



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
2023-2024

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. Student Success is our priority. 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,

John J. Lauer
Executive Director
Islander Housing

IMPORTANT CONTACT INFORMATION

Housing

TAMU-CC Islander Housing Office Housing@tamucc.edu	housing.tamucc.edu	361-825-HOME
Miramar Front Desk	housing.tamucc.edu	361-825-HOME
Miramar 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	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	https://police.tamucc.edu/	361-825-4444
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Help Desk Numbers

(Miramar Residents) <i>Cable & Internet</i>		833-493-4886
CSC Service Works (Miramar Laundry) <i>Report machine concerns</i>	www.CSCSW.COM	844-272-9675
Community Portal Support (myHousing)	housing@tamucc.edu	361-825-5000
Student Accounts?		
Campus Connect (Momentum Village Residents) <i>Cable & Internet</i>	https://www.singledigits.com/	833-962-1104

Campus Office and Resources

Academic Testing	Testing.TAMUCC.edu	361-825-2334
Bookstore	www.BKSTR.com	361-825-8687
Career Services	Career-Services.TAMUCC.edu	361-825-2628
CASA	www.CASA.TAMUCC.edu	361-825-5933
Center for Orientation, Advising & Students in Transition	https://ucoll.tamucc.edu/index-COAST.html	361-825-5931
Counseling Center	Counseling.TAMUCC.edu	361-825-2703
Islander Housing	housing@tamucc.edu	367-825-6290
Disability Services	Disabilityservices.TAMUCC.edu	361-825-5816
Financial Aid	OSFA.TAMUCC.edu	361-825-2338
Health Center	HealthCenter.TAMUCC.edu	361-825-2601
IT Help Desk	IT.TAMUCC.edu	361-825-2692
Library	Library.TAMUCC.edu	361-825-2643
Register	Registrar.TAMUCC.edu	361-825-7024
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



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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 Agreement. We expect all residents to read the Student Housing Agreement 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 Right 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.



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*Policies,
Rules,
& Regulations*

Policies, Rules, & Regulations

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. Please contact an Islander Housing staff member or the Dean of Students Office for clarification regarding any policy questions.

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 resident 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 Islander Housing staff.

Damages

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. The Islander Housing staff has the final word regarding 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. All residents of a unit will be held mutually responsible for damage once occupancy is established. When individual responsibility can be clearly established, charges will be administered appropriately. This includes, but is not limited to, damages caused by electrical appliances or other personal equipment and belongings, and those caused by 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 Islander Staff. Without an identifiable person or persons, the cost of repairs will be split among all the residents of that floor or apartment. 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 within 30 days after move-out. Damage charge appeals need to be submitted in writing via email to housing.tamucc.edu. 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, and documentation will be submitted to OSCA regarding the potential violation of the Code of Student Conduct. will be initiated. 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).

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. Failure to remove the animal in the timeframe 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 \$150 will be issued to cover cleaning and treatment for fleas/pests if required. Islander Housing staff may contact the humane society or local authority to have the unauthorized animal removed.

All animals must be less than 35 lbs.

Approved Pets are only allowed in buildings 9 and 11 at Momentum Village and building 8 and 9 at Miramar.

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.

You must submit a picture of your animal and vaccination record when required by local law.

Proof that your animal has been registered with the City of Corpus Christi: Pet Licenses are required in the City of Corpus Christi. Licenses protect your pet from being impounded if your 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, Ankitas, Mastiffs, Great Danes, Alaskan Malamutes, Siberian Huskies, Shar Pies, Wolf-hybrids, 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. The animal will need to be removed from Islander Housing.

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.

Semester Pet Fee: \$600

Damages caused by animals will be billed to the responsible student upon discovery or move-out, whichever comes first.

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.

Emotional Support Animals are subject to all the same expectations of the Animal Policy. Approved ESAs and Assistance Animals will have the semester pet fee of \$600 waived. Submit your request online Assistance Animal Request and Agreement.

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.

Balconies and Patios:

Only furniture designed for outdoor use is permitted on patios and balconies. Furniture owned/provided by Islander Housing, interior furniture (such as sofas), clotheslines, laundry, boxes, trash, mops, surfing gear, and unsightly items (as determined 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. No grills of any kind, other than those installed on the property by Islander Housing, are permitted. Projecting any objects from the window or balconies is prohibited. No items, signs, posters, or flags may be hung on the windows or balconies. The use of foil and other similar materials over windows is not permitted. Window screens must remain permanently in place to fulfill their purpose and to avoid loss. A \$25 charge will be assessed for each offense.

Bicycles, Roller Blades, Skate Boards, Long Boards, Scooters, and Hover boards:

Bicycles brought to campus must be stored at the outside bike racks and are not to be stored in resident rooms/apartments because they can potentially obstruct the entrance/exit of the room/apartment. Bicycles may be removed from areas that are not assigned for them and a \$25.00 charge will be issued 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 at Miramar and Momentum Village. Hover boards found on property will be immediately confiscated until it can be taken off property.

- Stolen Bicycles: Residents must contact the TAMU-CC Police Department to file an official report and should inform your 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, you may be considered an accomplice to the violation and be subject to disciplinary action. Report any violations to your Resident Assistant or to your community'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. It is essential that residents observe good taste and common sense in decorating their apartments. 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. Seasonal lights may not be hung on the exterior portion of any apartment (including balconies).

Damages and Vandalism:

Residents are held financially liable for vandalism or damages they cause to TAMU-CC and/or Islander Housing property (including, but not limited to, damages caused by electrical appliances or other personal equipment and belongings, and those caused by adhesives, nails, and tacks). Residents are not permitted to tamper with, repair, replace, paint, or adjust TAMU-CC or Islander Housing equipment furniture or property. Residents are responsible for vandalism or damage done by their guests. Damages to the common areas may result in a fine of up to \$150.00 plus the cost to repair damage.

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.

Fire Safety:

All residents are required to evacuate at the sound of every fire alarm. Entry into the building is prohibited while an alarm is sounding. It is against Islander Housing policy, University regulations, and Federal and State laws to tamper with any of the following items:

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

Tampering with Fire Safety equipment is a serious matter that may jeopardize health and safety of you and your 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 lights, incense, multi-plug adapters, exposed wiring and other items that may have an open flame or open coil that glows orange. All violations will be documented and sent to Student Conduct and Community Standards and 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. Waterbeds are also prohibited. All furniture must be fully assembled and in its proper place at move out. Charges appropriate to the amount of labor hours spent to correct violations may be issued to 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 and guests should not be in possession or use a resident's keys without the resident's presence. The host must be a resident and must receive the permission of their apartment mates 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. All residents are expected to respect the rights of their apartment mates.

As a reminder:

- All guests must be in possession of a state issued ID or TAMU-CC Sanddollar\$ ID while on the premises. These forms of ID are necessary for guests to possess in case of emergencies. Guests must be always escorted by the resident they are visiting and must not be left alone on property or inside any units.
- Guests must be always 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.
- Lounges may not be used to provide overnight accommodations for guests.
- Residents are not permitted to babysit or nanny children.
- 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 and the University will investigate complaints of harassment violations. If Management finds that cyber-bullying/harassment is taking place, such actions will result in, but are not limited to judicial sanctions, community service hours, contract probation, and in some cases eviction.

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. Those people involved in hazing will face disciplinary action and may be referred to the Office of Student Conduct at TAMU-CC.

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 2023 are due by August 16, 2023, 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. The Housing Payment Option (HPO) will no longer be in use starting fall 2022.

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](tel: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 will continue to be paid directly to the Islander Housing office. Incidental fees include application fees and security deposits, pet deposit/rent, utility overage charges (at Momentum Village), lost key charges, and all other miscellaneous fees/fines. Students can access their Islander Housing fee statement through the [Community Portal](#). Once on the site, the student will need to type in the email they utilized to sign their housing contract to access their account.
- The Islander Housing office accepts checks or money orders as methods of payment. Checks and money orders should be made payable to Islander Housing and can be mailed or delivered to any Islander Housing front desk. The chart below has been included for your reference.

Incidental Fees Charged to Student Account	Housing Fees Processed in S.A.I.L
Application Fee and Security Deposit	Housing Contract Fees
Pet Deposit and Rent	Early Move-In Fee
Utility Overage Charges	Housing Cancellation
Lost Key Charges	
All other Miscellaneous Fees and Fines	

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.
- 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.).
- 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.

Keys:

Keys/key fobs 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.
- 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 Student Housing Agreement.

Liability:

University 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 always locked and do not leave personal belongings unattended.

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.

You will have 48 hours to inspect your apartment and complete the Unit Condition Form (UCF) that is located in the StarRez portal at Housing.tamucc.edu under tab “For Residents” tab. Failure to submit the UCF in the allotted time could result in additional charges at the time of Move-Out.

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 holdover 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 \$2,000.
- *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. 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 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 pm-8 am, and Friday through Saturday Midnight – 8 am. 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 every 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.

Personal Property:

Miramar and Momentum Village reserve the right to remove any inappropriate or offensive items that are displayed on resident doors or walls. 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 imposed for each offense and payment must be made within 10 days from the date of receiving the violation notice. 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 in writing to Islander Housing via email at housing@tamucc.edu. 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.

Cancellation Prior to Contract Start Date: Any cancellation after February 1st, but prior to the Contract start date, will include loss of application fee and forfeiture of security deposit in addition to a charge of \$1000. Cancellations prior to February 1st will only include loss of application fee and forfeiture of security deposit.

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 \$2,000. Islander Housing has added a "Worry Free Guarantee" statement to all housing contract agreements for the 2023-2024 academic year. By adding this, students will be assured that they are not responsible for paying their semesterly contract installments if TAMU-CC operations are closed or the University moves to an online only curriculum without any on-site classes or services for a duration of time. Please keep in mind that this only releases students from their contract obligations during the period of closure or while instruction is offered in online format only for all students.

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. The management 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 right 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.”*

Staff will enter apartments periodically to conduct facilities inspections, replace air conditioner filters, prepare for turnover, treat for pests, and complete service requests, among other reasons. In all cases except emergencies, you will receive a door posting notice at least 24-hours prior to the scheduled entry explaining the date, time frame and reason for entrance. 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.

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 placed 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 Resident Assistant. 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 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 CA and with his/her assistance, work towards a resolution. A mediation session may be required before any room assignments are considered.
 - Management must give formal, written approval prior to any move.

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 change requests will not be processed 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 financial assessments.

Note: Residents voluntarily assume any risk in the roommate assignment process and waive and release the Owner and Management from all claims related to the roommate assignment process and/or the conduct of any assigned roommates. Roommate assignments are offered as a convenience to residents, and neither Owner nor Management assumes any liability for claims relating to roommate assignments. Residents are responsible for their interactions with roommates. Management uses only the information provided on the rental application and Resident Profile to match roommate compatibility and does not guarantee the ultimate compatibility with roommates.

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.

Following are examples of dangerous activities:

- Rooftops: No resident, or visitor, is permitted on any building's roof for any purpose. If an item is on the roof, please contact an employee 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.
- 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 is prohibited inside at all times in all housing areas. Smoking- including vaping- is NOT permitted in resident rooms. Violation of this policy may result in eviction and a \$150.00 fine.

Posting:

No posters, banners, or other signage may be attached to the exterior of buildings without permission. Materials posted in non-designated areas will be removed. If you would like to advertise an event, all posters/flyers/advertisements must be submitted to the community's front desk. Management will not allow the posting of any material deemed offensive or inappropriate. Management reserves the right to determine if material is offensive or inappropriate for posting. Publicity, photographs, or drawings which portray violence, policy violations, or other offensive material are strictly prohibited in all common areas and will be removed without notice.

Sales and Solicitation:

To protect resident privacy, canvassing or solicitation of funds, sales, memberships, subscriptions, or distribution of literature is prohibited unless permission is first granted, in writing, by the Assistant General Manager. 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, stop by, or call the Miramar or Momentum Village office for posting instructions.

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 Assistant General Manager for written permission. Requests should be made at least two weeks before the project begins for authorization. Violation of this policy may result in a \$25.00 fine.

Subletting:

The Student Housing Agreement shall not be transferred or assigned to any other person than as named on the housing contract.

Substance Free Housing Communities (Miramar Only):

Any assignment in Laguna Hall has been designated as substance free. By selecting a room in these buildings, residents agree not to possess, use or be under the influence of any alcohol or tobacco product. Students also agree not to participate in any behavior that disrupts the community because of the use of any alcohol or tobacco

product. Residents in Substance Free Housing agree to share the responsibility of reporting any inappropriate behavior within the community as it relates to the use of any alcohol or tobacco product, and to ensure that guests adhere to all the substance free expectations. Residents of any substance-free housing community who fail to comply with this agreement will be referred to the TAMU-CC Office of Student Conduct and Advocacy. As this is also a violation of the housing agreement, residents could be served a fine, be relocated to a non-substance free building, or risk housing contract termination.

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 not acceptable. Should you 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 the permission of the resident assigned to that room.

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.

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

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 Miramar & Momentum Village housing contract and any additional 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.



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HOUSING

MIRAMAR & MOMENTUM VILLAGE

*Health
&
Safety*

Health & Safety

Elevator Emergencies: 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 (Momentum Village residents only). Residents in an elevator emergency should also contact the housing community's front desk.

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 community's front desk/24-Hour Duty Line.

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 pull the nearest fire alarm and dial 911 to report the fire. The procedure for evacuation is as follows:

- Close your door and take your keys 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 Leasing Office or your property's residence life 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, property

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 finding a staff member on-site).

Emergency Contact Information:

Fire or immediate safety/medical concern	911
TAMU-CC Police Department	(361) 825 – 4444
Miramar Front Desk	(361) 825 – 5000
Momentum Village Front Desk	(361) 825 – 6200

The above phone numbers can be used 24 hours a day, 7 days a week

Fire Drill Procedures: Miramar & Momentum Village each perform two mandatory fire drills during your housing contract term. 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 property staff will be on-site to facilitate the evacuation. Evacuation site maps are available at the front desk of your property and are included in your move-in guide.

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 determines who is there by looking through the peephole. If the person is unknown, first talk with them without opening the door and don't open the door if you have concerns. If the person says they work for management, maintenance, housekeeping, etc., please feel free to call the office to confirm it's an employee needing into 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, ask to have your locks re-keyed. You have a statutory right to do so, provided you pay the cost for re-keying in advance.
- Dial “911” for emergencies. Immediately following, please call the office or RA so they may take appropriate measures.
- At least monthly, check your smoke detector for dead batteries or malfunctions.
- Frequently check your door locks and other devices to make sure they are working.
- Immediately report to the office in writing any malfunction of other devices outside your room, such as broken gate locks, burned out lights, blocked passageways, broken railings, etc.
- Mark or engrave identification on valuable personal possessions such as your computer or bicycle.

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 when you are going and when you will be back.
- When walking at night, please walk with another person.
- Let your RA and your roommates know if you are going to be gone for an extended period of time.
- If you are going to be gone for an extended period notify your RA or the manager and have mail and newspaper delivery temporarily stopped.

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.
- Carry your key ring in your hand while walking to your car...whether it is daylight or dark.... Whether you are at home, school, work, or on vacation.
- Remember to check the back seat and under the car before getting in.

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.
- Report any exterior lights that are burnt out to the Miramar or Momentum Village office
- Valuables should be kept locked and out of site.
- Residents should practice being their “neighbor’s keepers.” This can be done by knowing the other residents and reporting to management 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. Please report those individuals to your RA or the office.
- Lost keys should be reported immediately to management.

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, Miramar and Momentum Village make no expressed or implied warranties of security. 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, Miramar and Momentum Village social media in order to have the most updated information.

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 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.
- Pre-plan with other family members or car poolers how each will get home in the event of an

evacuation.

- 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.

Additional Questions?

Please direct any questions regarding any of these policies, processes, and procedures to your Resident Assistant or staff in your community's main office.



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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/federal holidays. Hours will vary throughout the year and will be posted in the clubhouse. 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 pay housing charges, receive help answering informational questions, and much more. For problems after office hours or any time the office is closed, contact the RA On-Call.

Miramar	
Monday – Friday:	9 am – 6 pm
Saturday:	10 am – 2 pm
Sunday:	Closed
Holidays:	Closed
Main Phone #:	361-825-5000
Apartment After Hours #:	361-244-8316
Residence Hall After Hours #:	361-244-8269

Momentum Village	
Monday – Friday:	9 am – 6 pm
Saturday:	10 am – 2 pm
Sunday:	Closed
Holidays:	Closed
Main Phone #:	361-825-6200
After Hours #:	361-446-3972

**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 is on Facebook, Instagram, & Pinterest for information on events, activities, and updates. Search @IslanderHousing to follow all Islander Housing social accounts.



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 9 am to 11 pm on weekdays and 10 am to 11 pm on weekends. Hours may change for the Recreation Center during the holidays, during finals week, or at the discretion of the Islander Housing management team.

Pool: The pool area is located adjacent to the Miramar Office. The hours for the pool are 9 am to 11 pm on weekdays and 10 am to 11 pm on weekends. Hours may change during the holidays, during finals week, or at the discretion of the Islander Housing management team. 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. Alcohol is not allowed at the pool or in any common area.

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. Please ensure that fire is completely out after each use.

Sand Volleyball Court: The sand volleyball court is located between Compass and Dolphin Halls. The hours for the sand volleyball court will follow Quiet Hours - Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight. Hours may change during the holidays, during finals week, or at the discretion of the Islander Housing management team.

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 charged a fine and, with potential with theft.*

Laundry Services: Laundry rooms are free and open for student use 24 hours a day. 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. Maintenance requests can be placed for any non-working washer or dryer.

Internet: All Miramar residents have access to wireless internet through MyResNet. Residents can register for an account at MyResNet.com. Once you’ve created a unique username and password and register each device – you can connect! Each resident can register and connect up to 10 devices to be online simultaneously, if desired with speeds per device of 100 Mbps Download and 25 Mbps Upload. Residents experiencing persistent problems with internet connections may contact MyResNet 24 hours per day by calling 833-493- 4886 or chatting with them at MyResNet.com.

Mail:

SandDollar\$ Services, located in the University Center (UC), processes all incoming mail for Miramar residents and provides services and supplies needed for outgoing mail, including UPS shipping. Student mail and packages are received daily 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. 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. Students are not required to sign up for a mailbox; incoming mail must be addressed as follows:

Full Name

6515 Ocean Drive

Apt/Room #*

Corpus Christi, TX 78412

*for residence halls, do not put the building name For more information, [visit this link](#).

Please review the example below for reference:

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 vehicles prior to or upon move-in at Miramar. All parking permits can be purchased through students’ TAMU-CC S.A.I.L. Account and will be associated with the

students' license plate number. Parking at Miramar is monitored virtually by University Police and University Parking Services. Parking in handicap, reserved, or employee spaces without authorization will result in citations. Guests must utilize the ParkMobile smartphone app or call the toll-free number (1-877-727-5953) to pay for parking. *Parking on campus is free from 8 P.M. Friday until 8 A.M.*

Monday

**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.*



Momentum Village Community Center: The community center is in Building 1 of Momentum Village. It is equipped with a business center (iMac Computers & Printer), TV area, games, 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 Clubhouse: The Clubhouse is in Building 12 of Momentum Village. It is equipped with a business center, TV area, a community kitchen, and games. 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 charged a fine and potentially charged with theft.*

Fitness Center: The fitness center is in the community center in Building 1 and can be accessed 24 hours a day. You are responsible for reading, understanding, and complying with all the fitness center rules and regulations as well as any supplementary notices that are posted in the business center. For questions, please contact the Resident Assistant On-Call.

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. Alcohol is not allowed in the pool area or any public area of Islander Housing. 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 Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight. Pool hours 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 will be Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight 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 Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight 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 II between Building 8 and Building 9. The hours for the sand volleyball court are Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is not allowed in any public area of Islander Housing.

Fire Pits: The fire pits are in Phase II between Building 8 and Building 9. The hours for the fire pits are Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is not allowed in any public area of Islander Housing.

Academic Success Centers: Academic Success Centers 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 Academic Success Centers are available for resident use and all guests must be accompanied by a Momentum Village resident. Dry erase markers are available for use and may be borrowed from the community's front desk. Keep in mind that 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 Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is not allowed in any public area of Islander Housing.

Outdoor Movie-Wall: The Outdoor Movie Wall is in the Phase II courtyard. All equipment can be checked out at the phase II front desk using student ID. Equipment may be checked out by Momentum Village residents only. The hours for the outdoor movie wall are Sunday through Thursday 8am-11pm and Friday through Saturday 8am-Midnight but may change during the holidays, during finals week, or at the discretion of the Islander Housing staff. Alcohol is not allowed in any public area of Islander Housing.

Dog Park: The dog park is located parallel to building 11 in Phase II. *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 \$25. Students must ensure that their pet is on a leash whenever outside of their residential unit. All pets and Emotional Support Animals must be registered with Islander Housing.

Internet: All Momentum Village residents have access to wireless internet through MyResNet. Residents can register for an account at MyResNet.com. Once you've created a unique username and password and register each device – you can connect! Each resident can register and connect up to 10 devices to be online simultaneously, if desired with speeds per device of 100 Mbps Download and 25 Mbps Upload. Residents experiencing persistent problems with internet connections may contact MyResNet 24 hours per day by calling 833-493- 4886 or chatting with them at MyResNet.com.

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 you 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 free parking permit by Momentum Village. Parking in the handicap, reserved, or employee spaces without authorization will result in citations and towing of the vehicle. Momentum Village is not responsible for damage to vehicles that may occur during towing.

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-transferrable to anyone other than the contract holder. REMEMBER: 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 an iButton (serves as the front/bedroom door and electronic access card/proxy key). Momentum Village residents are issued a key fob (serves as the front door, bedroom door (Phase 1 residents receive a metal bedroom key) and electronic access card) and a metal mail 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, loss was unavoidable, the resident will be charged the following to replace keys/locks: Key- \$25.00; Locks- \$200.00.

The access card/proxy key/iButton will provide you access to the amenities at each housing community. Residents must keep coded access card/proxy key/iButton, with them at all times, as switching keys will result in programming issues. Resident bedroom key will only grant them access into their assigned bedroom. Residents must reside in the bedroom assigned to them at move-in and they are prohibited to switch keys or bedrooms. Lastly, residents receive a mailbox key which corresponds to the mailbox assigned to your apartment.

Lockout Procedures: Should you lock yourself out of your room or apartment during office hours, please go to the front desk of your community. If you are locked out after office hours, call the RAs On-Call or community phone number. Community 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 lock out will result in a \$25.00 charge to your account.



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HOUSING

MIRAMAR & MOMENTUM VILLAGE

Facilities & Maintenance

Facilities & Maintenance

Unit Condition Form:

At 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. This form can be accessed via the [TAMU-CC Housing](#) portal.

- Residents must inspect their room/apartment and be certain the form is completed accurately. The UCF must be submitted within 48 hours of your check-in.
- At move-out residents have the option of completing an express check-out at the front desk or an administrative walkthrough with a staff member in the resident's apartment. If a resident fails to check-out properly, the move-out forms will be completed without their presence or signature. Facilities staff will complete a thorough inspection after the move-out process. Once all inspections have been completed, charges will be assessed at that time for any damages or additional cleaning that is needed. Charges for damages will not be assessed or discussed at the time of the move-out appointment.
- Any damages (beyond normal wear and tear) that were not previously noted on the UCF will be assumed to have occurred during your residency and you will be charged accordingly. If no one claims responsibility for damages in the common area, the total cost will be evenly divided between all residents in the unit.

Service Requests

If something in a resident's apartment is not functioning properly, they may file a maintenance request at the front desk or through the Community Portal at housing.tamucc.edu by clicking on the "For Residents" tab to submit a work order. 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 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 employee. At NO TIME should residents attempt to complete repairs themselves or hire anyone to complete repairs.

Residents will be charged for the removal and replacement of any repairs completed by themselves or non-Islander Housing workers.

Facilities staff will ALWAYS 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 facilities 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.

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 held financially responsible for repair and/or replacement. Please remember that you may also be held responsible for damage caused by your guests. Help keep your living environment clean and damage-free by encouraging and requiring a respectful environment with your 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 damage(s). 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. A \$25.00 per bag service charge will be immediately due and payable by resident(s) for any refuse left outside residents' unit or left elsewhere on the property.

Mold Prevention & Pest Control

ABOUT MOLD: Mold is found virtually everywhere in our environment—both indoors and outdoors and in both new and old structures. Molds are naturally occurring microscopic organisms which reproduce by spores. All of us have lived with mold spores all our lives. Without molds we would all be struggling with large amounts of dead organic matter.

Mold breaks down organic matter in the environment and uses the end product for its food. Mold 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, mold can grow. There is conflicting scientific evidence as to what constitutes a sufficient accumulation of mold 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 mold growth in the dwelling. That is why the following contains important information for students, and responsibilities for both Islander Housing and residents.

PREVENTING MOLD BEGINS WITH YOU: To minimize the potential for mold 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 any exhaust fans in the bathroom and kitchen before you start 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, you (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 your towels and bathmats so they will completely dry out.
- Promptly notify Miramar or Momentum Village in writing about any air conditioning or heating system problems you discover. Follow property rules, if any, regarding replacement of air filters. 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 Miramar or Momentum Village in writing about any signs of water leaks, water infiltration or mold. Miramar or Momentum Village will respond in accordance with state law and this Housing Contract to repair or remedy the situation, as necessary.

AVOIDING MOLD 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 mold 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 MOLD 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 that you first clean 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 mold). 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 mold because mold 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 mold 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 mold from clothes. **DO NOT CLEAN OR APPLY BIOCIDES TO:** (1) visible mold on porous surfaces, such as sheetrock walls or ceilings, or (2) large areas of visible mold on non-porous surfaces. Instead, notify Momentum Village in writing.

COMPLIANCE: Complying with these provisions will help prevent mold growth in the dwelling, and both Resident and Miramar or Momentum Village will be able to respond correctly if problems develop that could lead to mold 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't fix problems in your dwelling unless it knows about 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 Miramar or Momentum Village in writing of 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.

Energy Conservation Tips

Electricity

- Turn off lights when you leave a room.
- Unplugging or turning off appliances when you're not using them can save a significant amount of energy.
- Save energy by unplugging all computers, chargers, and electronics during vacation.
- Turn the water off when you're not using it: when lathering your hands with soap, brushing your teeth, scrubbing dishes, etc.
- Decrease your showering time to about 5 minutes.
- Save energy by unplugging all computers, chargers, and electronics during vacation.

Water

- Turn the water off when you're not using it: 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.