



## Upstate Area Health Education Center (AHEC) Student Housing Agreement and Policy

### Student Housing Guidelines

As part of your clinical training in the Upstate AHEC region you may be allowed to occupy Upstate AHEC student housing. During your stay it is your responsibility to keep the housing in good condition and to ensure the security of the housing and your fellow students. The following guidelines must be accepted and adhered to during your stay.

- I understand that I may have roommate(s) assigned by Upstate AHEC during all or part of my stay; that private housings are not available at Upstate AHEC, and no requests for such can be honored.
- I will not invite any other persons to occupy this housing nor will I bring pets. (Under NO circumstances are overnight guests or pets permitted).
- I will provide my own towels and expendable items.
- I will be considerate of my neighbors at all times and not create or allow any disturbance to their peace and quiet.
- I understand that Upstate AHEC is not responsible for any loss, theft, or damage to my personal belongings. If I desire insurance for my personal belongings, I will procure this at my own expense
- I will not duplicate keys or change locks during my occupancy and I will return the key to the designated person when I leave. I will keep the housing locked and secure at all times.
- I understand that smoking, burning candles or drug use is not allowed in Upstate AHEC student housing.
- I understand that I will be charged a fee for removing, damaging or tampering with furnishings and contents of the housing. The furniture is not to be re-arranged; no items may be hung on the walls.
- I will keep the housing neat and tidy during my occupancy. I understand it is my responsibility to take out my trash every week to the proper receptacle.
- I understand upon my departure, I will thoroughly clean my housing. I will remove all food from the cabinets and refrigerator. I will empty all the trash to the proper receptacle. I understand that if my housing is left unclean I will be charged a \$25.00 cleaning fee.
- I understand that Upstate AHEC reserves the right to enter the housing without notice for inspection, repairs, inventory and cleaning. Cleaning crews and maintenance personnel may access housing as their schedule requires.
- I understand that it is my responsibility to contact the housing coordinator and/or the designated maintenance person should I become aware of any appliances, heat/air conditioning, or other problems with the housing.
- Notice of closing and evacuation: In the event of severe weather or other emergency, Upstate AHEC may elect to close the student housing units, if conditions are deemed a sufficient threat. For any condition resulting in closing/evacuation, students may not elect to remain in Upstate AHEC housing. Students are encouraged to return to their

own private residences. Upstate AHEC cannot guarantee alternative placement nor does it assume any financial or legal responsibilities incurred by the students related to transportation or costs for temporary housing as a result of evacuation. Upstate AHEC will notify all affiliated schools (and the AHEC Program Office) when closing housing for any reason, informing the schools that students may be returning to campus and unable to complete assigned community rotations. Upstate AHEC will also notify the schools and students as to when housing will be reopened and students may return.

### **Upstate AHEC Student Housing Internet and Computer Use**

Upstate AHEC provides access to the Internet at Upstate AHEC Student Housing to support student academic pursuits. Upstate AHEC does not support commercial services within the housing units or provide entertainment to students residing in student housing.

Students utilizing Upstate AHEC Student Housing may use the provided internet access for academic pursuits such as conducting research, Web browsing, reading, accessing or using campus computer systems and services, and exchanging e-mail with friends and family. Access to Upstate AHEC-provided internet service requires an access code which will be given to you by the Upstate AHEC.

#### **Unacceptable Usage**

Users must refrain from the following activities, which include but are not limited to:

1. Using computing facilities to violate any Upstate AHEC Housing policy or regulation, or federal, state, or local law, e.g. the transmission of obscene materials, gambling, and the intentional violation of copyright are all prohibited under state and/or federal law.
2. Entering, without authorization, into any account to use, read, transfer, or change the contents in any way.
3. Granting another individual access to, or sharing the Upstate AHEC wireless access code with other students, visitors or neighbors.
4. Using computing resources to interfere with the work of others.
5. Using computing resources to send obscene, abusive, threatening, defamatory, or harassing messages.
6. Using computing resources to interfere with the normal operation of computing systems and connected networks including, but not limited to, introducing viruses, flooding the network with messages, sending chain letters, or unfairly monopolizing resources that result in the exclusion of others.
7. Using Upstate AHEC provided resources for profit or commercial purposes.
8. Distributing copyrighted music, movies, software or similar materials.
9. Using any computer connected to the Upstate AHEC Student Housing unit as a server.
10. Damage, tampering or any removal of Upstate AHEC-owned equipment, i.e., cable modems and wireless routers.
11. Students may not modify or extend the network or wiring in any way.

Intentional failure to comply with this policy will result in disciplinary action, which may include suspension of user privileges and/or expulsion from Upstate AHEC Student Housing, and possible exposure to criminal prosecution with associated costs and penalties.

### **Computer Use**

Upstate AHEC's internet access is provide via a wireless connection. Students must provide their own computer with wireless capability. Use of your computer in Upstate AHEC's facilities is solely at your own risk. Upstate AHEC is not responsible for virus, spyware or other malicious software downloaded by your computer while using Upstate AHEC provided internet access. Upstate AHEC does not insure your computer (or other personal property) against damage of any sort, including fire, theft, damage caused by fluctuations in electrical power supply, or other. It is always recommended that you use a functioning surge protector, and that you disconnect your computer from the internet and electrical outlets when not in use.

**I have read, understand, and agree to the above conditions.**

**I understand that housing will not be provided unless I have signed & returned this agreement before my rotation begins to Upstate AHEC.**

**I understand that it is my responsibility to contact Upstate AHEC, as soon as possible, if there are any circumstances that change my plans to use Upstate AHEC housing.**

**I understand that failure to comply with these regulations and/or complaints by neighbors may result in fines and/or immediate termination of my housing privileges.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Please return form (via mail, fax, or email) to:**  
Nancie Stover-Nicholson  
HPS Coordinator  
Upstate AHEC  
200 N. Main St.  
Ste. 201  
Greenville, SC 29601  
Phone: 864-238-2648  
Fax: 864-349-1179  
Email: [nstover@upstateahec.org](mailto:nstover@upstateahec.org)