

Rivier University

2025-2026 Student Handbook



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2025-2026

Notice of Handbook Limitations

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Title IX requires that the University not discriminate on the basis of gender. The following individuals have been designated to handle inquiries regarding Title IX and other nondiscrimination policies:

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Introduction

From the President

Welcome to the Rivier University community. This Student Handbook identifies many opportunities for leading, learning, and service. Rivier prides itself as a community where you can explore your interests.

Consider learning more about your world through academic clubs, internships, service learning, student government, peer mentors, admission ambassadors, and athletics. Participate in the wide variety of programs provided by Campus Ministry, Office for Student Diversity and Inclusion, and the Office of Global Engagement.

Use Rivier's proximity to Boston and the great recreational areas of the mountains and seacoast to create experiences that will support your career and future endeavors. You will find Rivier students almost everywhere.

As a Rivier student, you are a member of a community where respect for individual differences, concern for one another, and personal responsibility are keys to success. At Rivier everyone belongs. The staff in Student Experience recognize the value and uniqueness that each student brings to the Rivier Community and are ready to assist you.

You will learn that campus engagement will create incredible pathways to success. Thank you in advance for your positive contributions to the Rivier University culture of learning, leadership, and service through your participation in co-curricular activities.

You bring an energy that supports the core mission of Rivier "transforming hearts and minds to serve the world." I hope you will use this Student Handbook as a guide to engagement and community life at Rivier and I look forward to seeing you on campus.

Sister Paula Marie Buley, IHM President



University Mission and History

The Mission of Rivier University

Founded in 1933 by the Sisters of the Presentation of Mary, Rivier University is a Catholic institution dedicated to transforming hearts and minds to serve the world.

As a co-educational institution of higher learning, the University is dedicated to the education of undergraduate and graduate students in both the liberal arts and professional courses of study.

Committed to the faith, heritage, intellectual tradition, and social teachings of the Roman Catholic Church, the University educates the whole person in the context of an academic community that cultivates critical thought, sound judgment, and respect for all people. This community supports the intellectual growth of all its members while offering them opportunities for social, cultural, moral, and spiritual development. The challenge to the University community is to search for truth through the dialogue between faith and reason.

Rivier creates an environment in which integrated learning is the shared responsibility of students, faculty, staff, and administrators, and is pursued in all the curricular and co-curricular programs of the University. To participate in the life of Rivier University is to strive for academic excellence, to take responsibility for ourselves and for others, and to engage in dialogue about basic human issues facing society, especially the plight of the poor and powerless. The University extends to all its members and, also to the greater community an invitation to join in intellectual inquiry and dialogue.

Rivier University is named in honor of Saint Marie Rivier, Founder of the Sisters of the Presentation of Mary. Established in 1933 in Hudson, New Hampshire, Rivier moved in 1941 to the present campus site in Nashua and officially became Rivier University on July 1, 2012. The University was incorporated in 1935 under the laws of the State of New Hampshire, and through two separate charters was invested with the power to confer both graduate and undergraduate degrees. Rivier is a fully accredited institution enrolling more than 2,500 students in two schools: The School of Undergraduate Studies (which includes the Professional Studies Division) and the School of Graduate Studies.

For the purpose of institutional cooperation, Rivier University is a member of the New Hampshire College and University Council, a consortium of institutions of higher learning; students of member institutions are permitted to register for transfer credit at any of the member institutions except Dartmouth College.

In 1995, in anticipation of the 1996 bicentennial of the founding of the Sisters of the Presentation of Mary, the University formally recommitted to Saint Marie Rivier's mission of teaching and serving the poor by making social justice and service to others a special focus of its work.

As the oldest institution of higher learning in Nashua, Rivier is recognized for the development of programs which serve the needs of both traditional and non-traditional age individuals and remains faithful to its original mission: the education of the whole person.

Traditions and Customs

The University enjoys many long-standing traditions each year. It is hoped that members of the community will support these customs to ensure they continue for years to come.

Academic Convocation

Convocation is an academic assembly which affirms the values of the academic community and introduces them to Rivier University's new students.

Mass of the Holy Spirit

Mass of the Holy Spirit is a Catholic liturgy during which the Rivier University community asks for God's blessing for a successful academic year.

Presentation of Mary Day

On November 21, the Sisters of the Presentation of Mary celebrate a special feast day. This day marks the founding of the Order in 1796.

Heritage Week

During the week of February 3, the community celebrates the heritage of the University and the congregation which founded it. More specifically, we honor Saint Marie Rivier, the founder of the Sisters of the Presentation of Mary after whom the University is named.

Commencement Activities

Baccalaureate Mass and Hooding

The Rivier community celebrates graduation in the Catholic tradition with a Baccalaureate Mass held prior to Commencement. As part of our celebration, all seniors adorned in traditional academic regalia are hooded by members of the faculty. The University honors graduating seniors who have attained a 3.5 grade-point average or higher at the end of the Fall semester with an Honors cord.

Pinning

To recognize Associate of Science degrees in the Division of Nursing, all students who have successfully completed Associate of Science in Nursing classes receive the Nursing pin from members of their faculty.

Commencement

All students who complete degree requirements are invited to join the faculty and administration at the University's annual Commencement Ceremony. The program includes a traditional commencement address, student speakers and musical interludes; it culminates in the awarding of diplomas from Rivier University that signify the completion of higher education in one's major field of study.

Academic Resources

The New Hampshire College and University Council (NHCUC)

To foster institutional cooperation, Rivier University is a member of the New Hampshire College and University Council. The New Hampshire College & University Council (NHCUC) is a non-profit consortium of 21 public and private institutions of higher education in the state of New Hampshire. These institutions are recognized and highly regarded for their outstanding teaching, research, and community service activities. They serve as major centers of activity that are vital to the economic development of the community and the state.

Regina Library

The Regina Library is the resource library for students, faculty, and staff. The library staff, in collaboration with the University faculty, serves the research needs of the community. To meet a diversified curriculum and the academic requirements of the Rivier University community, the library resources include approximately 100,000

print volumes, over 300,000 e-books, subscriptions to more than 75 journals and 64 online research databases including over 130,000 electronic journals and more than 4,700 streaming videos. A reference librarian is available at the library for all the hours the library is open. Students needing research assistance may also contact a reference librarian from off-campus by telephone, text, email, or chat online.

Interlibrary loan (ILL) services are provided for students and faculty to obtain materials for research that are not available through the library collection and databases. Patrons can track, review, and retrieve their ILL requests through the *RivILL* portal, which is accessible through the Regina Library website. Books are delivered to the library for patrons to pick up.

Thanks to a major capital gift, Rivier expanded the Regina Library in 2008 by approximately 12,000 square feet and renovated the existing library significantly. The highlights of the expansion and renovation include a new Reference Room, Electronic Classroom, Café (serving Starbucks beverages) with seating for 30 guests, a Quiet Study, six study rooms (three of which may be reserved) and large open spaces for group collaborative work. Wireless access to the University network is available throughout the building. The library also has computers, printers, scanners and copiers available for patron use. Laptop computers, video cameras, and a variety of devices to create digital content can also be loaned out for academic purposes.

Retention Support Services

Retention of students is an integral part of student services at Rivier University. The Office of Student Success in the Division of Academic Affairs provides several programs to ensure that students obtain the necessary skills and services to help them achieve academic success.

- The Peer Mentoring Program seeks to provide every incoming freshman with an upper-class student mentor who assists them in identifying the appropriate resources on campus to achieve their academic goals. Mentors help guide freshmen through their first year experience; providing guidance, referrals, and other support for academic, personal, and spiritual growth. Mentors assist first-year students in their adjustment to both academic and social challenges.
- The Student Success: Campus to Community course, taken by all freshmen, provides hands-on learning opportunities for developing success in Academic Achievement, Service, Cultural Awareness, and Vocational Discernment. Students will engage in class activities, group presentations, and service opportunities.
- The Office of Academic Advising provides students with professional advisors who assist students in their course selections, in keeping with their faculty advisor's recommendations, so that students can achieve their educational plans for degree completion. In addition, advisors serve as resources and referrals for other academic and personal support services.
- The Office of Disability Services works to ensure that students with disabilities receive the accommodations and individualized support they need to improve retention and promote academic success.
- The Rivier University Academic Support Center (ASC) provides student-centered professional writing support and peer tutoring assistance in courses across the curriculum. The ASC offers one-on-one conferences with professional writing consultants, assistance in understanding subject content in all disciplines with peer tutors, group review sessions, and assistance with developing study skills, time management, test-taking strategies, and note-taking skills.

Information Technology

The Office of Information Technology (OIT) provides Rivier University students, faculty, and staff with a data

network, wireless access points, and all technology related services. Located in Sylvia Trottier Hall, within the Office of Information Technology suite on the first floor, IT Support provides a comprehensive range of academic and professional technology services to students, faculty, and staff. If you encounter any technology-related issues while on campus, please contact IT Support promptly at itsupport@rivier.edu or call 603-897-8469.

Help Desk

Rivier University is committed to providing exceptional technical support through its 24/7 Help Desk services. Faculty, staff, and students can access assistance at any time by calling extension 8469 from on-campus phones, dialing 603-897-8469 from off-campus, or using the toll-free number 844-505-8076. Additionally, support is available via the Live Chat feature on <https://it.rivier.edu>. Help Desk technicians are specially trained to address the University's technology needs and are equipped to assist with a wide range of technology-related issues, ensuring reliable and timely support around the clock.

Self-Service and Knowledge Base

A knowledge base is available on the IT webpage (<https://it.rivier.edu>). Check this out to answer most common questions and issues. A chat feature with a remote help desk technician is available on the site.

Rivier Network Account

You will receive an email from admissions or the registrar with directions to set up your account. This account will provide you with access to a wide variety of services necessary to pursue your academic career. To establish a computer account, please go to <https://it.rivier.edu/rivnet-account-request/>.

When you obtain your network user account, you will also gain access to our learning management system—Canvas, the student portal, Rivier Experience, and a Rivier email account. ALL campus information and communication will be conducted through this account including grades, course schedules, faculty communication, and University notifications. Grade reports, course schedules and bills are not mailed out.

Students are expected to utilize the student portal, Colleague Self-Service, or Rivier Experience for this information. If you have any questions or concerns, contact IT at 603-897-8469 or itsupport@rivier.edu. All Rivier community users must comply with the Acceptable Use Policy located on the IT webpage. <https://it.rivier.edu/information-technology/computer-use-policy/acceptable-use-policy/>

Email Services/Official University Communications

Your email is easily accessible by browsing to our Office 365 by clicking Quick links from the main website. Students should use this email account to communicate with your professors and various offices at the University and it is the official means by which Rivier University will communicate with you.

Microsoft OneDrive and M365

All students have access to Microsoft's OneDrive through their Office 365 account. This means that students need not carry USB drives from location to location, or risk theft or loss of information. Simply save your documents to your OneDrive and they will always be accessible from any device connected to the Internet. Students can download Microsoft Office with their Rivier Account. Check out the knowledge base article for details. <https://it.rivier.edu/knowledgebase/how-to-access-free-discounted-microsoft-software/>

Canvas

Canvas is Rivier University's online Learning Management System (LMS). It is accessible on any computer with an Internet connection, both on and off campus. Instructors use this tool for posting course documents, activities,

and discussions. Organizations and departments also use Canvas to post announcements and distribute information. To access Canvas, navigate to the Rivier University website and click the Canvas link on the top of the page. Login with your network username and password and you will have access to all your courses that use Canvas. Tutorials and support are available within Canvas. If you have any questions or concerns, please contact Chris Parent at 603-897-8621.

Residence Hall Network Access

The OIT provides direct Internet access to the residence hall rooms so that students can use their own computers and other devices to access the Internet. Both wired and wireless connections are available. *Note:* Rivier University manages all Internet traffic coming to and from the University to ensure that our Internet service supports the educational mission of the University. The University does not block any types of Internet traffic or activity. Devices must be registered to use the wired network.

Colleague Self-Service

Colleague Self-Service is the University's student portal which offers access to midterm and final grades, course evaluations, course offerings, student's schedule, student's financial ledgers, unofficial transcripts, individual degree audit, and the class registration process.

Intellectual Property and Copyright Infringement

The use of peer-to-peer software (P2P) to download songs, movies, games, software, or any other intellectual property without permission of the owner can result in criminal and/or civil liability. In short, it is stealing – taking something that does not belong to you. The recording industry and the motion picture industry use technology to track down those who engage in this type of activity. They are employing aggressive legal strategies that have resulted in severe fines, costly settlements, and very expensive verdicts for those who they have pursued. The use of file sharing software on the Rivier University network without specific permission is prohibited. This type of software must be removed from your computer. Please be aware that file sharing software scans your hard drive and can distribute music automatically, even if you think you are not using it. Whether you are aware or not, you are responsible for the activities of your computer on the Rivier University network. If P2P software is discovered on your system, or if the University receives a copyright infringement notice, it will be referred to the Division of Student Experience for appropriate action.

Those using the Rivier University network are expected to use legal commercial sites to download music, movies, and other intellectual property. Please refer to the Rivier University web site for a current list of sites. If you have any questions, please contact IT Support at 603-897-8469.

Student Recording Policy

Students may not record audio or video of any portion of a lecture, class discussion, or course-related activity without the prior and explicit permission of the course instructor, unless the recording is part of an accommodation coordinated through the Office of Disability Services. Permission for recording is not a transfer of any copyrights in the recording or related course materials.

Approved recordings are solely for the purpose of individual or group study with other students enrolled in the same class. Recordings cannot be reproduced, transferred, distributed, or displayed in any public or commercial manner, and cannot be posted on any website or social media site. The sharing of video or audio recordings could be a FERPA violation, with associated repercussions.

Academic Advising

Academic Advising serves as the starting point for undergraduate students as they navigate their individual academic plans at Rivier. Academic Advisors are assigned to students by major. The Academic Advising Office, located on the second floor of the Learning Commons, is open from 8:30 a.m. to 5 p.m., Monday through Friday, and the phone number is 603-897-8227.

Throughout the year, Advisors assist students with course registrations, add/drop requests and scheduling changes; guide students through academic/career transitions and, when appropriate, refer students to campus resources; address student and parent academic/career questions and concerns; coordinate the notification process for short or long term absences due to sudden illness and/or sickness; process change of major requests and notify appropriate faculty; discuss University policies and procedures regarding faculty and/or grading disputes when requested; verify Intent to Graduate requests, and assist instructors and faculty regarding excessive absences and missing coursework. Academic Advisors work jointly with faculty, student life, the counseling center, and other campus offices to ensure that each student is given the best possible academic experience while at Rivier University.

Disability Services

The Office of Disability Services assists students with physical, psychological, medical, and learning disabilities who require reasonable accommodations. Students who have documented disabilities can access support services by contacting the Office of Disability Services at disabilityservices@rivier.edu.

The Office of Disability Services is located on the first floor of The Learning Commons.

The Academic Support Center

The Academic Support Center provides individualized academic support to all Rivier students and is staffed by professional writing consultants, and peer tutors. Students seeking help in all stages of their writing process for any class may schedule individual writing appointments, submit papers online, or come to open drop-in hours to work one-on-one with a writing consultant. Students seeking help in understanding course content, preparing for exams, note taking, study skills, or time management can make an appointment with a writing consultant, a peer tutor, or come to open peer tutoring drop-in hours. The Academic Support Center is located on the lower level of the Learning Commons.

Office of the Registrar

Academic related policies and procedures, such as FERPA, change of address, transfer of credit, or habitual non-attendance, are available online through the University Academic Catalog at <https://catalog.rivier.edu>.

Athletics

The Muldoon Center is home to the men's and women's basketball and volleyball programs along with the fitness center, coaches offices, and Sports Medicine facility. The Muldoon Center and athletic fields are open to students, faculty, and staff for recreational use when available.

Intercollegiate Athletics

Rivier University is a proud member of the NCAA Division III and competes in the Great Northeast Athletic Conference (GNAC) in a variety of sports, including field hockey, men's and women's soccer, women's volleyball, men's and women's basketball, men's volleyball, baseball, men's and women's lacrosse, and softball. Additionally,

Rivier is a member of the Massachusetts State Collegiate Athletic Conference (MASCAC) for men's and women's ice hockey.

As a Division III institution, Rivier places the highest priority on the overall quality of the educational experience and the successful completion of students' academic programs. The University is committed to fostering an environment where athletic participation complements academic achievement and supports the holistic development of student-athletes. Rivier also values and promotes cultural diversity and gender equity within its athletics programs and staff.

Rivier University offers eight women's varsity teams and seven men's varsity teams. Women compete in soccer, volleyball, and field hockey in the fall; basketball and ice hockey in the winter; and softball and lacrosse in the spring. Men's teams compete in soccer in the fall; basketball and ice hockey in the winter; and volleyball, baseball, and lacrosse in the spring. Full-time baccalaureate students are eligible to participate in varsity athletics. For more information about athletic programs, students are encouraged to contact the Department of Athletics.

Recreation and Intramurals

Each year, there is a unique series of activities based on student interest and need. On campus, the Muldoon Center fitness room and gymnasium are open for recreational use by students, faculty, and staff. Information is available from the Department of Athletics.

Muldoon Center and Field Usage

The Muldoon Center prioritizes scheduling for intercollegiate athletics, including games and practices, followed by other University functions, prescheduled student activities, and rentals by Nashua-area community organizations. The Center is open for regular use during the academic year but is closed for general access during school vacation periods. Rivier University students, faculty, staff, and alumni are welcome to use the gym and fitness room at no cost. Access to the fitness center during open recreation hours requires presentation of a valid Rivier University ID.

Use of the fitness center is limited to students, faculty, and staff who have completed the required orientation on proper equipment usage. All users must be trained in the safe and effective operation of the fitness machines. Students may bring up to three guests to use the gym for recreational activities such as basketball or volleyball. For safety and compliance, all users are expected to follow posted guidelines and respect the shared nature of the facility.

Division of Student Experience

The Division of Student Experience at Rivier University believes that learning extends beyond the classroom. This division supports and challenges students through co-curricular and extra-curricular programs that align with the University's Roman Catholic tradition and core mission: transforming hearts and minds to serve the world. By emphasizing holistic education, the Division of Student Experience encourages students to participate in activities that foster spiritual growth, character development, lifelong learning, and service. The Student Experience staff promotes responsible decision-making, physical and emotional wellness, respect for all members of the Rivier community and beyond, and appreciation of diversity. This mission is reinforced through collaboration with academic affairs and other campus services.

Office of Campus Ministry and Service Learning

The Office of Campus Ministry serves the spiritual, social, and personal needs of the campus community, providing

opportunities to explore and affirm one's values and sense of meaning and purpose in life. Campus Ministry focuses on the areas of faith formation, pastoral care, service, spiritual and personal growth, peace and social justice, and leadership development. People of all faiths are welcome and encouraged to participate in all Campus Ministry activities.

Liturgy and Sacraments

Mass is celebrated on campus regularly. Retreat and prayer experiences are offered throughout the year. Campus Ministry highlights the holy days and special events of the year and ritualizes key moments of transition. Preparation for the sacraments of initiation (Baptism, Eucharist, Confirmation) is available to those who are interested in becoming full members of the Catholic Church. Students are invited to take an active role in liturgies and special events.

Spiritual Growth & Pastoral Care

There are many opportunities to explore and deepen your faith. Campus Ministry also offers retreats and spiritual direction to interested students. Other opportunities can be developed as needs arise and student's express interest.

Leadership Development

Campus Ministry offers opportunities for servant leadership, leadership based on the belief that we are called to serve and not be served. These opportunities include roles at liturgies and prayer experiences, oversight of various volunteer projects, and program development and implementation.

Service, Peace, and Justice

Campus Ministry promotes the principles of Catholic Social Teaching by providing opportunities for direct service as well as advocacy for the poor and marginalized. Members of the community are challenged to see connections between faith and service by looking to Jesus Christ as our model. Students participate in numerous volunteer opportunities throughout the year. Through workshops, discussions, and fundraising, Campus Ministry aims to raise awareness of the needs of the global community and to discern appropriate responses to these needs.

Alternative Spring Break

In partnership with student organizations, this program gives students the opportunity to do meaningful service work during spring recess. Past service trips have taken students to Tennessee, Washington, D.C., New Orleans, and Puerto Rico. In addition to the week of service, participants will engage in pre-departure education about the connection between service and social justice and in an unpacking session afterwards where they will highlight transformative moments of their experience for the campus community.

Service Learning

Service learning integrates active, socially significant service into the education experience. It offers students meaningful, community-based, experiential learning by adding human depth to the theories learned in the classroom. At Rivier University, service learning reflects our commitment to action and social justice through the lens of Catholic Social Teaching and it leads to authentic knowledge and union with God, neighbor, and the community.

All students are encouraged to serve the community. More specifically, students in the School of Undergraduate Studies engage in service learning in several ways:

- **First-Year Day of Service:** Students spend a morning serving a local organization with members of their

Student Success course. Discussions and reflection take place in class before and after the day of service.

- **SERV100:** All undergraduate day students will take the SERV100 course during their time at Rivier. In this one credit course, students will commit 20 hours of service to one local organization and reflect on intersections of direct service, Catholic Social Teaching, and academic concepts through dialogue and class activities.
- **Service Immersion Experiences:** Students have the option of participating in a service immersion experience during spring break. Participants will meet several times before the week of service to learn about the injustices the host community faces, social justice, Catholic Social Teaching, advocacy, etc. and will present their experience to the campus community afterwards.
- **Routine and One-Time Service Opportunities:** All students are encouraged to serve the community. The Director of Campus Ministry and Service Learning can help connect students to organizations for ongoing service and will provide one-time opportunities throughout the academic year.

Staff

Campus Ministry is staffed by one full-time director and one part-time chaplain. There are also possibilities for work study students to be involved in the daily operation of the office. For more information, visit www.rivier.edu/ministry or call 603-897-8577. Email us at campusministry@rivier.edu or follow the Rivier Campus Ministry Instagram and Facebook pages for information and upcoming events.

Sr. Mary Anne Quibin Student Health Services

Quibin Student Health Services is available to on-campus resident students during the academic year. Health Services is open weekdays with appointments scheduled in the following ways:

1. Calling the office at 603-897-8244
2. Emailing the clinic: healthservices@rivier.edu
3. [Medicat student health portal](#) scheduler

Please take note that the health services email, phone messages, or Medicat scheduler are not monitored outside clinic open hours, weekends, breaks or holidays. Staff will do their best to accommodate walk-in urgent visits.

The Health Services staff is comprised of family nurse practitioners who diagnose and treat common, acute medical illnesses, assist with the management of chronic illnesses, and provide health education and referrals. Limited laboratory services are also available, as well as common over-the-counter medications and first-aid supplies. Students are referred to local hospitals and walk-in clinics for x-rays and other diagnostic services, as needed, and for emergency care. Two local hospital emergency departments, local immediate care medical offices, and one walk-in clinic are available to students for after-hours health care.

Immunizations

All full-time undergraduate resident and commuter students are required to submit evidence of immunization against tetanus (within the last 10 years), measles, mumps and rubella (MMR), Chicken Pox (Varicella), Hepatitis B, meningitis that has been administered after the age of 16, and evidence of tuberculosis screening. In addition, resident students need a comprehensive physical exam (within one year of their residence hall move-in date) and proof of health insurance. Resident students must also complete all of the required Electronic and downloadable forms located within the Medicat Student Portal. All of this information is communicated via a student health portal available on the website to students with Rivier University log-in credentials. All medical forms are due each year no later than August 1 for incoming fall semester students and December 15 for incoming spring semester students.

Student Health Insurance

Rivier University requires that each undergraduate student have some type of health insurance either through a private company or through the [Affordable Care Act Plans](#). The University does not accept responsibility for any expense incurred for any medication, diagnostic procedure, or treatment.

If you are a student-athlete at Rivier, these health record requirements are separate from the SWOL. You must also submit and complete the required health forms listed in the Medica Portal and submit them through the same portal.

Confidentiality

All student health records and health-related information are held in strict confidence. No information may be released without written consent from the student, except in emergencies. Rivier's Sr. Mary Anne Quibin Student Health Services is required to report the incidence of certain communicable diseases to the state or local public health department.

Counseling and Wellness Center

The services of a mental health counselor are available to all full-time students. These services are designed to assist students in maximizing their collegiate experience with an emphasis on promoting wellness and enabling students to effectively safeguard their own well-being. Services include short-term individual counseling, group counseling, workshops on personal growth issues, and referrals to appropriate off-campus agencies.

Alcohol and Drug Treatment Resources

The Rivier University Counseling and Wellness Center is available to any student presenting concerns regarding drug and alcohol issues as well as mental health problems. The services available include crisis intervention, short-term individual counseling, groups, and a community referral service. Individuals are clinically assessed according to their individual needs and presenting concerns. Recommendations are made in accordance with the results of that assessment. The Rivier University Counseling Center has a complete and updated directory of therapeutic and educational services, listing resources throughout the greater Nashua area.

Vector

Vector is an online interactive course required for all traditional age Rivier freshmen. Vector addresses many high-profile issues associated with college life; including, but not limited to, high-risk drinking, drug use; sexual misconduct; and diversity, equity and inclusion. It tracks individual substance use behaviors and risks associated with use.

Office of Career & Life Success

The Office of Career & Life Success provides a wide range of resources and support to assist students in their career planning efforts. In addition to Career Advising, we offer tools to help students pursue internships, jobs, and graduate school opportunities. Our platform, Handshake, helps students build resumes, search for internships and jobs, and register for workshops and programs. The Office of Career & Life Success website (www.rivier.edu/cdc) is a comprehensive resource offering students and alumni access to essential information for academic and career success.

We host annual job fairs on campus throughout the academic year to support both graduating and undergraduate students in their pursuit of full-time employment and internships. These Career Fairs provide a range of full-time employment opportunities, internships, part-time work, and summer jobs. We encourage all students to take advantage of these events and the various career and life skills services and resources we offer.

We oversee the campus-wide work-study programs including the America Reads initiative.

America Reads Project

A federal initiative, America Reads sends Rivier students to area elementary schools to be placed in K-3 classrooms to assist children with their reading skills.

Office of Community and Connections

The Office of Community and Connections provides support and services to students from historically marginalized populations. More specifically, the office seeks to achieve the following:

- To provide the University community with culturally and socially enriching programs and activities;
- To enhance the presence of a diverse population on Rivier University's campus;
- To provide resources to minority students on the local Nashua area;
- To provide campus training on belonging.

Office for the Dean of Student Experience

The Office of the Dean for Student Experience serves as a center for advocacy and support within the university community. Here, students seek guidance, support, and solutions to a wide range of academic, personal, and social challenges.

The Dean's role is to uphold the values of fairness, respect, and inclusivity while advocating for student rights and well-being.

Community Standards

Upholding the student code of conduct is vital to maintaining a positive and respectful campus environment, promoting student development and accountability, and ensuring a fair and consistent approach to addressing behavioral expectations within the university community. Whether it involves mediation between students, responding to campus concerns, or implementing protocols, every action is guided by principles of fairness and due process.

CARES

The CARES (Campus Advocacy, Resources, and Education for Safety) Team addresses and educates the campus community about sensitive issues such as sexual assault, domestic violence, dating violence, and stalking. CARES core values:

1. **Support Hub:** CARES serves as a dedicated resource and support hub for individuals affected by gender-based violence. It provides a safe space where students can seek assistance, information, and support.
2. **Education and Awareness:** CARES offers workshops, training sessions, and campaigns to educate the campus about the signs of sexual assault, domestic violence, dating violence, and stalking. These initiatives aim to raise awareness about these sensitive issues and equip the community with knowledge on prevention strategies and available resources.
3. **Advocacy and Empowerment:** CARES advocates for individuals affected by gender-based violence, empowering them to recognize, respond to, and seek help for instances of misconduct. By fostering a culture of understanding and empathy, CARES encourages proactive intervention and support.

4. **Collaboration:** CARES collaborates closely with campus partners and community agencies. This collaboration ensures a coordinated response to incidents of gender-based violence and facilitates access to a comprehensive range of support services for survivors.
5. **Promoting a Safe and Inclusive Environment:** CARES strives to promote a campus environment that is safe, respectful, and inclusive for all individuals. It works towards eliminating barriers that prevent students from thriving academically and socially due to the fear of gender-based violence.

In essence, CARES embodies the university's commitment to addressing gender-based violence, promoting safety, and fostering a supportive environment where every individual can flourish.

Behavioral Assessment Team (BAT)

At Rivier University, the health, safety, and well-being of each person in our community is at the forefront of our daily work. To uphold a positive learning environment free from disruptive behavior, both in and out the classroom, the University has established a Behavioral Assessment Team (BAT). This team, composed of dedicated staff members, addresses any concerning or disruptive behaviors, as well as threats to self or others.

BIAS Incident Response Team (BIRT)

Rivier University prioritizes diversity and inclusion as essential to fostering respect among all community members. Acts of bias, hate, or discrimination are taken seriously. The University has established a Bias Incident Response Team to effectively address and manage incidents of bias within the community. The primary goals are to promote inclusivity, support affected individuals, maintain a positive campus climate, and demonstrate the university's commitment to addressing bias-motivated incidents that violate our community standards.

Office of Student Engagement

The Office of Student Engagement works within the Division of Student Experience to provide the resources necessary to support learning beyond the classroom. The Office of Student Engagement sponsors events, advises clubs and organizations, provides programming resources to faculty, staff, and students, seeks to serve as an advocate for students, and provides outreach to the commuter student population. It is the goal of the office to serve the University by bringing quality programming opportunities to the campus while developing the interpersonal, organizational, and leadership skills of its students.

Program Planning

Anyone, whether acting as a member of an organization or on his/her own, may plan a program. The following steps must be followed for the event to be recognized by the University:

1. Read the Student Leader Handbook for tips/guidelines to ensure that your program is a success.
2. Complete the event authorization on Campus Groups, Rivier's student engagement platform.
3. Wait for approval from the Office of Student Engagement.

Student Organizations

One of the ways to make college a friendlier place is to get involved on campus. Student organizations may be active through the Student Government Association or may organize independently through the Office of Student Engagement. All organizations must have a faculty/staff advisor. Click the hyperlink to see what clubs and organizations are available on campus. Contact the Office of Student Engagement or Student Government for more information.

The numerous [Clubs and Organizations](#) represent the various co-curricular activities within the University; some

are funded by SGA (Student Government Association) and some are independent. For more information about these clubs and organizations, contact the Director of Student Engagement or click the link below.

<https://www.rivier.edu/student-life/clubs/>

Commuter Students

The Office of Student Engagement serves as a vital liaison between Rivier University and its commuter student population, ensuring that commuter students remain connected and engaged with campus life. To support this community, the University offers a variety of services tailored specifically to their needs, including monthly commuter-focused events that foster involvement and build connections across campus.

In addition to programming, Rivier provides dedicated study and lounge spaces within the Dion Center, offering commuter students a comfortable and convenient environment to relax, collaborate, or focus on academic work between classes. These resources are designed to enhance the overall student experience and promote a sense of belonging for those who commute to campus.

Student Group Travel Policy

One of the most rewarding experiences for any group can be traveling together. Whether it is a group trip to a museum in Boston, or an overnight trip to New York City, travel can be a fun, educational, and memorable part of a college career. Rivier University believes that the safety of students, faculty, and staff is preeminent. To ensure a safe, smooth, and beneficial experience, those planning programs which involve any type of travel within or outside of the United States, must follow the guidelines provided by the Office of Student Engagement.

Orientation

During the summer, the University holds orientation for new students and their families. Led by student orientation leaders, new students and their families are exposed to all that Rivier has to offer. It is the goal of the orientation program that each student and family member will leave with the information to have a successful experience at Rivier. Parents and families can learn about Rivier through presentations on academics, student life, and the development of college students.

Additionally, the Office of Student Engagement and the student orientation leaders present programs to develop a thorough understanding of the curriculum, services, and facilities of the University. Incoming students are required to attend all orientation programs. Transfer students have their own unique experience before the start of classes.

Student Government Association (SGA)

Every full-time undergraduate day student who has paid an activities fee becomes a member of the Rivier University Student Government Association upon registration at the University. The purpose of the SGA is to:

- Stimulate active participation in all University functions
- Establish and maintain effective channels of communication among the University community
- Foster a mutual trust, encourage a spirit of cooperation, and initiate new endeavors

Student organizations on campus are formed to promote common interest within the framework of the mission of the University. The Student Government Association oversees its recognized campus organizations and maintains financial control of funds paid by the students. The criteria used to determine whether a club will be funded by SGA are:

- A club must have five active members, including officers and a faculty/staff advisor;
- The club must have a working constitution submitted to the Student Government Association;
- The club must demonstrate an attempt to fulfill the goals articulated in the club constitution.

Agreement between the Administration and the SGA of Rivier University

Rivier University administrators recognize that co-curricular activities are an important part of the growing experience complementing the more formal academic part of the education process. Considering its stated beliefs, Rivier University regards as its mission the education of the whole person in their many dimensions. To this end, students have the responsibility to take advantage of the social, educational and cultural co-curricular activities/programs that are available to them.

The underlying rationale for such a body as the Student Government Association is to promote the strengthening of self-direction and self-discipline on the part of the student as they reach for their own personal goals of responsibility, accountability, and fulfillment. The administration, wishing to foster a proper balance between personal freedom and protection for the rights of all individuals and the University community, grants privileges and delegates certain responsibilities to the students under the government of a student council, and authorizes the Student Government Association to exercise such powers as are committed to it by its constitution.

Because the University is legally incorporated in the State of New Hampshire, the University retains the right to ensure that whatever takes place within the University community or under the name of Rivier University, in no way infringes upon the rights or privileges of others. Thus, it shall be within the power of the administration to ensure that all the powers granted in this constitution will be in keeping with the missions, goals, and objectives of the University as stated in official University publications.

Residence Life and Housing

The residence areas of Rivier University offer a unique experience in community living that extends the learning process of the University beyond the classroom. Students and staff work cooperatively to establish and maintain a living environment that supports the University's mission, promotes student growth, and respects all people as individuals. At Rivier, we strive to create a community in which everyone is included and encouraged to actively participate in the developing and changing nature of life on campus. It is the hope of the Residence Life Staff that each resident will give and receive respect, support, and encouragement to grow, change, learn, and develop through their experiences living on campus.

Residence Life Staff

The Director of Residence Life and Housing coordinates all functions of the University's residence halls. Each area has a staff of trained personnel available to assist resident students with social, personal, academic and cultural concerns.

The primary function of the staff is to create, with the residents of each floor, a positive living environment. In addition to enforcing University policy, the staff is also present to maintain building safety and security. Fourteen undergraduate students (Resident Assistants) and four professional Resident Directors make up the Residence Life Staff. There is always a staff member on duty to address any student concerns. These individuals are employed by the University specifically to assist and serve students. These staff members are particularly important to students, and we recommend that students become familiar with who they are and what they do.

Staff Availability

A staff member is available at all times to support residential students. To reach the Resident Assistant (RA) on duty, call 603-305-9480 between 8 p.m. and midnight, Sunday through Thursday, and 24 hours a day on weekends, beginning at 8 p.m. on Friday. Alternatively, you may contact Public Safety at 603-888-1666 at any time and request to speak with the RA on duty.

Staff contact information and instructions are posted on each residence hall floor and available at the front desk of every hall. The Resident Assistant Office is located in Guild Hall, adjacent to the front lobby. For assistance, students are encouraged to use these resources to ensure timely support and guidance.

Administrative Action

Members of the University and Residence Life Staff are charged with maintaining environments conducive to the living and learning purposes of the University. Staff members may take immediate action in response to any given situation. The instructions of a staff member acting in the fulfillment of their duties are to be followed. Failure to heed these instructions is a serious breach of university conduct and will result in disciplinary action including, but not limited to, removal from on-campus housing.

Housekeeping and Maintenance

The excellent condition of the buildings and grounds is due to the outstanding efforts of the Housekeeping and Maintenance staff. The common areas (hallways, bathrooms, lounges) of the residence halls are cleaned Monday-Friday by the University housekeepers. Students are expected to leave all common areas in acceptable condition after use. Please assist the staff by helping to keep Rivier a clean and comfortable place to live.

Residence Hall Security

The doors to the residence halls are locked 24 hours a day unless opened for special programs or functions. The front and back doors to the halls are accessible with a resident student ID card until 8 p.m. each night. At 8 p.m., alarms are activated on all doors, except the main entrance. This procedure helps to monitor the flow of traffic to and from the building and to assist with safety and security. All guests are asked to sign in as overnight visitors or vacate the halls by 12 a.m. weekdays and 2 a.m. weekends. The lounges are available to resident students 24 hours per day unless reserved through the Office of Residence Life and Housing. Public Safety/Security conducts routine rounds of the halls and surrounding property each night. Emergencies should be reported immediately to the Public Safety/Security Office or the staff person on duty.

Parent/Guardian Notification

Rivier University communicates directly with students on matters that affect their college career. When students are experiencing challenges, the University reserves the right to involve parents or guardians as a means of additional support. The University may notify parents or guardians of students in all conduct or safety considerations.

Summer Housing

University residence halls are available during the summer months for:

- Students who are attending summer school/internship at Rivier University
- Students who are involved in an internship or other field experience
- Groups who are participating in a workshop sponsored by and/or given at Rivier University
- Students who are required to live on campus as a function of their Rivier job

Break Housing Periods/Residence Hall Closings

The residence halls officially close during all major break periods (Thanksgiving, Christmas/Winter, Spring, and Easter breaks). Only under unusual and extenuating circumstances will a student be permitted to remain on campus when the residence halls are closed. Student teachers and interns must obtain authorization from their department chair to be considered for break housing. All residents are encouraged to take special notice of scheduled hall closings and make the necessary arrangements for travel plans or time off from work if applicable.

All students remaining in the residence halls during break periods will be charged the current rate for break housing. Only those students who are on academically authorized internships and student athletes required to attend games or practices, will be exempt from break housing charges. Students who are authorized to live on campus while the halls are officially closed must abide by all policies, procedures, guidelines, and standards outlined in this handbook as well as any regulations established during the time of break housing.

The Residence Life staff will notify students of the actual time of closing and re-opening of halls a week prior to each break period. Students must vacate the halls by the time posted. Before you leave for any break, it is your responsibility to see that refrigerators are unplugged (when requested), windows are closed, lights are off, and trash is emptied. A residence staff person in your hall will conduct a health and safety check in each room during all scheduled closings.

Students who live on campus during times when the residence halls are officially closed need to be aware that:

- They may be asked to change rooms.
- The University will not provide routine food services.
- They are expected to abide by residence hall and security regulations as usual.
- The University will provide an emergency contact person.
- The Director of Residence Life has the right to require the students to leave campus at any time.
- Students must pay a set fee for break housing unless exempt.
- Students may not have overnight guests during break housing.
- Students, no matter what age, may not have alcohol on campus during break housing.

Residence Halls

There are five residence areas on Rivier's 68-acre campus. Guild Hall, built in 1960, Trinity Hall, opened in 1965, Presentation Hall, opened to the University's Sisters in 1977, then opened to students for the first time in 1999, and Brassard Hall, opened in the fall of 2001 and Rivier Village apartments, opened in 2024.

Traditional-aged first year students are assigned to Guild Hall. After the first year, residents are free to live in the hall of their choice based on seniority and space availability.

Room rates are determined by the University and posted online prior to room selection. All rooms are available to all students registered for the lottery/selection process during the spring semester, unless certain rooms have been reserved for staff, medical necessities, or as deemed necessary by the University.

Living and Learning Together

Community is defined as a group of people living in the same locality and under the same government. Residents at Rivier have chosen to become part of a large community of people who work hard to foster personal, spiritual, and educational growth. Within the residence halls you become members of a smaller community that share much more than common facilities.

Regardless of the length of time you and your roommate have known each other, a challenge confronts you: the challenge to create or continue a roommate relationship based on respect for your roommates' personal life, tolerance for the differences which exist between you, and the commitment for open discussion and resolution of problems which may arise while living together.

Students are encouraged to be responsible for their individual actions as well as for the way the community functions. Inherent in any community are basic responsibilities for all members; these guidelines are outlined as follows.

The Basic Responsibilities of All Residents: A Social Contract

- To treat other residents with respect and consideration.
- To understand all policies and regulations necessary for the hall community to function, and to abide by those rules.
- To be responsive to all reasonable requests of fellow residents.
- To be responsive and cooperative in all dealings with residence hall and University staff members.
- To accept responsibility for personal and community safety – refrain from misusing safety equipment, propping open locked doors, losing or forgetting room keys.
- To recognize that public areas and their furnishings belong to everyone, and abuse of those areas violates the rights of the community.

Rivier asks that each resident abide by the previously stated social contract to ensure that the needs of all students are taken into account.

Eligibility for On-Campus Housing

A student living in the residence halls must be enrolled in and maintain a minimum of 12 credits per semester within the School of Undergraduate Studies or nine credits in the School of Graduate Studies. Exceptions to this policy for resident students will be considered by the Director of Residence Life and Housing on a space available basis. Returning resident seniors in their last semester may carry fewer than 12 credits and may request to remain in the halls while completing degree requirements.

Housing Deposit

A deposit of \$250 is required to reserve a room; it is credited to the student's room and board account at the Business Office. Only returning students who have paid the deposit are eligible to participate in the room lottery and housing selection process in the spring. Room deposits for returning students are refundable until May 1.

Room Lottery and Housing Selection

During the spring of each year each resident selects a room and roommate(s) for the following academic year. Priority for selection is based on each resident's class status, as determined by the Registrar's records. Only students who have paid the \$250 deposit and have proof of payment are eligible to participate in the lottery/selection process. Specific lottery/selection procedures are made available to all students through the MCR Housing portal during the spring semester each year.

Damage Deposit

A damage deposit of \$200 is payable each year of residency. Students are required to pay for all damages in individual rooms and common areas. In the spring semester, damage charges less than \$200 will be deducted from the damage deposit with any balance credited to the student account; any charges over the \$200 deposit are

paid by the student.

Room Changes

The Office of Residence Life and Housing recognizes that not all people are compatible and at times, a room change may be necessary. Students who are contemplating a room change should begin by discussing the situation with their roommate and involve their Resident Assistant when necessary.

During the first two weeks of each semester there is a room freeze that puts all room changes on hold. During this time, the residence life staff determines who has returned to campus, who has yet to return, and what spaces are available for students interested in changing rooms. Any room changes recommended by residence staff will be made for well-founded reasons only. The Director of Residence Life and Housing must authorize all changes according to the room change process.

The Director reserves the right to change room assignments of any student if deemed necessary for judicial reasons or otherwise. Additionally, the Director may withdraw a student from the residence halls for disciplinary or medical reasons prior to a hearing in cases where there exists a danger to individuals.

Residence Hall Facilities

Common Areas

Any area or space other than individual student rooms is known as a common or public area. These include hallways, lounges, lobbies, stairways, bathrooms, etc. Residents jointly share responsibility for the condition of common areas. Intentional damage or unnecessary messes will be considered a violation of Rivier's community standards and will not be tolerated. If a room or area has damages, which no student has taken responsibility for, charges for said damages will be equally shared between building and floor residents. Since all residents have the right to use public areas you are reminded to be courteous of each other's rights to those facilities. Lounge space usage is on a first-come, first-served basis. Common lounges and equipment can be reserved at any time for special programs or activities by signing up in advance with Director of Residence Life and Housing

Furniture such as tables, chairs or hall equipment are for use in the common areas only. Please do not remove anything from the lounges or kitchenettes that does not belong to you. If you bring personal items into the common areas, please take them with you when you leave. The University is not responsible for lost or stolen items.

Bathroom Facilities

You are requested to use the shower rooms on your floor only. Failure to be sensitive to this can create inconveniences for others. You are expected to treat these facilities with respect so that all floor members will have the benefit of a clean, problem-free area. Please report leaks, floods or any other problems to the residence staff member on duty.

Kitchenettes

Shared kitchenettes are provided in each residence hall. These areas are equipped with sinks, stoves, refrigerators, microwave ovens, and toasters for your use. While you are cooking or using any other electrical appliances you must stay in the immediate area. Since so many residents use the kitchenettes, they must be cleaned up immediately after use. Housekeeping staff are not responsible for the cleaning or upkeep of the kitchens – resident students are. Since fire codes prohibit cooking in individual rooms, students are encouraged to use any and all electrical appliances for cooking in the kitchenettes.

Laundry Rooms

Each residence hall has laundry areas equipped with washers and dryers. Residents must supply their own supplies. The main laundry rooms in each building are considered common areas and shared by all residents unless otherwise posted. Washers and dryers are free of charge.

Lounges

Rivier University offers several common areas across campus where students can study, socialize, and enjoy entertainment. Each residence hall is equipped with televisions and ROKU devices, allowing access to streaming services and live television. These shared spaces are designed to foster community and provide a comfortable environment for relaxation and collaboration.

Recreational amenities are available in Guild and Trinity Halls, including billiard and ping-pong tables, as well as soda and snack vending machines. These facilities enhance the residential experience and offer students convenient options for leisure and informal gatherings.

Lost and Found

If you find an item, please turn it in to a staff member or to the Office of Public Safety. Lost laundry items are usually left on the table in the laundry rooms. Please respect the property of other residents. Taking what does not belong to you is considered stealing and will lead to disciplinary action.

Health Codes and Standards to Insure the Proper Care of Facilities

Cleanliness and Order

We suggest that a reasonable standard for cleanliness and order in student rooms is a mark of respect for your neighbors and visitors, as well as part of your contribution to maintaining standards of health and safety in the halls. Residents all share facilities such as bathrooms, kitchenettes, and lounges, so all must share in the responsibility of keeping them clean. Although the housekeeping staff does an excellent job in keeping our residence halls clean, it is not their responsibility to clean up after you. Students at Rivier pride themselves in living in some of the cleanest residence halls around. Please help keep it that way.

You will be expected to keep your room tidy, showing reasonable respect for property, your roommate and yourself. Unsanitary or unacceptable conditions found at times of health and safety inspections or otherwise will subject room occupants to disciplinary review.

Perishable foods may not be stored in student rooms unless kept refrigerated. Any other food items kept in rooms must be stored in closed containers to avoid attracting and harboring insects and to avoid contamination of food.

Room Inventory

Rooms are inspected prior to student's arrival for furniture inventory and condition. Through these inspections and follow up, we expect that students will move into a space that is appropriately furnished, functional and clean. Should a student move in and identify a concern, they should report this to the Resident Director via email within 72 hours of move in. Resident Directors will follow up by placing the appropriate work orders, as needed, or taking a record of any pre-existing damages. Rooms are re-inspected each time an individual student moves out of a room.

Repair Requests

Any item in need of repair should be reported to your RA or Hall Director. These staff members will file a maintenance requisition so that your needs will be addressed, and the property maintained. Please understand

that our maintenance department is responsible for the upkeep of the entire campus so repairs will be done in order of priority. If you are not satisfied with the repair or have concerns, please inform your Hall Director and every effort will be made to rectify problem situations. If you see a serious maintenance problem, such as a flood in the laundry room or bathrooms, etc. report it to the person on duty immediately. Problems that are not so serious and can wait (such as a washer or dryer out of order, etc.) should be reported to your RA or Hall Director.

Health and Safety Inspections

During the academic year, monthly health and safety inspections will be conducted in each room of each hall. These inspections are conducted by members of the Residence Staff or by Security, with the intent of ensuring that all health and safety precautions are being taken. Any violation of university policy, neglect or damage to a room or area, or other activities, which are noted, will be processed in accordance to policies outlined in this handbook and in the student handbook. All resident students are required to follow the Nashua Fire Marshal Safety Requirements and all other policies listed in the student handbook.

Nashua Fire Marshal Safety Requirements

- Refrigerator/Microwaves must be plugged into the wall outlet without the use of extension cords or power strips.
- Space heaters shall not be allowed in the residence halls.
- Door Stoppers may not be used to hold open fire rated doors.
- Bunk beds may not be lined up to make one large double bunk.
- Extension cords/Power strips MAY NOT be placed under rugs.
- Power strips shall be UL approved and cannot exceed the maximum amps listed on the surge protector.
- Extension cords cannot exceed the maximum amps and be /UL approved.
- Christmas/twinkle/decorative light strands may be installed against the walls BUT not across, near, or around exit doors, windows, or crossing from wall to wall in the hallways.
- Appliances with open heating elements MAY NOT be used in or plugged into outlets in student bedrooms.
- Candles/items with flames, incense, or wax burners are not allowed in residence halls.
- Cloth flags, tapestries, or banners larger than 3'x5' may not be hung on walls.
- Nothing may be affixed to the ceilings or fire safety items (sprinklers, extinguishers, etc.)
- Items with open heating elements are not allowed in residence hall bedrooms.
- Surge protectors/power strips cannot be used to connect another power strip or extension cord(s).
- Major and heat generating appliances must directly connect to a wall outlet without the use of extension cords, power strip, and or adapters of any kind.
- Surge protectors may only be used for non-heat generating equipment and cannot exceed the maximum amps listed on the surge protector.

List of appliances not allowed on surge protectors/power strips

- Microwaves, Refrigerators, Toasters, Coffee Makers, Toaster Ovens, Etc.
- The Nashua Fire Marshal recommends using a power-strip that has a circuit breaker switch.
- The maximum cord length for surge protectors/power strips should not exceed 15 feet.
- Extension Cords/Power strips should never be covered with clothing, carpets, or furniture.

Fire Safety Equipment

Each of the residence halls is equipped with a variety of safety equipment. This equipment, which includes such items as fire extinguishers, smoke and heat detectors, exit signs, and emergency lights, is not to be tampered with

at any time. Abusing these items is subject to disciplinary action including, but not limited to, dismissal from housing.

Fire Doors

Fire doors are not to be obstructed on either side or propped open at any time. Some doors are equipped with magnetic sensors that are programmed for the fire alarm system. These doors may be held open by the magnetic catch only. They are scheduled to close automatically when the alarms are triggered. Corridor doors deter the spread of smoke and fire and are to be kept closed if not on a magnetic catch. The Nashua Fire Code also requires that nothing be stored or placed in the hallways at any time. Any item not sanctioned or installed in hallways is considered a fire hazard.

Decorating/Personalizing Your Room

You are encouraged to make your living space unique to you. For instance, rugs, posters, and plants are permitted in rooms. However, certain items are not allowed, such as unauthorized lofts (or any wood construction), unauthorized bunk beds, the use of cinderblocks or bed risers to elevate beds, waterbeds, paint, wallpaper, etc. Furniture must rest on the floor and may not be suspended or placed on supports.

Beds should not be taken apart and put on the floor to be used without ample padding underneath. Putting a bed frame directly on the floor scratches the tiles and may damage the frame. When living on campus at Rivier University, residents rent the interior of a room and are asked to leave the room in the condition in which it was found.

Members of the Residence Life Staff have the responsibility to require residents to remove any inappropriate item, poster, or message from the exterior of a bedroom door, wall, or window. In addition, flags, banners and/or posters cannot be hung from ceilings or in individual bedroom windows.

Holiday Decorations

Many residents like to decorate their rooms and/or doors during the holidays. While this adds to the festive mood of the residence halls, we must be cautious with regards to fire safety regulations.

Halloween, Thanksgiving, Valentines, etc. decorations may not include any type of hay, grass, or live foliage; pumpkins may not be left in hallways as they obstruct the aisle and eventually decay. Live trees and wreaths, etc. are a fire hazard and are not permitted anywhere in the residence halls. Only artificial trees and lights, which are UL approved, may be kept in residence hall rooms.

Furniture

Furniture or furnishings in common areas are not to be removed from the area at any time. Room furniture can be rearranged in individual rooms, but furniture cannot be removed or added to your room without proper authorization. Lounge furniture found in rooms will result in a \$25 fine per piece. Repeated offenses will result in disciplinary review.

Damages

Each resident is responsible for the proper care of his or her room. Residents are free to decorate their rooms as they wish as long as no permanent damage is done to the room or its furnishings. Nails and double stick or scotch tape should not be used to hang pictures or posters. Hooks may not be driven into or tacked onto ceilings or walls.

Be sure to report any damages you find in your room within the first week of occupancy to avoid getting charged

for damages that are not your responsibility. Damage billing is based on room condition reports; residents are charged for any damages that are recorded upon room occupancy.

Residents are jointly responsible for the care of public areas. Damage costs to common areas will be shared among all residents of the area or by the entire residence hall community. A list of typical damages and their costs is available from the Residence Life and Housing office.

Residence Life Policies

Alcohol Policy

Rivier University abides by the laws of the State of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior within the context of New Hampshire State law and the policies and practices of the University.

The following actions constitute violations of Rivier University policy:

1. Any infraction of New Hampshire state law.
2. Any violation of Rivier University's policy on alcohol
3. Intoxication – The determination of intoxication will be based upon physical observation and evaluation of behavior by a University authority and need not rely on any mechanical, electrical, or chemical sobriety instrument.
4. Drinking of alcoholic beverages in public areas.
5. Drinking of alcoholic beverages in University residence halls, except by residents and their guests who are 21 years old, or serving alcohol in residence hall rooms where individuals who are less than 21 years of age are present.
6. Consumption of alcoholic beverages anywhere on campus, except in University residence halls by those of legal age, is prohibited.
7. Use of University funds for the purchase of alcoholic beverages to be served to individuals less than 21 years of age.
8. Failure to identify underage persons and to ensure that alcoholic beverages are not served to them.
9. Failure to provide equally accessible, alternative, non-alcoholic beverages whenever alcoholic beverages are available.
10. Serving alcoholic beverages to individuals who are intoxicated.
11. Use or possession of grain alcohol or caffeinated alcoholic beverages.

Compliance

It is expected that students and guests will comply with the requests of University staff members including Residence Life Staff. Failure to comply and/or abusive treatment of staff will result in strict disciplinary measures including but not limited to temporary suspension from housing.

Drug Policy

Rivier University abides by the laws of the state of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior within the context of New Hampshire state law and the policies and practices of the University.

The following actions constitute violations of Rivier University policy:

- Any infraction of New Hampshire state law.

- Any violation of Rivier University's policy on drugs.
- The presence of smoke or odors as in the case of marijuana.
- Failure to report drugs or drug use on campus.

Entering/Exiting

A Rivier University ID is needed to enter the residence halls. Doors with card readers are accessible 5 a.m. – 11 p.m. Outside of those times, and 24 hours per day, the front door is accessible with your University ID card. You may exit the building through any door between 6 a.m. and 11 p.m. After these times all doors, except the front doors will be locked and alarmed -- please exit the building through the front door before 5 a.m. and after 11 p.m.

Please, do not prop any doors open around the campus, especially in the residence halls. Doors that are not secured invite strangers into our community. For your own safety and security and for that of others, it is advisable for you to lock your door and carry your keys at all times. Note: The University is not responsible for lost, stolen or damaged items in your rooms.

Fire Safety Regulations

If the fire alarm sounds, please exit the building as quickly as possible. Please report to the Dion Center once you have left the building. The fire safety equipment in the halls is to be used only in situations that require such equipment. Activating a false alarm and/or discharging a fire extinguisher without proper reason may result in dismissal from housing.

Fire Alarms

Students should know all their options of exits and stairways before they need to use them in an emergency. All residents must vacate the building when the fire alarm is sounded during a fire or fire drill. Evacuation procedures are explained below and posted on your floor. Any person who willfully sounds the fire alarm or tampers with any fire equipment without cause will be subject to severe disciplinary action and/or criminal prosecution and may be suspended from the residence halls.

If you discover a fire in your building:

- Do not endanger yourself, get out of the building as soon as possible
- Activate/Pull the fire alarm station on your way out of the building
- Be sure to leave the surrounding area of the building and report to the Dion Center
- Please be cooperative and follow instructions from Residence Life Staff or University personnel

If you hear the fire alarm sounding:

- Go to your door and feel it to see if it is hot before going out into the hallway.
- If it is hot, put a wet towel under the door, and hang a sheet out the window.
- DO NOT OPEN THE DOOR.
- If the door is cool, leave by the nearest exit.
- Take a blanket or towel with you to cover your mouth and nose if you should encounter smoke.
- Close all doors behind you.
- As you leave, the way may seem clear. If conditions change and smoke fills the hallways, get down low, on your hands and knees, and crawl to stay below the smoke.

- Once out of the building, go to your designated area and direct any questions to your RA or Hall Director.

****Never go back into the building until the “all-clear” is given by the Fire Department****

Candles/Incense

Open flame sources such as candles, potpourri burners, incense, bottled gas appliances, lanterns and the like are prohibited in residence hall rooms.

Cooking Appliances

No cooking appliance may be used in individual rooms. You may use these in the kitchenettes only.

Extension Cords

National Fire Protection Codes prohibit connection of a power strip to another power strip or extension cord. National Fire Code also prohibits the connection of refrigerators into power strips. Rivier University requires power-strips that have a built-in circuit breaker switch.

Electrical Appliances

Use of any appliance in an individual room that has an open element (for example, an electric coffee maker or a hot plate) is against city fire laws and therefore strictly prohibited. Individual heating units/hot air blowers, air conditioning units and halogen/torch lamps, are not allowed in the residence hall rooms.

Hall Sports

Playing or participating in sports or other recreational activities within the residence hall, or outside in proximity of the building is prohibited. Please respect your neighbors and University property. The throwing of snowballs at windows or any part of a University building, at anyone not playfully engaged in a snowball fight, or at any car, is strictly prohibited.

Halogen Light Safety Policy

Halogen floor and table lamps, commonly known as torchiere lamps, have been found to cause many preventable fires. The danger posed by these lamps is the high temperature of the bulb, which is sufficient to rapidly ignite paper, cloth, or upholstery materials. A typical 500-watt bulb can reach temperatures of 1,200 degrees. These lamps are attractive due to the bright light they produce and their low cost.

In a response to these apparent dangers, Underwriters Laboratories (UL) added strict guidelines in the selection and testing of lamps requesting UL approval. In an effort to continue to put safety first on our campus, the use and possession of these lamps will not be allowed in the residence halls, classrooms, academic offices, department offices, workspaces or public areas of Rivier University.

Mistreatment of Staff

Residence Hall Staff and Public Safety Officers have a duty to uphold all University policies and State and Federal laws and are responsible to deal with violations. In that light, students may not interfere with a staff member, mistreat or otherwise abuse and/or undermine a staff member's responsibility and authority. This policy also applies to students/staff who are sitting at the front desk and are responsible for reporting problems. Any actions deemed as a mistreatment of staff may result in the termination of the Residence Hall Agreement for all persons involved in such actions.

Occupancy

Residents may host other Rivier University students or outside guest (if registered) in their residence hall room. Maximum occupancy in any room is double occupancy plus one. For example, a room with two occupants may have a maximum of five people inside at any one time; a suite in Brassard Hall (designed for 11 people) may have a maximum of 23 people. Occupancy is limited for safety reasons.

Overnight Visitors

Residents are allowed to have (up to two) overnight visitors of the same sex in their rooms. All overnight visitors must register, with their hosts, at the front desk of the building in which they will stay. Guests must have a guest pass and be escorted throughout the building at all times. It is advisable to limit the number of guests and the frequency and length of stay for guests on a regular basis. If frequent visits begin to pose a problem, the appropriate staff member will review visitation privileges. It is the responsibility of the resident hosting an overnight guest to be sure roommates are not inconvenienced in this arrangement. Also, residents are responsible for ensuring that their visitors comply with University and residence hall regulations. Overnight visitors may stay up to three consecutive nights and may stay up to a total of eight nights during any given month. Guests **MUST** be registered to sleep in the room of and shower on the floor of a same sex host.

Visitation Policy

Open Hours

Rivier University is proud to be a Catholic institution that honors its mission and heritage in our residential community. It is our belief that visitation hours promote the dignity of and respect for all human persons and provide a structure, by which students can live and learn in a harmonious environment, while contributing to the following:

- The right to private time for resident students to sleep, study or reflect.
- The relationship development of roommates and/or students of the same gender to foster friendships.
- The development of boundaries and the avoidance of roommate conflicts in relation to opposite gender visitation.
- The ability to develop a community among students in the same wing/hallway.

A 24-hour visitation policy in the residence hall rooms would work against the purpose of our mission and the community life that we strive to build on our University campus. The designated common areas in each of our residence halls and in the Dion Center provide space for 24-hour visitation for all residents and/or their guests who need to interact for academic pursuits or social endeavors.

Residents are expected to respect the hours outlined for Open Hours and to make sure their guests are out of residence areas by the hour prescribed.

Open hours for resident students are:

Sunday - Thursday 8 a.m. to 12 a.m. Friday Saturday 8 a.m. to 2 a.m.

Open hours for non-resident students and/or guests are:

Sunday - Thursday 11 a.m. to 12 a.m.

Friday - Saturday 11 a.m. to 2 a.m.

Students may entertain guests of the opposite sex in their living quarters during open hours. The guidelines for open hours are:

1. All residence hall policies remain in effect.
2. Each resident is responsible for the guest(s) they sign in.
3. Guests are to be signed in and out at the front desk. All guests are expected to leave a proper ID (driver's license or student ID) at the desk when signing in. The ID will be returned when the guest is signed out.
4. Each resident may register no more than two guests at any one time during Open Hours.
5. There are some staff members who make their home on campus. These members of the University community may have guests at times other than those mentioned above; however, they must be escorted in and out of the building. This policy applies to Resident Directors, VISTA Volunteers, and the Director of Residence Life and Housing.
6. Guests must always be escorted in and out of the residence halls throughout their visit.
7. Guests should use the designated bathroom near the lobby on the ground floor of each residence hall. Guests may use the bathrooms in the halls providing the guests are escorted and providing that no one is inconvenienced in the process. Guests are not allowed to use the showers anywhere in the residence halls; however, overnight guests must use designated showers on their respective floors.
8. Residence staff reserves the right to require individuals who are disruptive to leave the premises, to deny guest privileges to the resident involved, and/or to refuse re-admittance to any person.
9. According to the NH State law and the regulations of Rivier University, no one under the age of 21 may consume alcohol, serve alcohol, or be present in a room where alcohol is being served. Residence staff reserves the right to confiscate alcohol and/or refuse admittance to anyone carrying alcohol.
10. Any unregistered guest will be considered as a trespasser. Campus Security officers may have such individuals arrested at their discretion, depending upon the nature of the situation. Any unregistered individual who is escorted off-campus or asked to leave the campus for failure to register as a guest may not return to the campus without authorization of the Director of Residence Life and Housing or the Office of Public Safety/Security.

Quiet Hours

Sound carries easily throughout the residence halls. Voices, stereos, televisions, and sound amplification equipment can often be heard in other rooms on a floor or on floors above and below. All residents have the right to sleep, study, or listen to music of their choice without disturbance. Residents should be conscious of the volume of their music and are expected to be considerate and comply with reasonable requests from peers and staff to adjust their sound/noise levels. The cooperation of every student is expected for the maintenance of an atmosphere conducive to study, relaxation and sleep. Relative quiet is always expected.

Quiet Hours:

***Begin at 11 p.m. Sunday - Thursday and continue through 11 a.m. the following day**

***Begin at 12 midnight Fridays and Saturdays and continue through 11 a.m. the following day**

Quiet hours are considered important for study in the Residence Halls, but it is the responsibility of individual students to observe these rules in a spirit of civility; therefore, they are to be enforced by all residents and Resident Assistants. It is an individual's responsibility to inform others when noise becomes disruptive; however, should the disruptive conduct continue, a member of the Residence Life staff should be contacted for appropriate action. At all times, consideration must be given to the rights and the needs of others within the residence hall community.

There are especially established quiet hours during final examinations. It is essential that the highest degree of consideration be afforded to students who are completing their final examinations. Violation of these 24-hour

quiet hours during exam periods will not be tolerated.

It should be noted that 24-hour courtesy hours are always in effect. Please remember to live by community standards and respect the rights of others in your day-to-day interactions.

Service, Emotional Support Animals & Pets

Service and Emotional Support Animals (ESAs) are permitted if approved through the Office of Disability Services. If not approved, animals may not be housed on campus. Pets, except for fish in fishbowls are not allowed in the residence halls. Large tanks and electric pumps are not permissible. A fish, in this case, is any animal that lives in water 24 hours per day and cannot survive outside of water.

Signs, Posters, and Notices

Student clubs, organizations and are required to adhere to the University's posting policy when putting up advertising signs.

Critical notices for students will be displayed in all residence areas and disseminated via campus-wide emails in a timely manner. Residents are expected to review and comply with these notices.

Street Signs

Possession of street signs that were once public property is prohibited under school policy as they constitute stolen property. As responsible citizens, we aim to reduce unnecessary taxpayer expenses rather than incur additional costs. Any street signs found will be confiscated and returned to the Department of Public Works (DPW) promptly.

Windows & Screens

Each room has windows with inner and storm protection and screens. Screens are to remain in your windows at all times. Windows are not intended to serve any purpose such as entering or exiting your room, or for passing items in and out of your room.

Resident students are expected to follow all policies, procedures, guidelines, and standards listed under University Policies as well as those specific to Residence Life and Housing and outlined in the Residence Hall Agreement. Any violation of these university expectations will result in referral to the student conduct process.

Department of Public Safety and Security

The Rivier University Department of Public Safety and Security coordinates security on the campus. Department personnel present a range of education, training, and experience in law enforcement. All members of the department are dedicated to maintaining the campus as a safe and pleasant place in which to live, work and study.

The objective of the Department of Public Safety and Security is to prevent crimes and correct conditions that jeopardize the safety of the Rivier University community. Patrols of the main campus and areas owned by the University are conducted by foot and with the Public Safety vehicle 24 hours a day, seven days a week on a year-round basis. The Public Safety Office is in the Dion Center, Room 204, on the main floor.

Building Security / Access

Students, faculty, and staff may access campus facilities on a scheduled basis. The public can attend cultural and recreational events on campus, with their access limited only to the facilities in which the events are being held.

Access to the residence halls is limited to the residents and their authorized guests according to Residence Life policies.

Building and Grounds Maintenance

The Facilities Management Department maintains the University buildings and grounds with a concern for safety and security. The department responds immediately to reports of potential safety and security hazards, such as broken windows and locks. If you feel that an immediate response is needed for a safety and security hazard and members of the Facilities Management Department are not available, please contact the Department of Public Safety and Security at 603-888-1666.

Crime Prevention

Rivier University emphasizes the security and well-being of everyone in the campus community. Public Safety Officers who have received specialized training offer various programs and services to minimize or eliminate the chance for criminal opportunities. These programs include personal security escorts, crime prevention presentations, parking lot security and the Silent Witness Program. The programs are offered year-round and are open to all community members. Students and staff are encouraged to contact the Public Safety Office for more information on these and other programs.

Crime Statistics

The Annual Crime Report is compiled from the incidents reported to the Public Safety Office, other designated Campus Security Authorities (CSA's), and the Nashua Police Department and is prepared at the conclusion of the calendar year. Rivier University complies with the Campus Security Act of 1990, also referred to as the Clery Act. For more information on crime statistics or the Public Safety Department, contact our office.

Emergency Notification System

Students, faculty, and staff are given the opportunity to register for the University's emergency notification system. The RAVE NOTIFICATION allows the administration to send text and voice messages, as well as email, to all registered users in the event of an emergency or crisis and for cancellations due to weather. New full-time undergraduate students are given an opportunity to register for the system during the summer Orientation. Registration can be completed at <https://www.getrave.com/login/rivier>. All students are given several opportunities to register during the academic year, including at the start of each semester. The Emergency Notification System is tested at least twice during the year.

Fire Drills

The Public Safety/Security Department in conjunction with the Nashua Fire Department and the Residence Life Staff conducts fire drills. Student participation is mandatory at all drills. You must evacuate the building **IMMEDIATELY** when the fire alarm sounds. It is the sole responsibility of the student to evacuate whenever an alarm sounds. The University advises all residents to familiarize themselves with the location of fire extinguishers, fire alarm boxes and fire exits.

ID Cards

Prior to the beginning of classes all new students must obtain a valid University ID, which is issued by the Department of Public Safety and Security Office, located at the Dion Center, Room 204. ID cards are required for checking materials out of Regina Library, admittance to computer labs, admission to all University events on campus as well as to social/cultural functions or sporting attractions in Boston and surrounding areas and for Nashua Transit transportation in the city of Nashua. Some ID cards can be used as an electronic door key for access to the residence halls. It can also be used for printing services and some vending machines on campus.

University ID cards are also useful to students for obtaining meal discounts at the Library Café and in the dining hall. To use the ID cards at the Café and dining hall appropriate arrangements must be made at Student Accounts, located in Adrienne Hall, Room 111.

Lost or stolen ID cards should be reported to the Department of Public Safety immediately; replacements will be issued and a replacement charge will be assessed if deemed appropriate. Falsifying or in any way altering an ID card is considered a serious infraction of University policy.

Lost and Found

If you have found property or are trying to recover a lost item, contact the Public Safety Office at 603-888-1666. Rivier University is not responsible for personal property that is lost, stolen or left on campus, in vehicles or in rooms.

Missing Students Who Reside in On-Campus Housing

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should **immediately** notify the Rivier University Department of Public Safety. Public Safety will generate a missing person report and initiate an investigation.

After **investigating** the missing person report, should the Department of Public Safety determine that the student is missing, the Department of Public Safety will notify the Nashua Police Department and the student's emergency contact no later than 24 hours after the investigation determines that the student is missing.

If the missing student is under the age of 18 and is not an emancipated individual, Rivier University will notify the student's parent or legal guardian, in addition to any additional contact person designated by the student when the Department of Public Safety has determined that the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by Rivier University in the event the student is determined to be missing. If the student has identified such an individual, Rivier University will notify that individual no later than 24 hours after the investigation determines that the student is missing.

Students who wish to identify a confidential contact can do so through the Rivier University Office of Student Life and Housing Services. This contact information will be accessible only to authorized campus officials and law enforcement. It will not be disclosed outside of a missing person investigation.

Parking

All students with a car parked on campus are required to have a Rivier University student parking sticker. Parking stickers may be obtained in the Public Safety Office, Room 204, in the Dion Center. The Student accounts will assess a \$95 fee for commuter students. Resident students may obtain a parking pass free of charge if they decide to bring a vehicle on campus. Students must comply with all rules and regulations of the University when parking on the property. The Parking Rules and Regulations, as well as a map of the parking areas, can be found on the Rivier University Department of Public Safety webpage at www.rivier.edu/student-life/public-safety.

Reporting a Crime

To report a crime or other incident you believe requires the attention of the University administration, contact

the Department of Public Safety and Security at 603-888-1666. If the situation is urgent, such as a medical emergency, first contact other emergency services through the Emergency 9-1-1 System. Notify University personnel after contacting the emergency authorities. If you've been the victim of a crime, do not hesitate to seek assistance from a member of the Student Experience staff, faculty member or a close friend.

Timely Warnings & Emergency Notification

The Department of Public Safety Issues Timely Warnings to provide members of the Rivier University community information concerning certain potentially dangerous serious or continuing activities which may have been reported to the Department of Public Safety. Warnings alert the campus community in a timely fashion and enable members of the campus community to protect themselves. The decision to issue a warning shall be decided on a case-by-case basis. Reported activities which may result in the issuance of a warning may include, but are not limited to, those crimes as listed in the Clery Act. An Emergency Notification shall be issued when it is determined that there is a significant emergency or dangerous situation involving an immediate threat to the health and safety of the community.

University Vehicle Use

The University owns, leases, and rents passenger vans and other vehicles as needed for the expressed use of Students, Faculty, or Staff. All drivers must be "certified" as required by University Policy. The Rivier University Department of Public Safety and Security reserves the right to review driver's licenses and driving records of all drivers who operate a University-owned, leased, or rented vehicle. This policy applies to:

- All student drivers and Athletic Staff
- Any other employee/driver associated with a recognized University club or organization
- Any employee associated with any office of the University
- Any employee of a third-party vendor who is contracted by Rivier University, who operates a University-owned, leased, or rented vehicles

Policy and Procedures for van use will be reviewed and acknowledged through the Department of Public Safety when scheduling usage.

Additional Student Resources & Services

Academic Calendar

You may find Academic Calendars for the current and future years here:

<https://www.rivier.edu/academics/support-resources/registrar/academic-calendar/>

Dion Center

The hub of student activity on campus, the Dion Center houses offices and facilities focused on providing a positive student experience. The Dion Center is open 24 hours a day and many student activities and programs are held in its function spaces. The resources available in this building include:

- ATM
- Raider Crossing
- Dean of Students
- Dining Services
- Lounge Space
- Office of Community and Connections

- Office of Campus Ministry
- Office of Student Engagement
- Office of the Vice President for Student Experience
- Phone charging station
- Public Safety and Security
- Reception and Board Room function space
- Student Government Association

Raider Crossing

The Raider Crossing is more than just a space—it's a destination. Featuring a brand-new eatery with diverse menu options, the space caters to every craving, from fresh salads and sandwiches to hearty comfort food. For those on the move, the Simply To Go station offers prepared meals ready for busy students. In addition to culinary offerings the Raider Crossing is the home to a revitalized Spirit Shop, where students and visitors can stock up on branded gear, gifts, and school supplies. The facility will support late-night food options, ensuring students have access to meals and snacks well into the evening. Beyond the retail the Raider Crossing serves as a gathering space for the campus community.

eCampus.com Online Bookstore

eCampus.com is Rivier University's course material provider. eCampus prioritizes affordability and accessibility through a robust selection of new, used, rental, and digital textbooks. Course materials can be found at rivier.ecampus.com.

Dining Services

Dion Dining Hall

Managed by Sodexo Campus Services, the dining center is located on the upper level of the Dion Center. You will find a wide variety of menu choices ranging from hot entrees to healthy salads. In addition, our dining center offers lighter fare in between hot food meal hours, and late-night dining in a relaxed social atmosphere. For those students who have dietary needs, please see the Nutritionist at Sodexo.

Monday-Friday

Continental Breakfast – 7 a.m. – 7:30 a.m.

Breakfast 7:30 a.m. – 9:30 a.m.

Lunch 11:15 a.m. – 1:30 p.m.

Dinner 4:45 p.m. – 7:30 p.m.

Friday Dinner 4:45 p.m. – 6:45 p.m.

Saturday

Brunch 11 a.m. – 1:30 p.m.

Dinner 5 p.m. – 6 p.m.

Sunday

Brunch 11 a.m. – 1:30 p.m.

Dinner 5 p.m. – 7:30 p.m.

Raider Grounds in Regina Library

Monday–Thursday 8 a.m. – 8 p.m.; Friday 8 a.m.–3:30 p.m.

Raider Grounds offers Starbucks coffee and beverages and “Simply to Go” items at the convenient kiosk. The grab and go menu consists of sandwiches, salads, desserts, and hot microwavable meals.

This is a comprehensive convenient meal program targeted at customers that need a food fix in a hurry.

Dining Services management offices are located on the third floor of the Dion Center. A valid student ID must be presented for dining hall meals. Proper dress and shoes are always required. \$150 Flex cash is added to resident

student meal plan accounts each semester. To use flex cash, present a valid student ID card to purchase items at the “Simply to Go” kiosks or additional meals for yourself and guests in the dining hall.

Raider Crossing

Monday–Thursday 11:30 a.m. – 12 a.m. (midnight)

- Late Night Meal Exchange 7:30 p.m. – 12 a.m. (midnight)

Friday 11:30 a.m. – 8 p.m.

Saturday 12 p.m. – 8 p.m.

Sunday 12 p.m. – 12 a.m. (midnight)

- Late Night Meal Exchange 7:30 p.m. – 12 a.m. (midnight)

Raider Crossing is located on the first floor of the Dion Center. Guests will be able to enjoy a variety of choices from burritos, artisan sandwiches and Bowlful where you can create your own power bowl. Looking for a smoothie or boba tea? Try out the Botrista machine to have a customized beverage created just for you. We also offer a wide variety of grab and go items for quick service.

Looking for a late-night option? Raider Crossing offers a late-night meal exchange Sunday through Thursdays as well.

Mail Services

Incoming mail and packages for all students are processed in the Mail Room, located in Memorial Hall, Room 118. Packages that fit standard dimensions and do not require special storage conditions will be placed in the parcel lockers located in the lobby of Memorial Hall. Larger items or packages with special handling requirements must be picked up directly from the Mail Room. Students will be notified via their Rivier email when a package arrives. This email will include either a one-time access code for locker retrieval or instructions to visit the Mail Room during office hours.

If directed to the Mail Room, students must present their Rivier Student ID or a valid photo ID to collect their mail or packages. Locker-accessible packages may be retrieved at the student’s convenience, Monday through Saturday, between 6:30 a.m. and 10 p.m. While notifications are not sent for letters or cards, students are encouraged to check their mail regularly. Mail Room staff will notify students via email if letters or cards are received. Packages are held for up to six months; unclaimed items without prior arrangements will be considered abandoned and either returned to the sender or disposed of.

Outgoing mail services are also available. Whenever possible, students should bring letters or packages prepared for shipment. Shipping supplies are available, and staff are happy to assist with packaging. Payment for outgoing mail must be made by cash or check. Prepaid labels for USPS, UPS, or FedEx are accepted and can be processed through the Mail Room.

The campus mailing address to be used for all mail and packages is as follows:

FIRST AND LAST NAME
420 South Main St.
Nashua NH 03060

If you have any questions or concerns, please do not hesitate to stop in or send us an email at mailroom@rivier.edu.

Transportation

Rivier University students, faculty, and staff may ride Nashua Transit System buses free of charge by presenting their Rivier ID card to the driver upon boarding.

This service is especially beneficial for individuals without personal transportation, those mindful of fuel costs or environmental impact, and anyone seeking to avoid the hassle of navigating busy parking areas at shopping centers and other destinations.

The transit pass is valid during all operating hours and provides access to all Nashua Transit stops throughout the city. A convenient stop is located directly in front of the Regina Library.

For route schedules and service details, please contact Nashua Transit at 603-880-0100 or visit <https://www.nashuanh.gov/1328/Rider-Info>.

Community Standards

Statement on Student Conduct

Rivier University is a Catholic coeducational institution, founded by the Sisters of the Presentation of Mary. The University trusts that all students enroll voluntarily with knowledge and understanding of Rivier's mission.

Commitment to self-discipline and mutual respect towards one another is expected of all members of the University community and are essential elements of an environment centered on Christian principles. University rules and regulations are a means towards that end.

Discipline is not considered the primary means of developing responsible student conduct. Example, teaching, and counsel are believed to be more effective for encouraging mature and responsible student behavior. When these fail, however, the University must assert its disciplinary authority. It is the responsibility of the Dean of Students to enforce all social regulations and to impose appropriate sanctions for misconduct when necessary.

A Christian principle-centered environment requires that all students participate in the development of the Rivier University community standards by not only personally respecting the rules, regulations, and policies/procedures but also encouraging others to do so. If a student becomes aware of a conduct violation, Rivier University expects the student to discourage the violation, report the violation to a university official, and not to remain passively present during the violation.

Student Rights & Responsibilities

Student Rights

- The right to confidentiality and privacy in accordance with the Family Educational Rights and Privacy Act (FERPA).
- The right to be free from harassment, bullying, threats, hazing, intimidation, and violence.
- The right to be treated respectfully as a member of the Rivier community.
- The right to request assistance from any staff member and to be treated with professionalism.
- The right to a fair and timely administrative hearing on all conduct charges and to know the charges and evidence against them.
- The right to appeal all conduct decisions in accordance with procedures in the Student Handbook.
- The right to peaceful assembly that does not disrupt or interfere with the operation of the University or

safety of its community members.

- The right to express opinions which differ from that of the University in a manner appropriate for a Catholic institution.

Perceived violations of these rights should be reported to the Dean of Students.

Student Responsibilities

- In support of the University's values, students have the responsibility to be respectful of all community members.
- Students are expected to engage fully in their educational endeavors.
- Students are expected to hold themselves accountable for their words and actions, to be compassionate by upholding the dignity and value of all human life, and to be honest in all interactions within the University community.
- All members of the Rivier University community share the responsibility for protecting and maintaining community health, safety, and the rights of others.
- Adhering to the Student Code of Conduct.

Student Code of Conduct

As in any community, there are certain regulations that govern day-to-day interaction on campus. The basic reason for these policies is not to tell individuals how to live, but an attempt to encourage consideration for individual rights and to ensure the security and welfare of all members of the community.

The basic philosophy of community living upon which the regulations are built is:

- Each person must respect the rights of others, the University, and private property.

Policies and procedures have been developed to support an environment characterized by mutual respect and responsible behavior. Students are expected to cooperate and to encourage others to do the same. Each student is responsible for knowing and abiding by expectations and standards covered in this handbook and other university publications, city ordinance and state laws. The conduct process exists as an educational system to foster behavioral change by reviewing alleged violations and holding the students accountable for their actions when violations have occurred.

Violations of the Student Code of Conduct are inconsistent with responsible behavior at a Christian value-centered community such as Rivier University.

Therefore, the Student Conduct system will apply to behaviors that take place on the campus, at university sponsored events or trips, and may also apply to behaviors that take place off campus. In addition, the university also responds to complaints of misconduct online.

The following behaviors are considered violations of the student code of conduct:

Academic Dishonesty

- Failure to abide by the Academic Integrity Policy.

Personal Conduct

- Collecting, distributing, or viewing unauthorized video surveillance footage.

- Discrimination in any form.
- Disorderly conduct.
- Disposing of trash/refuse anywhere on campus except in designated receptacles.
- Gambling, as defined by New Hampshire state law.
- Harassment, intimidation, bullying of any member of the Rivier University community, including inappropriate use of telephones, messaging, email, social networking sites, etc.
- Lewd, indecent, or obscene expression.
- Obstruction or disruption of any authorized University activity, including classes.
- Theft; theft of services (i.e. removal of university owned furniture).
- Violations of other published University policies.

General Safety

- Damage to/destruction of university property or the property of a member of the Rivier University community, including registered guests.
- Duplicating or possessing unauthorized University keys.
- Expression of any form which is degrading or demeaning to others, particularly,
- based on gender, race, religion, cultural background, ability, or sexual orientation.
- Hazing, as defined by New Hampshire state law.
- Physical abuse of another person or any conduct which threatens the health or safety of another (i.e., sexual harassment, assault, misconduct, stalking, dating violence, domestic violence, and physical assault of any type).
- Unlawful entry into or other unauthorized use of university facilities.
- Violation of the Skateboard Policy.
- Violation of the policy on weapons and firearms.
- Violations of the policies on Sexual Misconduct, Harassment, and Gender-Based Violence.
- Willfully activating a false fire alarm, tampering with fire or any emergency equipment, and failing to evacuate a building when a fire alarm sounds.

Identification and Representation

- Impersonating or misrepresenting a university official or staff member.
- Producing false identification documents.
- Purposely providing false information to the University or to a university official.
- Refusal to provide positive ID when requested by university personnel.
- Signs, stickers, or displays on Rivier University property, whether in university buildings or parking lots, which contain language, pictures, or slogans that contradict the University's mission or that are deemed offensive. *(Note: offensive language, pictures, or slogans would include those which would be likely to draw a rating above PG if it were being rated as a movie, due to its strong, graphic, or rude language, its sexual content, its crude humor, or its references to violence, nudity, or illicit drugs.)*
- The use of the name of Rivier University without the consent of the proper authorities.

Alcohol And Other Drugs

- Any violation of the University Alcohol and/or Drug Policy or the laws of the State of New Hampshire.

Guest And Visitor Expectations

- Any violation of the University Guest or Visitation Policy.

Sexual Misconduct/Title IX

- Any violation of the University Title IX policy.

Student Conduct System

- Encouraging, supporting, and/or influencing another individual or group of individuals to violate a university policy.
- Failure to comply with directives of university officials, including but not limited to residence hall, library, information technology, or public safety staff, as well as faculty.
- Interfering with any University investigation or disciplinary process including, but not limited to, tampering with physical or potential physical evidence, or communicating or attempting to communicate with any witness or potential witness for any reason relating to influencing any investigation or disciplinary process.
- Violating the terms of any disciplinary sanction imposed by a conduct officer.

Residence Life and Housing Policies

- Any violation of Residence Life and Housing Policies.

Adjudication of the University Conduct Code

A Christian principle centered environment requires that all students participate in the development of the Rivier University community standards by not only personally respecting the rules, regulations, and policies/procedures but also encouraging others to do so. If a student becomes aware of a conduct violation, Rivier University expects the student to discourage the violation, report the violation to a university official, fill out their own report, and not to remain passively present during the violation.

Rivier University will generally follow a progressive disciplinary system, meaning that repeated violations of the same policy or multiple violations of different policies will lead to more serious sanctions.

The Student Conduct Process intends to address misconduct while allowing the student an opportunity to learn from violations of the Code of Conduct and demonstrate improved behavior. It emphasizes accountability, personal growth, and adherence to institutional standards.

Conduct Violations are subject to the following process:

- Report
 - An incident report is initiated by a member of the residence life staff, public safety staff, or other member of the Rivier community when there is a potential violation of the Student Code of Conduct. This report is reviewed, and the involved parties are invited to a conduct hearing with a resident director, director of residence life and housing, or the Dean of Students.
- Conduct Hearing
 - The purpose of the hearing is to facilitate an educational dialogue whereby the incident may be thoroughly discussed. It aims to provide all involved parties with a fair and unbiased platform to resolve the reported violation; it enables students to take accountability for their actions, and if applicable, to explore restorative justice methods to mend any harm caused to affected parties or the residence hall/campus community.
- Meeting Outcome Notice
 - Students involved in the Student Conduct Process will receive a follow up letter from the hearing officer detailing the outcome of the case and any sanctions applied. The notice is generally delivered via electronic means.

Interim Measures

The Dean of Students has the authority to impose a suspension from the university or residence halls before a formal disciplinary hearing. Such an interim suspension may be enacted under the following conditions:

- To protect the safety and well-being of the university community or to safeguard university property.
- To ensure the student's own physical or emotional safety and well-being.
- If the student is perceived as a threat to the normal operations of the university.

During an interim suspension, the student may be prohibited from accessing residence halls, campus facilities (including attending classes), and/or other university activities or privileges.

All interim measures will remain in place until the full disciplinary process is completed including an appeal if the student chooses to engage in the appeal process.

The student may request a review of the interim suspension from the Vice President for Student Experience, who will conduct this review within three working days to assess whether the suspension should remain in effect until the conduct hearing takes place.

Students under interim suspension must obtain prior approval from the Dean of Students before returning to campus. This policy does not discriminate against individuals with disabilities who are capable of effectively participating in the university community.

Sanctions

Range of sanction if found responsible for violations of the Code of Conduct:

- Warning
 - A cautionary notice that informs of conduct that conflicts with the community standards and advises students that repeat violations will result in a more severe sanction.
- Restorative Measures
 - May include restitution and compensation, apology and acknowledgement of responsibility, education or skill building, community service or mediation.
- Probation
 - Advanced conduct standing prior to suspension. Probation may include but is not limited to: loss of guest privileges, prohibited attendance at social events, notice to parents or guardians, or restorative measures. Any violation of community standard while on probation may result in suspension.
- Deferred Residential Suspension
 - Resident students are suspended from housing at the end of the term. Any violation of policy during the deferred suspension results in termination of the housing contract.
- Suspension
 - Removal from living on campus, attending classes, or participating in activities ranging from a few days to several semesters. Those suspended have the opportunity to return to a student in good standing if they complete all imposed sanctions and follow guidelines set forth in the conduct letter.
- Dismissal
 - Permanent termination of a student's association with residence hall living or academic enrollment which underscores the institution's commitment to upholding academic or behavioral

standards. It is intended to protect the integrity of the community and ensure a safe and respectful environment for faculty, staff, and students. In some cases, students may be eligible for reinstatement.

- Additional Sanctions
 - The university reserves the right to impose additional sanctions as deemed necessary, tailored to the specific circumstances of each case.

In reviewing an individual violation for possible sanctions, please keep in mind that sanctions may vary because we recognize that everyone's situation is unique and many factors are considered, including:

- Severity of the incident.
- Weight and clarity of the information.
- Current judicial status of the student.
- Impact of the student's behavior on the larger community.
- Educational impact of the sanction on the individual's potential for growth.
- Students attitude and how it affects his or her behavior.

Any fines assessed as part of the sanctioning process are payable to RIVIER UNIVERSITY and will be collected in the Dean of Students Office (Dion 201). Any fines that are not paid by the date outline in the conduct letter will be subject to a \$25 late fee and charged against a student's account.

Should a student encounter financial hardship, they may request community service hours in lieu of fines. The decision to allow service versus fines is at the discretion of the hearing officer. If service hours are an option, it is up to the student in violation to contract a service hour agreement plan with a university employee. More information about this option is available from the Resident Directors, the Director of Residence Life and Housing, or the Dean of Students.

Continual and/or repeated offenses (**more than three**) may result in the termination of the students' housing agreement or academic enrollment and may call for judicial review by the Dean of Students. It is understood that students who do not maintain themselves within the structure and guidelines of the campus community may be separated from Rivier University.

Incidents that involve physical assault, harassment, drugs, large quantities of alcohol, fire/life safety issues, gambling, violations of the computer use policy, and/or other incidents deemed to pose a threat to the campus or to any off-campus community, will be referred to the Dean of Students and will be subject to the full range of sanctions, up to and including housing or academic suspension on the first offense of such incidents. Individuals involved in policy violations in the residence halls that are not Rivier students will lose on-campus visiting privileges for a period of time and/or other sanctions as deemed appropriate for the nature of the violation.

Individuals who are non-residents but are students at Rivier will follow the same judicial proceedings as resident students and may lose visitation privileges within the residence halls.

Any disciplinary action on the part of Rivier University does not automatically release a person from legal prosecution.

Appeals

Students have the right to appeal the decision of a conduct officer. Appeals are submitted in writing to an appeals officer (see chart below). All appeal letters must be submitted no later than 4 pm on the third working day after being notified of the decision. Students are expected to take all reasonable steps to obtain notification of the decision through university email communication. A sanction will not begin until at least the fourth working day after a decision is rendered to allow time for an appeal to be made.

Appeals may be filed on one the following grounds:

- The evidence was insufficient to justify the actions taken.
- New evidence has become available that was not previously accessible.
- There was a procedural error or due process was not followed.
- The severity of the sanction is disproportionate to the violation.

Possible outcomes of an appeal include:

- Upholding the original decision.
- Reducing the sanction.
- Increasing the sanction.
- Modifying the sanction.

The decision made by the appeals officer is final. Sanctions may be enforced immediately upon the appeal decision or at another time specified by the appeal decision.

Initial Conduct Officer	Appeals submitted to
Resident Director	DoRLH
DoRLH	Dean of Students
Dean of Students	VPSE

University Policies

Academic Integrity

Policies governing academic integrity (e.g., plagiarism, honesty, and cheating) can be found in Rivier University's Academic Catalog under Academic Policies at

https://catalog.rivier.edu/content.php?catoid=116&navoid=2220#acad_hone

Alcohol Policy

Rivier University abides by the laws of the State of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior within the context of New Hampshire State law and the policies and practices of the University.

Under New Hampshire state law, it is illegal to:

1. Sell, give away, cause, permit, and procure to be sold or delivered, any alcoholic beverage to a person under the age of 21 years.
2. If under 21, misrepresent one's age or falsify an identification card for the purpose of procuring alcoholic

beverages.

3. If under 21, possess any liquor or alcoholic beverage.
4. If under 21, operate a motor vehicle in which alcoholic beverages are found unless accompanied by parents or legal guardian.
5. Allow the presence of persons under the age of 18 in those areas where alcoholic beverages are being served unless those persons are accompanied by their parents or legal guardian.
6. If over 21 and operating a motor vehicle, be found with .08% or more alcohol in one's blood, or in the case of a person under the age of 21, .02% or more.
7. Facilitate an underage house party.

The following actions constitute violations of Rivier University policy:

1. Use of University funds for Any infraction of New Hampshire state law.
2. Intoxication -The determination of intoxication will be based upon physical observation and evaluation of behavior by a University authority and need not rely on any mechanical, electrical, or chemical sobriety instrument.
3. Drinking of alcoholic beverages in public areas.
4. Drinking of alcoholic beverages in university residence halls, except by residents and their guests who are 21 years old, or serving alcohol in residence hall rooms where individuals who are less than 21 years of age are present.
5. Consumption of alcoholic beverages anywhere on campus, except in university residence halls by those of legal age, is prohibited.
6. the purchase of alcoholic beverages to be served to individuals less than 21 years of age.
7. Failure to take responsible means to identify underage persons and to ensure that alcoholic beverages are not served to such persons.
8. Failure to provide equally accessible, alternative, non-alcoholic beverages whenever alcoholic beverages are available.
9. Serving of alcoholic beverages to individuals who are intoxicated.
10. Use or possession of grain alcohol or caffeinated alcoholic beverages.

Rivier University is dedicated to ensuring the health and safety of its students. Severe impairment due to alcohol or drugs poses a significant risk and can be a life-threatening emergency. Such impairment, especially when it requires intervention from university staff, disrupts the community, or endangers oneself, others, or property, is strictly prohibited. If an ambulance is called due to severe intoxication, Rivier considers this a serious threat to the student's health and safety and reserves the right to notify the student's family or guardians.

Non-compliance with New Hampshire state law or Rivier University policy may lead to various consequences, including but not limited to fines, mandatory assessments with the University Counseling and Wellness Center or a similar agency, loss of on-campus housing and guest privileges, suspension, expulsion, and/or legal prosecution by the State of New Hampshire.

Possession/Consumption

Alcoholic beverages may only be possessed or consumed by students who are 21 years of age or older, and only within the privacy of their own rooms or the rooms of other 21+ year-old resident students. If there is any uncertainty about a student's age, staff members are required to request proper identification to verify age.

Displaying

Only residents who are 21 years of age or older are permitted to display alcohol containers, whether full or empty, in their rooms. The presence of alcohol containers in the room of a resident under 21 will be deemed a violation of the Alcohol Policy.

Common Sources

The use of common sources of alcohol, such as kegs, beer balls (whether full, empty, tapped, or untapped), or spiked punch in large containers, is strictly prohibited in the residence halls. Students found using such common sources of alcohol may face suspension from on-campus housing for a minimum of one semester, be placed on probationary status, and must undergo a disciplinary review before being considered for re-admittance to campus housing.

Large Quantities

A large quantity of alcohol is defined as more than one twelve-pack of beer, one fifth of distilled spirits, or 1.5 liters of wine per legal-aged resident. Holding, carrying, or storing large quantities of alcohol on behalf of others (whether they are of legal age or not) is not permitted. Such quantities of alcohol will be confiscated, and being present with large quantities will be considered a violation of the alcohol policy.

Distilling Alcohol/Brewing Beer/Making Wine

Campus buildings at Rivier University are intended for living and learning purposes. Distilling alcohol, brewing beer, or making wine is not permitted on campus.

Rapid Consumption

Possession, use, or encouragement to use funnels, beer luges, or other devices designed to speed up alcohol consumption is prohibited on Rivier's campus. Additionally, shot-gunning beer or consuming shots of alcohol is not permitted.

Intoxication

Public intoxication and other inappropriate behaviors resulting from alcohol consumption are not acceptable in the residence halls. Intoxication will be determined based on physical observation and behavioral evaluation by a university authority, without reliance on mechanical, electrical, or chemical sobriety instruments. If a student is intoxicated, Rivier University's primary concern is their health and safety. All students are obligated to ensure the well-being of intoxicated residents or their guests. Failure to responsibly seek help for an intoxicated individual may result in the student being held liable for negligence.

Amnesty for Alcohol or Other Drug Use

At Rivier University, the health, safety, and well-being of everyone in our community are central to our daily efforts, involving the commitment of faculty, staff, students, and campus visitors. In crisis situations, we understand that there may be reluctance to seek help or report incidents due to fear of repercussions. Given that such situations can be life-threatening, we encourage all members of our community and guests to prioritize the safety of themselves and others by seeking assistance from campus officials, even if this involves violations of the University conduct code. To support this, the University upholds an Amnesty Policy:

Reporting: Alcohol/other drugs

A bystander or reporting individual who acts in good faith and discloses an incident related to alcohol and/or drug use that requires medical attention will not be subject to code of conduct violations for alcohol and/or drug use or visitation policies related to the time of the reported incident.

Bias Motivated Offenses

Any offense that is motivated by bias may result in stronger sanctions/penalties. An offense motivated by bias is any offense wherein the accused intentionally selects the alleged victim because of the alleged victim's race, color, national origin, religion, age, veteran or marital status, sex, gender identity, sexual orientation, disability, or where a person is targeted by the accused because of status or group characteristic (e.g., race) or affiliation (e.g., religion).

Bullying, Harassment and Intimidation

Rivier University is committed to maintaining an educational environment that is safe, secure, private, and free from bullying, harassment, and intimidation. We do not tolerate any form of these behaviors.

Bullying, harassment, and intimidation include actions motivated by actual or perceived characteristics such as race, color, religion, national origin, ancestry, ethnicity, sexual orientation, socioeconomic status, age, disability (physical, mental, emotional, or learning), gender, gender identity and expression, veteran or marital status, obesity, or other distinguishing personal characteristics. This definition also covers actions based on association with individuals in any of these categories. Such behaviors may involve written, verbal, or electronic communication, physical acts, gestures, or any combination thereof, directed at another student.

Physical, verbal, or emotional abuse is considered a major violation and will result in immediate disciplinary action, which may include suspension from the academic community.

Bullying, harassment, and intimidation can include physically harming a student or causing damage to their property. It also may cause emotional distress to a student which interferes with the student's educational and living environment and/or creates a hostile educational and living environment. This statement also includes cyber-bullying.

Cyber-bullying includes any of the situations listed in the prior paragraph but is undertaken using electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones, computers, electronic mail, text messaging, Twitter, Facebook, Instagram, and other social media and websites.

Any acts, gestures, or words directed at others—whether physical, verbal, written, or electronic, including attacks on a person or property—that create emotional distress, disrupt peace, or foster a hostile environment are prohibited. This includes, but is not limited to, verbal taunts, name-calling, derogatory remarks based on ethnicity or gender, extortion, exclusion from peer groups, or any behavior intended to isolate or demean an individual. Such conduct may involve a single incident or a series of events. Regardless of whether it is classified as bullying, harassment, or intimidation, such behavior is contrary to Rivier University's mission, disrupts the educational process, and is not tolerated. Students who engage in these behaviors, whether on or off campus, may face disciplinary action.

Such conduct is contrary to Rivier University's mission, disrupts the educational process, and is strictly prohibited. Students who engage in bullying, harassment, or intimidation, whether on or off campus, may face disciplinary action. Additionally, such behavior may violate state or federal civil rights laws, potentially leading to civil and/or criminal penalties.

Students who believe they have been victims of bullying, harassment, or intimidation should promptly report the incidents to the Department of Public Safety and the Dean of Students. Retaliation or false accusations against victims, witnesses, or anyone providing information about such incidents in good faith are also prohibited.

Classroom Behavior

The classroom, whether face-to-face or online, is the heart of the educational experience at Rivier University because it provides a formal setting for the important exchanges among faculty and students. Regular and punctual attendance at all classes, essential for maximum academic achievement, is a major responsibility of Rivier University students. Failure to attend and contribute to the classroom environment significantly and demonstrably reduces the quality of the educational experience for everyone in the classroom. As a result, absences almost always impact the quality of performance.

As part of its commitment to a quality educational experience for all members of the Rivier community, the University formally requires specific attendance policies to be developed by its professors and reviewed by the dean of the division. Any attendance policy used by an individual professor as a criterion for evaluation must be specified in the course syllabus and presented to students during the first week of classes. These policies can be found in respective course syllabi and may include reasonable penalties and sanctions for excessive absences. Students are expected to attend all class sessions. In the event of prolonged illness, accident, or similar emergency, it is the responsibility of the student to notify, in writing, both the professor and, for undergraduates, their academic advisor or success coach. For graduate students, include the program director/coordinator(s) or dean(s) of the division. Students must remember that it is always their responsibility to make up the work they may have missed during an absence from class. Students are directed to confer with their professors when their absences jeopardize satisfactory progress.

Faculty are expected to attend all class sessions. When faculty will be absent from class, the faculty will notify the students via email and contact the dean, Program Director and/or Administrative Assistant. In the event it is not possible for the instructor to give advanced notice because of an emergency that prevents them from providing instruction for a scheduled class, the students are expected to wait fifteen minutes before leaving and will send an email to the instructor and the dean to indicate their attendance for that scheduled class.

Professors are strongly encouraged to record attendance and alert the Academic Advising Center and the Office of the Registrar when a student fails to attend the equivalent of two weeks of courses (two absences for a course meeting once a week, four absences for a course meeting twice a week, six absences for a course meeting three times a week). The student will then be alerted that he/she is in danger of falling under the 'habitual nonattendance policy'.

For graduate students taking online or seven-week courses, absence from three or more classes may jeopardize their ability to succeed; therefore, the student's continuation in the course will be determined by the instructor and the dean of the division. If a student is absent from the first two classes of the course, the student cannot continue in the course without approval of the Program Director and/or Dean.

Computer Use Policy

Please refer to this link to see the Acceptable Use Policy.

<https://it.rivier.edu/information-technology/acceptable-use-policy-2/>.

Criminal Law

Students are required to comply with local, state, and federal laws, much like all citizens. Consequently, any student who violates the law, whether on or off-campus, may face legal prosecution. Furthermore, if the violation of law also constitutes a breach of university policies, procedures, or rules, the student may be subject to both legal prosecution and disciplinary action by the University. The timing of University disciplinary action—whether it occurs before, during, or after legal prosecution—depends on the nature of the alleged misconduct and its impact on the educational mission of the University or the pursuits of members of the campus community.

Culpability

Any student found in a room or area where a violation is taking place will be held accountable for said violation.

Drug Policy

Rivier University abides by the laws of the state of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior within the context of New Hampshire state law and the policies and practices of the University. The state law defines controlled drugs as those drugs and chemicals having a stimulant, depressant, or hallucinogenic effect upon the higher functions of the central nervous system and as having a potential for abuse or physiological dependence, or both. Controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type, and other stimulant and depressant drugs.

Marijuana is an illegal drug in The State of New Hampshire. Rivier University is also an institution that receives federal funding. As such, the University will continue to be bound by Federal regulations in the Safe and Drug Free Schools and Communities Act and the possession and use of marijuana, including for medical reasons, is prohibited on the Rivier University campus, and will be considered a violation of Rivier University Drug Policy. While not a violation of state law in many cases, Rivier University considers the use or possession of synthetic drugs, or any substance designed to have a stimulant, depressant or hallucinogenic effect upon the higher functions of the central nervous system a violation of the Rivier University Drug Policy.

Under New Hampshire state law, it is illegal to:

1. Manufacture, possess, have under your control, sell, purchase, prescribe, administer, transport, or possess with intent to sell, dispense or compound any controlled drug, or any preparation containing a controlled drug.
2. Deliver, possess with intent to deliver, or manufacture with intent to deliver, drug paraphernalia, knowing that it will be used to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store,
3. contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance.
4. Place in any newspaper, magazine, handbill, or other publication any advertisement, knowing that the purpose of the advertisement, when viewed as a whole, is to promote the sale of objects intended for use as drug paraphernalia.
5. Facilitate a house party where drugs are present.

The New Hampshire state law provides that any minor 12 years of age or older may voluntarily submit herself/himself to treatment for drug dependency or any problem related to the use of drugs at any municipal health department, state institution or facility, public or private hospital or clinic, any licensed physician, or other accredited state or local social welfare agency, without the consent of a parent or guardian. Students who need referrals to appropriate agencies may obtain that information from the Offices of Student Experience or Counseling and Wellness. Failure to comply with New Hampshire state law or Rivier University policy may result in a range of actions including but not limited to a fine, a mandatory assessment with the Rivier University Counseling and Wellness Center or comparable agency, loss of on-campus housing privileges, loss of guest privileges in the residence halls, suspension, expulsion, and/or prosecution by the State of New Hampshire. Rivier seeks to be a community committed to the health and safety of its students. Severe impairment whether by alcohol or drugs is potentially a life-threatening emergency. Impairment to the extent that requires the attention of university staff, causes a disturbance or is a danger to self or others or property is prohibited. In the event of an

ambulance call due to excessive drug or alcohol intoxication, Rivier considers this to be a case of an emergency or serious threat to personal safety and therefore Rivier reserves the right to notify a student's parents or family to advise them of the danger posed to the student's health and safety.

Drug Paraphernalia

Rivier University prohibits the possession, use or distribution of all types of drug paraphernalia, including but not limited to, pipes, rolling papers, clips, and syringes. Possession of such paraphernalia will be considered sufficient evidence that a violation of the University Drug Policy has occurred. If found, any such item will be confiscated and the student subject to the full range of sanctions noted above.

Evidence of Drug Policy Violations

Evidence of Drug Policy Violations: The following are grounds for full disciplinary actions under the Rivier University Drug Policy: the actual presence of a controlled substance or illegal drug, any synthetic drug or substance prohibited by the policy, and the presence of smoke or odors, such as in the case of marijuana. Additionally, all students present at the time of the violation will be held accountable for the infraction.

Penalties

Failure to comply with New Hampshire state law or the policies of Rivier University may result in a range of penalties including referral to a treatment program, loss of on-campus housing privileges, suspension, expulsion, termination of employment, and/or prosecution by the State of New Hampshire.

Nonstudents who violate this policy may face consequences such as being banned from campus property and/or prosecution by the State of New Hampshire.

Electronic Devices in the Classroom

Policies governing the use of electronic devices in the classroom can be found in Rivier University's Academic Catalog.

Entry into University Premises Including Residence Hall Rooms

University authorities reserve the right to enter all campus premises on a regular basis. A student's residential room is considered private, and representatives of the University will ordinarily enter only after knocking on the door. They will enter to: (a) attend to maintenance needs or complete ongoing projects; (b) assist in any emergency; (c) retain or re-establish peace and order; (d) recover or prevent the destruction of University property; (e) perform health and safety inspections; or (g) investigate alleged violations of federal, state, municipal laws or University policies, rules or regulations.

University representatives retain the authority to conduct searches of rooms regardless of the permission of the residents of the room. When rooms are entered for the above stated reasons, the resident's right to privacy will be maintained to the extent appropriate under the circumstances as determined by the University representatives, consistent with University protocol.

University representatives will conduct inspections of premises as necessary throughout the year to identify and address concerns in residence halls and other campus areas. In most University residences, health and safety inspection occur at least twice each semester, typically at the beginning and end of each semester.

By accepting student housing, students agree that University representatives have the right to inspect student rooms, preferable in the presence of the student, for purposes including inventory, fire protection, sanitation,

health, safety, maintenance, and enforcement of the conduct code, in accordance with University policies. The University also reserves the right to investigate and retain evidence of violations as deemed appropriate. Students should be aware that the University will take disciplinary action against those found violating University policies.

Residence hall students have responsibility to familiarize themselves with all university policies, procedures, guidelines, and standards.

Firearms, Firearm Replicas, Weapons, Fireworks, Explosives, and Flammables

The possession of or use of any firearm, replica firearm, deadly weapon, or other dangerous or flammable material (except for flammables used for legitimate personal use) is strictly forbidden on the Rivier University campus. This includes, but is not limited to, the possession of or use of ammunition, air rifles, air pistols, gas powered guns, paintball guns, sporting-type weapons, sling shots, toy guns that are painted black, gun blue, dark blue, brown or silver, toy knives that are painted silver, black, brown, gun blue or dark blue, the carrying of any toy gun or toy knife concealed, the possession of any object that is meant to depict any type of an explosive device such as but not limited to a hand grenade, suicide bomb vest, suitcase bomb, pipe bomb or explosive satchel and the possession of or use of fire crackers. Deadly weapon is defined to be any firearm, knife or other substance or thing which, in the manner it is used, intended to be used or threatened to be used, is known to be capable of producing death or serious bodily injury. Violation of this policy will result in an immediate disciplinary response.

Fire Safety

Fire safety devices have been installed for protection and safety. Fire drills are conducted in the residence halls and academic buildings at least four times a year.

In case of fire, this is the evacuation plan to be followed:

- Know all your choices of exits and stairways.
- If you discover a fire, alert others by pulling the fire alarm.
- Know where fire alarm pull stations and fire extinguishers are located.
- As you leave, the way may seem clear. If conditions change and smoke fills the hallways, get down low, on your hands and knees, if necessary, to stay below the smoke.
- Once out of the building, stay well clear. Never go back into the building until the all-clear is given by the fire department or University Public Safety personnel.
- Do not use the elevator.
- If you cannot use the stairs due to a physical disability, go to a rescue area which is in the stairwell of the building and wait for assistance. Be sure to notify someone that you will be in the rescue area.

Pulling false alarms, tampering with the fire equipment, or tampering with fire extinguishers is prohibited. Tampering with or falsely activating the Campus Help Phones is prohibited. Violation of this policy will result in disciplinary action including expulsion.

Habitual Non-attendance Policy

Habitual non-attendance is defined as an absence in any course for any reason equal to three full weeks of missed class sessions and for online courses, two or more absences within a 14-day period.

Course length	Course meetings/week	Number of absences
14-week course	2 times per week	6 absences
14-week course	3 times per week	9 absences
14-week course	1 time per week	3 absences
7-week course	2 times per week	4 absences
7-week course	1 time per week	2 absences

For undergraduate students, faculty members will notify the Office of Academic Advising or Success Coach when a student has reached the habitual non-attendance criteria for their course(s). The Academic Advisor or Success Coach will then attempt to resolve the issue of habitual nonattendance with the student. It is the responsibility of the student to notify their Academic Advisor, Success Coach, or Program Director of any intention to withdraw from a course or to withdraw from the University. If the student has not officially withdrawn from the course(s) by the University's last date to withdraw from a course, the faculty member will assign a grade of F.

Undergraduate day students who have documented habitual non-attendance in one or more classes may also be in jeopardy of violating the Resident Attendance Policy.

Students who have registered and not attended or participated in any class sessions of a course(s) by the end of the drop/add period may be dropped from the course (in-person or online).

<https://catalog.rivier.edu/content.php?catoid=117&navoid=2321#classroom>

Inclusivity Statement

Rivier University believes that all people are made in the image and likeness of God and that all people must be accepted with love, compassion, dignity, and respect. The Roman Catholic Church teaches that the fundamental rights of all people must be defended and that all of us must strive to eliminate any forms of injustice, oppression, or violence against humanity. Rivier University condemns any and all direct or indirect harassment, intimidation, or bullying of any person for any reason.

Mistreatment of Staff

Residence Hall Staff and Public Safety Officers have a duty to uphold all University policies, as well as state and federal laws, and are responsible for addressing violations accordingly. In this context, students are prohibited from interfering with a staff member, mistreating or undermining their responsibility and authority. This policy also extends to students or staff stationed at the front desk who are tasked with reporting issues. Any actions perceived as mistreatment of staff may lead to termination of the Residence Hall Agreement for all individuals involved in such behavior.

Non-Academic Grievance Process

The purpose of this policy is to provide equitable and orderly processes to resolve non-academic grievances by students.

Definitions

Non-Academic Grievance – formal difference or dispute between a student and a University employee about the interpretation and/or application of the University's non-academic policies and procedures, or provision of services, by members of the University's faculty or staff, that negatively affects the student. A grievance may be based on one of the following claims: failure to provide services, arbitrary and/or capricious actions by a University employee or administrative office; policy or procedure applied unfairly and/or in a different manner

than it was applied to others; administrative error in the application of the policy or procedure.

Relevant Administrator – Appropriate Office Director or Academic Division Dean. The grievance is with the office/department/division where the service is delivered. Questions about the appropriate location are resolved by the appropriate division vice president or designee.

Policy Statement

A non-academic grievance differs from an appeal of an academic decision, as it deals with service issues and not the actual outcomes of course work. A student may file a non-academic grievance in the cases of an unresolved difference or dispute between themselves and the University (office or individual) related to services rendered or non-academic decisions. The policy covers matters outside the scope of other policies of the University. Complaints about sexual harassment and discrimination based upon protected class are addressed via the University's *A Culture of Respect: Sexual Misconduct, Harassment, and Gender-Based Violence* policies (Student Handbook); and complaints about student behavior are addressed through the *Community Standards, Student Rights, and Responsibilities* policies (Student Handbook). Specific divisional, departmental, or program handbooks and guidance may be used based on the presenting situation.

Informal Resolution

The student is strongly encouraged to seek informal resolution of a grievance by bringing it to the attention of the relevant individual, administrator, or office. An attempt at informal resolution should begin no more than 10 business days after the service or decision is rendered.

Formal Grievance

If the student is unsatisfied with the informal resolution response, the student may make a formal, written grievance to the relevant administrator. Any formal grievance must be submitted by the student within 20 business days after the service or decision is rendered. The student must state the nature of the grievance and the remedy being sought and describe any previous attempts to resolve the grievance. The administrator reviews the situation and should provide a written response, including appeal information within 15 days of receiving the complaint, copying the primary mentor/academic advisor. Students will be informed if extenuating circumstances require additional time.

Appeal of Formal Grievance Decision

If the student is unsatisfied with the formal grievance decision, the student may appeal in writing to the appropriate vice president or designee. Any appeal must be submitted within 20 business days of the transmission of the formal grievance decision. The student must state the nature of the justification for the appeal. The vice president or designee reviews the grievance and should provide a written response within 15 days of receiving the appeal. This decision is final.

Questions regarding the non-academic grievance procedure should be directed to the Office of Student Experience, Room 209, Dion Center, 603-897-8249.

Off-Campus Conduct

Rivier University maintains the authority to take disciplinary action against students involved in off-campus conduct or incidents. Students should be aware that violations of local ordinances, state or federal laws may result in disciplinary action by Rivier University, regardless of whether these violations occur on or off campus, on or off University-owned property, and whether during a University-sanctioned activity or not. This includes situations where off-campus behavior negatively impacts Rivier University's campus life, faculty, administration, students,

educational mission, processes, or functions, or anyone associated with these entities.

While Rivier University acknowledges it cannot supervise off-campus conduct to the same extent as on-campus behavior, it reserves the right to investigate and take appropriate disciplinary action regarding any off-campus conduct or incident that, if it occurred on campus, would warrant investigation and potential disciplinary measures. Examples include, but are not limited to: selling or distributing alcohol to underage students; selling or distributing illicit drugs; sexual misconduct; harassment, whether sexual or otherwise; sexual assault or other forms of sexual violence; violent behavior such as assault or battery; hazing; theft or destruction of property; disorderly conduct; acts of dishonesty; breaches of peace; and any other conduct that disrupts others' peace and enjoyment, whether governed by Rivier University's student code of conduct, the criminal laws of New Hampshire or any other state, federal criminal laws, or otherwise.

Sanctions for these offenses may include suspension or expulsion from Rivier University, in addition to other administrative sanctions deemed appropriate.

Off-Campus Publicity

Students or student groups planning their activities through news media outlets (e.g., newspapers, radio or television) should first contact the Market and Communications office. The team is available to assist and help coordinate media outreach efforts.

Posting Policy

To maintain the beauty of our campus and prevent damage to buildings, please adhere to the following guidelines regarding postings:

- Postings should only be placed on applicable bulletin boards. Postings should not be placed on painted surfaces, woodwork, or windows.
- Posting is prohibited on floor tiles, carpets, steps, etc., due to safety concerns.
- Postings should not contain offensive content or conflict with Rivier University's mission.
- Postings may not be distributed in Rivier University parking lots or placed on vehicles parked on campus.
- Postings should be promptly removed after the event has concluded.

To post in residence halls, please contact the Director of Residence Life and Housing for specific guidelines and approval. For posting in all non-residential campus buildings, approval must be obtained from the Office of Student Experience. Employees wishing to display non-University related notices should obtain approval from Human Resources before posting ads or flyers on university property.

Violation of these guidelines may result in sanctions against the sponsoring individual(s) or organization(s).

Religious Groups on Campus

As a Catholic institution, Rivier University celebrates the rich diversity of the world's religious traditions and supports spiritual growth and religious practices among all students, staff, and faculty. However, certain religious groups have teachings or practices that are inconsistent with the mission of Rivier University. Therefore, *any religious groups or organizations (Catholic included) that want to meet, organize, or proselytize on campus must obtain prior approval from the Director of Campus Ministry.*

- Religious leaders or mentors are welcomed to speak, lead, or be part of religious groups on campus only with an invitation from Campus Ministry.

- Student-led initiatives for prayer or spiritual discussion groups are welcomed and encouraged but may not be advertised on campus until approved by the Director of Campus Ministry.
- Religious groups that, in the judgment of the University, use cult-like tactics to urge others into affiliating with their cause are not allowed to meet, organize, or proselytize at Rivier University. Examples of such behaviors include: a call for strict obedience to mentors or leaders; mandatory tithing; deceptive recruitment; religious harassment; threats of punishment; pressure to cut ties with family and friends; or manipulation of the Bible to support the group's goals. Any questions regarding this policy should be directed to the Director of Campus Ministry.

Skateboard Policy

Skateboards, hover boards, roller skates, in-line skates, and non-motorized scooters are permitted for point-to-point transportation on sidewalks and in parking lots on campus. However, it is prohibited to use these devices in any other areas on campus, including but not limited to the following:

- All steps and handrails
- All flower planters
- All brick patios
- All retaining walls
- All curbs and benches
- The inside of all buildings
- The storage of hover boards in any campus building is prohibited

It is prohibited for operators of skateboards, hover boards, roller skates, in-line skates, or non-motorized scooters to engage in trick riding anywhere on campus, including sidewalks and parking lots. Trick riding is defined as any movement where the wheels of these devices are intentionally lifted off the surface. Operators of skateboards, roller skates, in-line skates, and non-motorized scooters must give right-of-way to pedestrians, bicyclists, vehicles, wheelchairs, and other non-pedestrian traffic. Additionally, operating these devices at excessive speed or in a reckless manner constitutes a violation of this policy.

Students found violating this policy will face enforcement according to current University guidelines for conduct violations. Visitors found violating this policy may be required to leave the campus immediately. Persistent violations or refusal to leave the campus may lead to disciplinary action or criminal arrest, or both, depending on the nature of the circumstances involved.

Smoking Policy

Smoking is strictly prohibited inside all Rivier University buildings, as well as in university-owned vehicles. The policy extends to the use of electronic cigarettes and any similar devices designed to simulate smoking or the inhalation of tobacco products.

For those smoking outdoors, it is mandatory to dispose of tobacco product remains in designated receptacles. Additionally, smokers must maintain a minimum distance of 20 feet from any university building. Any concerns regarding smoking policy violations may be reported to Public Safety for an immediate response or to the Dean of Students office for any questions.

Information about cessation programs in the greater Nashua area can be obtained through the Counseling and Wellness Office.

Social Media Policy

The following policy applies to all Rivier University social media outlets including but not limited to blogs, Facebook, Instagram LinkedIn, X, TikTok and YouTube.

The purpose of Rivier University's social media presence is to disseminate information including news, events, and opportunities with members of the Rivier University community as well as to the public in a timely and engaging manner.

We encourage your appropriate participation in our online communities. Please be aware that comments containing any of the following inappropriate forms of content shall not be permitted on Rivier University social networking websites and are subject to removal and/or banning of the offending user:

- Comments not related to the original topic, including random or unintelligible comments.
- Profane, obscene, or pornographic content and/or language.
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, color, national origin, religion, age, veteran or marital status, sex, gender identity, sexual orientation, disability.
- Defamatory or personal attacks.
- Threats to any person or organization.
- Solicitation of commerce, including but not limited to advertising of any business or product for sale.
- Conduct in violation of any federal, state, or local law.
- Encouragement of illegal activity.
- Information that may tend to compromise the safety or security of the public or public systems.
- Content that violates a legal ownership interest, such as a copyright, of any party.
- Redundant or repetitive comments, posted multiple times under various posts.
- Comments are the opinion of the commentator or poster only, and their publication does not imply endorsement or agreement by Rivier University. Such comments do not necessarily reflect the opinions or policies of Rivier University.
- Rivier University reserves the right to deny access to Rivier University social networking websites for any individual who violates our Social Media Policy at any time and without prior notice.
- Social media administrators will monitor sites periodically during normal business hours for comments requiring University responses and for policy violations.
- Comments made by individual Rivier University employees from their personal accounts are personal expressions and are not endorsed by the University.
- All comments posted on any Rivier University Facebook site are subject to Facebook's Statement of Rights and Responsibilities. Rivier University reserves the right to report any violation of Facebook's Statement of Rights and Responsibilities to Facebook for appropriate action.
- Similar rules apply to other social media platforms used by Rivier University.
- Rivier University reserves the right to modify these policies as the use of social media sites evolve.

Student Responsibility on Social Media

Rivier University does not explicitly or implicitly endorse or encourage their use or content. Students who choose to participate or create personal listings on such sites are expected to exercise responsibility and caution, projecting a positive self-image.

Rivier University currently does not monitor social networking websites on a routine or daily basis but reserves the right to respond to any violations of law or institutional policy that come to its attention. Photographs and images

featured on the Rivier University website or social media channels, are the property of the institution and should not be downloaded or used for personal purposes without permission.

Individuals who compromise their own or others' safety or privacy through activities on or related to social networking websites may be subject to disciplinary action, including suspension or dismissal from Rivier University.

Solicitation Policy

Rivier University strictly prohibits any form of solicitation, sales, or door-to-door canvassing without explicit permission from the Director of Student Engagement. This policy applies to all individuals, both students and non-students, as well as campus and non-campus groups or organizations.

Unauthorized solicitation should be reported promptly to Public Safety for appropriate action.

Statement on Student Safety and Mandatory Referrals

Rivier University expects and encourages students to maintain a reasonable concern for their own self-welfare. If the University receives a credible report of any student who makes an attempt, gesture, statement or act that suggests that they are suicidal or self-harming, the student will be required to attend up to four sessions with the Rivier University Counseling and Wellness Center for the purpose of a mandatory assessment. Regarding students' emotional health and well-being, any attempt, gesture, statement or act that results in the need for an emergency response may dictate the need for parental notification.

Rivier University may also require a mandatory assessment of up to four sessions with the University Counseling and Wellness Center for violations of university policy, for self-harming behavior such as substance abuse or for disruptive behavior, which is perceived as violent or threatening towards one's self and/or others. Such assessment as may be imposed shall be separate and apart from any disciplinary and/or criminal actions which may occur.

A student who is mandated an assessment may access these services at the Rivier University Counseling and Wellness Center; students may also choose to pursue the assessment with an approved off-campus provider. In either event, the student is responsible for their incurred costs. Services provided by the Counseling and Wellness Center are free of charge. The Counseling and Wellness Center can provide a list of approved area licensed clinicians. If an off-campus provider is used, documentation of the completed evaluation on a form acceptable to the University must be submitted directly to the Rivier University Director of the Counseling and Wellness Center from the approved off-campus provider.

A student who is mandated an assessment must sign a "Limited Release of Information" form so that verification of participation in the mandated assessment sessions can be forwarded to the referring person. The referring person is notified only that the mandatory attendance requirement has been met. What is discussed within the sessions is not disclosed. All records associated with the mandated assessment are protected by federal and state laws regarding confidentiality. If the student completes the assessment, the results of the assessment and the fact that an assessment was conducted are confidential and may not be disclosed without consent of the student and may not form the basis of a disciplinary proceeding or any other sanction imposed by the University. However, if the student fails to complete the assessment or requirements offered in conjunction with the assessment, this fact is not confidential, and the Director of Counseling may disclose that fact to the Dean of Students.

Failure to complete the mandatory assessment or requirements offered in conjunction with the assessment may

result in disciplinary sanctions, including suspension and/or withdrawal.

In the case of a mandatory assessment, the accuracy of the report which led to the referral to a mandatory assessment may be appealed to the Dean of Students of designee at the close of the business day following the student's notification of the referral. In some instances, for the appeal to go forward, a student will be required to sign a release of information authorizing contact and interviewing of witnesses to the incident leading to the referral. A failure to timely provide such an authorization may void the appeal. Appeal outcomes may include (1) upholding the referral decision, (2) modifying the referral, or (3) reversing the referral decision. The Dean's decision on the appeal is final.

Use of the Name of Rivier University

Students, whether individually or collectively, are prohibited from using the name of Rivier University in any activity outside of the regular work of the school without written consent from the appropriate authorities. Violation of this policy is considered grounds for dismissal.

Weather

In case of inclement weather, the University reserves the right to delay or cancel the opening of the campus, including scheduled classes, labs, and nursing clinicals. The University utilizes the emergency notification system RAVE Guardian to inform the campus community of closures and/or updates.