

## Pre-College 2022 Residential Policies

Students and parent/legal guardians must read all residential policies carefully. Students found in violation of any of these policies are subject to disciplinary action, which may include: restorative sanctioning (i.e. tasks or projects), loss of certain privileges, or immediate termination and dismissal from student housing without refund, which may result in suspension from the overall program.

### Assault, Bullying and Harassment

Please see the [Pre-College Rules and Policies](#).

### Cooperation

Each student is obligated to comply with requests from college staff members, which may include providing identification, evacuating a room or building, discontinuing behavior that violates policy, or assisting in the confiscation or disposal of prohibited items.

All residential students are expected to behave in a mature and responsible manner, and to demonstrate consideration for their roommates and fellow students. College and residential staff members, including Pre-College professional staff, Residential Education professional staff, student interns and Public Safety Officers, are authorized to make reasonable requests of residents and other students while performing their duties.

### Curfew and Exceptions

A visual headcount will be conducted by the Residential Education staff at the beginning of curfew each night. The curfew is in effect from:

10:00 PM - 6:00 AM Sunday through Thursday

11:00 PM - 6:00 AM Friday and Saturday

All residents must be in their building during these hours. Exceptions to nightly curfew are allowed on Friday and Saturday nights, and days of campus closures or holidays only. All curfew exception requests must be made by parents/legal guardians in writing via the Parent Guardian & Curfew Release Form, and must be received at least 2 business days prior to the date of requested exception. Requests for exceptions will be reviewed and approved by the Residential Life Staff during regular business hours: Monday - Friday, 9:00 AM- 5:00 PM (except holidays). Requests received after 5:00 PM Monday - Friday or on weekends or holidays will not be considered received until the following business day.

## Pre-College 2022 Residential Policies

### Dangerous Weapons

Please see the [Pre-College Rules and Policies](#).

### Dismissal from Housing

If you are found in violation of any policy and as a result dismissed from Housing, please reference the Housing License agreement for the terms of Housing cancellation. Residential Education staff will contact the Pre-College Coordinator and parent/legal guardian(s) of students to inform them of dismissal and the need to vacate.

### Drugs and Alcohol

Please see the [Pre-College Rules and Policies](#).

### Electronic Skateboards

Electronic skateboards, including self-balancing boards/scooters, "hoverboards" and any other similar equipment are prohibited from being used, stored and/or charged in any Residence Hall due to a potential fire hazard.

### Fire Safety

No open flames or appliances with open heating elements are permitted. This includes incense, candles, and any materials or other flame-emitting articles. No decorations of any kind may be placed on or hung from the ceiling or across doorways.

### Health Insurance

Pre-College students must have proof of health insurance by the time they move into on-campus housing.

### Leaving Campus

Residents must notify CCA of any departure from campus and must be either: a) under the supervision of the resident's parent/guardian, b) under the supervision of a Pre-College faculty or staff member, or c) in groups with a minimum of three students. Students are required to go to the Founders Hall Front Desk to complete a sign-out sheet indicating their destination, estimated time of absence, and contact cell phone number when leaving in groups of three. Upon return to CCA, all students must check in at the Founders Hall Front Desk.

#### Under Supervision of Parent(s)/ Legal Guardians

Parents/guardians who wish to allow their students to leave campus under the

## Pre-College 2022 Residential Policies

supervision of an adult unrelated to the Pre-College program must submit their request in writing via the Parent/Guardian & Curfew Release Form; and must be received at least 2 business days prior to the date of requested outing. Requests for release to an authorized adult will be reviewed and approved by the Residential Life Staff during regular business hours: Monday - Friday, 9:00 AM- 5:00 PM (except holidays). Requests received after 5:00 PM Monday - Friday or on weekends or holidays will not be considered received until the following business day.

### Motorized Vehicles

Residents are not permitted to own or possess an automobile or motorized scooter for use at CCA during the Pre-College program while residing in CCA housing.

### Move Out

Move out begins after program conclusion.. All residents are required to move out by the date and time specified in their Housing License Agreement 12:00pm (noon) on Thursday, August 4, 2022 . Students will be charged for improper check-out or any damage done to their room or to the halls per the terms outlined in the Housing License Agreement. Students are required to sign up ahead of time for an appointment to check out with their assigned roommate and a Residential Education staff member.

### Personal Property

Please see the [Pre-College Rules and Policies](#).

### Pets

No pets of any kind are allowed in the residence halls. Service Animals and ESA animals are permitted with proper documentation and approval. For more information, please email [access@cca.edu](mailto:access@cca.edu).

### Quiet Hours

Quiet hours are as follows:

11:00 PM to 8:00 AM Sunday through Thursday

12:30 AM to 9:00 AM Friday and Saturday

During these hours, students must avoid loud conversations, noises, or disturbances in their rooms, the hallway, or other public areas. Radios, stereos, TVs, etc. must be on a low volume. Students may continue any group activity in common spaces (such as lounges) of the Residence Halls, but shall refrain from large gatherings.

## Pre-College 2022 Residential Policies

### Required Studio Hours

Tuesday and Thursday evenings from 4:00 pm - 6:00 pm are extended studio hours. Residential students will not be permitted to check out from the Residence Halls to go off campus until after 6:00 pm on Tuesdays and Thursdays.

### Right of Entry

Authorized personnel may enter student rooms in emergencies, for normal maintenance, if policy violations are suspected, or to inspect the health and safety of the room. CCA recognizes the interest of privacy of individual students, and therefore will make an attempt to notify them of room entry when deemed reasonable by college personnel.

### Room Condition & Damages

Please reference the 2022 Housing License Agreement terms for room condition, excessive cleaning and damage charges. All students are required to pay a refundable damage and cleaning deposit.

### Security

All residents agree to lock their doors and windows when they are not in their rooms, and to securely close all outside doors. Residents agree to notify the residential staff in the event of any unusual circumstances or suspicious activity.

### Smoking

Smoking is not permitted on campus, or around or inside campus residences, at any time. According to the state of California, the age requirement for the use of tobacco is 21. Use or possession of any tobacco or nicotine products, including E-Cigarettes or Vaporizers, will result in disciplinary action. Smoking is defined as having a lit cigars, little cigars, cigarettes, pipes, hookahs, e-hookahs, smokeless tobacco, e-cigarettes, e-liquids, electronic smoking devices, vaporizers, vape tanks/mods, vape atomizer, vape pens, or other lighted device. etc in a building or within 20 feet of any door or window.

Possession of cannabis in any form is strictly prohibited at CCA. This includes (and is not limited to) edibles, CBD hemp oils, and tinctures, even if you have a prescription for medical cannabis and if you do, you should discuss your alternatives with your healthcare provider in advance of your arrival on the CCA campus because you cannot bring it to campus or inside campus residences. If cannabis in any form is found in your possession, prescription or otherwise, immediate disciplinary action will be taken.

## Pre-College 2022 Residential Policies

### Theft

Any student found responsible for the theft or improper possession of or willful damage of any CCA property, or property of any student, staff or faculty will be subject to disciplinary action; which may result in dismissal from student housing without refund, potential termination from the program, and potential report to police.

### Visitors

No guests are permitted in the residence halls at any time. No overnight guests are permitted. Parents and legal guardians who are listed as emergency contacts on file with CCA Pre-College program will be eligible to arrange for pick-up and drop-off at the Founders Hall Front Desk or Makers Cafe with prior approval from Pre-College staff. All college policies regarding visitors are subject to change due to covid-19 health and safety regulations and protocols.