



UR HOME.

# HOW TO REGISTER A **PARTY PASS**

## NOISE AND QUIET HOURS

Living on campus means that you are part of an academic community. As such, residents should be mindful of the expected community atmosphere. Please be considerate of others' study and sleep habits. To help ensure a healthy environment, Housing Services enforces quiet hours. **Quiet hours are in effect during the following times:**

**SUNDAY - THURSDAY**

**11:00 PM - 8:00 AM**

**FRIDAY & SATURDAY**

**1:00 AM - 8:00 AM**

## 24 HOUR QUIET PERIOD

In order to ensure that residents have a quiet and comfortable place to rest and study during the Final Exam Period, Housing Services enforces a **24 hour quiet period**. The dates of this period are as follows:

Start of Fall 24 hour quiet period: **December 9<sup>th</sup>, 2022 at 11:00 PM**

End of Fall 24 hour quiet period: **December 22<sup>nd</sup>, 2022 at 8:00 AM**

Start of Winter 24 hour quiet period: **April 14<sup>th</sup> 2023 at 11:00 PM**

End of Winter 24 hour quiet period: **April 27<sup>th</sup> 2023 at 8:00 AM**

During the 24 hour quiet period, guests are permitted in housing between the hours of **8:00 a.m. and 11:00 p.m. daily**. Overnight guests are not permitted during this period, unless approved by a Housing manager.

## NOISY NEIGHBOURS?

If your roommate or neighbour is being unreasonably loud, please take the following steps:

- Calmly try to resolve the issue by communicating your concerns directly to your roommate/neighbour. Explain how the noise levels are posing you difficulties, and discuss your needs in a friendly and respectful manner.
- Should the noise continue to be a problem, please contact the RA or CA on call. You will be asked for your name and room number for our records, as well you will be asked for permission to enter your room to observe the noise level. If Housing staff deems the noise level to be unreasonable, those responsible for the noise will be issued a warning.
- In the case of repeat violations, disciplinary action will follow.

## VISITORS AND GUEST VISITS

Guests are welcome to visit you throughout your stay in Housing; however, there are a few procedures that need to be followed while they are here. First, when your guest arrives, you must meet them at the main entrance of your building to let them in. Second, you must accompany your guest at all times (including in all common spaces and recreational areas) throughout the duration of their stay. **Residents who wish to host guests under the age of 17 must first register their guests at the Kišik Housing office.** Please do not give your access key to your guest at anytime, as doing so compromises the safety and security of the community, and, as such, could result in disciplinary action. Lastly, please ensure that your guests bring ID, as they must be able to present government or university issued identification if asked to by staff.

## YOUR RESPONSIBILITY

Residents assume full responsibility for their guests' actions. As such, please ensure that all of your guests are aware of the Housing Community Standards. Should a guest violate the Housing Community Standards, or otherwise pose a problem to other residents or staff, the guest will be asked to leave the Housing building immediately, and the resident will be held responsible and may be subject to disciplinary action. Furthermore, guests who engage in such behaviour may lose visitation privileges in Housing, and the responsible resident may have their guest privileges revoked.

Non-Resident students who violate the Housing Community Standards while in the Housing buildings may be required to meet with the Coordinator, Student Conduct, and may be subject to disciplinary action as outlined in the Student Code of Conduct and Right to Appeal section of the [Undergraduate Calendar](#).

## OVERNIGHT GUEST POLICY

You are welcome to host overnight guests. Just note that all bedrooms are single occupancy and as such, we ask that overnight guests stay for no longer than 2 consecutive nights in any given week. If you have a guest that requires accommodations for a period of more than 2 consecutive nights, please email the Housing Services office prior to their arrival to discuss short-term housing options.

**Note:** Please refer to the "Noise and Quiet Hours" section for information regarding hosting guests during the 24 Hour Quiet Period.

## HOUSING GUESTS WHEN YOU HAVE A ROOMMATE

Anytime you will be hosting a guest, whether they are staying overnight or just for a few hours, please discuss it with all of your roommates prior to bringing anyone into your apartment. Not only is this common courtesy, but it also ensures that everyone feels safe and comfortable in their living space. We ask that you and your guest are mindful of Housing quiet hours, and that your guest does not use any of your roommates' belongings without their explicit permission.

## ALCOHOL

The University of Regina is committed to promoting safety and responsibility with the use of alcohol. Therefore, Housing Services observes the following policies:

- Items that promote binge drinking are not permitted in Housing, including, but not limited to kegs, mini kegs, alcohol funnels, drinking games, etc.
- Public intoxication of residents and/or guests will be subject to disciplinary action.
- The making of beer, wine or other alcohol in student housing is not permitted.

The provincial statutes regarding the possession of alcohol apply to all University of Regina Housing locations. In the province of Saskatchewan, a minor is a person who is under the age of 19. Minors found in possession of alcohol, or who are found to be under the influence of alcohol, may be subject to disciplinary action. Students found to be supplying alcohol to minors will be subject to a fine and disciplinary action. Housing staff may ask for ID with proof of age at any time.

If you are of legal age (19 years and over), you may consume alcohol responsibly in your apartment or dorm room. Alcoholic beverages are not permitted in common areas, which include, but are not limited to: hallways, computer rooms, lounges, game rooms, laundry rooms, elevators, etc. If you are transporting alcohol to another location, please do so in a properly sealed container.

Residents found in violation of this policy may lose their housing alcohol and party pass privileges. In addition, they may be fined and/or required to attend an alcohol awareness training course.

**Note:** In any case requiring emergency medical assistance, anyone reporting alcohol use will not be subject to disciplinary action. This includes the person making the report, the person needing emergency medical assistance\*, and any other witnesses or bystanders present at the time of the medical emergency.

\*While there will be no disciplinary action for the individual needing emergency medical assistance, the individual may be required to partake in an informational course on safe alcohol use.

## SMOKING

“The University of Regina is a community that respects the importance of, and takes responsibility for, the quality of the air we breathe. We are committed to providing a safe and healthy place in which to study, work, and live. The University of Regina recognizes the hazards posed by exposure to second-hand smoke and the use of tobacco products.” Smoking anywhere on campus, including all Housing buildings, is strictly prohibited. Electronic cigarettes/vaporizers are also not permitted to be used on campus.

Smoking - To inhale, exhale, burn, carry, or possess lighted tobacco, cannabis (marijuana) or other herbal products, including cigarettes, electronic cigarettes (e-cigarettes), cigars, cigarillos, pipe tobacco, hookahs or other products capable of being smoked, or to burn, vaporize or atomize any products for inhalation including tobacco or illegal substances.

Smoking in Housing is considered a health and safety concern. Thus, where smoking is suspected and/or in progress, bedrooms and apartments will be searched without prior notice. Smoking, or any signs of smoking (this includes, but is not limited to: ashes, smell of smoke, and/or the presence of cigarette butts) in student housing will result in immediate disciplinary action.

Please refer to the University of Regina [Smoke Free Campus Policy](#) for full details.

## CANNABIS

Housing Services abides by Provincial and Federal legislation as it relates to cannabis use, and enforces all University of Regina Cannabis policies as outlined in Appendix A of the [Smoke-Free Campus Policy](#).

Areas of note from that Policy include the following:

- Growing cannabis plants is prohibited in all University buildings, including all housing buildings.
- Consumption of cannabis including but not limited to consumption via vaping, smoking, eating of edibles, and concentrates, is not permitted in all Housing buildings.
- Smoking cannabis is prohibited in all University buildings, including all Housing buildings.
- Advertising or sale of cannabis products is prohibited on all University of Regina campuses.
- When not in use, cannabis products on campus must be stored in sealed, scent proof containers. The container must be properly labeled with the product being stored. Additionally the product must be stored in the owners bedroom and not accessible within the apartment common area.
- Mail delivery of cannabis to Housing is prohibited.
- Providing cannabis to unwilling participants or those under the legal age of consumption will result in disciplinary action.

**Note:** The use of cannabis for medicinal purposes is recognized as a “duty to accommodate” under Saskatchewan Human Rights Legislation. Medical cannabis users must register with the [Centre for Student Accessibility](#), in order to use medical cannabis in Housing. Please note that smoking cannabis, even with medical certification is not permitted in the University of Regina Housing buildings.

Where a cannabis policy violation is suspected and/or in progress, bedrooms and apartments will be searched without prior notice. All cannabis policy violations that occur in student Housing will result in immediate disciplinary action.

## SMOKING/CANNABIS FINES

Violation of Housing cannabis and/or smoking policies will result in the following:

- 1st offence.....\$300 fine
- 2nd offence.....\$500 fine
- 3rd offence..... Eviction and termination of contract

**Note:** Failure to properly store cannabis or cannabis products, or causing a disturbance in the community due to the smell of cannabis or tobacco products in Housing will result in a \$50 Offensive Odour fine.

## DRUGS

The possession, use, distribution, cultivation, or sale of illicit drugs, or drug related products is illegal under the Criminal Code and is prohibited on campus. All drug related activities on campus are considered a health and safety concern, and the University of Regina considers illegal drug use as non-academic misconduct subject to discipline. Thus, where drug use is suspected and/or in progress the following procedure is followed:

- Campus Security/Regina City Police are contacted
- Bedrooms/apartments will be searched without prior notice
- The student who violated the policy will be subject to legal action and immediate eviction from Housing.

Students who are involved in activities which are considered illegal under the Criminal Code may also be subject to discipline as per the University of Regina Non-Academic Misconduct Policy. The full policy can be found on page 42 of the [Undergraduate Calendar](#).

## VAPORIZERS AND E-CIGARETTES

In addition to smoking, the use of vaporizers and e-cigarettes are strictly prohibited in and around all Housing facilities. Where a vaporizer or e-cigarette policy violation is suspected and/or in progress, bedrooms and apartments will be searched without prior notice. All vaporizer or e-cigarette policy violations that occur in student Housing will result in immediate disciplinary action. If caught using such a device, fines will be added to your financial account.

Violation of Housing vaporizer and/or e-cigarette policies will result in the following:

- First offence.....\$100
- Second offence.....\$300
- Third offence.....\$500 (With a behavioral contract/eviction and termination of contract.)

## HOSTING A PARTY

Housing Services defines a ‘party’ as a social gathering of 8 or more people with alcohol being present. Even if your social gathering does not meet the above criteria, it may still be considered a party at the discretion of Housing staff. Before having a party, please visit the Housing Kiosk and speak with an RA before 9:00 PM to register your party. Please note that, at their discretion, RAs reserve the right to shut down parties and ask guests to leave. We want you to have fun responsibly and ensure all residents are safe.

## PLAN YOUR GATHERING

- Be of legal age! If you are hosting a party, you must be at least **19 years old**.
- Discuss your plans with all of your roommates beforehand; give them a heads up, and make sure that all occupants of your suite are in agreement with your plans.
- Be aware of our alcohol policy.

## REQUEST A PARTY PASS

- Stop by a Housing Kiosk prior to 9:00 pm to complete a Party Form.
- Have all roommates sign, indicating their approval of having a party hosted.

## GET A PARTY PASS AND GUEST LIST

- The RA will go over the responsibilities and expectations with you.
- If the RA deems that you are responsible and ready to host a party, they will provide you with a valid Party Pass and you will complete a guest list.

## HOSTING THE PARTY

**When signing out a party pass, one resident will be required to act as the party “Host”. The Host is responsible for the following:**

- To ensure that all party guests remain respectful at all times, and that everyone present is aware of, and abiding by, all Housing policies.
- To be respectful of the RAs, who may stop by the party occasionally to assess how the gathering is going. If an RA deems the noise level excessive, or notices any other issue, they can shut down the party at their discretion.
- To ensure that all guests are signed-in, and to keep the guest list updated
- To remain present for the duration of the party, and take responsibility for the party at all times
- To avoid excessively loud noise (EX: No amps and/or sub-woofers/ shouting etc.)
- To ensure that no students under the legal drinking age are consuming alcohol
- To prohibit games that encourage binge drinking from being played at the party
- To keep the party contained to the suite/unit with the valid pass
- To shut down the party **before quiet hours**
- **To contact the RA on-call for help if the party is getting out of hand!**

## AFTER THE PARTY

- Return the Party Pass and guest sign-in sheet to your building’s Housing kiosk within 24 hours.
- 48 hours after your party, a cleaning inspection **may** be conducted. Failure to pass the cleaning inspection may result in revocation of your party pass privileges, and any cleaning fees will be applied to the host’s Housing account.

## KEEP IN MIND

- Those under the influence of alcohol and/or drugs cannot consent to sexual activity.
- Failure to abide by Housing policies as outlined in this Handbook will result in Party Pass privileges being revoked and/or additional disciplinary action.
- Providing you and your guests remain respectful, kind and safe, there should be no concerns with hosting a social gathering responsibly.

## SEXUAL ASSAULT AND VIOLENCE PREVENTION

All members of the University of Regina community have the right to work, teach and study in an environment that is free from any form of sexual assault, harassment, or violence. The University also recognizes that all persons have inherent right to exercise control over their own bodies, and to engage only in sexual activity in which they consent to engage.

### WHAT IS CONSENT?

Consent is the active, ongoing, informed and voluntary agreement to engage in physical contact or sexual activity.

- Consent is not present when someone says or does something to show that they are not agreeing to an activity, including but not limited to, pushing away, silence, giving in, not removing one's own clothing.
- Consent cannot be coerced through harassment, manipulation, threats or abuse of power.
- A person is unable to give consent when they are impaired and under the influence of alcohol and/or drugs. Impaired judgment that leads a person to think or believe that there is consent is not an excuse for sexual violence/misconduct.
- A person is incapable of giving consent if they are asleep, unconscious, drugged, or otherwise unable to communicate.
- The fact that consent to a sexual relationship was given in the past does not mean that consent is deemed to exist for all future sexual activity.
- Consent cannot be assumed in the context of relationships, including dating or marriage.
- A person can withdraw consent at any time during the course of a sexual encounter therefore consent must be on-going.

### RESPONDING TO SEXUAL ASSAULT

**IMPORTANT:** In the event of an imminent threat of assault/violence occurring, or if an incident of assault/violence is in process, please call 911 immediately.

Housing Services operates in compliance with the [University of Regina Sexual Violence/Misconduct Policy](#).

If you, or someone you know are subject to, witness to, or have knowledge of an incident of sexual assault and/or intimate partner violence, please know that there are staff available at the University who are trained and available to support you! [The Office of the Sexual Violence Prevention and Response Coordinator \(SVPR\)](#) is your best resource on campus, located in room 251 of the Riddell Centre. The Coordinator can be reached by phone at (306)337-3149 or via email at [sexual.violence.response@uregina.ca](mailto:sexual.violence.response@uregina.ca). The Coordinator is available Monday through Friday from 8:30 a.m. to 4:30 p.m. The SVPR can assist either survivors or their supports in person, by telephone, Zoom Healthcare or via email. The office offers supports to students that have experienced recent or historic violence in a trauma informed, person-centred approach. Assistance can include listening and supporting, accompaniment to appointments; including legal or medical attention, referrals to both on and off campus resources, advocate for deferrals, extensions and/or other academic accommodations, as well as providing general information. You do not have to make a report to access University services offered through the SVPR, disclosures will remain confidential.

In Housing, Residence Life Coordinators, Resident Assistants and Community Assistants are all available to assist you after hours if you need support. They are trained to help keep you safe, maintain privacy and connect you to additional resources!

**Note:** In the event of a complaint of sexual assault wherein substances (alcohol or cannabis) were used in breach of the Housing Community Standards, neither the complainant nor the witnesses will be subject to disciplinary action for substance use under the incident process outlined in this Handbook.

KT149, 3737 Wascana Parkway  
Regina, SK S4S0A2

**Tel:** (306) 585-5450

**Fax:** (306) 337-2903

**Email:** [housing.services@uregina.ca](mailto:housing.services@uregina.ca)

[www.uregina.ca/housing](http://www.uregina.ca/housing)

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**HOUSING HANDBOOK**



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