

<b>ADMINISTRATIVE DIVISION</b> STAF Division of Student Affairs and Academic Support		<b>POLICY NUMBER</b> STAF 4.14
<b>POLICY TITLE</b> Campus Housing - Immediate Interim Removal or Relocation		
<b>SCOPE OF POLICY</b> USC Columbia		<b>DATE OF REVISION</b> November 10, 2023
<b>RESPONSIBLE OFFICER</b> Vice President for Student Affairs and Academic Support		<b>ADMINISTRATIVE OFFICE</b> University Housing

## PURPOSE

USC Columbia (hereinafter referred to as the “university”) offers undergraduate housing on campus managed by University Housing (hereinafter referred to as “housing”). The purpose of this policy is to outline the procedures for an immediate interim removal from campus housing or an immediate interim relocation to a newly assigned space in the residence halls.

## DEFINITIONS

**Housing removal/cancellation of housing contract:** an action requiring that a student be removed from that student’s on-campus room either on a temporary, interim basis or permanently if found responsible for a Code of Conduct violation. Students removed from housing are restricted from university housing operated facilities.

**Housing relocation:** an action requiring that a student be either immediately moved to a newly assigned on-campus housing room on an interim basis during the time a disciplinary complaint is investigated, resolved, or relocated on a permanent basis if the student is found responsible for a Code of Conduct violation.

**Student:** A person who is currently enrolled at the university, or who is accepted for admission or readmission to the university, or who has been enrolled at the university in a prior semester or summer session and is eligible to continue enrollment in the semester or summer session that immediately follows, or who is attending an educational program sponsored by the university while that person is on campus, or who engaged in prohibited conduct at a time when the individual met the above criteria. Individuals who are not currently enrolled at the university remain subject to the disciplinary process for conduct that occurred while they were enrolled.

## POLICY STATEMENT

As a community of scholars, students are encouraged to engage in behaviors that are consistent with the Carolinian Creed. [Fraternity and Sorority Life](#), the [Office of Student Conduct and Academic Integrity](#) and [University Housing](#) are responsible for promoting positive community standards and responding to violations of policies published in [STAF 6.26 Student Code of Conduct](#) along with campus housing policies and regulations for single undergraduate student contracts, as stated in this policy. Campus housing policies and regulations are designed to promote the health, safety, and overall well-being of residents and ensure that the residential living environment is conducive for a resident’s academic success.

In situations where alleged student misconduct is reasonably deemed to threaten the health or

safety of a community member or residence hall property, immediate interim action, including relocation or removal from housing may be necessary to ensure a safe environment for all residents. Interim action is limited in time and scope; the interim action is only valid for the short period where the disciplinary allegation is resolved through the university's official process complete with student access to all due process protections provided by university policy.

## **PROCEDURES**

A. In accordance with UNIV 3.04 University Housing reserves the right to modify and/or amend stated policies and procedures during a period of crisis, including but not limited to a communicable disease outbreak or weather-related natural disaster.

### **B. Reasons for Interim Removal/Relocation**

1. Immediate interim removal or immediate interim relocation may be imposed upon a student by University Housing when there is reasonable cause to believe, based on available facts, that the student is a threat to the safety, health or welfare of any member of the residence hall community or residence hall property.
2. Immediate interim action may be warranted by the potential or threatened danger or disruption but is initiated only when the serious nature or immediacy of the threat makes it impractical to postpone action until the resolution of the pending disciplinary case.
3. Immediate interim action may also be initiated during the last three weeks of each semester when a student's behavior interferes with other students' efforts to study or sleep.

### **C. Procedure for Interim Removal/Relocation**

1. The decision for an immediate interim removal or immediate interim relocation will be made by the Director of Residence Life or designee.
2. When a student is removed or relocated on an immediate interim basis, the student is given notice explaining the reasons for the removal or relocation, an estimate of the duration, any special conditions that apply and a link to the Immediate Interim Removal or Relocation policy.
3. Immediate interim removal from campus housing or immediate interim relocation to another housing assignment is an action requiring that a student immediately leave the residence hall or residential area.
4. When a student is notified of their immediate interim removal from campus housing, that student is prohibited from entering any residence hall on campus without written permission from the Office of Student Conduct.

5. A student notified of an immediate interim removal or immediate interim relocation also will be referred for appropriate disciplinary action. The immediate interim removal or immediate interim relocation will remain in effect until all disciplinary charges are resolved.
6. Any refunds for the time period the immediate interim removal or immediate interim relocation is in effect are not automatic, during times of crisis including but not limited to non-compliance Covid 19 addendum and the Terms and Conditions of the Housing Agreement and will be determined on a case by case basis by the Executive Director or designee.

**RELATED UNIVERSITY, STATE AND FEDERAL POLICIES**

[STAF 4.03 Campus Housing Policies and Regulations](#)

[STAF 4.11 Resident Student Conduct](#)

[STAF 6.26 Student Code of Conduct](#)

[UNIV 3.03 Quarantine and Isolation of Students, Faculty and Staff](#)

[UNIV 3.04 Communicable Disease Outbreak Mitigation Measures](#)

**HISTORY OF REVISIONS**

DATE OF REVISION	REASON FOR REVISION
May 1, 1995	New policy approval
September 3, 2014	Policy organization, content, and accuracy reviewed; no substantive revisions required.
July, 31, 2019	Policy was updated to be more clear and student-friendly and to reflect current practices. Revised to new policy format.
July 9, 2020	Revised to include communicable diseases outbreak and isolation and quarantine measures.
November 10, 2023	Policy statement and titles updated.