department	police.tamucc.edu	361.825.4444
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Help Desk Numbers

ResNet (Apogee) Internet	tamucc.apogee.us	833.493.4886
Caldwell and Gregory (All Laundry) <i>Report machine concerns</i>	www.caldwellandgregory.com	800.927.9274

Campus Offices and Resources

Academic Testing	testing.tamucc.edu	361.825.2334
Campus Store	www.bkstr.com/texasamcorpuschrististore/home	361.825.2603
Career Services	career-services.tamucc.edu	361.825.2628
CASA	casa.tamucc.edu	361.825.5933
Counseling Center	counseling.tamucc.edu	361.244.2703
Islander Housing	housing.tamucc.edu	361.825.4663
Disability Services	disabilityservices.tamucc.edu	361.825.5816
Financial Aid	ofsa.tamucc.edu	361.446.2338
Health Center	healthcenter.tamucc.edu	361.825.2601
IT Help Desk	it.tamucc.edu	361.825.2692
Library	library.tamucc.edu	361.825.2340
Registrar	registrar.tamucc.edu	361.825.7245
Student Activities & Greek Life	studentactivities.tamucc.edu	361.825.2707
Student Government Association	sga.tamucc.edu	361.825.5745
Veterans Affairs	vets.tamucc.edu	361.825.2331
Welcome Center	tour.tamucc.edu	361.825.8687



ISLANDER
HOUSING

MIRAMAR & MOMENTUM VILLAGE

*Community
Standards
of Conduct*

Community Standards of Conduct

TAMU-CC students are responsible for abiding by the Student Code of Conduct, a set of rules that protects the people and property within the TAMU-CC community. This code applies to all registered students and registered student organizations while they are on TAMU-CC premises or while they are attending TAMU-CC sponsored events. A copy of the University Student Code of Conduct is available online here.

Islander Housing policies and procedures have been established to ensure residents' safety and well-being in the effort to foster a positive educational experience. They can be found in the Rules and Regulations section of the Student Housing Contract. We expect all residents to read the Student Housing Contract and adhere to the policies and procedures outlined within it. Islander Housing reserves the right to change, amend or modify any of these policies at any time. Implementation of such policy will begin after notice has been reasonably attempted.

Resident Rights and Responsibilities

Resident's Rights

- The opportunity to study and relax in one's room without undue interference.
- A clean and safe environment in which to live.
- To live at Miramar or Momentum Village free of fear of intimidation and physical and emotional harm.

Resident's Responsibilities

- Resolve personal and community issues in a calm and diplomatic manner.
- Treat fellow residents and Islander Housing staff with respect, consideration, and cooperation.
- Understand and comply with all TAMU-CC and Islander Housing policies and regulations.
- Commit to maintaining a safe environment at Miramar and Momentum Village.
- Respect community property and each other's belongings.
- Regard every resident with personal dignity and report incidents of discrimination or harassment to the Islander Housing staff.
- Show respect through appropriate language and actions.



TEXAS A&M
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ISLANDER
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MIRAMAR & MOMENTUM VILLAGE

*Policies,
Rules,
& Regulations*

Community Standards of Conduct

The following rules and regulations are intended as clarifications and additions to the rules and regulations outlined in the TAMU-CC Student Code of Conduct (reference Article I - Jurisdiction, #5 - Islander Housing). In addition, you are expected to comply with all University rules and regulations, as well as State and Federal laws.

Islander Housing residents and their guests are responsible for knowing and adhering to the policies and procedures set forth by TAMU-CC [Student Code of Conduct](#) and this Resident Handbook. Policy violations will be reviewed and adjudicated in a manner pursuant with TAMU-CC's educational and community goals. Potential violations of the Student Code of Conduct that occur within Islander Housing will be documented and forwarded to the TAMU-CC Office of Student Conduct and Advocacy (OSCA). OSCA will determine if the involved student(s) will be charged with a Student Code of Conduct Violation. Students can receive a sanction that impacts their residency within Islander Housing and their standing as a student at TAMU-CC.

Community Meetings: There will be occasional mandatory Community Meetings. All residents will be notified of mandatory meetings via their TAMU-CC Islander email. Non-attendance to these meetings may result in failure to obtain necessary and relevant information regarding Islander Housing. Residents that fail to attend these meetings will still be responsible for acquiring the information from their designated Resident Assistant or another member of the of the Islander Housing staff.

Damages

Unit Condition Form: When moving into a new unit, it's essential to fill out a Unit Condition Form. This online form provides an official record of the unit's state upon your arrival, noting any existing damage or issues.

Damage Assessment: When a student moves-out of a room, the Islander Housing staff will review the Unit Condition Report completed at the time of the resident's move-in. Once the move-out is complete, the Islander Housing staff will thoroughly assess the room for final damages. In general, roommates will split the cost of all damages in the common area, unless one roommate takes full responsibility at the time of check-out.

Room Damages: A resident is financial responsible for all damages to the housing facilities resulting from negligence and misuse. When individual responsibility can be clearly established, charges will be administered appropriately. This includes, but is not limited to, damages from electrical appliances, personal belongings, adhesives, nails, tacks, and vandalism. In addition, acts of vandalism will be referred to OSCA for possible sanctions in addition to financial restitution.

Common Area Damages: All residents of a floor or apartment are responsible and accountable for all damages to the public areas of their floor or apartment resulting from negligence and misuse. Residents should identify the people responsible for the damage when they are known and provide that information to Staff. In addition, acts of vandalism will be referred to OSCA for possible sanctions in addition to financial restitution.

Appeals: Whenever damages are assessed, residents will have the right to appeal damage charges 30 days after fees are accessed. Damage charge appeals need to be submitted in writing via email to housing@tamucc.edu and will be evaluated on a case by case basis. Please be as detailed as possible in your description of the appeal.

Alcohol & Drug Policy

Alcohol: No person may sell, furnish, or give alcoholic beverages to a person under the age of 21, and no person under the age of 21 may purchase alcoholic beverages. It is unlawful for a person to possess alcoholic beverages on any street, or highway, or in any public place or in any place open to public view. Therefore, **Consistent with the Student Code of Conduct, Article III. Violations, #19, Alcohol, No one, regardless of age, may have an open container of alcohol in any public area, which includes, but is not limited to, apartment balconies and patios, lounges, study rooms, laundry rooms, parking lots, mini theater, basketball court, BBQ areas, courtyards, pools, jacuzzi, and all Islander Housing grounds.**

All residents and their guests must be 21 years of age to possess, transport, store, or consume alcohol. **Storage of alcohol in a room where a minor resides is prohibited.** This includes common areas such as kitchens and living rooms. Residents who are 21 or older may responsibly consume alcohol within the privacy of their own bedroom or apartment if there are no minors present.

Islander Housing staff will require persons to dispose of alcoholic beverages if the possession of the beverage is a violation of state law, the Student Code of Conduct, Islander Housing or University policy. Alcohol container collections and or displays (empty or unopened) are not permitted.

Kegs, including those that are empty or untapped, bulk sources of alcohol, or any item used for rapid consumption of alcohol, are not permitted in or around Islander Housing regardless of a resident's age. Any prohibited items may be confiscated, and documentation will be submitted to OSCA regarding the potential violation of the Code of Student Conduct.

Obvious intoxication is not appropriate in Islander Housing. Any resident under the influence of drugs and/or alcohol is responsible for their behavior, as well as the behavior of any guests. The inability to exercise care for one's own safety or the safety of others due in whole or part to alcohol or drug consumption will be documented and submitted to OSCA regarding the potential violation of the Code of Student Conduct.

Drugs: Federal law, state law, and University policy prohibit the solicitation, procurement, sale or manufacture of narcotics or controlled substances except as expressly permitted by law. **Consistent with the Student Code of Conduct, Article III. Violations, #18: Drugs, Islander Housing prohibits the possession of drug paraphernalia including, but not limited to, pipes, hookahs, bong, rollers, hash pipes, blow tubes, water pipes, etc.** If prohibited items are observed in an apartment, the items may be confiscated by the University Police Department, and/or documentation will be submitted to OSCA regarding the potential violation of the Code of Student Conduct. Any student known or suspected to be in possession, using or distributing drugs (including, but not limited to, marijuana) or drug-related paraphernalia, is subject to disciplinary action, in addition to possible immediate eviction from the housing facility through the TAMU-CC student conduct office and criminal action under state and federal law.

In the event of an alcohol-related emergency, always call 911. Do not leave the person of concern alone.

Islander Housing Policies

Animals: All animals must be approved and registered with Islander Housing (Momentum Village & Miramar Office). This can be started by visiting the Pet Request page in the Resident Portal. There is a per-semester pet fee of \$600 which will be reflected in S.A.I.L. Approved Pets are only allowed in buildings 9 and 11 at Momentum Village and buildings 8 and 9 at Miramar. Any animal that has not been approved and registered with Islander Housing will need to be removed from Islander Housing as directed by Islander Housing staff. Mistreating the registered animal will be a policy violation with conduct disciplinary action.

- All animals must be less than 35 lbs.
- Animals / Pets from guests are prohibited at Miramar & Momentum Village.
- Residents of both Miramar & Momentum Village are not allowed to pet-sit.
- Reptiles, birds, and insects are not allowed.

Failure to remove an unapproved animal in the time frame given to the resident will result in documentation as a violation of the Student Code of Conduct, Article III. Violations, #26: Failure to Comply. Charges will be issued for any damages and a charge of \$200 administration charge per animal will be issued to cover cleaning and treatment or fleas/pests if required. Islander Housing staff may contact the humane society or local authority to have the unauthorized animal removed.

The resident must submit a picture of their animal and vaccination record when required by local law. Proof that the animal has been registered with the City of Corpus Christi. Licenses protect the pet from being impounded if the pet is picked up by Animal Care Services. Refer to Article II Sec. 6-10 of the City of Corpus Christi ACS Ordinance on Licensing: <http://www.cctexas.com/services/animal-services/pay-pet-licenses>

No aggressive breeds are allowed on the premises. This includes but not limited to Pit Bulls, Chow Chows, Stafford Terriers, Rottweilers, German Shepherds, Doberman Pinschers, Akitas, Mastiffs, Great Danes, Alaskan Malamutes, Siberian Huskies, Shar Peis, Wolf-hybrids, Belgian Malinois, Great Pyrenees, any mixes containing these breeds, guard, or attack dogs.

Students are responsible for the actions/behaviors of their approved animal. Acts of aggression towards humans or other animals will not be tolerated and approval for the animal will be revoked with no refund of the semester pet fee. Residents with approved animals determined to be causing extensive or consistent damages to buildings, individual units, or Islander Housing grounds, and/or are causing nuisance with barking or other behaviors impacting the community, may have the approval revoked and the animal will need to be removed from Islander Housing within 24-hours.

Assistance & Emotional Support Animals: Islander Housing works in partnership with the Office of Disability Services to provide reasonable housing accommodations to students requesting Emotional Support and Assistance Animals, which are subject to all the same expectations of the Animal Policy, including being liable for any and all damages caused by the animal. Approved ESAs and Assistance Animals will have the semester pet fee of \$600 waived. Submit the request online: Disability Related Housing Accommodations.

Appliances: Residents may bring personal items to campus for use in their rooms, provided that such items do not endanger resident safety, restrict reasonable freedom of movement with a room's shared living space, and do not violate policy guidelines. All appliances must have Underwriter's Laboratory (UL) approval.

Cooking appliances without exposed heating elements, such as air fryers, are to be only used in kitchen spaces and use is strictly prohibited in residence hall rooms. The same restriction applies to toasters. Space heaters and cooking equipment with an open coil, including hot plates and grills, are not allowed under any

circumstances. While Instant Pots are permitted, they must be used correctly according to the manufacturer's guidelines. Additionally, portable washers and dryers are prohibited. **Currently, mini-fridges are allowed; however, starting in July 2025, only the mini-fridge provided in the unit will be permitted.**

Balconies and Patios (Miramar Apartments Only) : Only furniture designed for outdoor use is permitted on patios and balconies. Furniture owned/ provided by Islander Housing, interior furniture, clotheslines, laundry, boxes, trash, mops, surfing gear, and items deemed unsightly by Islander Housing staff are not permitted on balconies, patios, or other exterior areas. Fire code prohibits storage or use of barbecue grills in or on any building, walkway, stairway, patio or balcony. Projecting any objects from the window or balconies is prohibited. No items, signs, posters, or flags of any kind may be hung on the windows or balconies. The use of foil and other similar material over windows is not permitted. Window screens must remain permanently in place, if a screen is removed, a charge may be assessed to the student for a replacement. A \$25 charge will be assessed for each offense.

Bicycles, Roller Blades, Skate Boards, Long Boards, Scooters, and Hover boards: Bicycles brought to campus are not to be stored in resident rooms/apartments and should not be secured to buildings, under stairwells or any other structure than a designated bike rack. Bicycles may be removed from areas that are not assigned for them and a \$25.00 charge will be issued to the owner of the bicycle. Riding bikes, scooters, roller blading, long boarding, and skateboarding inside the interior spaces of Miramar and Momentum Village are prohibited. Hover boards are prohibited and will be confiscated. Any bike that is left on-campus after move-out will be removed and donated.

- **Stolen Bicycles:** Residents must contact the TAMU-CC Police Department to file an official report and should inform the respective housing office of the incident. Visit police.tamucc.edu for more information.

Community Responsibility: Everyone in a community has a responsibility to maintain the safety and well-being of the individuals in the community, to maintain the condition of the facility, and to take initiative and action if the violation of any policy should come to their attention. Concealment of violations negatively impacts the community. If concealment should occur, the resident may be considered an accomplice to the violation and be subject to disciplinary action. Report any violations to a Resident Assistant or to the property's front desk. Residents are held jointly responsible for the condition of their shared common areas.

Cooperation with Islander Housing and University Personnel: In accordance with the Student Code of Conduct, Article III. Violations, #26, Failure to Comply, residents and their guests must cooperate with and show respect for Islander Housing and TAMU-CC employees who are acting in the performance of their duties. This includes, but is not limited to, interactions with all Miramar and Momentum Village (both professional and student staff), facilities and housekeeping staff, and the University Police.

Providing false information, withholding information, interfering with staff while they are performing their duties, attempting to conceal policy violations by refusing to open the front door, noncompliance with verbal or written directives or sanctions, abusive language, or exhibiting abusive behavior towards staff will result in documentation being forwarded to the OSCA for investigation and adjudication.

Decorations & Electrical Equipment/Devices: All decorations must be of non-flammable or fire-retardant materials and may not cover or block exits, exit signs, lights, fire panels or fire extinguishers. Decorations and electrical equipment/devices must not be attached to any fire safety equipment, including sprinklers. No attachments can be made to the exterior of buildings. No articles are to be displayed in windows since the public views the facility from the outside. Tenants will be charged for damage caused by any affixation of decorations or electrical equipment/devices which marks or defaces the interior and/or exterior of any building. Seasonal decorations must be of a fire-retardant material. Live cut Christmas trees are prohibited for fire safety reasons.

Doors: Residents are not permitted to alter or add any additional locks, chains, or latches to their room or bathroom doors. Permanent stickers are not to be placed on resident doors. Tampering with communal doors is prohibited. Documentation will be submitted to OSCA regarding the potential violation of the Code of Student Conduct.

Disruptive Behavior: Any behavior that disrupts the community is considered disorderly, is prohibited, and cause for disciplinary action. Lewd conduct is also prohibited. Islander Housing staff can ask any resident or visitor to leave the premises if staff feels such action is necessary. This policy applies to, but is not limited to, the following list:

- **Throwing Objects:** Thrown objects may result in physical harm, property damage and an unclean environment. At no time shall any article be thrown or dropped from windows, roofs, or balconies; nor may they be thrown at people, vehicles, landscaping, or buildings.
- **Water Fights:** Water fights, water guns, water balloons, and water “horseplay” are prohibited. These activities may result in human injuries or damages to the facilities and furnishings.
- **Destruction and Defacing of Property:** Destruction and defacing of Miramar /Momentum Village, and University property and/or personal property will not be tolerated.
- **Sports:** Sports activities should take place in designated recreational areas only due to the potential for injury, common area damages and noise disturbance.
- **Elevators (Momentum Village):** Residents and their guests should conduct themselves in an orderly fashion when using the elevators. Residents and their guests should also take note of the maximum occupancy number posted within the elevator upon entering — the number of passengers within the elevator should never exceed the posted maximum occupancy number. Residents shall be held responsible for any elevator damages due to misuse and/or disorderly conduct.

Facilities Access: Access or attempted access to a window, bedroom, or facility without authorization is not permitted. Islander Housing residents may not reproduce keys provided to them by the property, loan keys to another party, manipulate locks or door handles to gain entry without a key, or misuse a key or electronic lock in any way.

Facility of Grounds Alterations: No additions, alterations, or defacing (temporary or permanent to the interior or exterior of any door, room, apartment furnishings, hallways, buildings, or the grounds can be made without prior written approval from the Islander Housing staff. Residents may not install fences, place signs, cultivate plants, or make other changes to the grounds without prior written approval. Any projects that alter the appearance or integrity of the facility, or present safety liabilities, are prohibited and may incur damage fees.

- Smoke detectors
- Elevators
- Fire hoses
- Pull stations
- Fire safety sprinklers
- Door/hardware/closing mechanisms
- Fire alarm systems
- Fire extinguishers
- Sprinkler system drainage systems

Fire Safety: All residents are required to evacuate at the sound of every fire alarm, unless notified by Islander Housing. Entry into the building is prohibited while an alarm is sounding. It is against IslanderHousing policy, University regulations, and Federal and State laws to tamper with any of the following items: Tampering with Fire Safety equipment is a serious matter that may jeopardize health and safety of all residents and fellow students. Tampering includes but is not limited to removing batteries from any alarm system, disconnecting wiring from any alarm system, muffling the sound of any alarm system, using tape or bags to cover any part of the fire system, and falsely activating any alarm system. **Tampering with any of the above,**

which results in a response from the local fire department, is in violation of state and local ordinances and are subject to disciplinary action including removal from Islander Housing, suspension or expulsion from the university, possible prosecution, and fines.

Fire Hazards: As observed by the Fire Marshall in the State of Texas, the following items are prohibited from your unit: daisy chain surge protectors, extension cords that do not have a built-in surge protector, candles, decorative/string lights, incense, multi-plug adapters, exposed wiring and other items that may have an open flame, heating element, or an open coil that glows orange. All violations will be documented and sent to Student Conduct and Community Standards and result in a possible removal from Islander Housing.

Furnishings: Furniture in lounges, living rooms, study rooms, community centers, outdoor barbeque grill areas, and other public areas are the property of Islander Housing and is for the use of all residents. Moving furniture from public areas to individual rooms or apartments is considered theft. The relocation of Islander Housing furniture or property from its intended location is prohibited. Window screens, desks, beds, and furnishings assigned to individual apartments or rooms, directional signs, amenity furniture, and equipment are not to be removed from their proper place, including moving apartment furniture to balconies. Waterbeds are also prohibited. All furniture must be fully assembled and in its proper place at move out. Maintenance will not remove furniture from the unit at the residents request in order for personal furniture to be brought in. Residents who need an accommodation for different furniture should apply through Disability Services. Charges appropriate to the amount of labor hours spent to correct violations may be issued the resident or residents of the unit.

Gambling: Gambling is prohibited at both Miramar and Momentum Village.

Guest Visitation: Occasionally, residents may wish to have a family member or friend visit or stay with them overnight. Each resident is responsible for the behavior of their guests while on site. Residents must always accompany their guests in common areas (lounges, pools, gyms, etc.) and in their unit. Guests should not be left in the resident's unit unattended at any time. Guests should not be in possession of or use a resident's keys without the resident's presence. The host must be a resident and must receive the permission of their roommates prior to inviting guests. Guests may not sleep in common areas.

Any situation involving disruptive behavior or frequent guests will be considered a policy violation and will be addressed by a staff member. Visitors who cause a disruption or violate policies are the responsibility of their host. Islander Housing has the right to restrict specific guests if they have been disruptive or have violated community or University policies. A resident's guest privileges may be suspended because of violation of guest policy:

- No more than 3 guests are allowed from 8 a.m. to 11 p.m., after 11p.m. only 1 guest is allowed per resident.
- All guest must be in possession of a state issued ID or TAMU-CC Sanddollar\$ ID while on the premises.
- Guests must always be escorted by the resident they are visiting and must not be left alone on property or inside any units.
- The resident is responsible for both informing their guest(s) of the policies and for the behavior of the guest(s) while visiting. Residents will be held accountable for any violations of their guests.
- Roommates must be notified in advance of a guest coming over and must agree upon the arrival of the guest as proscribed in each unit's roommate agreement.
- Lounges may not be used to provide overnight accommodations for guests.
- Residents are not permitted to babysit or nanny children in their unit or on property.
- Overnight guest(s) may not visit longer than three (3) consecutive days not to exceed three (3) times in one month, for a total of nine (9) days within a calendar month. If your guest has exceeded nine (9) days within a calendar month, you will receive a warning asking for your guest to be gone within a 24-hour

period. If the situation is not remedied, you will be in violation of your housing contract which could result in default of the housing contract.

Harassment & Sexual Misconduct: Texas A&M University-Corpus Christi (TAMU-CC) and Islander Housing are committed to ensuring an environment in which members of the University community, guests and visitors have the right to be free from harassment & sexual misconduct.

Harassment or intimidation of a roommate, another resident, another student, or any staff member with the threat of physical or emotional harm will not be tolerated. "Fighting words" are those personally abusive epithets that, when directly addressed to the ordinary citizen, are in the context used, as a matter of common knowledge, inherently likely to provoke a violent reaction.

Fighting words constitute harassment when their utterance creates a hostile and intimidating environment. Such words or actions include those widely recognized to victimize or stigmatize individuals based on age, race, gender, ethnicity, religion, class, sexual orientation, or ability. Those people involved in harassment will face disciplinary action up to and including eviction and may be referred to the Office of Student Conduct or other on-campus departments/organizations.

Sexual harassment is a form of sex discrimination under Title VII of the Civil Rights Act of 1964, Title IX of the Civil Rights Act of 1972, and the Texas Commission on Human Rights Act, Article 5221k, Vernon's Texas Civil Statutes, and it is illegal, and actionable under civil law. Sexual misconduct offenses include, but are not limited to:

- Sexual Harassment
- Non-Consensual Sexual Contact (or attempts to commit same)
- Non-Consensual Sexual Intercourse (or attempts to commit same)
- Sexual Exploitation

Sexual Harassment is unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it has the effect of unreasonably interfering with, denying or limiting someone's ability – physically or mentally –to participate in or benefit from the University's education program, services and/or activities.

Islander Housing will report any complaints of suspected harassment to the [Title IX](#) and Compliance Office for investigation. Upon completion of their investigation, the university may assign sanctions that could include but are not limited to removal from Islander Housing, suspension or expulsion.

Hazing: Hazing of any kind will not be tolerated. Hazing includes any act that causes, is likely to cause, or threatens physical harm or personal degradation or disgrace resulting in physical or mental harm to any student or person. Any reports of hazing will be reported to the Office of Student Conduct for investigation.

Housing Contract Charges:

Business Services Student Account Policies:

- The student accepts full responsibility to pay all housing charges and other associated costs assessed as a result of living on-campus.
- If payment is rejected by the bank, credit card company, or other financial institution, a returned item charge will be assessed for each instance in addition to other late charges.
- If enrollment is terminated on or after the first day of classes for any reason, by the student or the University, all unpaid housing charges are due and payable immediately.
- If the student fails to pay any monies due and owing Texas A&M University-Corpus Christi by the scheduled due date and fails to make acceptable payment arrangements to bring the account current,

the university may refer the delinquent account to a collection agency. If Texas A&M University-Corpus Christi refers the student account balance to a third party for collection, a collection fee will be assessed and will be due in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law, but not to exceed 30% of the amount outstanding. The delinquent account may be reported to one or more of the national credit bureaus.

- If the student fails to pay the student account bill or any monies due and owed to Texas A&M University-Corpus Christi by the scheduled due date, Texas A&M University will place a financial hold on the student account, preventing the student from registering for future classes, requesting transcripts or receiving a diploma.
- Financial aid received by the student will pay any and all charges assessed to the student account at Texas A&M University such as tuition, fees, campus housing, and meal plans, student health insurance, parking permits, service fees, fines, bookstore charges, or any other amount, in accordance with the terms of the aid.
- Financial Aid State 529 plans and third-party sponsors may not pay certain charges on the student account and the student will be responsible for ensuring that all payment is remitted for all charges on or before the due date.
- Administrative, clerical, or technical billing errors do not absolve the student of the financial responsibility to pay the correct amount of housing charges and other associated financial obligations assessed as a result of living on-campus at Texas A&M University-Corpus Christi.
- If a lawsuit is filed to recover an outstanding balance, the student will be responsible for all the costs associated with the lawsuit including court costs.
- Texas A&M University-Corpus Christi and its agents and contractors are authorized to contact the student at any current and any future cellular phone number(s), email address(es), or wireless device(s) regarding delinquent student account(s)/loan(s), any other debt owed to Texas A&M University-Corpus Christi. Texas A&M University-Corpus Christi and its agents and contractors are authorized to use automated telephone dialing equipment, artificial or prerecorded voice or text messages, and personal calls and emails, in their efforts to contact the student.

Process to Pay Housing Contract Fees:

- Housing fees will be due per semester and reflected in students' University Billing Statement listed on their S.A.I.L. account. Housing fees include the housing contract fee which is the full housing amount due per semester. For example, for a student living at Miramar in a 1-Bed/1-Bath Private residence hall space, their housing contract fee is \$3,975 per semester. Other housing contract fees include early move-in fees and housing contract cancellation fees.

Housing Contract Fees will be accessible and payable in S.A.I.L.

- Tuition and fees, mandatory meal plan, and semester housing contract fees for Fall 2024 are due by August 20, 2024, and accessible via students' S.A.I.L. account. Students will be able to start making payments mid-to-late July in S.A.I.L. for the Fall semester. If receiving financial aid funding, students will be able to utilize those funds for housing contract fees. However, all financial aid will first cover tuition, then university fees, followed by meal plans, and finally housing contract fees.

University Installment Plans are available:

- If needed, students may set up a University Installment Plan. For details on University Installment Payment Plans please click [here](#). Questions about installment plans can be directed to the TAMU-CC Business Office at business.office@tamucc.edu or by calling 361.825.2600 and select option #5.
- The University Installment Payment Plan is available to most students. The option provides students the opportunity to pay in installments with a 4-payment plan (25% due prior to the start of the semester with three more payments due throughout the semester of 25% each). A non-refundable processing fee of \$20.00 will be charged, and a late fee of \$25.00 will be added to each installment not received by the due date.

Incidental housing fees paid to Islander Housing:

- Incidental fees are to be paid directly to the students S.A.I.L account. Incidental fees include pet fee, lost key charges, and all other miscellaneous fees/fines.

Prior to July 2023 remaining balances:

- Any previous balances owed before July 2023 can be paid by money order or cashier's
- check to the Miramar Office. Please ensure your payment includes your account details for proper processing. If you have any questions or need assistance, contact the office directly.

Inappropriate Behavior: Behavior or acts that are unreasonably disruptive to orderly community living are prohibited. These include, but are not limited to, the following:

- Inappropriate calls or requests of fellow residents and/or Islander Housing staff.
- Inappropriate language (curse words, racial slurs, jokes about ethnicity, sexual orientation, religious background, etc.) in public areas of Miramar or Momentum Village.
- Appropriate dress is always required in public areas.
 - This includes the housing offices located near the pools.
- Disorderly conduct that is disruptive or may cause personal or physical injury to themselves or others, including but not limited to: physical altercations, bouncing balls, preventing others from studying or sleeping, horseplay, playing sports indoors (including skateboarding, long boarding, rollerblading, riding bikes, scooters, throwing Frisbees, etc.).

Keys: Keys/key fobs/SandDollarID are issued to the assigned occupants of a room.

- Residents are not to lend their room key or mail key to anyone.
- Lost or missing keys must be reported as soon as possible to Miramar or Momentum Village.
- Students who lose their keys will be charged \$75 for a lost sanddollar card or \$25 for key fobs.
- Keys shall not be duplicated other than by Miramar or Momentum Village staff.
- All keys must be surrendered to the Miramar or Momentum Village staff upon termination of the Housing Contract.

Liability: Islander Housing and its associated staff are not liable in any manner for any loss, injury or damage to residents or their personal belongings. Residents are strongly encouraged to purchase Renter's Insurance to cover any possible losses. Keep your doors locked and do not leave personal belongings both in Islander Housing spaces and within the greater campus..

Move-In: The Islander Housing staff works hard to provide a smooth transition to living on campus for all residents. Residents must provide a form of identification at the time of move-in, must have paid their housing contract semester charge, and must have completed all move-in paperwork to be allowed to pick up keys. Please follow all instructions from the Islander Housing staff during move-in day so that your experience is a positive one.

Early move in requests are on a case by case basis. Submit your request to housing@tamucc.edu and include the date you would like to move in, as well as the reasoning why you need to move-in early.

Move-Out: When checking out at any time during the year, residents must follow (and will be held accountable to) the appropriate move-out procedures as listed below. Any resident who does not comply with the appropriate move-out procedures as explained here or in the Move-Out Guide may be fined for failure to check-out properly.

- *Improper Move-Out / Hold Over Fee:*
 - If you still occupy the Premises after the Ending Date, the date contained in your Move- Out Notice, or the date on which we notify you to leave the Premises, you will owe us a hold over fee in the amount of \$200.00 per day for the extra time that you stay in the Premises (such sum is payable daily in advance).
- *Mid-year Move-out/ Graduating Residents:*
 - Residents who wish to vacate their current space at any point during the current Student Housing Agreement must provide 30-day notice to the Islander Housing staff. Staff will communicate with you regarding approval of your cancellation and will provide details for your move out process.
 - Cancellation After Contract Start Date - Any cancellation on or after the Contract start date will include loss of application fee and forfeiture of security deposit in addition to a charge of \$1,000.
- *End of Student Housing Agreement Move-Out:*
 - Towards the end of the Student Housing Agreement, residents will receive information on proper procedures for move-out. Residents will have until 12pm to move-out on the day of Move-out.

Noise: A reasonable level of noise is expected any time individuals live together in a community, which includes noise from walking, vacuuming, or other 'life noises'. However, common noise must not impede the ability of others to function effectively. Quiet hours have been established to support the creation of an environment conducive to sleep and study. Regardless of stated quiet hours, the right to quiet supersedes the privilege to make noise. Islander Housing staff members will be responsible for determining whether the noise level is reasonable in the event of a complaint.

Any resident may request that any other resident or group cease any activity that is interfering with the ability to study, rest or quietly enjoy the community, unless it is a pre-approved and pre-publicized event. Staff encourages residents to first address noise issues on an individual level before requesting staff assistance. Music, musical instruments, television, loud talking, sports equipment, bass, sub- woofers, or events that can be heard in another resident's room or apartment can be considered too loud, regardless of the time of day. Residents may not direct stereo speakers or other amplification devices out of open windows. Violation of the Noise Policy will result in documentation and will be submitted to OSCA regarding the potential violation of the Code of Student Conduct.

Quiet Hours: As stated in your housing contract, "All tenants shall comply with quiet hours and courtesy hours in the community as posted and shall comply with all rules and regulations as posted from time to time for use of the recreational areas. This includes, but is not limited to the basketball court, volleyball court, and all courtyard areas." Quiet hours are times where excessive noise is prohibited. Quiet hours are from Sunday through Thursday 11 p.m. - 8 a.m., and Friday through Saturday Midnight – 8 a.m. Residents are required to observe quiet hours to prevent disturbance to other community members.

Painting: The painting of exterior and interior of all rooms in any Islander Housing building will be the sole responsibility of Islander Housing staff. Modifications to individual or public area rooms are not permitted. Responsible parties for any unauthorized painting or spray painting will be charged for the cost of labor and materials to re-paint and clean. Residents that adhere anything to their walls or doors that cause damage when removed may be charged to have the space repainted.

Personal Property: Miramar and Momentum Village reserve the right to remove any inappropriate or offensive items that are displayed on doors, walls or windows. No items, signs, or posters may be hung on the windows. If the resident removes or damages the window screen a charge of \$25.00 may be added to S.A.I.L for each offense. Painting on individual resident windows is also prohibited. No nails or stickers may be used on any doors.

Release from Housing Contract: Housing contract cancellation requests will need to be submitted by filling out the [Request to Terminate Form](#). Cancellation requests must be approved by the Islander Housing management team. Cancellation request requirements vary depending on the time of year of the request as outlined below:

- Prior to May 1 - No charge
- May 1 to May 31 - \$250
- June 1 to June 30 - \$500
- July 1 to July 31 - \$750
- August 1 to before the start of the contract - \$1,000
- Cancellation on or after the start of the contract - Payment due for days in room plus \$1,000

Students with extenuating circumstances can submit a [Cancellation Fee Waiver Request Form](#). Please note that submission of this form is not a guarantee for a waiver of the cancellation fees.

Right to Cancel: Islander Housing reserves the right to refuse admission or readmission to housing facilities or to cancel the Student Housing Agreement for the student's failure to meet University, Miramar and/or Momentum Village requirements, policies, or regulation or in the event of criminal action by civil authorities. Islander Housing and the greater university may invoke its right to cancel for reasons including, but not limited to, non-payment of fees due to Miramar, Momentum Village, or University from the previous term or outstanding debt to the University from the previous year for which provisions for payment have not been made.

Right of Entry: Islander Housing respect the rights of privacy of individuals. However, according to your housing contract, authorized personnel may enter apartments and resident rooms as follows: *"Tenant shall make the Premises available to Landlord, or its representatives, for the purposes of entering to make necessary or agreed repairs, decorations, alterations, or improvements, or to supply necessary or agreed services, or to show the Premises to prospective or actual purchasers, tenants, mortgages, lenders, appraisers or contractors. Landlord and Tenant agree that twenty-four (24) hours written notice shall be reasonable and sufficient notice. In the event of an emergency, or when Tenant has abandoned or surrendered the Premises, Landlord or its representatives may enter the Premises at any time without prior notice."*

Any maintenance requests placed by Islander Housing or the individual resident serves as notice for the occupants that a service provider will be entering their unit to preform the service. Residents who deny service after a request has been put in may be contacted by Islander Housing for follow-up. Repeated denials may result in a cancellation of service and documentation to the OSCA. In the case of an emergency, such as a fire or water leak, or should a staff member believe your immediate health or safety is at risk, an unscheduled entrance may occur to ensure the safety of all residents and to ensure the integrity of the building. After a service has been provided to the unit, residents may receive a hangtag on their door explaining the service that was provided.

Roofs & Ledges: For safety reasons, residents are not permitted on the roofs and windows at Miramar or Momentum Village. Items, such as plants, garbage, bottles, etc. should not be places on the window ledges. Documentation will be submitted to OSCA regarding the potential violation of the Code of Student Conduct.

Roommate Agreement: All residents who share a living space with other residents are required to complete a Roommate Agreement with their roommates/suitmates. Roommate Agreements are put in place to assist students living in a community environment. They often address things such as temperature in the units, cleaning responsibilities, conflict resolution, and any other items the roommates would like addressed. In the event of a roommate dispute or conflict, the Islander Housing staff reserves the right to revisit the current Roommate Agreement or complete a new one. Roommate Agreements are due two weeks after the semester starts in the Fall or when a new roommate moves in. Resident Assistants will follow-up with suites/apartments who have not completed their roommate agreement to ensure it is completed. Refusal to engage in roommate agreement conversations could result in documentation to the OSCA.

RAs will also check in with units throughout the semester to make sure the roommate agreement terms are still relevant. Any updates needed will need to be agreed upon by the entire unit and the edits will be made. Any residents who do not follow their established roommate agreement could be documented through the OSCA.

Roommate Concerns: All room and apartment assignments are final, and changes are made only under exceptional circumstances. If a conflict arises in your living situation, all those involved are expected to make their best effort to resolve the issue. If residents are unable to come to a resolution on their own, the next step is to contact their Resident Assistant for help. The RA will work with the involved parties to mediate the problem and will involve Residence Life staff members as needed.

Islander Housing reserves the right to relocate a resident temporarily or permanently if deemed necessary to resolve a conflict. If a resident is experiencing exceptional circumstances and wishes to change their housing assignment, the following guidelines apply:

- Individuals interested in a room transfer must first attempt to resolve the issue(s) with their roommate(s) independently as all residents are expected to communicate their concerns with their roommate(s) directly.
- If roommate issues persist, residents must communicate existing issues to their RA and with their assistance, work towards a resolution. A mediation session may be required before any room assignments are considered. A roommate mediation conversation will be scheduled with the unit's RA and/or a Residence Life Coordinator. If a new roommate agreement needs to be created or updates made to a previous agreement, those will be completed during that meeting. Refusal to meet by either party could result in documentation to the OSCA.
- Not all roommate mediations will result in a room transfer. Only in extreme circumstances will a room transfer be offered depending on availability.

If a move is granted, you may incur a room/unit transfer fee of \$250.00, your room keys must be returned, and your room/apartment must be inspected for damages and/or excessive wear and tear by an appropriate staff member.

Room transfer requests will not be processed before move-in and during the first two weeks after move-in, unless an urgent and compelling circumstance warrants it. Unauthorized room or apartment changes are not permitted. Residents in violation of this policy will be required to move back to their original room and are subject to disciplinary action and/or administrative assessments.

Note: Due to the updated room selection process, current and prospective residents will be responsible for selecting their own room and roommates. Once spaces become limited, Islander Housing reserves the right to limit current and prospective students from choosing their own space and may be placed with students on a waitlist if applicable.

Safety: Any dangerous behavior must be reported to your Resident Assistant or to the Islander Housing Office at Miramar or Momentum Village immediately and is subject to disciplinary action. The following are examples of dangerous activities, this is not an exhaustive list:

- Rooftops: No resident, or visitor, is permitted on any building's roof for any purpose. If any item is on the roof, please contact Islander Housing to assist you.
- Window screens: Window screens are not to be removed. Attempting to do so poses a security risk, may result in damage to the screen, and will also result in a replacement charge to the resident(s). Keeping your screen on your window will also decrease the likelihood of bugs and pests entering your unit.
- Throwing/dropping items from windows/balconies: Throwing or dropping anything from a window or balcony is prohibited, and will result in documentation through the OSCA.
- To ensure your safety and the safety of your property, it is strongly recommended that you keep your apartment door locked at all times.

Smoking: Islander Housing is completely smoke-free. Smoking is not permitted on campus or within Islander Housing. All resident and common area buildings are considered 100% non-smoking housing facilities. Smoking is always prohibited in the following areas but are not limited to:

- Inside ALL buildings (including, but not limited to, apartments and bedrooms)
- Inside all common areas: lounges, laundry rooms, community buildings, outdoor barbeques, study rooms, etc.
- On exterior stairwells, balconies, landings, patios, parking lots, sidewalks, walkways, breezeways, etc.
- Exterior recreation areas: pool areas, basketball court, courtyards, outdoor BBQ/lounge areas, etc.

All forms of tobacco including but not limited to cigarettes, cigars, pipes, hookah, smokeless tobacco and any act of using them is prohibited in Student Housing facilities and on the grounds. The use of E- Cigs/Vape juice/Vapes are also prohibited in Student Housing Facilities and surrounding areas. Students caught smoking inside any community indoor space will face disciplinary actions. Smoking inside is prohibited at all times in all housing areas. Smoking- including vaping- is NOT permitted in resident rooms. and will result in documentation through the Office of Student Conduct and Advocacy.

Posting: No posters, banners, or other signage may be attached to the exterior of buildings without prior approval from Islander Housing. Materials posted in non-designated areas will be removed. If you would like to advertise an event, all posters/flyers/advertisements must be approved by Student Activities and contain an approval stamp. Groups may not post their own advertisement around each property or flyer cars in residential areas. All posting must follow University posting policies and [Guidelines for Temporary Signage](#). Organizations must also get prior approval to chalk in any residential area by the Executive Director or designee. Any advertising from a non-university student organization or office will not be accepted and will be removed immediately.

Sales and Solicitation: To protect resident privacy, canvassing or solicitation of funds, sales, memberships, subscriptions, or distribution of literature is prohibited. Some of the bulletin boards may be used by TAMU-CC groups to advertise. If you or a TAMU-CC student organization is interested in the posting policy, please see the above section regarding posting. Individuals or groups may not act as vendors or sales agents or set up a business enterprise of any kind at Miramar or Momentum Village.

Individuals or groups who wish to distribute questionnaires or undertake other research projects involving residents or staff must contact the Executive Director for written permission. Requests should be made at least two weeks before the project begins for authorization. Violations of this policy may result in documentation to the OSCA.

Subletting: The Student Housing Agreement shall not be transferred or assigned to any other person than as named on the housing contract. If Islander Housing is made aware of a resident attempting to sublet their unit, they will be documented through the OSCA and potentially have their Housing Contract voided.

Theft: Respect for the property of Islander Housing, and others in the community is valued. The theft, conversion, damage, or destruction of any Miramar, Momentum Village, or others' property while on the premises is prohibited and could result in being documented through the OSCA. Any theft or damage to Islander Housing or University property could also result in the resident being charged for any associated costs of replacement or repair. Should anyone witness or experience any instance of theft, please contact TAMU-CC University Police Department at 361.825.4444 or your property's front desk immediately.

Unauthorized Roommate Changes: Residents who wish to change roommates must follow Miramar and Momentum Village guidelines and receive appropriate permission from the Islander Housing professional staff. If a room change occurs without this approval, all residents involved may be required to move back to their original rooms within 24 hours.

Unauthorized Entry: Unauthorized use of or tampering with any door in or around Miramar or Momentum Village is prohibited. It is prohibited to enter any Miramar or Momentum Village room/apartment that has not been assigned to you without being escorted by the resident of that unit. Guests should not be allowed into a resident's room without the resident present regardless of permission given by the resident. Roommates should also not enter their roommate's room or space without permission from the owner of that space.

Weapons: Students may NOT bring into Islander Housing, for any reason, any firearm (except as permitted by law) illegal knife, club, or any other weapon (not restricted to legal definitions) that may be hazardous to the health or safety of residents. This includes but is not limited to rifles (including drill rifles), pistols, shotguns, pellet guns, BB guns, taser/stun guns, bows and arrows, sling shots, martial arts weapons such as nun chucks or throwing stars, axes, machetes, swords, spears, switchblades, or knives with a blade 4 inches or longer. Islander Housing staff or University Police may confiscate these items. Any resident who is permitted by Texas law to carry a handgun and chooses to bring the handgun into their room/apartment must store his or her handgun and ammunition in a secured location within the residence. For information regarding safe rentals/purchases, visit <http://www.collegeproducts.com/tamucc>.

Residents found violating any part of this rule may be subject to both University and criminal charges and may be removed from University Islander Housing.

Other Policies: In addition to the policies outlined here, residents must fully abide by:

- All terms of the housing contract and any posted or distributed rules and regulations.
- University policies, outlined in the TAMU-CC Student Code of Conduct booklet.
- All Texas A&M rules and regulations
- All applicable state and federal laws.

In addition, the following items are prohibited from being used within Islander Housing or public area: airsoft guns, paintball guns, water guns and Nerf guns. These items may be stored in an the resident's closet or vehicle but may not be used anywhere on the Islander Housing grounds or within the buildings.



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**ISLANDER
HOUSING**

MIRAMAR & MOMENTUM VILLAGE

*Health
&
Safety*

Health & Safety

Elevator Emergencies (Momentum Village residents only): If you are stuck in the elevator or if the elevator doors open and you are stuck between floors, DO NOT ATTEMPT TO CLIMB OUT OF THE ELEVATOR. The elevator may start to operate again, and you could be seriously injured or killed. Follow directions as posted in each elevator. Use the emergency phone in the elevator to call for help. You will be directly connected to the TAMU-CC Police Department or elevator vendor. Residents in an elevator emergency should also contact the front desk during business hours or the RA on-call after hours.

Emergency Situations: Call 911 if you encounter a safety or medical emergency. Residents are encouraged to make responsible decisions and to seek medical attention in serious or life-threatening situations that result from alcohol and/or other drug abuse; students are encouraged to seek help for any situation where medical treatment is reasonably believed to be appropriate. In the event of an emergency, students should seek emergency assistance on behalf of themselves, another student, or a guest experiencing an alcohol and/or other drug-related emergency. As every situation is unique, matters involving student conduct will be considered on a case-by-case basis. If a safety or facility issue that does not require the police/medical attention arises, please contact your RA on Call.

Fire Alarm Evacuation: Become familiar with the evacuation plan for your apartment before a fire or other disaster occurs. Every alarm must be treated as a real emergency. Always evacuate a building when the alarm sounds. Upon discovery of a fire, alert others, leave the area and close all doors behind you. Please only pull the nearest fire alarm if there is smoke or active fire nearby and dial 911 to report the fire. The procedure for evacuation is as follows:

- Close your door and take your keys and animals (if applicable) with you. Exit the building immediately through the nearest and safest path.
- Once you are out of the building, go to the designated fire evacuation site for your building. For more specific areas, please visit your property's front desk or visit our [website](#). The general locations are the following:
 - Miramar Residents
 - All apartments – Hike & Bike Trail
 - Marina, Laguna, Coral & Pelican – Hike & Bike Trail
 - Surf, Jetty, Port, Harbor, Bayside, Compass, Anchor, Dolphin & Tarpon: Dining Hall (front)
 - Momentum Village Residents
 - Buildings 1-3: in the back-parking lot, just in front of the blue maintenance building
 - Buildings 8, 9 & 12: In the back-parking lot, across from Building 12 (out of the way of traffic).
 - Buildings 10 & 11: The fence directly across from building 10 and near the trash enclosure.
- Re-enter the building only after receiving instructions to do so from fire officials, Islander Housing staff, or University staff.

Should you accidentally cause a fire alarm to be sounded, immediately notify staff or emergency personnel by calling your community's front desk or calling the on call number.

Emergency Contact Information:

Fire or immediate safety/medical concern	911
TAMU-CC Police Department	361.825.4444
Miramar Front Desk	361.825.5000
Miramar After Hours On-Call (Apt)	361.244.8316
Miramar After Hours On-Call (Res-Hall)	361.244.8269
Momentum Village Front Desk	361.825.6200
Momentum Village After Hours On-Call	361.446.3972

Fire Drill Procedures: Miramar & Momentum Village each perform two mandatory fire drills during the academic year. These fire drills are in cooperation with the University and are required by Federal Law. Everyone on-site must evacuate when the alarms sound, including guests of residents. The Fire Marshall, TAMU-CC Police Department, and Islander Housing staff will be on-site to facilitate the evacuation.

Personal Property: As stated in the Housing Contract, Islander Housing, and the University are not responsible for damage to personal property or facility malfunctions. Residents are encouraged to secure renter's insurance before move-in to protect their belongings.

Personal Safety: Islander Housing would like you to be aware of some important guidelines for the safety of yourself and the property. We recommend that you consider the following these guidelines, in addition to other common-sense safety practices.

While Inside Your Apartment:

- Lock your doors at all times.
- You have deadbolt locks on the doors; use them while you are inside your room.
- When answering the door, first determine who is there by looking through the peephole. If the person is unknown, talk with them without opening the door and don't open the door if you have concerns. If the person says they work for Islander Housing, maintenance, housekeeping, etc., please feel free to call the office to confirm it's an employee needing access to your room.
- Make sure to keep your windows locked when you are not in your room and at night.
- Do not give or lend your FOB key, room key, mailbox key, or your ID to anyone.
- Do not put markings on your key ring to identify your name, address, or phone number. This includes your apartment/room number.
- If you are concerned because you have lost your key or because someone you distrust has a key to your space, ask to have your locks re-keyed. You have a statutory right to do so, provided you pay the cost of at a cost of \$25/lock for re-keying in advance.
- Dial 911 for emergencies. Immediately following, please call the office or RA so they may take appropriate measures.
- Frequently check your door locks and other devices to make sure they are working.
- If you see any other malfunctioning safety features of either property, such as broken gates locks, burned out lights, or blocked passageways, please let your property's office know or fill out a work order immediately.
- Mark or engrave identification on valuable personal possessions and document any and all serial numbers for later identification.

While Outside Your Apartment:

- Lock your doors and windows every time you leave your apartment regardless of how long you will be away.
- Tell your roommate where you are going and when you will be back.
- When walking at night, try to walk with another person. If you don't have anyone else to walk with and you feel unsafe, you can call the University Police non-emergency line (361.825.4242) to request an escort.
- Let your RA and your roommates know if you are going to be gone for an extended period of time.

While Using Your Car:

- Always lock your car doors.
- Whenever possible, do not leave any visible items in your car such as iPads, cell phones, wallets, purses, wrapped packages, etc.
- Do not leave your keys in your car.
- Remember to check the back seat and under the car before getting in. Once inside, lock the doors.

Around the Community:

- Room and apartment doors should be locked at all times. Residents should always keep their keys with them even when leaving for a short period of time and/or when your roommate is in the apartment and not expected to leave.
- Exterior doors to residence halls and apartment buildings should never be propped. If you see a door propped, please unprop it. Anyone found to have propped open a door could be documented through the Student Conduct and Advocacy Office.
- Report any nonfunctional exterior lights to the Miramar or Momentum Village office.
- Valuables should be kept locked and out of sight.
- Residents should practice being their “neighbor’s keepers.” This can be done by knowing the other residents and reporting to Islander Housing staff any suspicious person(s) seen around the property.
- Please call 911 or local law enforcement if your personal safety or the personal safety of another is at risk.
- Miramar and Momentum Village do not allow soliciting of other business. Soliciting includes placing fliers on student’s doors, windows, cars, etc. This could also include handing out non-approved fliers, promotional items, personal business advertising, etc. Please report any individuals you suspect may be attempting to solicit in the Islander Housing communities.
- Lost keys should be reported immediately to Islander Housing so a new key can be made.

Please remember there is no such thing as a fail-safe system. Even the most elaborate of safety precautions are not guarantees against crime. You should always proceed as if such systems do not exist. All systems are subject to mechanical malfunctions, tampering, human error, and personnel absenteeism. The University and Islander Housing are here to keep you safe but we need each resident to partner with us in that effort. The best safety measures you can take are the ones you yourself can perform as a matter of common sense and habit.

Safety Escorts: For your safety and security, TAMU-CC University Police provides safety escorts to and from any location on or near campus 24 hours per day. If you feel you need a security escort, please contact UPD at 361.825.4242.

Severe Weather: All students are advised to sign up for alerts at codeblue.tamucc.edu and have an evacuation plan ready, in case of tropical storms or hurricanes. Please be alert and stay connected through news sites, channels, radio stations, TAMU-CC, and Islander Housing social media in order to have the most updated information.

All residents are required to note what their evacuation plan is when completing their Housing Contract. If their plans have changed since completing their contract, it is the resident’s responsibility to update Islander Housing. If an evacuation is probably, Islander Housing will call all residents who designate they will need the University assisted evacuation to ensure they still have a need. Any resident who does not leave on time during an evacuation call or does not communicate their intentions with the University could be documented through the Office of Student Conduct and Advocacy.

University Police Department: The University Police Department (UPD) is a recognized law enforcement agency and has full police powers within the geographical boundaries of the State of Texas. It is located on the west side of campus on Oso Lane.

Report any emergency and crime on campus (theft, assault, suspicious individuals, etc.) to the TAMU-CC Police. Call the TAMU-CC Police Emergency Line 361.825.4444 or Non- Emergency Line 361.825.4242 when making a report. TAMU-CC Police can also provide motorist assistance, such as emergency jump starts and locking keys in vehicles, on both the Island and Momentum Campus.

Reports regarding campus crime that are not emergency in nature may be reported online at police.tamucc.edu. Anonymous reports are accepted, although following through with the report may be difficult if not enough information is provided.

Safety Concepts to Keep in Mind :

- Know your building's emergency procedures. They are critical to your safety!
- Always remain calm in any emergency.
- If an evacuation is ordered, use your pre-designated route for leaving the Corpus Christi area.
- If you cannot use your pre-designated route, heed all safety personnel instructions and/or follow the general flow of traffic.
- Plan and discuss secondary access numbers and meeting locations with your family members in the event that you are unable to contact each other using normal methods.



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Amenities & Services

Amenities & Services

Office Hours The front desk is open on all university operating days and observes all university, state, and federal holidays. Hours will vary throughout the year and will be publicly posted at each property. The front desk's primary purpose is to be a face-to-face interaction point for our residents and guests. Residents can come to the desk to ask questions, meet with professional staff and follow-up on maintenance needs. For problems after office hours or any time the office is closed, contact the RA On-Call.

Miramar	
Monday – Friday:	8 a.m. - 8 p.m.
Saturday	5 p.m. - 8 p.m.
Sunday	5 p.m. - 8 p.m.
Holidays	Closed
Main Phone #:	361.825.5000
Apartment On-Call #:	361.244.8316
Residence Hall On-Call #:	361.244.8269

Momentum Village	
Monday – Friday:	8 a.m. - 8 p.m.
Saturday	5 p.m. - 8 p.m.
Sunday	5 p.m. - 8 p.m.
Holidays	Closed
Main Phone #:	361.825.6200
On-Call #:	361.244.3972

**Office Hours for Islander Housing during summer session, holidays and breaks will vary and will be posted for your convenience.*

Social Media: Follow [Islander Housing](#) on Facebook and Instagram for information on events, activities, and updates.

Miramar

Miramar Recreation Center: The Recreation Center is located next to the Miramar Office. It is equipped with a TV lounge area, billiards, table tennis, shuffleboard, and a kitchenette. The Rec Center is the main space of programming and events for Resident Assistants and is intended for use by the residents of Miramar. The hours for the Recreation Center are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff.

Pool: The pool area is located adjacent to the Miramar Office. The hours for the pool are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Residents are responsible for reading, understanding, and complying with all pool rules and regulations as well as any supplementary notices that are posted in the pool area. Miramar Residents and their guests are responsible for following all University policies while at the pools, including no alcohol in the public spaces and no leaving guests at the pools unattended. It is also prohibited for Miramar residents and their guests are not permitted to gain access to the pool after hours by breaking locks, hopping the fences, etc.

Bar-B-Q Grills: Bar-B-Q grills are located throughout the Miramar community. They can be found in the pool area, in the courtyard of Building 7 through 9, and in the courtyard by Port, Harbor, and Bayside. Residents must observe fire safety practices and will need to provide their own charcoal, fire-started, etc. Please ensure that fire is completely out after each use. Any resident or group that does not ensure the fire is out before leaving, will be held liable for any and all damages it may cause.

Sand Volleyball Court: The sand volleyball court is located between Compass and Dolphin Halls. The hours for the sand volleyball court are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff.

Student Lounges: Student lounges can be found on the 1st, 2nd, and 3rd floors of many Residence Halls at Miramar. The student lounges are open 24/7 and are only accessible to students who live in that building. Students living in the apartments may utilize the Miramar Recreation center as their lounge. Student lounges are available for resident use and all guests must be accompanied by a Miramar resident. *Lounge furniture may not be removed from the lounge. If lounge furniture is found in an apartment or residence hall, the resident(s) will be documented through the Office of Student Conduct and Advocacy and/or investigated in cooperation with University Police.

Laundry Services: Laundry services are provided to students by Caldwell and Gregory. Laundry services are included in each resident's Housing charges and require no in machine payments. The laundry rooms/machines are available 24-hours a day for convenience. For residence halls, laundry rooms are located in the common area of each floor. For apartments, laundry facilities are located at the end of Buildings 1, 2, and 7. Students should use high-efficiency liquid detergent only. If a student encounters a broken washer or dryer in their area, they should scan the QR code on that machine to submit a work order to Caldwell and Gregory.

Availability of the various study rooms and other amenities previously listed are not guaranteed. Miramar will make a reasonable attempt to notify residents of any planned closures or unavailability. Residents should not leave personal items unattended in any of the amenities or in communal areas as the community is not responsible for any lost or stolen items.

Internet: All Miramar residents have access to wireless internet.

To create an account:

Visit tamucc.apogee.us

Select Sign In Pick an Account Type*

Connecting your Mobile Device

1. Open Wifi Settings
2. Select the network
3. MyResNet-5G.
4. Enter your WiFi Password or Security Key

Connecting your PC and/or Mac

1. Connect to “MyResNet Start Here” from your available wireless networks.
2. Open a browser to access the portal.
3. Once you have your account set-up, please forget “MyResNet Start Here” from your list of wireless networks.
4. Select “MyResNet-5G” from your list of wireless networks and enter your password.

Mail: SandDollar\$ Services, located in the University Center, processes all incoming mail for Miramar residents and provides services or outgoing mail, including UPS shipping. Student mail and packages are received daily during working hours at SandDollar\$ Services and placed on the parcel lockers by 1 pm. Parcel lockers are accessible 24/7 through the side entrance to the SandDollar\$ Services side door but paper mail and packages requiring a signature may not be available until the next working day. Oversized and perishable packages are held for pickup at SandDollar\$ Services. Students are notified by email if they have packages at a locker or if they have an item requiring signature and must present their SandDollar\$ card for pickup. SandDollar\$ Services hours of operation are Monday through Friday from 8:30 am to 4:30 pm. Incoming mail must be addressed as follows:

Please review the example below for reference (note that for residence halls, the building name should not be used):

Apartment Style EXAMPLE (E.g., 6-621)	Residence Hall EXAMPLE (E.g., Bayside 5337-A)
Full Name 6515 Ocean Drive 6-621-C Corpus Christi, Texas 78412	Full Name 6515 Ocean Drive 5337-A Corpus Christi, Texas 78412

Parking: All residents must register their vehicle by purchasing a parking permit prior to or upon move-in at Miramar. All parking permits can be purchased through students’ [TAMU-CC Parking Portal](#) account and will be associated with the student’s license plate number. Parking at Miramar is monitored virtually by University Police and University Parking Services. Parking in handicap, future resident or other reserved spaces without authorization will result in citations. Guests must utilize the ParkMobile app or call the toll-free number 877.727.5953 to pay non-permitted parking or guest passes.. Parking on campus is free from 8 P.M. Friday until 8 A.M. Monday

Momentum Village

Momentum Village Phase 1 Office and Community Space: The Phase 1 front desk and office are there to serve residents should they need assistance. This office is where residents can pick up packages that need to be signed for, any maintenance related issues, or any other operations related questions. It is equipped with an iMac computer lab, TV area, and a 24-hour fitness center. Please contact staff at the front desk with any printer problems such as a paper jam. The use of these facilities is intended for residents of Momentum Village. Alcohol is not allowed in any public area of Islander Housing.

Momentum Village Phase 2 Clubhouse: The Phase 2 Clubhouse is in Building 12 of Momentum Village. Residents can find the Residence Life staff in this building. The Residence Life Coordinators (RLCS) office out of the Phase 2 clubhouse should a resident need help with roommate(s) or anything else. RAs will also host programs in the Phase 2 clubhouse throughout the year. It is equipped with an iMac computer lab, TV area, and community kitchen. Alcohol is not allowed in any public area of Islander Housing. The use of these facilities is intended for residents of Momentum Village. Lounge furniture may not be removed from the lounge. If lounge furniture is found in an apartment or townhome, the resident(s) will be will be documented through the Office of Student Conduct and Advocacy and/or investigated in cooperation with University Police.

Fitness Center: The fitness center is in the connected to the Phase 1 Community Space and can be accessed 24 hours a day with the usage of a resident key fob. Residents are responsible for reading, understanding, and complying with all the fitness center rules and regulations. For questions, please contact the Phase 1 front desk.

Pool and Spa: The pool area is located between Building 1 and Building 2 and is equipped with a grilling station, a spa, and lounge chairs. Momentum Village Residents and their guests are responsible for following all University policies while at the pools, including no alcohol in the public spaces and no leaving guests at the pools unattended. It is also prohibited for Momentum Village residents and their guests are not permitted to gain access to the pool after hours by breaking locks, hopping the fences, etc. Residents are responsible for reading, understanding, and complying with all pool and spa rules and regulations as well as any supplementary notices that are posted in the pool area. The hours for the pool and spa are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff.

Bar-B-Q Grills: Bar-B-Q grills are in the courtyards of Momentum Village. Residents must observe fire safety practices and ensure the space is cleaned after use. Alcohol is not allowed in any public area of Islander Housing. The hours for the Bar-B-Q Grills are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff.

Basketball Court: A half basketball court is located next to the parking lot by Building 3. The hours for the basketball court are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff.

Sand Volleyball Court: The sand volleyball court is in Phase 2 between Building 8 and Building 9. The hours for the sand volleyball court are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is prohibited in any public area of Islander Housing.

Fire Pit: The fire pit is in Phase 2 between Building 8 and Building 9. The hours for the fire pit are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is prohibited in any public area of Islander Housing.

Study Lounges: Study Lounges can be found on the 2nd, 3rd and 4th floors of Building 1 and 2, in the Community Center of Building 1, on all floors of Buildings 8 and 9, and in the Clubhouse of Building 12. The Study Lounges are available for resident use and all guests must be accompanied by a Momentum Village resident. These study rooms are available on a first-come, first-served basis.

Outdoor Ping Pong: The Outdoor Ping Pong tables are in the Phase II courtyard. All equipment can be checked out at the front desk using student ID and may only be checked out by Momentum Village residents. The hours for the outdoor ping pong tables are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is prohibited in any public area of Islander Housing.

Outdoor Movie-Wall: The Outdoor Movie Wall is in the Phase 2 courtyard. Residents must bring their own projectors and is a first come-first served basis outside of Islander Housing provided events. The hours for the outdoor movie wall are 8 a.m. - 11 p.m. but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is prohibited in any public area of Islander Housing.

Dog Park: The dog park is located near Building 11 in Phase 2. Pet owners are responsible for the proper disposal of their dog's waste. Islander Housing has designated dog waste stations around the community that residents can utilize to pick up dog waste from their pets. Not picking up after your animal may result in a fine of \$50 and result in documentation through the Office of Student Conduct and Advocacy. Students must ensure that their pet is on a leash whenever outside of their residential unit. Islander Housing reserves the right to exclude any animal from the dog park due to aggressive behavior. Exclusion from the dog park due to animal behavior could also result in removal of the animal from Islander Housing. All pets and Emotional Support Animals must be registered with Islander Housing.

Internet: All Momentum Village residents have access to wireless internet.

To create an account:

Visit tamucc.apogee.us

Select Sign In Pick an Account Type*

Connecting your Mobile Device

1. Open Wifi Settings
2. Select the network
3. MyResNet-5G
4. Enter your WiFi Password or Security Key

Connecting your PC and/or Mac

1. Connect to "MyResNet Start Here" from your available wireless networks.
2. Open a browser to access the portal.
3. Once you have your account set-up, please forget "MyResNet Start Here" from your list of wireless networks.
4. Select "MyResNet-5G" from your list of wireless networks and enter your password.

Mail & Packages: Mailboxes for residents are located at the Mail Stations in Phase 1 and Phase 2. A Mailbox and key will be issued to residents at move-in. Mail is delivered to Momentum Village once a day, Monday-Saturday and is not delivered on Sunday or Holidays. Upon receiving a package, residents will receive an email notification from Momentum Village stating that your package is available for pick up. Residents can pick up

your package from the package lockers or during regular office hours and must bring photo ID.

The Address at Momentum Village is:

Name

7037 Islander Way Apartment #

Corpus Christi, TX 78412

Upon moving out, residents are responsible for having their mail forwarded. Any mail received after checkout will be returned to sender. Residents are also responsible for turning in their mailbox key when checking out. A lost mailbox key will cost \$25 to replace.

Parking: All residents need to register their vehicles upon move-in at Momentum Village and will be provided a gate hangtag by Momentum Village. If a resident does not return the gate hangtag that was issued to them during move-out, they will be charged for its replacement. Parking in handicap, future resident or other reserved spaces without authorization will result in citations. Momentum Village is not responsible for damage to vehicles that may occur during towing.

General

Key Policy and Lockout Procedures: The key policy is designed to always provide residents with a safe and secure environment. All keys issued are specific to both the apartment and bedroom you have been assigned. Keys are non-transferable to anyone other than the contract holder. Keys may not be duplicated for any reason.

**For safety reasons, in the event a key duplication is made, the apartment will be re-keyed and the resident(s) responsible will be charged a re-key fee for the procedure and associated key(s).*

Keys Issued: Miramar residents are issued an iButton which serves as the front and bedroom door key. Some buildings may have front door access tied to the students' SandDollar\$ ID. Momentum Village residents are issued a key fob, which serves as the front door key, and a metal mail key. Phase 1 residents receive a metal bedroom key and Phase 2 residents can utilize their key fob as their bedroom key. Residents are financially responsible for lost keys and cost of a core change. Lost or missing keys must be reported as soon as possible to the office. Unless the loss of one's key was beyond the control of the resident and resident is in possession of a valid police report stating that, due to the circumstances, and the loss was unavoidable, the resident will be charged the following to replace keys/locks: Key- \$25.00 to \$50.00 ; Locks- \$200.00.

The fob or iButton will provide you access to the amenities at each housing community. Residents must keep keys with them at all times, as switching keys will result in programming issues. Resident bedroom keys will only grant them access into their assigned bedroom. Residents must reside in the bedroom assigned to them at move-in and are prohibited from switching keys or bedrooms.

Momentum Village residents will also receive a mailbox key which corresponds to the mailbox assigned to your apartment. Momentum Village key fobs are also used to access the elevators.

Lockout Procedures: If a resident is locked out during office hours, please go to the property's front desk. If a resident is locked out after office hours, please call the RAs On-Call. Resident Assistants and staff members are not permitted to open a room for anyone other than its occupant(s). A picture ID is required for a staff member to let you back into your apartment/room. Each lockout will result in a \$25.00 charge to the residents S.A.I.L account.



**ISLANDER
HOUSING**

MIRAMAR & MOMENTUM VILLAGE

Facilities & Maintenance

Facilities & Maintenance

Unit Condition Form: After move-in, residents will receive an electronic Unit Condition Form (UCF), which will be the record of the condition of your room at the time of move-in.

Residents must inspect their room/apartment and be certain the form is completed accurately. Residents should be as thorough as possible when completing the form.

- When a resident is ready to move-out, residents will remove all of their belongings from their unit, clean the room, return their key to their property's front desk and fill out the move-out form. The move-out form will require the resident to take a picture of their key before completing the form. After the resident moves out, an Islander Housing staff member will inspect the unit for damages. Any damages found beyond what was noted in the UCF and normal wear and tear will be charged to the resident(s) of that unit. Any damages (beyond normal wear and tear) that were not previously noted on the UCF will be assumed to have occurred during the student's residency and will be charged accordingly. In the instance of a damage within a unit's common area, the total cost will be evenly divided between all residents, unless specific residents claim responsibility.

Maintenance Requests: If something in a resident's apartment is not functioning properly, the resident should file a maintenance request in the [Resident Portal](#) by clicking on the "Room Maintenance" tab. More detailed steps be found on our [Current Resident Resources](#) website page. If there is a maintenance emergency after office hours or on weekends, immediately call the RA On-Call for assistance.

The following situations are considered emergencies:

- Window that is broken or does not close
- Front doors that cannot be closed
- Front door locks that are not functioning properly
- Lost keys
- Fires (first evacuate and call 911)
- Flooding and leaks
- Power failure
- Clogged toilet in a suite with a single toilet
- Air conditioning or heat not functioning
- The smell of gas in apartment laundry rooms
- Refrigerator or freezer not cooling

Residents do not have to be in their room to have work orders completed. By submitting a work order, residents authorize the facilities staff to enter their room or apartment to complete the requested task. The maintenance staff will email residents after completing any service requests assigned to that unit.

All repairs and facilities work must be completed by an Islander Housing workers/contractors. At NO TIME should residents attempt to complete repairs themselves or hire anyone to complete repairs.

Residents may be charged for the removal and replacement of any repairs, including but not limited to painting or mounting TVs, completed by themselves or non-Islander Housing workers/contractors.

Maintenance staff will lock the front door and/or bedroom doors behind them after completing service requests, preventative maintenance, or emergency maintenance. Residents are expected to keep their keys with them at all times, as lockout charges will NOT be reversed.

Cleanliness: The maintenance staff cleans and maintains all community areas. However, they are NOT responsible for cleaning resident apartments (including the patio/balcony). As stated in the Housing Contract, residents are expected to maintain a clean living environment. Renewing residents are responsible for the cleanliness of their room at the start of each renewal contract term. Residents who fail to maintain the apartment (including the patio/balcony) may receive sanctions up to and including fines.

Shared spaces, including but limited to, living rooms, kitchens, and bathrooms, may be cleaned by Islander Housing Housekeeping staff in preparation for incoming residents, regardless if there are residents living in the unit. All residents are expected to keep their belongings out of rooms that are not theirs or shared as a part of their Housing Contract.

Public Area Responsibility: All residents occupying the apartment units are responsible for the condition of the common area. This includes:

- Keeping living rooms, hallways, bathrooms, laundry rooms, and kitchens clean and clear of unreasonable clutter, litter, and personal items. Only items belonging to the residents assigned to the unit may be stored there.
- Residents of each apartment are collectively responsible for cleaning all common areas of the apartment. Apartments must be kept in a reasonably clean and sanitary condition at all times. If an apartment is found to be unsanitary to a point of possible risks of health or pest infestation, the residents of the apartment may be required to clean the apartment to meet reasonable standards to continue residency.
- Furnishings are to be used in the manner for which they are designed and must remain in their original locations.
- Periodic checks of the apartment will be conducted by staff members throughout the year with all policy violations and damages being assessed accordingly. Residents are responsible for any loss or damage caused to their apartment. Whenever it is not possible to assign charges for damages to common area furnishings, those charges will be divided evenly among the residents of the apartment.

Residents of each building are also collectively responsible for the condition of the entire building in which they live. Please assist staff in maintaining the condition of the buildings by reporting any vandalism, damage, or misuse to a staff member immediately. Residents found responsible for damage or vandalism to common spaces will be documented through the Office of Student Conduct and Advocacy. Please remember that residents may also be held responsible for damage caused by their guests. Help keep the living environment clean and damage-free by encouraging and requiring a respectful environment with friends and neighbors while in the building.

Damage & Billing Charges: Residents will be billed for the parts, labor and any other associated costs related to damages. If Facilities Staff cannot repair the damage, staff will contact the appropriate vendor to complete the repair at the expense of the resident(s) responsible. Residents should NEVER make repairs or replacements on their own. Residents will be charged for the removal and replacement of any repairs completed by themselves or non-Islander Housing workers.

Trash: Trash is to be bagged and deposited in the trash rooms located on each hall or in the dumpsters in the parking lot. During move-in and move-out, any large boxes or furniture needs to be placed in the parking lot dumpsters. Trash that is left outside a student's unit or not disposed of properly will be documented through the Office of Student Conduct and Advocacy and could face a \$25.00 per bag/item charge.

Microbial Growth Prevention & Pest Control: Microbial growth is found virtually everywhere in our environment—both indoors and outdoors and in both new and old structures. Microbial growths are naturally occurring microscopic organisms which reproduce by spores.

Microbial growth breaks down organic matter in the environment and uses the end product for its food. Microbial growth spores (like plant pollen spread through the air and are commonly transported by shoes, clothing, and other materials. When excess moisture is present inside a dwelling, microbial growth can grow.

There is conflicting scientific evidence as to what constitutes a sufficient accumulation of microbial growth which could lead to adverse health effects. Nonetheless, appropriate precautions need to be taken. Please note, it is Islander Housing's goal to maintain a quality living environment for its residents. To help achieve this goal, it is important to work together to minimize any microbial growth in the dwelling. That is why the following contains important information for students, and responsibilities for both Islander Housing and residents.

Preventing Microbial Growth Begins With You: To minimize the potential of microbial growth in the dwelling, the student must do the following:

- Remove visible moisture accumulation on windows, walls, ceilings, floors, and other surfaces as soon as reasonably possible. Look for leaks in washing machine hoses and discharge lines—especially if the leak is large enough for water to infiltrate nearby walls. Turn on exhaust fans in the bathroom and kitchen before showering or cooking with open pots. When showering, be sure to keep the shower curtain inside the tub or fully close the shower doors. Also, the experts recommend that after taking a shower or bath, to (1) wipe moisture off of shower walls, shower doors, the bathtub and the bathroom floor; (2) leave the bathroom door open until all moisture on the mirrors and bathroom walls and tile surfaces has dissipated; and (3) hang up towels and bathmats so they will completely dry out.
- Promptly notify Islander Housing by calling the property's front desk and creating a maintenance request about any air conditioning or heating system problems you discover. Also, it is recommended that the student periodically open windows and doors on days when the outdoor weather is dry (i.e., humidity is below 50 percent) to help humid areas of the student's dwelling dry out.
- Promptly notify Islander Housing by calling the property's front desk and creating a maintenance request about any signs of water leaks, water infiltration or microbial growth. Islander Housing will respond in accordance with state law and this Housing Contract to repair or remedy the situation, as necessary.

Avoiding Microbial Growth: It is important to prevent excessive moisture buildup in the dwelling. Failure to promptly pay attention to leaks and moisture that might accumulate on dwelling surfaces or that might get inside walls or ceilings can encourage microbial growth. Prolonged moisture can result from a wide variety of sources, such as:

- rainwater leaking from roofs, windows, doors and outside walls, as well as flood waters rising above floor level;
- overflows from showers, bathtubs, toilets, lavatories, sinks, washing machines, dehumidifiers, refrigerator or A/C drip pans or clogged up A/C condensation lines;
- leaks from plumbing lines or fixtures, and leaks into walls from bad or missing grouting/caulking around showers, tubs or sinks;
- washing machine hose leaks, plant watering overflows, pet urine, cooking spills, beverage spills and steam from excessive open-pot cooking;
- leaks from clothes drying discharge vents (which can put lots of moisture into the air); and
- insufficient drying of carpets, carpet pads, shower walls and bathroom floors.

If small areas of microbial growth have already occurred on non-porous surfaces (such as ceramic tile, Formica, vinyl flooring, metal, wood or plastic), the federal Environmental Protection Agency (EPA) recommends first cleaning the areas with soap (or detergent) and water, let the surface dry, and then within 24 hours apply a pre-mixed, spray-on-type household biocide, such as Lysol Disinfectant®, Pine-Sol Disinfectant® (original pine-scented), Tilex Mildew Remover® or Clorox Cleanup®. (Note: Only a few of the common household cleaners will actually kill microbial growth). Tilex® and Clorox® contain bleach which can discolor or

stain. Be sure to follow the instructions on the container. Applying biocides without first cleaning away the dirt and oils from the surface is like painting over old paint without first cleaning and preparing the surface.

Always clean and apply a biocide to an area 5 or 6 times larger than any visible microbial growth because microbial growth may be adjacent in quantities not yet visible to the naked eye. A vacuum cleaner with a high-efficiency particulate air (HEPA) filter can be used to help remove non-visible microbial growth products from porous items, such as fibers in sofas, chairs, drapes and carpets— provided the fibers are completely dry. Machine washing or dry cleaning will remove microbial growth from clothes. **DO NOT CLEAN OR APPLY BIOCIDES TO:** (1) visible microbial growth on porous surfaces, such as sheetrock walls or ceilings, or (2) large areas of visible microbial growth on non-porous surfaces. Instead, notify Islander Housing.

Compliance: Complying with these provisions will help prevent microbial growth in the dwelling, and both Resident and Islander Housing will be able to respond correctly if problems develop that could lead to microbial growth. If there are questions regarding this information, please contact the Miramar or Momentum Village front office.

Failure to comply with the foregoing provisions, students can be held responsible for property damage to the dwelling and any health problems that may result. Islander Housing can not fix problems in your dwelling unless staff have been made aware of them.

Pests: Students should maintain the premises in a manner that prevents the occurrence of an infestation of bed bugs and other pests. Students shall immediately notify their property office and create a maintenance request regarding the presence of bedbugs and any other pests.

- Residents should always keep the premises in clean and sanitary condition and should not introduce any furniture or textiles from unknown sources into the apartment.
- Residents should cooperate with Islander Housing with timely access to the student's dwelling to inspect, plan, and eradicate pests and the student should complete all tasks recommended by a qualified expert.
- Residents should immediately notify Miramar or Momentum Village in writing of any signs of re-infestation or indications that treatment has been ineffective.
- Residents may be responsible for all costs incurred to remedy any infestation that may occur including, but not limited to, professional pest control services and replacement costs of furnishings provided by Islander Housing.
- Residents who have animals or ESAs may be held financially liable if an infestation is caused by their animal. Residents should treat their animals with pest preventative medications as prescribed by their vet.

Energy Conservation Tips:

Electricity:

- Turn off lights when you leave a room.
- Unplugging or turning off appliances when you're not using them, as it can save a significant amount of energy.
- Save energy by unplugging all computers, chargers, and electronics during vacation.

Water:

- Turn the water off when it is not be actively used: when lathering your hands with soap, brushing your teeth, scrubbing dishes, etc.
- Decrease your showering time to about 5 minutes.

Refrigerator:

- Open refrigerator door only long enough to get the food items you need.
- Organize your food on the shelves for easy access.
- Before storing leftovers, allow them to cool. That way your refrigerator or freezer won't have to work to cool them off.
- Refrigerators and freezers operate more efficiently when they are full, but over-loading will prevent cold air from circulating properly.

Dishwasher:

- Only wash full loads.
- Allow dishes to air dry.
- If you wash dishes by hand, fill the sink with water instead of letting the water run, and rinse with cold water.

Stove:

- Defrost food first in the microwave and cover pots to shorten cooking time.
- Keep your oven and stove free of grease and baked-on residue.
- Using an oven can significantly increase the temperature in your apartment, making your air conditioning work overtime. Use the microwave or a toaster oven when you can.

Laundry:

- Today's detergents are made to get clothes clean in cold water, saving energy needed to heat the water.
- Wash full loads (but don't overload the machine) and use cold water instead of hot water.
- Dry full loads (but don't overload the machine) and clean lint filter after each load.
- Most materials only need a 10-15-minute wash cycle to get them clean; excessive washing and drying will wear out your clothes faster.
- Utilize ONLY HE detergent.