

Residence Hall Policies

A clearer reference for McMurry University residence hall expectations, lease responsibilities, move-in and move-out requirements, community policies, room entry, personal property, and housing eligibility.

Quick Reference

Housing eligibility

Only the assigned resident may live in the room. Residence hall rooms are private residences only. Students must remain enrolled full-time, defined as 12 or more credit hours.

Deposit and charges

A \$100 security deposit is charged through the Business Office once September charges are applied. Damage, improper check-out, lock-out, and other fines may be added to the student account.

Move-in and move-out

Move-in details are sent through the student's McMurry email and other correspondence. Residents must vacate by noon on the day after their last final examination.

Community standards

Students are expected to follow Residence Life policies and the Student Handbook, including expectations related to furniture, candles, pets, alcohol, guests, trash, and safety checks.

Detailed Policies

1 Occupants

Only the assigned resident may live in the residence hall room, and only while enrolled as a full-time student at McMurry University.

Rooms are to be used only as a private residence and for no other purpose. Leasing the room to other parties or entities is prohibited.

The University reserves the right to fill unoccupied bed space as needed. Residents who refuse roommates may be charged the single room rate or may be subject to lease termination.

First-year students are not allowed single rooms unless granted by special accommodation.

2 Security Deposit

A security deposit of \$100 will be charged through the Business Office once charges are applied in September.

3 Lease Term and Move-In

This lease is valid for the upcoming academic year and remains valid regardless of assigned bed space.

Move-in information will be sent to the student's McMurry email address and through other mailed correspondence. Move-in dates vary based on class designation and campus involvement.

Residents who fail to vacate the residence hall after the lease end date, or after the date on which they are notified to leave, are subject to fines.

In rare cases, the University may ask residents to relocate in order to conduct maintenance, cleaning, or repairs in the residence halls.

4 Unit Condition Form

A Unit Condition Form will be provided at move-in. The completed form must be returned within 48 hours of receipt.

The form allows residents to document, in writing, defects or damages that were present in the room at arrival.

Without the completed form, the room will be considered clean and in good working condition. Damage not noted on the Unit Condition Form, or damage incurred after move-in, is the responsibility of the resident and may result in damage fines being added to the resident's account.

Except for issues documented in writing on the Unit Condition Form, residents accept the room in as-is condition with all faults and imperfections. The University makes no express warranties and disclaims all implied warranties regarding the condition of the room.

5 Move-Out and Check-Out

Residents must vacate the residence hall by noon on the day following their last final examination.

Move-out and check-out instructions will be provided. Rooms will be inspected before clearance is issued for the resident to leave the residence hall for the term.

Fines will be assessed for building damage, furnishing damage, damage to the assigned room, and failure to check out properly.

Students who withdraw from the University before the end of a semester have 24 hours to vacate the residence hall.

Residents who vacate before the lease end date will forfeit their deposit, except for approved cases such as December graduation, military service, or an exception granted by the Director of Residence Life and Housing.

Security deposits are returned by the Business Office when the resident is permanently moving out of on-campus housing, all check-out procedures have been properly completed, and the student account has a zero balance.

Verbal notice of intent to move out is not sufficient. Residents must notify Residence Life staff according to the instructions provided during check-out or move-out.

Personal property left after move-out or after the lease end date may be disposed of. Fines may be assessed when personal property must be moved, consolidated, or disposed of.

6 Residence Life Policies

Students are expected to actively participate in the on-campus community culture that is part of being a McMurry student. Community membership includes being familiar with and following the policies and regulations in the Student Handbook, which is available on the McMurry University website.

Violations of the following policies may result in lease violation and/or immediate assessment of fines:

- No furniture may be removed from the room.
- Candles with wicks are not allowed in rooms.
- Pets are not allowed in residence halls at any time, even for short visits, except for small fish and aquariums and approved emotional support animals.
- McMurry is a dry campus. Alcoholic containers of any kind are prohibited anywhere on campus.
- Guest visitation is from noon until midnight each day. Guests must sign in at the front desk and be escorted by a resident at all times.
- Lobbies are open until 2 a.m. for visitation. If a guest is of the opposite gender or romantic in nature, the door must remain completely open during the visit.
- Same-gender and non-romantic overnight visitors are permitted, but no visitor may stay more than 72 hours in any two-week period. Overnight guests must be signed in each day they stay in the hall.
- All personal trash must be taken to the dumpsters. Personal trash found in common-space trash cans, hallways, or outside may result in individual or hall-wide fines.
- The Office of Residence Life conducts random health and safety checks to support student safety and ongoing policy compliance.

Lock-Out Service

Residents are expected to carry their keys and access cards at all times. Lock-outs are logged by Residence Life staff and the log is maintained for one full academic year before renewing at the start of the next year.

Lock-out count	Action
First and second	No charge
Third and later	\$15 lock-out fine
Five or more	Referral to the Director of Residence Life and Housing and/or the Dean of Students for further judicial action

7 Room Entry and Inspections

McMurry University reserves the right to have designated staff enter residence hall rooms without express permission or consent of the resident for inspection, maintenance, and search.

If a room search becomes imminent, a reasonable attempt will be made to inform the resident of the search.

Entry into an occupied room is conducted only to enforce reasonable rules and regulations and/or to ensure the safety, welfare, and comfort of all students and McMurry University.

8 Personal Property and Renter's Insurance

Each resident is responsible for acquiring and maintaining insurance for personal property kept in or around the room, premises, or property.

McMurry University and the Office of Residence Life are not liable to residents or their guests for damage, injury, or loss to person or property.

Renter's insurance is available through most insurance companies. Some students may also check whether coverage is available through a parent or guardian's homeowner's insurance policy.

9 Enrollment and Housing Eligibility

All students who wish to live on campus must maintain full-time student status at McMurry University, defined as enrollment in 12 or more credit hours.

- Students living in residence halls must maintain full-time student status throughout the semester or their leases will be cancelled.
- Students returning to campus housing after term breaks must be registered for that term by the Monday of Finals Week of the previous term, or their housing for the term may be canceled.
- Students in their graduating semester need only to be enrolled students to maintain eligibility for on-campus housing.

Questions about these policies?

Contact the Office of Residence Life for clarification about room assignments, lease status, move-in, move-out, or residence hall expectations.