

INTERNATIONAL UNIVERSITY OF GRAND-BASSAM

Housing & Residence Life

Student Housing Guide

Creating Safe, Supportive, and Inclusive Living-Learning Environments



Mission & Student Living Experience

Our objective is to establish secure, nurturing, and inclusive living-learning environments that involve residents in promoting their academic achievements, personal development, leadership skills, and social accountability. The Student Living Experience is tailored to address unique student requirements, offering chances to foster connections and access campus resources. Living on campus provides convenient proximity to classes, libraries, facilities; 24/7 residential support staff; residence programs and activities; and membership in a supportive peer community.

Rights & Responsibilities

As a participant in the on-campus living community, you possess rights and obligations:

- Right to be treated with fairness and mutual respect; safe, secure room free from harassment; report harassment; learn, study, sleep without interference; adequate privacy
- Responsibility to ensure community safety through cleanliness and guest policy compliance; comply with staff requests; hold yourself and roommate accountable to community expectations and standards

Campus Resources & Conflict Resolution

Anyone with concerns may submit reports (with contact info or anonymously). Residential Life staff address student concerns. The IUGB Student Health Center provides Medical Clinic visits, Mental Health Services, and Wellness/Health Promotion programs.

Conflict Resolution Steps:

Discuss: Share concerns directly with roommate—they may not be aware. **Be Mindful:** Remain respectful, listen to learn not respond. **Go to Source:** Address problems directly, don't involve uninvolved parties. **Time Sensitive:** Address issues promptly. **Collaborate:** Work together to find solutions, compromise while staying true to preferences. **Think Forward:** Create plans for future conflicts, don't dwell on past issues.

Residence Halls Overview

IUGB has 4 residence halls with gender and age-based assignments (2 for minors, 2 for adults 18+):

Hall	Gender	Rooms	Amenities	Gate Closure
ETIMOE	Female	Single, Double	-	M-Th:10PM, F-Sa:Mid
NEW RES	Female	Single, Dbl, Triple, Studio w/bath	TV, Study	M-Th:10PM, F-Sa:Mid
OUEGNIN 1	Male	Dbl w/bath	TV, Study	M-Th:10PM, F-Sa:Mid
OUEGNIN 2	Male	Dbl w/bath	TV, Study	10PM Daily

Living in Your Residence Hall

Your Hall: During Opening Meeting, RAs and Supervisors facilitate community agreements outlining expectations. **Roommates:** Dedicate time to know roommate(s), complete Roommate Agreement. Four keys: (1) **Communication**—dialogue about matters affecting relationship; (2) **Consideration**—reflect before acting; (3) **Compromise**—give-and-take on schedules/preferences; (4) **Cooperation**—collaborate toward shared goals. **Your RA:** Aids social/academic/personal adaptation, fosters community, enforces policies, bridges residents and administration. **Supervisors:** 4 per hall, available 24/7.



Dining Services

Skilled staff prepare three daily meals in the dining hall, included in room and board:

Monday-Friday		Weekend	
Meal	Time	Meal	Time
Breakfast	7-9 AM	Breakfast	7-9 AM
Lunch	11:30-2 PM	Lunch	11:30-2 PM
Snack	3:30-4:15 PM	Dinner	5:30-8 PM
Dinner	5:30-8 PM		

Policies and Community Standards

All policies ensure residents can access academic/co-curricular opportunities while maintaining safety and security.

Appliances & Electronics

Avoid running multiple high-wattage devices simultaneously to prevent overloads. All appliances must be in good condition with proper cords/plugs.

Community Living Standards

Disruptive Behavior: Prohibited if interferes with normal hall functioning or impedes rights. **Noise Hours:** (1) Concentrated Study—24hr quiet during study period; (2) Courtesy—24/7, be mindful when staff/residents request quiet; (3) Quiet Hours—10PM-6AM daily, sound inaudible in other rooms with doors/windows closed. **Property:** Residents responsible for damages to room/common areas; vandalism prohibited, charges assessed; maintain room cleanliness; place garbage in designated barrels, not hallways. **Hygiene/Medical:** Don't flush hygiene products; properly dispose of needles/syringes. **Decorations:** No permanent fixtures, adhesive residue, or wall damage; no ceiling hangings; no wall-mounted electronics.

Guests & Visitation

Guests must not compromise roommate/resident well-being. Must be escorted and adhere to hours: Sunday-Thursday 6-9PM, Friday-Saturday 6-11PM. Use gender-appropriate restrooms. **Overnight guests NOT permitted.** Students returning from medical/behavioral treatment may need to provide information before housing return. Behavior endangering life/community may result in housing agreement termination/relocation.

Room Changes

Permitted with RS assistance. After approval, check in to new room 8:30-10PM Friday/Saturday/Sunday. Must fully check out of old room by Sunday night. Moving without approval results in cancellation/fines.

Housing Rates

- Single: 400,000 FCFA
- Studio: 500,000 FCFA
- Double: 300,000 FCFA/student
- Double w/bath: 400,000 FCFA/student
- Triple: 300,000 FCFA/student

Security & Access

Keys/Locks: Lock doors when absent, always carry keys. No personal locks or key copying. Staff assist with lockouts; repeated lockouts incur charges. Report lost/damaged keys immediately—replacement charges apply. **Solicitation:** Commercial door-to-door sales/fliers prohibited. **Trespassing:** Restricted areas (roofs) off-limits; don't enter others' rooms without permission and presence.



Substance Policies

- **Alcohol:** Consumption and possession prohibited
- **Drugs:** Illegal use, possession, distribution, manufacture prohibited; drug paraphernalia prohibited
- **Tobacco/Vaping:** All tobacco products, vaporizers, e-cigarettes prohibited on campus and in halls

Student Misconduct & Sanctions

Note: Sanctions applied after verbal and written warnings.

Violation	Sanction
Noise after quiet time	Verbal warning, device seizure (returned after 1-week suspension)
Opposite gender room entry	1-week suspension from residence
Leave campus w/o signing out	1-week suspension, parent notification
Fighting on campus	Suspension or expulsion from residence
Drugs on campus	Expulsion from IUGB
Alcohol/tobacco on campus	Suspension to expulsion (residence or both university & residence)
Sleep in TV/study rooms	1-week suspension from residence
Misconduct toward supervisor	Suspension to expulsion from residence
Stealing	1-semester suspension, reimburse stolen good value
Non-authorized items	Seizure until semester end with fines

Room Inspections - Health & Safety

Each semester, Housing/Facilities staff conduct inspections ensuring health/safety standards. Notification given 24-72 hours prior. Inspections assess room, outlets, walls, cleanliness. Personal items not searched. Illegal/prohibited items may be confiscated; claim at semester end from housing office. Unclaimed items donated.



Services and Resources

Move In

Students must check into room to receive keys. By signing Room Condition Report (RCR), you agree to leave room in condition received. Although university understands regular wear/tear occurs, immediately report vandalism or damages to RA and/or Residence Supervisors.

Move Out

Expected to move out by official closing time. When moving out, must officially check out with staff member, including: clearing room of all personal items, wiping down furniture, sweeping and cleaning floors. Additionally, schedule room inspection with Housing/Residence Life staff to review and sign RCR, return all keys issued by IUGB. RAs cannot determine if student charged for damages at checkout.

After departure, room assessed by RS for damages/cleaning needs based on personal visual inspection and RCR completed/signed at move-in/move-out. Bills for cleaning or damage added to student account. Failure to follow steps can result in improper checkout.

Maintenance Requests

Throughout year, may notice room needs basic maintenance (light bulb burnt out, window won't shut, etc.). Report to RA or RS.

Personal Property & Responsibility for Loss/Theft/Damage

Belongings not university furnished or brought from home are considered personal property. University neither ensures nor is responsible for loss, theft, or damage to personal property belonging to students, faculty, or staff. This includes damage caused by facility malfunctions such as water leaks.

Room Condition Report (RCR)

Housing/Residence Life staff inspected room condition and recorded information on RCR prior to move-in. During move-in, given opportunity to review RCR and record additional information. Any damages occurring between move-in and move-out will be your responsibility and shared responsibility of roommates.

Room Consolidation

Under-Assigned Rooms: May experience period without roommate (if in double/triple). Options: (1) Select another roommate to fill vacancy, or vacancy reassigned during room change process; (2) Move into another vacancy within building.

If residing in room not at full capacity, must keep room "move-in ready"—adequately prepared for someone to move in at any moment. Includes keeping items off/away from desk, bed, closet space. Housing/Residence Life staff conduct regular checks ensuring spaces are open.

Additional Important Policies

Return to Housing from Medical or Behavioral Treatment

For incidents where resident transported (voluntarily or involuntarily) to medical or behavioral health treatment center, resident may be required to provide information to Department of Residential Life for resident to return to on-campus housing.

When resident's behavior endangers life of person or threatens functionality of safe/comfortable community, Department of Residential Life may review resident's housing agreement. During process, decision made to terminate housing agreement, relocate to another on-campus location, or allow resident to remain in current location.



Comprehensive Policy Details

Power Management & Safety

To prevent electrical overloads, residents should avoid running multiple high-wattage devices simultaneously. All appliances and electronics must be in good condition with special attention given to seals, electrical cords, and plugs. This policy protects both individual safety and building infrastructure.

Garbage & Waste Management

Residents responsible for placing appropriately-bagged garbage in trash barrels or trash rooms available on each floor/stack or in dumpsters located outside Residential Life communities. Garbage may not be kept in hallways, stairwells, or balconies. Personal hygiene products may not be flushed down toilet—all items must be disposed via trash bag. Residents responsible for properly disposing of hypodermic needles, syringes, or other biohazardous materials needed for medical reasons.

Decorations & Furniture Guidelines

Residents encouraged to decorate living space by adhering to following guidelines: No item may be permanently affixed to, cause damage to, or leave adhesive residue on any surface in living space. All items hung on walls must not leave adhesive residue nor marks of any kind, including chipped paint. No items may be hung from room's ceiling. Residents not allowed to mount electronics to walls.

Guest Visitation Details

Presence of guest in Residential Life community must not compromise personal or academic well-being of roommates, suitemates, or other building residents. Guests may be present in common areas within Residential Life community as long as escorted by resident of Residential Life community and within visitation hours.

Guest Visitation Hours: When classes in session: Sunday-Thursday 6PM-9PM; Friday-Saturday 6PM-11:00PM. All guests must adhere to visitation hours and be escorted by resident host within Residential Life communities. Guests must use gender-appropriate restrooms in community.

Lockout & Key Policies

For safety of all residents and belongings, residents must lock doors to rooms when not present. Residents NOT permitted to install own locks in rooms. Residents must always have keys. Copying of keys prohibited.

Residential Life staff members at community's service desk may assist residents accessing room if locked out. Repeated lockouts will result in charge to resident's fee bill. Residents must immediately report lost or damaged key to community's service desk for proper replacement. Lock and key replacement charge assessed to resident's fee bill. Residents liable for fees to replace any key.

Solicitation & Trespassing

Commercial solicitation, such as door-to-door sales, leaving flyers or menus on or under doors, prohibited within Residential Life communities. Within each Residential Life community, areas exist that residents not allowed to enter such as roof. Residents also not allowed to enter another resident's room without permission from and presence of that resident.

Cleanliness & Custodial Services

Residents ultimately responsible for maintaining cleanliness of their rooms. Custodial staff will clean designated, common-area facilities in Residential Life communities such as lobbies, hallways, stairwells, study rooms, TV rooms, and public bathrooms. This division ensures personal spaces remain student responsibility while shared areas receive professional cleaning.

Property Damage & Vandalism

Residents responsible for damages incurred accidentally, carelessly, or maliciously to their room and any Residential Life community. Appropriate damage charges will be assessed to resident's university account. Vandalizing university property or another resident's property prohibited. Appropriate damage charges assessed to resident's university account.

Contact Information & Resources

For questions, concerns, or assistance, contact your Resident Assistant (RA) or Residence Supervisors. Each hall has 4 supervisors available 24 hours a day, 7 days a week. Report concerns to Residential Life staff who will address issues pertaining to students in residential communities.

Important Reminders:

- Lock your door when leaving
- Respect quiet hours 10PM-6AM daily
- No overnight guests permitted
- Keep rooms clean and inspection-ready
- Report maintenance issues promptly



- Follow all substance policies strictly
- Attend community meetings with RA
- Complete Roommate Agreement early
- Know your rights and responsibilities