

**University of Central Florida  
Department of Housing and Residence Life  
Summer Conference Housing Regulations**

**The conference guest is required to adhere to all University Housing policies regulations and guidelines, as well as all local, state and federal laws.**

**The University of Central Florida regulations, as well as the Department of Housing and Residence Life include, but are not limited to the following:**

1. Firearms, weapons, ammunition, fireworks, explosives and highly flammable materials are not allowed in the residence halls, the buildings or on University grounds. This includes sling shots, air guns, pellet guns, BB guns, swords and nun chucks as well as knives.
2. Animals are not allowed in any location of the residence halls.
3. Hot plates or similar cooking appliances are not permitted in rooms.
4. Remodeling or renovating of rooms, moving furniture, re-moving furniture or tampering with the electrical or mechanical fixtures, is strictly prohibited.
5. Removal of window screens, as well as sitting outside of the windows is not allowed.
6. Attaching anything to University premises by nail or screw, is not permitted.
7. Parking in the service or fire lanes adjacent to the residence hall is not permitted.
8. Tampering with the fire system or fire fighting equipment is a federal offense, and will not be tolerated.
9. Removal of lounge or common area furniture is not permitted.
10. Unlocking or 'propping' hall doors, which are to be continuously locked, is strictly prohibited.
11. Gambling or solicitation is strictly prohibited.
12. The use of permanent hair dye in the residences halls is prohibited.
13. Illegal drugs are not tolerated in the residence halls. If you choose to possess and/or use illegal drugs, you will be subject to police interaction.
14. Alcohol is permitted in the rooms ONLY if you are of the legal drinking age. Alcohol is not permitted in the hallways or Commons Building.
15. SMOKING IS NOT PERMITTED IN ANY UCF RESIDENCE HALL.

**Personal Safety**

The best way to protect Conference guests and their belongings is to **KEEP DOORS LOCKED AT ALL TIMES**. Do not open the door for just anyone. Take your room key with you and let your roommates know where you are going. If traveling at night, it is best to go with a friend (Use the 'buddy system'). There is safety in numbers. Stay away from isolated areas. If you see something suspicious call the police, from any campus phone, 911. If you loose a key report it, as soon as possible, to the Housing Office X3-4663.

### **Fire Alarm Procedures**

When a fire alarm sounds, you are expected to leave the building. Failure to evacuate can result in conference dismissal. The evacuation procedure is as follows:

Volusia, Lake Polk and Osceola Halls

- Lock your entry door but leave your bedroom door unlocked.
- Exit through the nearest stairwell or ground exit
- Stand away from the building and wait for the authorities tell you to return.

Brevard, Orange, Seminole, Flagler, Citrus, Sumter Halls

- Lock your door but leave the bathroom door unlocked and open.
- Exit through the nearest stairwell. Do not use the elevators. Elevators
- automatically return to the first floor and will not operate.
- Stand away from the building and wait for the proper message from the authorities.

### **Smoke Detectors**

Intentional false alarms are felonies. If an alarm is intentionally set/activated and the fire department responds the group will incur a monetary response fee.

Please do not tamper with any alarms. If the smoke detector should 'go off' for no apparent reason, exit the building and contact the Police Department.

### **Evacuation Map**

Emergency evacuation maps are posted on bulletin boards throughout the Residence Halls. Immediately upon arrival you are to read/study these evacuation maps. In the event of an emergency you are to comply accordingly.