

# Living Off-Campus: a study guide to prepare!



Lafayette College  
Easton, PA

# This session will cover

- I. What does “Off-Campus” mean?
- II. Community Standards
- III. PA State Laws & City Ordinances
- IV. Thank you and continue



# What does “Off-Campus” mean?

There are two types of off-campus housing available through the Priority Off-Campus Housing Process:

- Private Off-campus (POC)

- Privately owned and managed by landlord
- Rent paid to landlord
- Student is responsible for items in lease & the POC Housing contract with Residence Life

- College-owned Off-campus (COOC)

- Owned by the College, maintained by Facilities Operations, managed by Residence Life
- Student is billed semesterly for housing through their Lafayette College account
- Student is responsible for Housing Contract through Residence Life

The first step for the priority approval process for any of the above options starts with this study guide and the quiz afterward.

# What does “Off-Campus” mean?

Regarding any Off-Campus option you pursue:

- Your behavior, positive and negative, will be noticed by community members you live among and will help to shape their opinions of all Lafayette students
- You must abide by the Student Code of Conduct (and Housing Contracts for COOC).
- You are also responsible, as citizens of the City of Easton, for community ordinances and laws
- You may be required to return to on-campus housing if your behavior is not consistent with the College’s expectations.
- Ultimately, you are a Lafayette College student no matter where you live and that means the College expects you to be *“honorable, ethical, and mature in every regard”* as stated in the Student Code of Conduct

# What does “Off-Campus” mean?

## Private Off-campus (POC)

- You are **eligible and released** during the Priority Off-Campus Housing Process by Residence Life to live in non-College owned housing.
- You look for POC housing and confirm your release with Residence Life
- You sign a lease with the owner of the property (landlord) agreeing to specific terms (monthly rent payments, utilities, security deposit(s), property responsibilities, etc).
- You are required to submit one copy of the lease, certificate of occupancy, and a private off-campus contract
- You pay your rent to the landlord
- Street parking is regulated by City of Easton; you must register with Public Safety and obtain a permit downtown.
- You are responsible to the community and the College for your behavior

# What does “Off-Campus” mean?

## College-owned Off-campus (COOC)

- You choose your COOC house or apartment during the Priority Lottery on the first process of housing selection in April
- You live in a 2 or 3 person apartment or house owned by Lafayette College (maintained by Facilities Operations and managed by Residence Life)
- Lafayette College Public Safety are first responders to emergencies
- You are responsible for Residence Life Housing contract as well as COOC Housing contract
- You are billed the semester housing fee through your student account
- Your house/apartment is furnished by the college
- Parking registration is required through Public Safety

# Community Responsibility



# Community Responsibility

Regarding any Off-Campus option you pursue:

- Ultimately, you are a Lafayette College student no matter where you live and that means the College expects you to be “*honorable, ethical, and mature in every regard*” as stated in the Student Code of Conduct
- Your behavior, positive and negative, will be noticed by community members you live among and will help to shape their opinions of all Lafayette students
- You must abide by the Housing Contract in addition to the general Code of Conduct
- You are also responsible, as citizens of the City of Easton, for community ordinances and laws
- You may be required to return to on-campus housing if your behavior is not consistent with the College’s expectations

# Community Responsibility

Living off-campus is an educational experience. You will have the opportunity to:

- Build on the community living skills you learned in the residence halls and apply them to living off-campus
- Assume more responsibility for your housing needs, similar to what you will need to do after graduation
- Appreciate and respect your neighbors, faculty, staff, student and community member alike, and be cognizant and respectful of the living differences (including sleep schedules) between you and them
- Take the initiative to meet new people, both students, faculty and staff as well as community members who live off-campus

# Community Responsibility

Living off-campus is an educational experience. You will have the opportunity to **build on the community living skills you learned in the residence halls and apply them to living off-campus.**

For example:

- An RA, who may have been your first line of defense while living in a residence hall, is not an option as you sort out with your roommates who is suppose to do the dishes, and work with your fellow student neighbors to keep the backyard clean.
- The skills of confrontation, negotiation and teamwork, those that you may have had to learn and apply first in the residence halls, will also come in handy while living off-campus your senior year.

# Community Responsibility

Living off-campus is an educational experience. You will have the opportunity to **assume more responsibility for your housing needs, similar to what you will need to do after graduation**

For example:

-If you are interested in phone, cable or internet while living in off-campus housing (private or otherwise) you are responsible for contracting and paying for those services. Similar to when you rent or buy your own home in the future, you will need to make sure you weight your options for these services and pay the bill for them.

-Even if your apartment comes “furnished” you will need to provide your own housewares, cleaning supplies, etc. (and do the cooking and cleaning!)

# Community Responsibility

Living off-campus is an educational experience. You will have the opportunity to **appreciate and respect your neighbors, faculty, staff, student and community member alike, and be cognizant and respectful of the living differences (including sleep schedules) between you and them.**

For example:

-One of the most consistent complaints from neighbors (faculty, staff and community members) is the general disrespect students have for the lives of those around them. To be a good neighbor and represent yourself, your fellow students and the college appropriately, you have to be aware of how your behavior may differ and ultimately effect those living around you.

-Even if your block seems to only be college students, there are other non-college neighbors surrounding your area... many of whom have young children. Although *your* schedule may enable sleeping in, making noise or socializing late at night is disruptive to families and those who work a regular schedule.

# Community Responsibility

Living off-campus is an educational experience. You will have the opportunity to **take the initiative to meet new people, both students, faculty and staff as well as community members who live off-campus**

For example:

- As is the case when you join a new community, whether it be on a floor in a residence hall or after you buy your first house, it is important to get to know the people that live around you.
- Introduce yourself and get to know your neighbors. This will be helpful if any issues ever need to be addressed. Think about exchanging phone numbers so you can call them with concerns and vice versa.

# Community Responsibility

## Keep Your Living Area Free of Trash

Clean up after yourself (inside and out)

Keep your trash in sealed bags and in closed containers (College-owned off-campus residences are supplied with 1 garbage can and 1 recycling bin per house/apartment).

Put garbage along the curb only on the evening before it is to be picked up and put the cans away as soon as they have been emptied.

On College Hill, garbage pick-up day is every Monday. If Monday is a holiday, then pick-up will be Tuesday.

# Community Responsibility

**The College is supportive of appropriate, responsible, legal social events. So if you want to have friends over:**

- Try to schedule it for a weekend (Fri or Sat)
- Limit the number of guests you invite (this helps when there is a line for the bathroom as well as noise)
- Serve food and non-alcoholic beverages to your guests
- Keep alcohol inside and refrain from serving alcohol to minors
- If possible, keep your windows closed.
- Walk around the outside of your dwelling every once in a while to check the noise level and for garbage on the grounds.
- Monitor guests as they leave your residence. You will be held responsible for rowdy guests outside your apartment/house.
- Clean up after immediately your event, both the inside and outside of your off-campus house/apartment.

# Community Responsibility

**You are responsible for your behavior and your guests' behavior!**

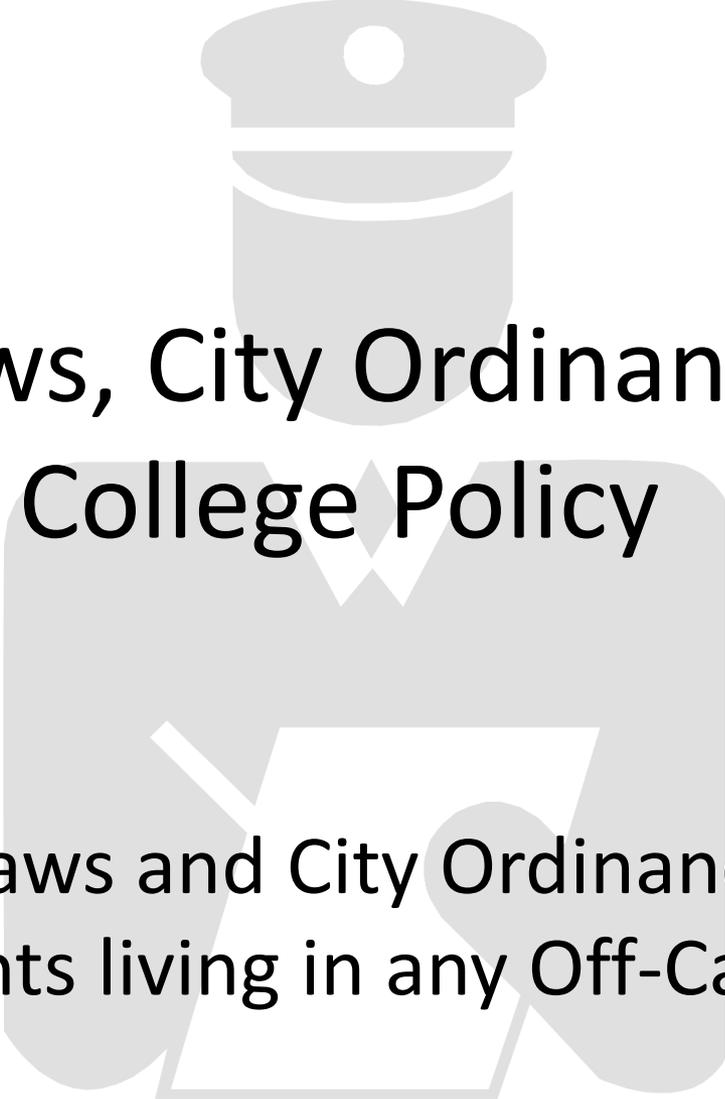
Most common complaints neighbors have of students:

**Noise** Remember, even if your stereo is low, a group of students talking could be an annoyance. This is especially true during the periods of fall and spring when students are prone to leave their windows open.

**Offensive language**

**Inappropriate behavior** (including public urination!)

**Number One Complaint! General disrespect of those who live in the community** (which includes Lafayette staff and faculty)



# State Laws, City Ordinances and College Policy

State Laws and City Ordinances apply to all  
students living in any Off-Campus housing  
options.

## State Laws, City Ordinances and College Policy

*Lafayette College hopes that all students who live off-campus have a positive and educational living experience.*

### The College also expects that...

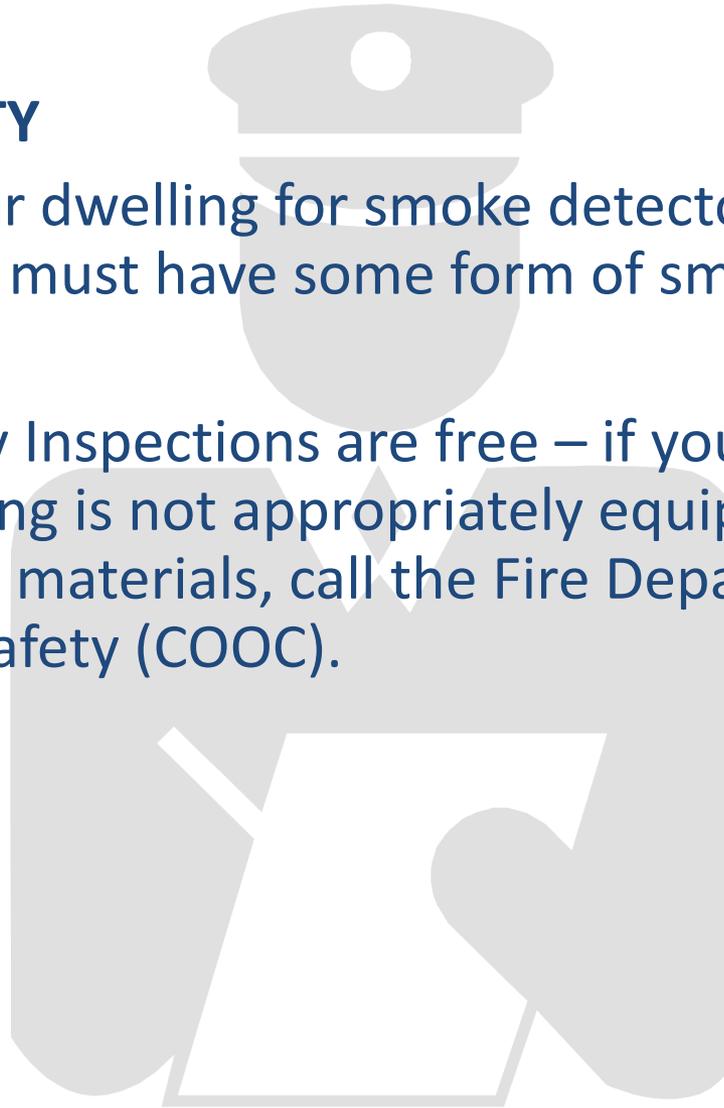
- You will make a positive contribution to your neighborhood.
- You will be respectful of Easton community members and other people's living standards.

# State Laws, City Ordinances and College Policy

## I. **FIRE SAFETY**

-Check your dwelling for smoke detectors. By law, all residences must have some form of smoke detectors.

-Fire Safety Inspections are free – if you believe that your building is not appropriately equipped with fire prevention materials, call the Fire Department (POC) or Public Safety (COOC).



# State Laws, City Ordinances and College Policy

## II. GARBAGE AND RECYCLING

- All houses and apartments are expected to be kept from any condition conducive to rodent, insects, and other vermin. No person(s) can allow the following things to accumulate: water, garbage, building material, or any material that may attract rodents or insects.
- Garbage and recycling materials are to be kept alongside your residence and securely sealed. If you will be living in a corner house, your garbage must be kept behind your house.\*\*
- Garbage and recycling are collected every Monday morning and they may not be put out any earlier than 6:00pm Sunday night.\*\*
- Garbage must be put out on the curb in front of your property or the City of Easton will not collect it.\*\*
- Failure to comply with the Easton garbage ordinance can result in a citation from the codes office
- Failure to comply with the Easton garbage ordinance can also result in fines from the College for College-owned residences if Facilities Operations has to clean up behind negligent students.

\*\*512 March Street residents must adhere to trash policy in the building.

# State Laws, City Ordinances and College Policy

## III. PARKING

- No vehicle may be “stored” on any street. “Stored” vehicles are those that are parked in the same spot without being moved for over 72 hours.
- Park no less than 20 feet from any street corner. Easton Police often issues citations for this violation. **Know that not all corners are marked with yellow paint.**
- It is illegal to maintain a parking space using a trash can, chair, cone, table, etc that “reserves” a parking space... Streets are public property.
- The residential permit parking (RPP) ordinance mandates that each car parked on any street on College Hill must be registered and have an adhesive permit placed on the bumper of each car.
- To receive a permit from the city of Easton in August, you must register your vehicle according to the schedule sent out by Public Safety.

# State Laws, City Ordinances and College Policy

## IV. DISORDERLY CONDUCT/NOISE

“The Tenant recognizes that three or more Disruptive Conduct Reports in any three year period will result in eviction from the property under the City of Easton Residential Rental Licensing and Inspection Ordinance.” \*

\*City of Easton Ordinance

Disruptive conduct is defined as Noise Violations, Alcohol Violations and any other criminal citation received for Disorderly Conduct by you or any guest of yours (this ordinance applies to all off-campus housing options).

- It is illegal to disturb any of the city’s citizens with noise, drunkenness, fighting, profanity, obscene or indecent language on sidewalks, streets, or in any public places or buildings.
- It is a violation to play radios, stereos, musical instruments, and other equipment that amplifies sound enough so that it creates a noise disturbance across property boundaries.
- You are responsible for your guests...even if you don’t know them.
- Loitering is prohibited.

# State Laws, City Ordinances and College Policy

## V. ALCOHOL

- The PA state legal age to consume, possess, purchase, or transport alcohol is 21.
- Serving alcohol to minors could result in your arrest and if found guilty, the fine ranges from \$300 to \$1000 and your driver's license may be suspended.
- It is illegal to possess an open container of alcohol outside your home\*and/or on college-property (this includes POC and COOC)  
\*City of Easton Ordinance
- Kegs, beer balls, and any other bulk containers requiring a tap are not permitted in College-owned Off-campus housing.

Please note: As a Lafayette student you are responsible for all college policies regarding alcohol no matter where you live and are subject to charges through the Student Code of Conduct for any violation.

# State Laws, City Ordinances and College Policy

## VI. SNOW EMERGENCIES

- When approximately 3” of snow has fallen and more accumulation is expected, particular streets become snow emergency routes.
- Cars that are not moved immediately are towed and impounded
- Students living in POC housing are responsible for the snow outside of your house/apartment.(Something you should discuss with your landlord before a lease is signed)

**IT MUST BE SHOVELED WITHIN 8 HRS OF THE END OF THE SNOWFALL.**

# State Laws, City Ordinances and College Policy

## VII. PETS

- With the exception of fish, pets are not permitted in College-owned Off-campus houses or apartment. (same as when you lived in residence halls on-campus!)

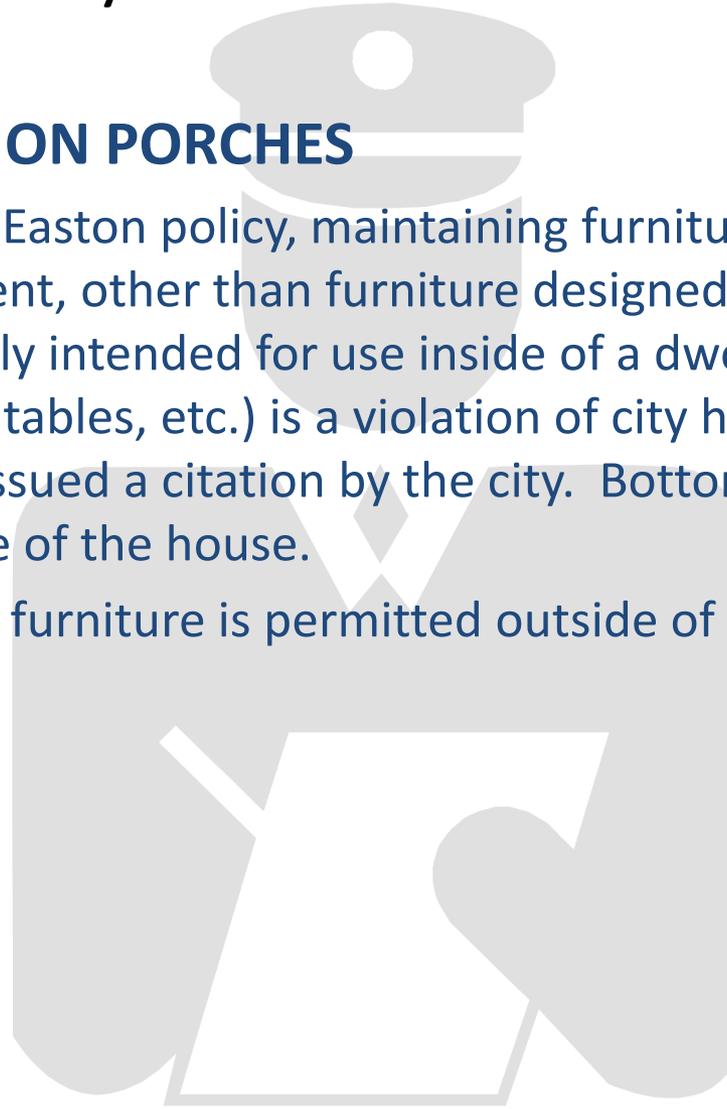
### POC Housing

- Students should discuss the possibility of pets with their landlord.
- Monitor your pet often. You can be cited if your pet makes noise continuously for 20 minutes (barking, etc...).
- Be responsible and receptive to your pet's needs and courteous to other people's peace.
- Make sure your pet has a license and make sure it's fastened to a neck collar (do not use heavy chains as a pet neck collar).

# State Laws, City Ordinances and College Policy

## VIII. FURNITURE ON PORCHES

- According to City of Easton policy, maintaining furniture on a porch or exterior attachment, other than furniture designed for exterior use, which is commonly intended for use inside of a dwelling (couches, recliners, kitchen tables, etc.) is a violation of city health codes and violators can be issued a citation by the city. Bottom Line... no “inside furniture” outside of the house.
- No college provided furniture is permitted outside of College-owned off-campus housing.



# State Laws, City Ordinances and College Policy

## IX. DAMAGES

- You are responsible for damages in your off-campus house or apartment. Students living in College-owned Off-campus housing will be assessed a fine/bill for any damage that occurs in their house/apartment that is not pre-existing to their move in. POC students should know what their lease states about damage and payment for fixing.
- Students living in college-owned housing are NOT ALLOWED to make permanent changes to their house/apartment, this includes “fixing” any damage. All damage must be assessed and fixed by Facilities Operations
- Any student may be cited for “Disorderly Conduct” if caught vandalizing college or private property. This may include houses rented by landlords

# Thank You.

You should use this information to complete the quiz, which is available to take by invitation through your Lafayette email account. If you did not receive this invitation and feel you should have please check your junk mailbox or contact Sarah Yenchas at [yenchas@lafayette.edu](mailto:yenchas@lafayette.edu)