

RESIDENCE HALL F.A.Q.



Here we have compiled a list of questions and answers that are most familiar to us. Instructions are given at the end for what you would need to do should you have a question that is not addressed on this list. We have also provided a contact list at the end of the document for your convenience.

Q: What do I need to bring with me?

A: You should plan to bring:

- Bed linens (Note: We recommend twin-sized XL sheets.)
- Towels, washcloths, bathrobe, shower caddy, shower shoes
- Pillows
- Trash can
- Personal items (soap, shampoo, toothpaste, toothbrush, etc.)

Q: Do I need to bring curtains?

A: In order to personalize their living quarters, men and women living in Lilly Memorial Hall, Carrick Hall, Berger-Auen Hall, and Howard Memorial Hall are expected to furnish their own curtains. Lilly Memorial Hall windows are 43 inches long and 38 inches wide. Windows in Carrick Hall vary in size, so measurements will have to be taken upon arrival to the dorm room. The windows in Howard Memorial Hall and Berger-Auen Hall are 48 inches long and 52 inches wide.

Q: May I burn candles/incense in my room?

A: No. The fire marshal forbids any type of candles or incense. An excellent alternative would be to bring plug-in air fresheners or air freshener sprays.

Q: May I put posters on the wall and decorate my room?

A: Yes! We suggest that you use poster putty rather than thumbtacks or nails. Sorry, but tape is not allowed on walls or on the ceiling. Please select to display items that are in good taste. Anything deemed inappropriate by the College will not be permitted in the dorm room.

Q: May I bring a hot plate, toaster oven, or other electrical appliances?

A: No. Alice Lloyd College prohibits the use of any cooking appliances in the dorms due to fire hazards. However, you may use a microwave. If you have a question about an appliance, be sure to ask Student Services about whether or not it is permitted.

Q: May I bring a refrigerator?

A: Yes. Usually, we suggest that you keep the refrigerator to a size of up to 2.5 cubic feet. Check with your Resident Advisor or the Director of Student Housing for further information.

Q: May I bring a TV?

A: Yes! Each student dormitory room is equipped with one television cable connection. Local cable programming is provided. We do have lobbies in our dorms that have televisions, but if you prefer to bring your own TV, you may.

IMPORTANT NOTE: You should strongly consider coordinating the items you plan to bring with your roommate(s). You wouldn't want to bring multiples of items like television sets and refrigerators!

Q: How many electrical hookups may I have?

A: Overloading the outlets in a room can be a serious fire hazard. Roommates should consult each other about what they're planning to bring with them into the residence hall. You should limit electrical appliances to what can be plugged directly into outlets without the use of extension cords, etc.

Q: May I bring my own telephone?

A: Yes. Most of our students use cellphones, but having a personal telephone in your dorm room is perfectly fine, too. Each student dormitory room is equipped with one analog phone jack. Students must supply their own phones. Voice Mail is provided by the College, and campus announcements are made via voice mail. Long distance is available (you'll want to inquire about this with Information Technology), or students may use over-the-counter calling cards of their choice.

Q: May I bring a pet (cat, dog, fish, etc.)?

A: Sorry, no pets are allowed in our dormitories.

Q: How much is the room deposit, and when do I need to pay?

A: Alice Lloyd College requires a non-refundable room deposit of \$50 from all residential students. The deposit must be paid by July 1st. Upon receiving a Letter of Acceptance from the Director of Admissions, you will have to submit the room deposit within 30 days. Students are responsible for their living areas, its contents, and the College's property. Damages can result in charges equal to the cost of repair or replacement.

Q: If I have grants to cover expenses at ALC, may I use them to pay the room deposit?

A: No. This is a non-refundable deposit, if a dormitory room is to be reserved, that must be paid by the individual.

Q: Where do I report to when I arrive on campus?

A: Please report to the dormitory to which you have been assigned.

Q: When should I arrive on campus?

A: You should expect to receive a letter from the Academic Dean and the Director of Student Housing with important information as to when you should plan to arrive on campus. Please do not plan to arrive prior to that time unless you have made arrangements with the Director of Student Housing. Our staff is very busy each semester preparing for the arrival of students, so dormitories will not be open until the date indicated in the letter.

Q: May I arrange to room with a friend?

A: Yes, but you must contact the Director of Student Housing with your request. Also, the fulfillment of your request is dependent upon whether or not there are available vacancies. Be advised that you must notify the Director of Student Housing of your request by June 1st.

Q: Could I have a room in the dorm *and* commute?

A: No. Dormitory rooms are for full-time resident students ONLY.

Q: Is it possible for me to change rooms?

A: Once you have been assigned to a room, we expect you to report to that room and live there until all students have arrived. The first available date for room/roommate changes will be **one week** after classes begin.

Q: How do I go about changing rooms?

A: Come by the Housing Office (Student Services - located on the 2nd floor of the Davis Student Center) and pick up a "Room Change Request." Then, you will need to have your Resident Advisor and Dorm Director sign it. After doing so, return the request to the Housing Office. At that time, we will issue you a new room and key and make the change official. Anyone moving into another room without the consent of the Housing Office may be fined and ordered to move back to the original room.

Q: What is a Resident Advisor?

A: Commonly referred to as "R.A.s," Resident Advisors are upperclassmen (though, in rare cases, freshmen have been included as R.A.s) who live with you on the same floor of your residence hall and are a vital part of our program. They

will assist you in adjusting to your new environment and college life. If you have questions, concerns, or problems, seek them out.

Q: May I be assigned to a single room?

A: This is possible, but not probable. It would be wonderful if we could offer each student a single room, but space simply does not allow for it.

Q: If I should happen not to have a roommate, may I move the extra furniture out of the dorm room?

A: No. All furniture must stay in the room. In the rare circumstance of a student being the sole occupant of a room, he or she, from time to time, may be asked to host overnight visitors to the campus.

Q: Will we have room inspections?

A: Yes, we will have regularly scheduled room inspections throughout the year. Expect to have at least one inspection for cleanliness and fire prevention each month. Generally, rooms are checked prior to Open Dorm. The College reserves the right to make surprise room inspections.

Q: Do I need to lock my door whenever I leave my room?

A: Yes, always.

Q: What do I do if I lose my room key?

A: Lost room keys should be reported immediately to the Student Services Office. A replacement key costs \$10. Also, in order to protect the safety of our students, we change your lock in order to prevent someone finding and using that key to open your door. If a student leaves his or her key at home or at the home of an acquaintance, a temporary replacement key can be obtained from the Student Services Office. The temporary key will need to be returned once the student retrieves the original key.

Q: What do I do if I lose my Student ID?

A: You will have to have your ID replaced at your own expense. The IT Department (Information Technology, located on the first floor of the McGaw Library and Learning Center) will replace your ID for \$10.

Q: If I should have any problems, whom should I see?

A: Please consult your Resident Advisor or Dorm Director. College faculty and staff are also available for students who may wish to discuss personal concerns. Alice Lloyd College also provides counseling services for our students. The College's Retention Counselor is available to help students cope with the normal hassles of college life. The counselor's office is located on the first floor of the June Buchanan Alumni Center, English Department. Students who should happen to need clinical evaluation or follow-up are referred to the local counseling agency, Kentucky River Community Care, or are helped to find mental/emotional health services in their home communities.

Q: What should I do if I am unhappy with my roommate?

A: You should talk to your Resident Advisor. The R.A. will arrange a conference with the Dorm Director, Housing Director, or the Dean of Students in order to solve the problem.

Q: What if I or my parents wish to complain about the condition of a room, etc.?

A: Please contact the Director of Student Housing. Contact information is listed below. Note: It is important for students to report any damages to college property or the malfunction of equipment in our living areas to the appropriate Resident Advisor or Head Resident. Corporate damages (i.e., damages to hallways, bathrooms, lobbies, etc.) may be charged to persons who reside on the floor where the damages have been noted.

Q: What is the phone number for my dorm room?

A: The phone number for your room will be sent to you with information about your housing assignment.

Q: What if my parents need to contact me after-hours?

A: Your parents are always welcome to call you. So, first, they should try the phone number for your dorm room. If it is an **emergency** situation and they have been unable to contact you, they may call the Dorm Director in his or her apartment or Campus Security. We have provided a list of such contact information below.

Q: What activities are planned for the first few days of the semester?

A: The College usually has planned a variety of recreational activities. Once you have arrived on campus, be sure to check with your Resident Advisor for more information.

Q: What are “intramurals”?

A: The College’s Intramural Sports Program exists to provide our students, faculty, and staff with the opportunity to participate in a wide variety of activities to meet the recreational and competitive needs of the college community. Intramurals are for everyone. Dorms often compete against each other in various sporting events. Each dorm, or, in some cases, each floor of a dorm, will choose a name by which they will be called. If possible, the College’s Director of Intramurals will have T-shirts made with that name and logo imprinted on them. Some sports/games in which students participate are softball, flag football, basketball, ping pong, pool, rook, and chess. For more information, please visit our page for Intramurals in the Athletics pages of our website.

Q: What types of recreational activities and games are available to me in the Davis Student Center?

A: There is a Student Lounge in the Davis Student Center in which we have a variety of games. Students can play ping pong, pool, and video games. It is also perfectly fine for students to provide their own games, such as popular board games, cards, checkerboards, etc. Student may also watch TV in the lounge.

Q: Where can I buy books and supplies?

A: The College Bookstore is located on the first floor of the Davis Student Center. All necessary materials are available to be purchased there.

Q: Where do I get my mail?

A: The Campus Post Office is located on the second floor of the Davis Student Center. Each student has a personal mailbox for which you will have a key. You will usually be notified of packages that have been sent to you, but feel free to check for such items at the desk.

Q: May I bring my car to campus?

A: Yes! You will need to register your vehicle during the regular college registration period. Registration of automobiles is \$30 per semester. When a student reaches the automobile registration step in the registration process, he or she must be able to provide the following information: license plate number, dorm name and room number, home address and phone number, and make, model, and color of the vehicle. Upon registration, a sticker (decal) is issued to identify the motor vehicle and a parking lot/area will be assigned. Other pertinent information can be obtained from The Student Handbook.

Q: If I am making poor grades or having trouble in a course, whom should I see?

A: The first step would be to consult your Faculty Advisor. You might also want to contact the Director of Tutorial Services in the McGaw Library and Learning Center. Your Head Resident is also available for counseling.

Q: What if I get sick at night or in the early morning hours?

A: First, you should contact your Resident Advisor who will then contact the Dorm Director. If necessary, they will call the College Nurse or an ambulance.

Q: What should I do if I am feeling down/depressed/unwanted, etc.?

A: Please talk to a teacher you trust or a friend. Alice Lloyd College has friendly faculty and staff, any of whom would be willing to help you. You could also consider talking to your Resident Advisor, the College's Retention Counselor

(whom you can find on the first floor of the June Buchanan Alumni Center, English Department), or to the Campus Minister, especially if you need spiritual counseling. If you think you need professional help, our Retention Counselor can assist you, or you may contact the Dean of Students. Should you want to personally visit the Dean of Students rather than call, that office is located on the second floor of the Davis Student Center.

Q: Does the College have a student insurance policy?

A: Alice Lloyd College students are insured for injuries due to accidents, but are not insured for illness. Accident insurance forms may be obtained from the Student Services Office. Parents are advised to check their group/family insurance for coverage of illnesses.

Q: What if I have a question that is not answered in this list of F.A.Q.s?

A: Contact any of us here at Alice Lloyd College. You will find a Faculty & Staff Directory on our website, as well as a Contact Us page listing direct lines to each of our departments. We will be happy to answer any questions you may have. One specific place you may call for assistance is the Student Affairs Office: (606) 368-6120. Another option is to submit your questions to our Alice Lloyd College Facebook page or to the Alice Lloyd College Admissions Facebook page. Also, be sure to check out The Student Handbook and the Program Catalog, both of which can be accessed on our website.

IMPORTANT CONTACTS

Student Services / Student Affairs

Phone: (606) 368-6120

E-mail: marylougayheart@alc.edu

Admissions

Phone: (606) 368-6036

E-mail: admissions@alc.edu

Financial Aid

Phone: (606) 368-6058

E-mail: financialaid@alc.edu

Campus Security Office

Phone: (606) 368-6060

Pippa Passes Police Department / David Gooslin, Police Chief

Phone: (606) 368-2121

Business Office

Phone: (606) 368-6032

E-mail: amyashley@alc.edu

Registrar

Phone: (606) 368-6040

E-mail: thelmariethornsberry@alc.edu

Athletics

Phone: (606) 368-6105

E-mail: garystepp@alc.edu

Information Technology

Phone: (606) 368-6497

E-mail: matthewstewart@alc.edu

Maintenance

Phone: (606) 368-6006

Infirmary

Phone: (606) 368-6122

Bookstore

Phone: (606) 368-6135 or 6022

Library Front Desk

Phone: (606) 368-6112

President's Office

Phone: (606) 368-6027

E-mail: lindaeastland@alc.edu

Dr. Claude Crum, Academic Dean

Phone: (606) 368-6061

E-mail: claudecrum@alc.edu

Scott Cornett, Dean of Students & Community Life

Phone: (606) 368-6120

E-mail: scottcornett@alc.edu

Mary Lou Gayheart, Secretary for the Dean of Students & Community Life

Phone: (606) 368-6120

E-mail: marylougayheart@alc.edu

David Hatfield, Assistant to Dean of Students / Director of Intramurals & Student Activities

Phone: (606) 368-6012

E-mail: davidhatfield@alc.edu

Christine Stumbo, Dean of Women/Student Success Coordinator/R.A. Advisor

Phone: (606) 368-6125

E-mail: christinestumbo@alc.edu

John Mills, Director of Student Housing / Dean of Men

Phone: (606) 368-6121

E-mail: johnmills@alc.edu

Charlene Bentley, Retention Counselor

Phone: (606) 368-6110

E-mail: charlenebentley@alc.edu

Matthew Stewart, Campus Minister

Phone: (606) 368-6087

E-mail: matthewstewart@alc.edu

DORM DIRECTORS:

Lilly Hall Dorm Director: (606) 368-2975

Carrick Dorm Director: (606) 368-6054

Berger-Auen Dorm Director: (606) 368-6445

Howard Hall Dorm Director: (606) 368-6444

NOTE: All students will be given a Phone Directory on which they will be able to find numbers to specific persons, offices, departments, and facilities. They will also be provided with numbers to Head Residents, Dorm Directors, and Resident Advisors.