

Rivier University

2026-2027 Student Handbook



Notice of Handbook Limitations

While the University makes a substantial effort to ensure the handbook contains accurate information, Rivier reserves the right to make changes at any time without prior notice. The University provides the information herein solely for the convenience of the reader and expressly disclaims any liability that may otherwise be incurred. This publication is not intended to be, and should not be taken as, a statement of any contractual undertaking by or on behalf of the University.

Certain University policies and procedures are maintained separately from this handbook and may be updated periodically to reflect changes in law, regulation, or institutional practice. Readers are responsible for consulting the applicable University websites for the most current versions of such policies. In the event of a conflict between this handbook and a separately published University policy or procedure, the separately published policy or procedure shall govern.

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The University prohibits sex discrimination as required by Title IX of the Education Amendments of 1972 and applicable law. Information regarding Title IX rights, reporting options, supportive measures, grievance procedures, and related policies is maintained on the University's Community Standards website.

The following individuals have been designated to coordinate the University's compliance with Title IX and other nondiscrimination laws:

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Inquiries concerning the application of nondiscrimination policies may also be referred to:

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Boston, MA 02109-3921
(617) 289-0111 | Fax: (617) 289-0150 | TDD: (877) 521-2172 | Email: ocr.Boston@ed.gov

Contents

Notice of Handbook Limitations	2
Notice of Nondiscrimination.....	2
Introduction	10
From the President.....	10
University Mission and History	11
Traditions and Customs	12
Academic Convocation	12
Mass of the Holy Spirit.....	12
Presentation of Mary Day.....	12
Heritage Week.....	12
Baccalaureate Mass and Hooding.....	12
Undergraduate Celebration	12
Associate Nursing Pinning	12
Commencement.....	12
Academic Resources	13
The New Hampshire College and University Council (NHCUC).....	13
Regina Library.....	13
Retention Support Services	13
Information Technology	14
Help Desk	14
Self-Service and Knowledge Base	14
Rivier Network Account.....	14
Email Services/Official University Communications	15
Microsoft OneDrive and Microsoft 365.....	15
Canvas	15
Residence Hall Network Access.....	15
Colleague Self-Service	15
Intellectual Property and Copyright Infringement	15
Student Recording Policy.....	16
Academic Advising.....	16
Disability Services.....	16

Academic Support Center	16
Office of the Registrar	17
Athletics	18
Intercollegiate Athletics.....	18
Recreation and Intramurals	18
Muldoon Center, Fitness Center, and Field Usage.....	18
Division of Student Experience	19
Office of Campus Ministry and Service Learning.....	19
Liturgy and Sacraments	19
Spiritual Growth & Pastoral Care.....	19
Leadership Development	19
Service, Peace, and Justice	19
S.E.R.V.E. Program (formerly called Alternative Spring Break).....	20
Service Learning.....	20
Staff	20
Sr. Mary Anne Quibin Student Health Services	21
Immunization and Health Requirements	21
Student Health Insurance.....	22
Confidentiality	22
Counseling and Wellness Center	22
Alcohol and Other Drug Support and Resources	22
Vector Prevention and Education Program	22
Office of Career & Life Success	23
America Reads Project	23
Office of Community and Connections	23
Office of the Dean of Student Experience	23
Community Standards.....	23
CARES (Campus Advocacy, Resources, and Education for Safety).....	24
Behavioral Assessment Team (BAT).....	24
BIAS Incident Response Team (BIRT)	24
Office of Student Engagement.....	25
Program Planning	25
Student Organizations	25

Commuter Students	25
Student Group Travel Policy	25
Orientation	26
Student Government Association (SGA).....	26
Agreement between the Administration and the Student Government Association	27
Residence Life and Housing	27
Residence Life Staff	27
Staff Availability.....	28
Administrative Action	28
Gazebo Use Guidelines.....	28
Housekeeping and Maintenance.....	28
Residence Hall Security	29
Parent/Guardian Notification	29
Summer Housing	29
Break Housing Periods/Residence Hall Closings.....	29
Residence Halls.....	30
Living and Learning Together	30
The Basic Responsibilities of All Residents: A Social Contract	30
Eligibility for On-Campus Housing	31
Housing Deposit	31
Room Lottery and Housing Selection	31
Damage Deposit	31
Room Changes.....	31
Residence Hall Facilities	32
Common Areas	32
Bathroom Facilities.....	32
Kitchenettes	32
Laundry Rooms.....	32
Lounges	32
Lost and Found	33
Cleanliness and Order	33
Room Inventory.....	33
Repair Requests.....	33

Health and Safety Inspections.....	34
Nashua Fire Marshal Safety Requirements.....	34
List of Appliances Not Allowed on Surge Protectors/Power Strips.....	34
Fire Safety Equipment	35
Fire Doors	35
Decorating/Personalizing Your Room.....	35
Holiday Decorations.....	35
Furniture.....	35
Damages.....	36
Residence Life Policies	36
Alcohol Policy	36
Compliance.....	37
Drug Policy	37
Entering and Exiting Residence Halls	37
Fire Safety Regulations.....	37
If You Discover a Fire	38
If You Hear a Fire Alarm	38
Candles and Incense.....	38
Cooking Appliances	38
Extension Cords and Power Strips	38
Electrical Appliances.....	38
Hall Sports	38
Halogen Light Safety Policy.....	39
Mistreatment of Staff.....	39
Occupancy	39
Overnight Visitors.....	39
Visitation Policy	40
Open Hours	40
Open Hours for Resident Students	40
Open Hours for Non-Resident Students and/or Guests	40
Quiet Hours	41
Courtesy Hours.....	41
Service Animals, Emotional Support Animals, and Pets	42

Signs, Posters, and Notices	42
Street Signs.....	42
Windows & Screens	42
Department of Public Safety and Security.....	42
Building Security / Access	43
Building and Grounds Maintenance.....	43
Crime Prevention.....	43
Crime Statistics	43
Electric Vehicle Charging Station	43
Emergency Notification System.....	45
Fire Drills.....	45
ID Cards	45
Lost and Found	46
Missing Students Who Reside in On-Campus Housing	46
Parking.....	46
Reporting a Crime	47
Timely Warnings and Emergency Notifications	47
University Vehicle Use.....	47
Additional Student Resources & Services	48
Academic Calendar.....	48
Dion Center	48
eCampus.com Online Bookstore.....	48
Dining Services	49
Dion Dining Hall.....	49
Raider Grounds in Regina Library.....	49
Dining Policies and Flex Cash	50
Raider Crossing.....	50
Mail Services	50
Outgoing Mail.....	51
Student Mailing Address	51
Transportation	51
Community Standards.....	52
Statement on Student Conduct	52

Student Rights and Responsibilities	52
Student Rights	52
Student Responsibilities	53
Student Code of Conduct	53
Adjudication of the Student Code of Conduct	55
Student Conduct Process	55
Sanctions	56
Factors Considered in Determining Sanctions	57
Fines and Community Service	57
Serious or Repeated Violations	57
Appeals	58
Appeal Routing	58
University Policies	59
Academic Integrity	59
Alcohol Policy	59
New Hampshire Law	59
Violations of University Alcohol Policy	59
Student Health and Safety	60
Residence Hall Alcohol Regulations	60
Bias-Motivated Misconduct	61
Bullying, Harassment, and Intimidation	61
Classroom Behavior	62
Computer Use Policy	63
Criminal Law	63
Culpability	63
Drug Policy	63
Drug Paraphernalia	65
Evidence of Drug Policy Violations	65
Penalties	65
Electronic Devices in the Classroom	65
Entry into University Premises Including Residence Hall Rooms	65
Firearms, Firearm Replicas, Weapons, Fireworks, Explosives, and Flammables	66
Fire Safety	67

Habitual Non-Attendance Policy.....	67
Inclusivity Statement.....	68
Mistreatment of Staff.....	68
Non-Academic Grievance Process	68
Definitions	68
Policy Statement	68
Informal Resolution.....	69
Formal Grievance	69
Appeal of Formal Grievance Decision	69
Off-Campus Conduct	69
Off-Campus Publicity	70
Posting Policy.....	70
Religious Groups on Campus	71
Skateboard Policy	71
Smoking Policy.....	72
Social Media Policy	72
Student Responsibility on Social Media	73
Solicitation Policy.....	73
Statement on Student Safety and Mandatory Referrals.....	73
Use of the Name of Rivier University.....	75
Weather	75

Introduction

From the President

Welcome to the Rivier 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 part of a community where respect for individual differences, concern for one another, and personal responsibility are key 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 culture of learning, leadership, and service through your participation in co-curricular activities.

You bring an energy that supports Rivier's core mission – *“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

Founded in 1933 by the Sisters of the Presentation of Mary, Rivier 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 educating 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 within 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 across all the University's curricular and co-curricular programs. To participate in the life of the 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 an invitation to all its members and the greater community to join in intellectual inquiry and dialogue.

Rivier 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 a 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 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 member institution, except Dartmouth College.

In 1995, in anticipation of the 1996 bicentennial founding of the Sisters of the Presentation of Mary, the University formally recommitted 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 developing programs that 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 that affirms the values of the academic community and introduces them to the University's new students.

Mass of the Holy Spirit

Mass of the Holy Spirit is a Catholic liturgy during which the Rivier 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 that 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.

Baccalaureate Mass and Hooding

The Rivier community celebrates graduation in the Catholic tradition with a Baccalaureate Mass held prior to Commencement.

Undergraduate Celebration

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, and nursing degree recipients recite the Nightingale Pledge.

Associate Nursing Pinning

To recognize Associate of Science degree recipients in the Division of Nursing, all students who have successfully completed A.S. nursing coursework receive a 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 Rivier diplomas, signifying 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 is a member of the New Hampshire College and University Council. The 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 community, the library resources include approximately 87,000 print volumes, over 300,000 e-books, subscriptions to more than 70 journals, and 64 online research databases, including about 130,000 electronic journals and more than 4,700 streaming videos. Reference librarians are available to help students with research strategies and locating resources. Students needing assistance may contact a reference librarian in person or off campus by telephone, text, email, or online chat.

Interlibrary loan (ILL) services are available to students and faculty to obtain materials for research that are not available through the library's collection or databases. Patrons can track, review, and retrieve their ILL requests via the RivILL portal, accessible on 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 by approximately 12,000 square feet in 2008 and significantly renovated the existing library. The highlights of the expansion and renovation included a new Reference Room, Electronic Classroom, Raider Grounds 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, chargers, and a variety of devices for creating digital content can also be loaned out for academic purposes.

Retention Support Services

Student retention is an integral part of student services at Rivier. Student success initiatives ensure that students obtain the skills and services necessary to achieve academic success.

- The Peer Mentoring Program seeks to provide every incoming first-year student with an upper-class student mentor who assists them in identifying the appropriate resources on campus to achieve their academic goals. Mentors help guide first-year students 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 first-year students, provides hands-on learning opportunities for developing successful academic skills through engagement in class activities, group presentations, and service opportunities.

- The Office of Academic Advising provides students with professional advisors who assist them in their course selections, in keeping with their faculty advisors' 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 necessary to promote academic success.
- The 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 across all disciplines through peer tutoring; group review sessions; and support for developing study skills, time management, test-taking strategies, and note-taking skills.

Information Technology

The Office of Information Technology (OIT) provides Rivier students, faculty, and staff with a data network, wireless access points, and all technology-related services. Located in Sylvia Trottier Hall, the Office of Information Technology suite offers students, faculty, and staff a wide range of academic and professional services. If you have a problem with any aspect of technology while on campus, please contact IT Support immediately via email (itsupport@rivier.edu) or by telephone at (603) 897-8469.

Help Desk

The University provides Help Desk support 24 hours a day, seven days a week, to assist students, faculty, and staff with technology-related needs. Support is available by calling ext. 8469 from campus, (603) 897-8469 from off campus, or toll-free at (844) 505-8076. Live Chat is also available at it.rivier.edu.

Help Desk technicians are specially trained to support University systems and can assist with most University technology services and functions.

Self-Service and Knowledge Base

A knowledge base is available at it.rivier.edu and provides answers to many common technology questions and issues. The site also includes a chat feature that connects users with a remote Help Desk technician for additional assistance.

Rivier Network Account

You will receive an email from Admissions or the Registrar with instructions for setting up your Rivier account. This account provides access to the technology and online services you will need throughout your academic career. To establish your account, visit it.rivier.edu/rivnet-account-request.

Once your network account is activated, you will have access to Canvas, Rivier's learning management system; the student portal; Rivier Experience; Colleague Self-Service; and your Rivier email account.

Official University information and communications are sent through these systems, including grades, course schedules, faculty communications, billing information, and University notifications. Grade reports, course schedules, and bills are not mailed. Students are responsible for using the student portal, Colleague Self-Service, or Rivier Experience to access this information.

For assistance, contact Information Technology at (603) 897-8469 or itsupport@rivier.edu. Note that all members of the Rivier community are required to comply with the University's [Acceptable Use Policy](#).

Email Services/Official University Communications

Your Rivier email is available through Microsoft 365 and can be accessed through the Quick Links menu on the University's home page.

Students should use their Rivier email account to communicate with faculty and University offices. Rivier email is the University's official method of electronic communication, and students are responsible for regularly monitoring their accounts for important messages and notifications.

Microsoft OneDrive and Microsoft 365

All students have access to Microsoft OneDrive through their Microsoft 365 account. OneDrive allows students to securely store files online and access them from any internet-connected device, eliminating the need to carry USB drives and reducing the risk of lost files.

Students may also download Microsoft Office applications using their Rivier account. Instructions are available in the Information Technology [knowledge base](#).

Canvas

Canvas is Rivier'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 to disseminate course documents, host activities, and facilitate discussions.

Organizations and departments also use Canvas to share announcements and distribute information. To access Canvas, visit the University website and select the Canvas link at the top of the page. Log in using your Rivier network username and password to access your courses. Tutorials and support resources are available within Canvas. For additional assistance, contact Chris Parent at (603) 897-8621.

Residence Hall Network Access

The OIT provides direct Internet access in residence hall rooms so students can use their own computers and other devices. Both wired and wireless connections are available.

Rivier manages all Internet traffic to and from the University to ensure our Internet service supports the University's educational mission. 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 schedules, student financial ledgers, unofficial transcripts, individual degree audits, and the class registration process.

Intellectual Property and Copyright Infringement

Using peer-to-peer (P2P) or file-sharing software to download or distribute copyrighted music, movies, games, software, or other intellectual property without the owner's permission may result in civil or criminal liability.

The use of file-sharing software on the University network without specific authorization is prohibited. Students are responsible for all activity originating from their devices, including files that may be shared automatically by installed software.

If unauthorized P2P software or activity is detected, or if the University receives a copyright infringement notice associated with a student's account or device, the matter may be referred for appropriate disciplinary action.

Those using the Rivier network are expected to use legal commercial sites to download music, movies, and other intellectual property.

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. Sharing video or audio recordings could constitute a FERPA violation, with associated repercussions.

Academic Advising

Academic Advising serves as the primary resource for undergraduate students as they develop and manage their academic plans at Rivier. Students are assigned an Academic Advisor based on their major.

The Office of Academic Advising is located on the second floor of the Learning Commons and is open Monday through Friday from 8:30 a.m. to 5 p.m. For assistance, call (603) 897-8227.

Academic Advisors assist students with course registration, add/drop requests, schedule changes, changes of major, graduation planning, and academic or career transitions. They also help students understand University policies and procedures, address academic concerns, coordinate notifications for extended absences, and connect students with appropriate campus resources.

Academic Advisors work closely with faculty, Student Experience, the Counseling and Wellness Center, and other University offices to support student success and provide a positive academic experience.

Disability Services

The Office of Disability Services assists students with physical, psychological, medical, and learning disabilities who require reasonable accommodations. Students with documented disabilities can access support services by contacting the Office of Disability Services (disabilityservices@rivier.edu). The Office of Disability Services is located on the first floor of the Learning Commons.

Academic Support Center

The Academic Support Center (ASC) provides professional writing support and peer tutoring for all Rivier students. Located on the lower level of the Learning Commons, the ASC offers one-on-one appointments, online paper submissions, and drop-in support.

Professional writing consultants assist students at all stages of the writing process and can also provide support with note-taking, study skills, time management, and test-taking strategies.

Peer Tutors help students better understand course content, prepare for exams, and participate in group review sessions.

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 catalog.rivier.edu.

Athletics

The Muldoon Center is home to Rivier's men's and women's basketball and volleyball programs, as well as the fitness center, coaches' offices, and Sports Medicine facilities. The Muldoon Center and University athletic fields are available for recreational use by students, faculty, and staff when not being used for scheduled programs or events.

Intercollegiate Athletics

Rivier is an NCAA Division III institution offering 13 varsity athletic programs. Most programs compete in the Great Northeast Athletic Conference (GNAC), while men's and women's ice hockey compete in the Massachusetts State Collegiate Athletic Conference (MASCAC).

Women's varsity sports include basketball, field hockey, ice hockey, lacrosse, soccer, softball, and volleyball. Men's varsity sports include baseball, basketball, ice hockey, lacrosse, soccer, and volleyball.

As an NCAA Division III institution, Rivier emphasizes integrating athletics into the overall educational experience and is committed to fostering an environment that supports academic success, inclusion, and equity.

Students who meet NCAA and University eligibility requirements may participate in varsity athletics. Additional information about Rivier's athletic programs is available through the Department of Athletics.

Recreation and Intramurals

Recreational and intramural activities are offered throughout the year based on student interest and participation. The Muldoon Center gym and fitness center are available for recreational use by students, faculty, and staff when not reserved for scheduled activities. Additional information is available from the Department of Athletics.

Muldoon Center, Fitness Center, and Field Usage

Scheduling priority is given in the following order:

- Intercollegiate athletic games and practices
- Other University functions
- Prescheduled student activities
- Rentals by Nashua-area community organizations

The Muldoon Center is open for regular use during the academic year. Regular access may be limited during University vacation periods.

The gym and fitness center are available to Rivier students, faculty, staff, and alumni at no charge. Users must present a valid University ID during open recreation hours.

Use of the fitness center is limited to individuals who have completed the required orientation and training on the proper use of fitness equipment.

Students may bring up to three guests to use the gym for recreational activities such as basketball or volleyball. Guest access does not extend to the fitness center unless otherwise authorized.

Division of Student Experience

The Division of Student Experience at Rivier believes that learning extends beyond the classroom. This division supports and challenges students through co-curricular and extracurricular programs that align with the University's Roman Catholic tradition and core mission of transforming hearts and minds to serve the world.

By emphasizing holistic education, the Division 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 an 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 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 regularly on campus, with retreats, prayer experiences, and other opportunities for spiritual reflection offered throughout the year. Campus Ministry also observes holy days, special events, and important moments of transition within the University community.

Students interested in becoming full members of the Catholic Church may receive preparation for the sacraments of initiation, including Baptism, Eucharist, and Confirmation. Students are also encouraged to participate actively in liturgies and other Campus Ministry programs and 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 students 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 and 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 global community's needs and discern appropriate responses.

S.E.R.V.E. Program (formerly called Alternative Spring Break)

The S.E.R.V.E. Program is Rivier's service trip program. S.E.R.V.E. stands for **Seek** justice; **Engage** in dialogue; **Respect** our neighbors; **Value** faith, vocation, and purposeful living; and **Embrace** growth. Past service trips have taken students to Arizona, Tennessee, Washington, D.C., Louisiana, and Puerto Rico.

In addition to the week of service, participants will engage in pre-departure education on the connection between service and social justice and in an unpacking session afterward, during which they will highlight transformative moments from their experience for the campus community.

Service Learning

Service learning integrates active, socially significant service into the educational experience. It offers students meaningful, community-based, experiential learning by adding human depth to classroom theories.

At Rivier, 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, undergraduate students engage in service learning in several ways:

- **First-Year Day of Service:** Students spend a morning serving a local organization alongside members of their Student Success course. Classroom discussion and reflection take place before and after the service experience.
- **SERV100:** All undergraduate day students complete SERV100 during their time at Rivier. In this one-credit course, students complete 20 hours of service with a local organization and reflect on connections among direct service, Catholic Social Teaching, and academic concepts through class discussion and activities.
- **Service Immersion Experiences:** Additional service immersion opportunities are available through the S.E.R.V.E. Program.
- **Routine and One-Time Service Opportunities:** All students are encouraged to serve the local community. The Director of Campus Ministry and Service Learning can help connect students with organizations offering ongoing service opportunities and coordinate additional one-time service projects throughout the academic year.

Staff

Campus Ministry is staffed by a full-time director and a part-time chaplain. Work-study opportunities may also be available to students interested in supporting the office's daily operations.

For more information, visit [Campus Ministry](#), call (603) 897-8577, or email campusministry@rivier.edu. Students can also follow Rivier Campus Ministry on Instagram and Facebook for news, programs, and upcoming events.

Sr. Mary Anne Quibin Student Health Services

Sr. Mary Anne Quibin Student Health Services provides care to on-campus resident students during the academic year. Health Services is open on weekdays, and appointments may be scheduled by calling (603) 897-8295 or emailing healthservices@rivier.edu.

Email and voicemail are not monitored outside regular clinic hours, including evenings, weekends, holidays, and University breaks. **Students experiencing a medical emergency should call 911 or seek immediate emergency medical care.** Every effort is made to accommodate students who need urgent same-day care during clinic hours.

Health Services is staffed by family nurse practitioners who evaluate and treat common illnesses and injuries, assist with chronic health conditions, provide health education, and make referrals to community healthcare providers when appropriate. Limited laboratory services, over-the-counter medications, and basic first-aid supplies are also available.

Students may be referred to local hospitals, urgent care centers, specialists, or other healthcare facilities for diagnostic testing, specialized treatment, or emergency care.

Immunization and Health Requirements

In accordance with University policy and applicable public health requirements, all full-time undergraduate resident and commuter students must submit required health information and immunization documentation through the Medica Student Health Portal.

Required documentation includes:

- Tetanus vaccination within the past 10 years
- Measles, Mumps, and Rubella (MMR) immunization
- Varicella (chickenpox) immunization or proof of immunity
- Hepatitis B immunization
- Meningococcal vaccination administered after age 16
- Tuberculosis screening documentation

Resident students must also submit:

- A comprehensive physical examination completed within one year of residence hall move-in
- Proof of health insurance coverage

All required electronic and downloadable forms are available through the Medica Student Health Portal. Health records and required forms are due by August 1 for students entering in the fall semester and December 15 for students entering in the spring semester.

Student Health Insurance

Rivier requires undergraduate students to maintain health insurance coverage through a private insurance carrier, an employer-sponsored plan, a government program, or another health plan.

There is no charge for visits provided by Health Services. Students are responsible for the costs of outside medical care, prescription medications, diagnostic testing, hospitalization, specialist services, and other healthcare services. Outside providers will bill the student's insurance according to the terms of the applicable plan.

Student-athletes should note that Health Services requirements are separate from athletic participation requirements. Completion of athletic health forms or SportsWare Online (SWOL) requirements does not satisfy Health Services requirements. Student-athletes must also complete all required Health Services forms through the Medica Student Health Portal.

Confidentiality

Student health records and health-related information are maintained in accordance with applicable federal and state privacy laws. Information will not be released without the student's written authorization except as permitted or required by law, including in certain health or safety emergencies. Health Services is also required to report certain communicable diseases and public health conditions to state or local public health authorities as required by law.

Counseling and Wellness Center

The Counseling and Wellness Center supports students' mental health, emotional well-being, and personal success throughout their Rivier experience. Confidential counseling services are available to all full-time students and are designed to help students address personal, academic, and interpersonal concerns while developing healthy coping strategies and resilience.

Alcohol and Other Drug Support and Resources

The Counseling and Wellness Center provides support for students experiencing concerns related to alcohol and other drug use, as well as mental health challenges. Services include assessment, crisis intervention, short-term counseling, educational support, and referrals to community treatment and recovery resources, as appropriate.

Students are individually assessed based on their unique needs and circumstances, and recommendations are made to support their health, safety, and academic success. The Counseling and Wellness Center maintains a current directory of therapeutic, educational, and treatment resources throughout the Greater Nashua area and surrounding communities.

Vector Prevention and Education Program

Vector is an interactive online educational program required for all traditional-age first-year students at Rivier. The program addresses topics critical to student success and campus safety, including alcohol and other drug use, sexual misconduct prevention, healthy relationships, bystander intervention, and hazing prevention.

Through personalized feedback and evidence-based education, Vector helps students better understand behaviors, risks, and decision-making strategies that support their health, safety, and success in college.

Office of Career & Life Success

The Office of Career & Life Success provides a wide range of resources and support to assist students with their career planning. In addition to Career Advising, the Office offers tools to help students pursue internships, jobs, and graduate school opportunities. The Handshake platform helps students build resumes, search for internships and jobs, and register for workshops and programs. The Office of Career & Life Success website also maintains an online database of resources for students and alumni containing essential information for academic and career success.

The Office hosts 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. All students are encouraged to take advantage of these events and the various career and life skills services and resources offered.

The office also oversees the campus-wide work-study programs, including the America Reads Project.

America Reads Project

America Reads is a federal initiative that places Rivier students in local elementary school classrooms to help students in grades K-3 strengthen their reading skills.

Office of Community and Connections

The Office of Community and Connections is deeply committed to holistic student development and offers programming on topics such as bias, belonging, cultural competency, and equity. Whether through the national heritage and identity months or co-curricular programs, the office celebrates the identities and communities that are part of Rivier with an immersive approach that includes acknowledgement, education, and healthy dialogue.

Office of the Dean of Student Experience

The Office of the Dean of Student Experience serves as a center for student advocacy, support, and accountability within the Rivier community. Students may seek assistance with a wide range of academic, personal, behavioral and social concerns, while faculty, staff, and families may consult with the office regarding student support and community well-being.

The office is committed to fostering a campus environment grounded in respect, responsibility, inclusion, and care. Through advocacy, education, intervention and collaboration with campus partners, the office works to support student success and promote a safe and welcoming community.

Community Standards

The Office of the Dean of Student Experience oversees the University's Community Standards process. Upholding community standards is essential for maintaining a positive learning environment, supporting student development, encouraging accountability, and fostering mutual respect among all members of the University community.

Community Standards processes are guided by principles of fairness, educational growth, and due process. The Office works collaboratively with students and campus stakeholders to address concerns, resolve conflicts, and respond to behavior that may affect the health, safety, or well-being of the University community.

CARES (Campus Advocacy, Resources, and Education for Safety)

CARES supports Rivier's commitment to providing a safe, respectful, and supportive learning environment. The CARES Team provides education, advocacy, resources, and support related to sexual misconduct, sexual assault, domestic violence, dating violence, stalking, and other forms of interpersonal violence.

The CARES Team:

- Provides information, support, and referrals for students affected by gender-based violence
- Promotes awareness and prevention through education, training, and campus outreach
- Helps students understand their rights, reporting options, and available resources
- Collaborates with campus departments and community agencies to coordinate support services
- Works to foster a campus culture of respect, safety, and shared responsibility

Through education, prevention, and advocacy efforts, CARES reflects the University's commitment to supporting those impacted by interpersonal violence and promoting a safe and inclusive campus community.

Behavioral Assessment Team (BAT)

The Behavioral Assessment Team (BAT) supports the University's commitment to the health, safety, and well-being of all community members. BAT is a multidisciplinary team that evaluates reports of concerning, disruptive, threatening, or potentially harmful behavior and coordinates appropriate interventions and support.

The team's goal is to identify concerns early, assess potential risks, connect individuals with appropriate resources, and promote a safe learning and working environment. BAT works collaboratively with campus partners to address situations that may affect the well-being of an individual or the broader University community.

BIAS Incident Response Team (BIRT)

Rivier is committed to fostering a community built on dignity, respect, and belonging. The Bias Incident Response Team (BIRT) reviews reports of bias-related incidents that may negatively impact individuals or the campus community.

BIRT provides support to affected individuals, promotes education and awareness, and works collaboratively with campus partners to address incidents that may be based on actual or perceived characteristics, identities, or backgrounds. The team's efforts help strengthen campus climate, encourage respectful dialogue, and reinforce the University's commitment to maintaining a welcoming and inclusive environment.

Office of Student Engagement

The Office of Student Engagement, part of the Division of Student Experience, supports learning and involvement beyond the classroom. The office sponsors campus events, advises student clubs and organizations, provides programming resources, advocates for students, and supports the commuter student community.

Through these efforts, Student Engagement works to enhance campus life while helping students develop interpersonal, organizational, and leadership skills.

Program Planning

Any student, whether acting independently or on behalf of an organization, may plan a campus program. For the event to be recognized by the University, the following steps must be completed:

1. Review the Student Leader Handbook for event planning guidelines and best practices.
2. Submit an event authorization request through Campus Groups, Rivier's student engagement platform.
3. Receive approval from the Office of Student Engagement before proceeding with the event.

Student Organizations

Getting involved on campus is a great way to build connections and become part of the Rivier community. Student organizations may operate through the Student Government Association (SGA) or independently through the Office of Student Engagement. All student organizations must have a faculty or staff advisor.

Rivier offers a variety of clubs and organizations representing a wide range of interests and co-curricular activities. Some organizations are funded by SGA, while others operate independently.

View the current list of [clubs and organizations](#) or contact the Office of Student Engagement or the Student Government Association for more information.

Commuter Students

The Office of Student Engagement serves as a liaison between the University and commuter students, providing programs and resources designed to support their campus experience. These include monthly commuter events and a dedicated study and lounge space in the Dion Center.

Student Group Travel Policy

Group travel can be a valuable part of the college experience, offering opportunities for learning, engagement, and community building. Whether participating in a day trip to Boston or an overnight excursion to New York City, students can benefit from experiences that extend beyond the classroom.

Rivier places the highest priority on the safety and well-being of students, faculty, and staff. All University-sponsored travel, whether domestic or international, must follow the guidelines and procedures established 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. The goal of the orientation program is for each student and family member to leave with the information needed to have a successful experience at Rivier. Parents and families can learn about Rivier through presentations on academics, student life, and college student development.

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

Student Government Association (SGA)

Every full-time undergraduate student who pays the Student Activities Fee is a member of the University's Student Government Association (SGA). SGA serves as the representative voice of the student body and works to:

- Promote student engagement and participation in campus life
- Represent student interests and concerns within the University community
- Foster communication and collaboration among students, faculty, staff, and administration
- Support recognized student organizations and programs that enhance the student experience

Student organizations provide opportunities for students to pursue shared interests and contribute to campus life in ways that reflect Rivier's mission and values. SGA is responsible for recognizing student organizations and overseeing the allocation of student activity funds.

To be eligible for recognition and funding, a student organization must:

- Maintain at least five active student members
- Have elected student officers and a faculty or staff advisor
- Maintain a current constitution on file with SGA
- Demonstrate progress toward the goals outlined in its constitution

Agreement between the Administration and the Student Government Association

University administrators recognize that co-curricular activities are an important component of the student experience, complementing the formal educational process. Consistent with its mission and values, Rivier is committed to educating the whole person in all dimensions of development. To this end, students are encouraged to take advantage of the social, educational, cultural, and leadership opportunities available to them.

The underlying rationale for SGA is to promote self-direction, self-discipline, and leadership development among students as they pursue their personal goals of responsibility, accountability, and fulfillment. The administration, seeking to foster a balance between individual freedom and the rights of all members of the University community, delegates certain responsibilities to students through the SGA and authorizes the Association to exercise the powers vested in it by its constitution.

As a private institution incorporated in the State of New Hampshire, Rivier retains the authority and responsibility to ensure that activities conducted within the University community or in the name of Rivier do not infringe upon the rights, well-being, or privileges of others. Accordingly, the administration reserves the right to ensure that the powers granted under the SGA constitution remain consistent with the University's mission, goals, and objectives as outlined in official University publications.

Residence Life and Housing

Living on campus offers students a unique opportunity to extend their learning beyond the classroom and become part of a supportive residential community. Students and staff work together to create an environment that reflects the University's mission, encourages personal growth, and respects the dignity of every individual.

Residence Life strives to foster an inclusive community where all students are encouraged to participate, build connections, and contribute positively to campus life. Through the residential experience, students have opportunities to grow, learn, and develop while offering one another respect, support, and encouragement.

Residence Life Staff

The Director of Residence Life and Housing oversees the operation of the University's residence halls. Each residential area is supported by trained staff who assist students with social, personal, academic, and community-related concerns.

Residence Life staff work with students to create a safe, supportive, and positive living environment. In addition to promoting community standards and enforcing University policies, staff members help maintain the safety and security of the residence halls.

The Residence Life team includes 14 undergraduate Resident Assistants and four professional Resident Directors. A staff member is always on duty to respond to student concerns and provide assistance. Students are encouraged to become familiar with their Residence Life staff and the resources they provide.

Staff Availability

A Residence Life staff member is available at all times to assist students. The Resident Assistant (RA) on duty can be reached at (603) 305-9480 from 8 p.m. to 11:30 p.m. Sunday through Wednesday, from 8 p.m. to 2 a.m. on Thursday, and 24 hours a day on weekends beginning at 8 p.m. Friday.

Students may also contact the Department of Public Safety and Security 24 hours a day, seven days a week at (603) 888-1666 and ask to speak with the RA on duty. Staff rosters and contact information are posted on each residence hall floor and are available at the front desk. The Resident Assistant Office is in Guild Hall, adjacent to the main lobby.

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.

Gazebo Use Guidelines

The Rivier Village gazebo on Perreault Commons is a shared community space intended for the enjoyment of all residents. Students and guests are expected to:

- Dispose of trash properly
- Keep noise at a reasonable level
- Respect the swings, furnishings, and surrounding property
- Share the space respectfully with others

The following are prohibited:

- Smoking or vaping
- Alcohol and other drugs
- Damage to University property

Students are expected to use the gazebo in a manner that contributes to a safe, welcoming, and respectful residential community.

Housekeeping and Maintenance

The University's Housekeeping and Maintenance staff work to keep residence halls and campus facilities clean, safe, and comfortable. Common areas, including hallways, bathrooms, and lounges, are cleaned Monday through Friday.

Students are expected to leave shared spaces in clean and acceptable condition after use and to help maintain the quality of the residential environment.

Residence Hall Security

Residence hall exterior doors are locked 24 hours a day, except when opened for approved programs or functions. Resident students may access designated entrances with their Rivier ID card until 8 p.m. each evening. After 8 p.m., alarms are activated on all doors except the main entrance to help support building safety and monitor access.

Guests must be properly registered as overnight visitors or leave the residence halls by midnight on Sunday through Thursday and by 2 a.m. on Friday and Saturday.

Residence hall lounges are available to resident students 24 hours a day unless reserved through the Office of Residence Life and Housing. The Department of Public Safety and Security conducts routine rounds of the residence halls and surrounding areas. Emergencies should be reported immediately to Public Safety or the Residence Life staff member on duty.

Parent/Guardian Notification

Rivier 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 for additional support. The University may notify parents or guardians of students in all conduct or safety incidents.

Summer Housing

University residence halls are available during the summer months for:

- Students who are attending summer school
- 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
- Students who are required to live on campus as a function of their Rivier job

Break Housing Periods/Residence Hall Closings

Residence halls close during major University break periods, including Thanksgiving, Winter, Spring, and Easter breaks. Students are expected to vacate the residence halls by the posted closing time and make appropriate travel or work arrangements in advance.

Permission to remain on campus during a break is granted only in limited circumstances. Student teachers and interns must receive authorization from their department chair. Students approved for break housing are charged the current break housing rate unless they are participating in an academically authorized internship or are student-athletes required to remain on campus for practices or competition.

Residence Life will notify students of residence hall closing and reopening times approximately one week before each break. Before leaving, students are responsible for closing windows, turning off lights, removing trash, and unplugging refrigerators when directed. Residence Life staff will conduct health and safety checks during scheduled closings.

Students approved for break housing must continue to follow all University and Residence Life policies, as well as any additional regulations established for the break period. Students should also be aware that:

- Room changes may be required
- Regular University dining services may not be available
- An emergency contact will be provided
- Break housing fees apply unless the student qualifies for an exemption
- Overnight guests are not permitted
- Alcohol is prohibited during break housing, regardless of age
- The Director of Residence Life may require a student to leave campus when necessary

Students approved to remain on campus during a break are expected to comply with all residence hall, safety, and security requirements throughout the break period.

Residence Halls

Rivier offers five residential areas across its 68-acre campus: Guild Hall, opened in 1960; Trinity Hall, opened in 1965; Presentation Hall, opened to the University's Sisters in 1977 and to students in 1999; Brassard Hall, opened in 2001; and the Rivier Village apartments, opened in 2024.

Traditional-age first-year students are generally assigned to Guild Hall. After their first year, students may select from available residence halls based on seniority and space availability.

Housing rates are established by the University and published online before the annual room selection process. During spring housing selection, eligible students may select available rooms, except those reserved for Residence Life staff, approved medical accommodations, or other University needs.

Living and Learning Together

Residence hall living is built on shared responsibility, respect, and consideration for others. By choosing to live on campus, students become part of a community that supports personal, spiritual, and academic growth.

Roommates are expected to build relationships based on mutual respect, open communication, and an understanding of individual differences. Students should address concerns constructively and work together to resolve issues that may arise.

The Basic Responsibilities of All Residents: A Social Contract

All residents are expected to:

- Treat others with respect and consideration
- Understand and follow University and residence hall policies
- Respond reasonably and respectfully to the needs of fellow residents
- Cooperate with Residence Life and other University staff
- Take responsibility for personal and community safety, including proper use of safety equipment, securing residence hall doors, and safeguarding room keys
- Respect common areas, furnishings, and other shared University property

All residents are expected to uphold these responsibilities to help maintain a safe, respectful, and supportive residential community.

Eligibility for On-Campus Housing

Students living in University housing must maintain full-time enrollment of at least 12 credits per semester in undergraduate programs or nine credits per semester in graduate programs.

Exceptions may be considered by the Director of Residence Life and Housing, subject to space availability. Returning seniors in their final semester who are enrolled in fewer than 12 credits may request permission to remain in University housing while completing their degree requirements.

Housing Deposit

A \$250 housing deposit is required to reserve a room and is applied to the student's room and board account. Returning students must pay the deposit to participate in the spring room lottery and housing selection process.

Housing deposits for returning students are refundable through 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 and selection procedures are made available to all students through the Housing portal during the spring semester each year.

Damage Deposit

A \$200 damage deposit 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, when necessary, involving their Resident Assistant.

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 not yet returned, and which spaces are available for students interested in changing rooms. Any room changes recommended by staff will be made only for well-founded reasons. The Director of Residence Life and Housing must authorize all changes in accordance with 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 when there is a danger to individuals.

Residence Hall Facilities

Common Areas

Common areas include all residence hall spaces outside individual student rooms, such as hallways, lounges, lobbies, stairwells, bathrooms, and kitchenettes. Residents share responsibility for maintaining these spaces in a clean and respectful condition.

Intentional damage, misuse, or excessive messes may be considered violations of University community standards. When damage occurs and no individual accepts responsibility, repair costs may be assessed to the residents of the affected floor or building.

Common areas are shared spaces and should be used with consideration for others. Lounges are generally available on a first-come, first-served basis but may be reserved for approved programs or activities through the Office of Residence Life and Housing.

Furniture and equipment provided in common areas must remain in those spaces. Students should remove personal belongings when leaving shared areas. The University is not responsible for lost or stolen personal property.

Bathroom Facilities

Residents should use the bathroom and shower facilities assigned to their floor and help maintain these shared spaces in a clean and respectful condition. Leaks, flooding, or other maintenance concerns should be reported promptly to the Residence Life staff member on duty.

Kitchenettes

Shared kitchenettes are available in each residence hall and may include sinks, stoves, refrigerators, microwaves, and toasters. Students must remain in the immediate area while cooking or using electrical appliances.

Residents are responsible for cleaning kitchenettes immediately after use. Housekeeping staff does not clean or maintain these areas on behalf of residents. Because cooking is prohibited in individual student rooms, approved cooking appliances should be used only in designated kitchenette areas.

Laundry Rooms

Each residence hall provides laundry facilities equipped with washers and dryers. Students must provide their own laundry supplies. Laundry rooms are considered common areas and are available to all residents unless otherwise posted. Use of washers and dryers is provided at no additional charge.

Lounges

Residence halls include common areas where students may study, socialize, and relax. Lounges are equipped with televisions and Roku devices for streaming content and live television. Recreation areas in Guild and Trinity Halls include billiards and Ping-Pong tables, as well as snack and beverage vending machines.

Lost and Found

Found items should be turned in to a Residence Life staff member or the Department of Public Safety and Security. Lost laundry items may be placed in designated areas within the laundry room.

Residents are expected to respect others' property. Taking property that does not belong to you may result in disciplinary action.

Cleanliness and Order

Residents are expected to maintain reasonable standards of cleanliness and order in their rooms and shared spaces. Bathrooms, kitchenettes, lounges, and other common areas are used by the entire residential community, and all residents share responsibility for keeping them clean.

Student rooms should be maintained in a sanitary and orderly condition that demonstrates respect for University property, roommates, and the residential community. Unsanitary or otherwise unacceptable conditions identified during health and safety inspections may result in disciplinary action.

Perishable food may be stored in student rooms only when properly refrigerated. Other food must be kept in sealed containers to prevent contamination and discourage insects or other pests.

Room Inventory

Student rooms are inspected before occupancy to document furnishings and room condition, and to ensure that each space is clean and functional.

Students who identify a maintenance concern or pre-existing damage upon move-in should notify their Resident Director by email within 72 hours. The Resident Director will document the concern and submit a work order when necessary.

Rooms are inspected again whenever a student moves out.

Repair Requests

Maintenance concerns should be reported to a Resident Assistant or Resident Director, who will submit a maintenance request. Repairs are addressed according to priority and campus needs.

Urgent concerns, such as flooding or other conditions that could affect health or safety, should be reported immediately to the Residence Life staff member on duty. Routine concerns, such as an out-of-service washer or dryer, should be reported to a Resident Assistant or Resident Director.

Students who have concerns about a completed repair should contact their Resident Director for assistance.

Health and Safety Inspections

Residence Life conducts monthly health and safety inspections of student rooms throughout the academic year. Inspections may be conducted by Residence Life staff or Public Safety to ensure compliance with University health, safety, and facility standards.

Policy violations, damage, neglect, or other concerns identified during an inspection will be addressed in accordance with University policies and procedures.

All resident students are required to comply with Nashua Fire Marshal safety requirements and all applicable policies contained in the Student Handbook.

Nashua Fire Marshal Safety Requirements

- Refrigerators, microwaves, and other approved appliances 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 must be UL-approved
- Christmas/twinkle/decorative light strands may be installed against the walls, but not across, near, or around exit doors or windows, or crossing from wall to wall in hallways
- Appliances and other items 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' x 5' may not be hung on walls
- Nothing may be affixed to ceilings or fire safety equipment, including sprinklers and extinguishers
- Surge protectors and/or power strips cannot be used to connect another power strip or extension cord
- Major and heat-generating appliances must connect directly to a wall outlet without the use of extension cords, power strips, 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 and/or power strips should not exceed 15 feet
- Extension cords/power strips should never be covered with clothing, carpets, or furniture

Fire Safety Equipment

Each residence hall 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. Abuse of these items may result in 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 only by the magnetic catch and are scheduled to close automatically when the alarms are triggered. Corridor doors deter the spread of smoke and fire and should be kept closed unless 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

Residents are encouraged to personalize their living spaces with items such as rugs, posters, and plants. However, certain items and modifications are prohibited, including unauthorized lofts or other wood construction, unauthorized bunk beds, cinderblocks or bed risers, waterbeds, paint, and wallpaper.

University furniture must remain on the floor and may not be suspended or placed on makeshift supports. Beds should not be dismantled and placed directly on the floor without adequate protection, as this may damage the flooring or furniture. Residents are expected to return their rooms in the same condition in which they were received, aside from normal wear.

Residence Life staff may require the removal of any item, poster, or message deemed inappropriate from bedroom doors, walls, windows, or other visible areas. Flags, banners, and posters may not be hung from ceilings or displayed in bedroom windows.

Holiday Decorations

Residents are welcome to decorate their rooms and doors for holidays, provided all decorations comply with University fire safety requirements.

Hay, grass, live foliage, and similar materials are prohibited. Pumpkins may not be placed in hallways or other areas where they could obstruct passageways. Live trees, wreaths, and other live greenery are not permitted in residence halls. Only artificial trees and lights that are UL-approved may be used.

Furniture

Furniture provided in common areas must remain in those spaces and may not be removed. Furniture within individual student rooms may be rearranged, but may not be removed or additional furniture added without authorization.

Lounge furniture found in a student room may result in a \$25 charge per item. Repeated violations may result in disciplinary action.

Damages

Residents are responsible for the proper care of their rooms and University furnishings. Rooms may be decorated, provided no permanent damage is caused. Nails, double-sided tape, and other materials that may damage walls or ceilings should not be used. Hooks or other objects may not be driven or tacked into walls or ceilings.

Students should report any pre-existing damage promptly after moving in to avoid being held responsible for damage they did not cause. Charges may be assessed for damage identified when a student moves out.

Residents also share responsibility for common areas. When damage occurs in a shared space and the responsible individual cannot be identified, repair costs may be assessed to residents of the affected area or residence hall. Information about typical damage charges is available from the Office of Residence Life and Housing.

Residence Life Policies

Alcohol Policy

The 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 in accordance with New Hampshire state law and the University's policies and practices.

The following actions constitute violations of University policy:

- Any infraction of New Hampshire state law
- Any violation of Rivier's policy on alcohol
- 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
- Drinking alcoholic beverages in public areas
- Drinking alcoholic beverages in University residence halls, except by residents and their guests who are 21 years old
- Serving alcohol in residence hall rooms where individuals who are less than 21 years of age are present
- Consumption of alcoholic beverages anywhere on campus, except in University residence halls by those of legal age, is prohibited
- Use of University funds for the purchase of alcoholic beverages to be served to individuals less than 21 years of age
- Failure to identify underage persons and to ensure that alcoholic beverages are not served to them
- Failure to provide equally accessible, alternative, non-alcoholic beverages whenever alcoholic beverages are available
- Serving alcoholic beverages to individuals who are intoxicated
- 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 abides by the laws of the state of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior in accordance with New Hampshire state law and the University's policies and practices.

The following actions constitute violations of University policy:

- Any infraction of New Hampshire state law
- Any violation of the 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 and Exiting Residence Halls

A valid University ID is required to enter the residence halls. Doors equipped with card readers are accessible from 5 a.m. to 11 p.m. The main entrance remains accessible by University ID 24 hours a day.

Residents may exit through any designated exterior door between 6 a.m. and 11 p.m. Outside of those hours, all doors except the main entrance are locked and alarmed. Residents should use the main entrance when exiting before 6 a.m. or after 11 p.m.

Exterior doors may not be propped open. Unsecured doors compromise the safety of the residential community. Residents are also encouraged to lock their room doors and always carry their keys and University ID. The University is not responsible for lost, stolen, or damaged personal property.

Fire Safety Regulations

Residents should familiarize themselves with all available exits and stairways before an emergency occurs. Whenever a fire alarm sounds, including during scheduled drills, all residents must evacuate the building immediately and follow instructions from Residence Life staff, Public Safety, firefighters, or other University personnel.

Fire alarms, extinguishers, and other fire safety equipment are intended for emergency use only. Tampering with fire safety equipment, intentionally activating a false alarm, or discharging a fire extinguisher without cause may result in disciplinary action, removal from University housing, and/or criminal prosecution.

If You Discover a Fire

- Leave the building immediately and do not place yourself at risk
- Activate a fire alarm pull station as you exit
- Move away from the building and report to the designated assembly area at the Dion Center
- Follow all instructions from Residence Life staff, Public Safety, firefighters, and other University personnel

If You Hear a Fire Alarm

- Check the door for heat before opening it
- If the door is hot, do not open it and follow emergency procedures for remaining safely in the room
- If the door is cool and conditions permit, leave by the nearest safe exit
- Close doors behind you as you evacuate
- If smoke is present, stay low to the floor and move toward the nearest safe exit
- Once outside, proceed to the designated assembly area and follow instructions from University personnel
- Do not re-enter the building until authorization is given by the Fire Department or University personnel

Candles and Incense

Open-flame devices, including candles, incense, potpourri burners, bottled-gas appliances, lanterns, and similar items, are prohibited in residence halls.

Cooking Appliances

Cooking appliances may not be used in individual student rooms. Approved cooking appliances may be used only in designated kitchenettes.

Extension Cords and Power Strips

Power strips may not be connected to other power strips or extension cords. Refrigerators and other designated appliances must be plugged directly into a wall outlet. Power strips used in residence halls must have a built-in circuit breaker and comply with applicable fire safety requirements.

Electrical Appliances

Appliances with open heating elements, including hot plates and certain coffee makers, are prohibited in student rooms. Space heaters, portable air-conditioning units, halogen or torch-style lamps, and similar heat-producing appliances are also prohibited in residence halls.

Hall Sports

Sports and other recreational activities are prohibited inside residence halls and in areas immediately adjacent to the buildings when they may disrupt others or damage University property.

Throwing snowballs at windows, University buildings, vehicles, or individuals who are not willingly participating is strictly prohibited.

Halogen Light Safety Policy

Halogen floor and table lamps, commonly known as torchiere lamps, are prohibited on the Rivier campus due to the significant fire risk posed by their high operating temperatures.

These lamps may not be used or possessed in residence halls, classrooms, academic or administrative offices, workspaces, or public areas of the University.

Mistreatment of Staff

Residence Life staff, Public Safety officers, and other University employees are responsible for enforcing University policies and applicable laws. Students may not interfere with, harass, mistreat, intimidate, or otherwise undermine staff members in the performance of their duties. This expectation also applies to students and staff assigned to residence hall front desks or other positions responsible for reporting concerns.

Violations may result in disciplinary action, including possible termination of the Residence Hall Agreement.

Occupancy

Residents may host Rivier students or register outside guests in their residence hall rooms, subject to established occupancy limits. For safety reasons, maximum occupancy is limited to twice the room's designated occupancy plus one person.

For example, a double room may accommodate no more than five people at one time, while an 11-person Brassard Hall suite may accommodate no more than 23 people.

Overnight Visitors

Residents may host up to two overnight visitors of the same sex. All overnight guests must register with their host at the front desk of the residence hall in which they will be staying. Guests must have a valid guest pass and be escorted by their host while in the building.

Hosts are responsible for ensuring that guests comply with all University and residence hall policies and that roommates are comfortable with the arrangement. Residence Life may review or restrict visitation privileges when the frequency or duration of visits becomes disruptive.

Overnight guests may stay for no more than three consecutive nights and no more than eight nights in any calendar month. Guests must be registered to stay in the room of, and use the bathroom facilities designated for, a same-sex host.

Visitation Policy

Open Hours

As a Catholic institution, Rivier seeks to ensure that its residential community reflects the University's mission and heritage. The University believes that established visitation hours promote the dignity of and respect for all persons while providing a structure that allows students to live and learn in a harmonious environment. These hours are intended to support:

- The right of resident students to have private time for sleeping, studying, or reflection
- The development of relationships among roommates and/or students of the same gender to foster friendships
- The establishment of appropriate boundaries and the prevention of roommate conflicts related to opposite-gender visitation
- The development of community among students living within the same wing or hallway

A 24-hour visitation policy within individual residence hall rooms would be inconsistent with the University's mission and the residential community it seeks to foster. Designated common areas within each residence hall and the Dion Center are available for 24-hour visitation for residents and/or their guests who wish to gather for academic or social purposes.

Residents are expected to observe the designated Open Hours and are responsible for ensuring that their guests leave residential areas by the prescribed time.

Open Hours for Resident Students

Sunday-Thursday: 8 a.m.-12 a.m.

Friday-Saturday: 8 a.m.-2 a.m.

Open Hours for Non-Resident Students and/or Guests

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

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

Students may entertain guests of the opposite sex in their living quarters during Open Hours. The following guidelines apply:

1. All residence hall policies remain in effect
2. Each resident is responsible for the guest(s) they sign in
3. Guests must sign in and out at the front desk
 - a. All guests are required to leave a valid form of identification, such as a driver's license or student ID, at the desk when signing in
 - b. The identification will be returned when the guest signs out
4. Each resident may register no more than two guests at any one time during Open Hours
5. Certain staff members make their homes on campus and may have guests at times other than those listed above
 - a. These guests must be escorted into and out of the building
 - b. This provision applies to Resident Directors, VISTA Volunteers, and the Director of Residence Life and Housing
6. Guests must be escorted into, out of, and throughout the residence halls at all times during their visit

7. Guests should use the designated bathroom near the lobby on the ground floor of each residence hall
 - a. Guests may use bathrooms within the residence hall provided they are escorted, and no resident is inconvenienced
 - b. Guests are not permitted to use residence hall showers; however, registered overnight guests must use the designated showers on their respective floors
8. Residence Life staff reserve the right to require disruptive individuals to leave the premises, deny guest privileges to the resident involved, and/or refuse re-admittance to any individual
9. In accordance with New Hampshire state law and University regulations, no individual under the age of 21 may consume alcohol, serve alcohol, or be present in a room where alcohol is being served
 - a. Residence Life staff reserve the right to confiscate alcohol and/or refuse admittance to anyone carrying alcohol
10. Any unregistered guest will be considered a trespasser
 - a. Public Safety officers may have such individuals arrested at their discretion, depending on the circumstances
 - b. Any unregistered individual who is escorted off campus or directed to leave campus for failing to register as a guest may not return without authorization from the Director of Residence Life and Housing or the Department of Public Safety and Security

Quiet Hours

Sound travels easily throughout the residence halls. Voices, stereos, televisions, and sound amplification equipment may be heard in neighboring rooms or on floors above and below. All residents have the right to sleep, study, or listen to music of their choice without unreasonable disturbance.

Residents are expected to be mindful of noise levels and to comply with reasonable requests from other residents or staff to reduce noise. The cooperation of all students is expected to maintain an environment conducive to studying, relaxation, and sleep. Relative quiet is always expected.

Sunday-Thursday: Begin at 11 p.m. and continue until 11 a.m. the following day
Friday-Saturday: Begin at 12 midnight and continue until 11 a.m. the following day

Quiet Hours are intended to support an appropriate study environment within the residence halls. All residents, along with Resident Assistants, share responsibility for observing and enforcing these expectations in a spirit of civility.

Students are encouraged to inform others when noise becomes disruptive. If the disruptive behavior continues, a member of the Residence Life staff should be contacted for appropriate action. At all times, residents must be considerate of the rights and needs of others within the residence hall community.

Special quiet hours are established during final examination periods. During these periods, the highest level of consideration must be given to students completing examinations. Violations of the 24-hour quiet hours established during final examination periods will not be tolerated.

Courtesy Hours

24-hour courtesy hours are always in effect. Residents are expected to uphold community standards and respect others' rights in their day-to-day interactions.

Service Animals, Emotional Support Animals, and Pets

Service animals and Emotional Support Animals (ESAs) are permitted in University housing only when approved through the Office of Disability Services. Animals that have not received approval may not be housed on campus.

Pets are not permitted in the residence halls, with the exception of fish kept in fishbowls. Large tanks and electric pumps are not allowed. For purposes of this policy, a fish is defined as an animal that lives in water 24 hours a day and cannot survive outside of water.

Signs, Posters, and Notices

Student clubs, organizations, and other groups are required to adhere to the University's posting policy when hanging 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 or other public property that has been unlawfully removed is prohibited. Such items are considered stolen property and may result in unnecessary replacement costs to taxpayers. Any street signs found in a student's possession will be confiscated and returned to the appropriate Department of Public Works.

Windows & Screens

Each residence hall is equipped with windows that include inner and storm protection, as well as screens. Window screens must always remain in place. Windows may not be used to enter or exit a room or to pass items into or out of the building.

Resident students are expected to comply with all University policies, procedures, guidelines, and standards, including those specific to Residence Life and Housing and the Residence Hall Agreement. Violations of these expectations may result in referral to the student conduct process.

Department of Public Safety and Security

The Rivier Department of Public Safety and Security coordinates campus security. 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 Department of Public Safety and Security works to prevent crime, address safety concerns, and protect the University community. Public Safety officers patrol the main campus and other University-owned properties on foot and by vehicle 24 hours a day, seven days a week, year-round.

Public Safety is located on the main floor of the Dion Center in Room 204.

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 access limited to the facilities where the events are held. Access to the residence halls is limited to the residents and their authorized guests according to Residence Life policies.

Building and Grounds Maintenance

Facilities Management maintains University buildings and grounds with a focus on safety and security. The department responds promptly to reported hazards, including broken windows, damaged locks, and other conditions that may pose a safety concern.

If an immediate response is needed and Facilities Management staff are unavailable, contact the Department of Public Safety and Security at (603) 888-1666.

Crime Prevention

The University prioritizes the safety and well-being of the campus community. Public Safety officers receive specialized training and provide a variety of year-round programs and services designed to reduce opportunities for crime and promote personal safety.

Services include personal security escorts, crime prevention presentations, parking lot security, and the Silent Witness Program. Students, faculty, and staff are encouraged to contact the Public Safety Office for additional information.

Crime Statistics

The Annual Crime Report is compiled from incidents reported to the Department of Public Safety and Security, designated Campus Security Authorities (CSAs), and the Nashua Police Department. The report is prepared annually following the conclusion of each calendar year.

Rivier complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, commonly known as the Clery Act. For additional information about campus crime statistics or Public Safety services, contact the Department of Public Safety and Security.

Electric Vehicle Charging Station

The University is committed to promoting sustainability and reducing the environmental impact of campus operations. The installation of Blink Electric Vehicle (EV) Charging Stations supports the University's ongoing environmental and sustainability initiatives.

EV charging stations are in Overflow Lot D, behind Rivier Village. One charging station is designated exclusively for accessible parking and use by vehicles displaying a valid disability parking permit or license plate. Users should refer to the [Campus Parking Map](#) for specific locations and parking guidance. Access to and use of the charging stations is facilitated through the Blink Charging App.

Use of the EV charging stations is available to all students, faculty, staff, and authorized visitors who:

- Own or operate an electric vehicle; and
- Are registered through the Blink Charging App

Vehicles occupying a designated EV charging space must be actively connected and charging. Vehicles not actively charging while parked in these spaces may be subject to fines and/or towing. Applicable rules and regulations are posted at each charging station location.

EV charging stations are available 24 hours a day, seven days a week, except during scheduled maintenance, lot closures, or special campus events.

To promote equitable access to charging stations, users are encouraged to disconnect and relocate their vehicle promptly once charging is complete. Charging sessions are limited to three hours per session. A campus fine may be issued if a vehicle remains in a charging space for more than three hours.

Charging fees are established and administered by Blink Charging and are subject to change. Fees may be assessed on a per-minute, per-session, or per-kilowatt-hour (kWh) basis, as determined by Blink Charging.

Users are expected to comply with all vehicle manufacturers' and Blink Charging's safety instructions. Users must not attempt to repair or tamper with charging equipment. Any hazards, malfunctions, or safety concerns should be reported immediately to Rivier Public Safety.

The use of unauthorized electrical outlets on campus for vehicle charging is strictly prohibited.

The University assumes no responsibility for damage to vehicles or personal property resulting from the use of EV charging stations. Users utilize the charging stations at their own risk. Damage to charging stations may result in financial liability, fines, and criminal prosecution.

Failure to comply with this policy, misuse of charging equipment, or unauthorized use of EV charging spaces may result in fines, towing, suspension of charging privileges, or other disciplinary action as deemed appropriate by the University.

Rivier reserves the right to monitor charging station usage to ensure compliance with this policy and to evaluate future EV infrastructure needs.

Blink Charging is responsible for the operation, maintenance, and repair of the EV charging stations. Any hazards, malfunctions, or safety concerns should be reported immediately to the University's Public Safety Office.

To access and use the charging stations, users must download the Blink Charging application and comply with all applicable [instructions and requirements](#).

Emergency Notification System

Students, faculty, and staff may register for the University's RAVE Emergency Notification System. RAVE allows the University to send text, voice, and email messages to registered users in the event of an emergency, crisis, or weather-related cancellation.

New full-time undergraduate students have an opportunity to register during summer Orientation, and all students are provided additional opportunities throughout the academic year, including at the beginning of each semester. Students may also [register for RAVE or update their contact information](#) online.

The Emergency Notification System is tested monthly.

Fire Drills

The Department of Public Safety and Security, in conjunction with the Nashua Fire Department and Residence Life staff, conducts fire drills throughout the academic year. Student participation is mandatory.

All students must evacuate the building immediately whenever a fire alarm sounds. Each student is responsible for evacuating promptly and following established emergency procedures.

Residents are strongly encouraged to familiarize themselves with the locations of fire extinguishers, fire alarm pull stations, and emergency exits in their residence halls.

ID Cards

All new students must obtain a valid University ID card before the start of classes. ID cards are issued by the Department of Public Safety and Security, located in the Dion Center, Room 204.

University ID cards are used for a variety of campus services, including checking out materials from Regina Library, accessing computer labs, attending University events, and participating in certain social, cultural, and athletic activities. ID cards may also be used for Nashua Transit transportation within the City of Nashua.

Some ID cards provide electronic access to residence halls and may also be used for printing services and select campus vending machines. Students enrolled in a meal plan may use their ID cards at the Raider Grounds Café, dining hall, and Raider Crossing. Meal plans are arranged through Student Accounts, located in Adrienne Hall, Room 111.

Lost or stolen ID cards must be reported immediately to the Department of Public Safety and Security. Replacement cards will be issued, and a replacement fee may be assessed when appropriate. Falsifying, altering, or otherwise tampering with a University ID card is considered a serious violation of University policy.

Lost and Found

Students who have found property or are attempting to recover a lost item should contact Public Safety at (603) 888-1666.

The University is not responsible for personal property that is lost, stolen, or left unattended on campus, in vehicles, or in student rooms.

Missing Students Who Reside in On-Campus Housing

Any member of the University community who has reason to believe that a student residing in on-campus housing is missing must immediately notify the University's Department of Public Safety and Security. Public Safety will generate a missing person report and initiate an investigation.

If, after investigating the report, the Department of Public Safety and Security determines that the student is missing, Public Safety will notify the Nashua Police Department and the student's emergency contact as soon as possible.

If the missing student is under 18 and not emancipated, Rivier will notify the student's parent or legal guardian, as well as any other contact person designated by the student, once Public Safety determines the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing may confidentially designate an individual to be contacted by the University if they are determined to be missing. If a confidential contact has been designated, the University will notify that individual as soon as possible after the student is determined to be missing.

Students who wish to designate a confidential contact may do so through Rivier's Office of Residence Life and Housing. This information will be accessible only to authorized University officials and law enforcement personnel and will not be disclosed outside a missing-person investigation.

Parking

All students who park a vehicle on campus are required to display a valid University parking pass. Parking passes are available from the Department of Public Safety and Security, located in Dion Center, Room 204.

A \$95 parking fee is assessed to commuter students through Student Accounts. Resident students may obtain a parking pass at no charge if they choose to bring a vehicle to campus.

Students must comply with all University parking rules and regulations. The current [Parking Rules and Regulations and campus parking map](#) are available on the Department of Public Safety and Security webpage.

Reporting a Crime

To report a crime or other incident requiring the attention of University administration, contact the Department of Public Safety and Security at (603) 888-1666.

In an urgent situation, including a medical emergency, first contact emergency services by calling 911. University personnel should be notified after emergency authorities have been contacted.

Students who have been victims of a crime are encouraged to seek support from a member of the Student Experience staff, a faculty member, or another trusted individual.

Timely Warnings and Emergency Notifications

The Department of Public Safety and Security may issue a Timely Warning to inform the University community of certain serious, ongoing, or potentially dangerous incidents reported to the University. Timely Warnings are intended to provide information that allows members of the campus community to take appropriate precautions.

The decision to issue a Timely Warning is made on a case-by-case basis. Incidents that may result in a warning include, but are not limited to, crimes identified under the Clery Act.

An Emergency Notification will be issued when the University determines that a significant emergency or dangerous situation poses an immediate threat to the health or safety of the campus community.

University Vehicle Use

The University owns, leases, and rents passenger vans and other vehicles for authorized use by students, faculty, and staff. All individuals operating a University-owned, leased, or rented vehicle must be certified in accordance with University policy.

The Department of Public Safety and Security reserves the right to review the driver's license and driving record of any individual who operates a University vehicle. This policy applies to:

- All student drivers and Athletics staff
- Employees or drivers associated with recognized University clubs or organizations
- Employees of any University office or department
- Employees of third-party vendors contracted by Rivier who operate University-owned, leased, or rented vehicles

Policies and procedures governing University vehicle use must be reviewed and acknowledged through the Department of Public Safety and Security when scheduling vehicle use.

Additional Student Resources & Services

Academic Calendar

Current and future academic calendars are available on the University's [Academic Calendar webpage](#).

Dion Center

The Dion Center serves as a hub of student activity and provides offices, services, and gathering spaces that support the student experience. The building is open 24 hours a day and hosts a variety of student programs, activities, and events.

Resources and services located in the Dion Center 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

Located on the first floor of the Dion Center, Raider Crossing combines dining, retail, and gathering space for the campus community. The eatery offers a variety of menu options, including salads, sandwiches, comfort foods, prepared Simply To Go meals, burritos, artisan sandwiches, customizable Bowlful power bowls, smoothies, boba tea, and other grab-and-go items.

Raider Crossing is also home to the Spirit Shop, where students and visitors can purchase Rivier-branded apparel and merchandise, gifts, and school supplies. The space provides students with a convenient place to dine, shop, and gather throughout the day and evening.

eCampus.com Online Bookstore

eCampus.com is the University's course materials provider, offering new, used, rental, and digital textbooks. Students may search for and purchase course materials through the [Rivier eCampus Online Bookstore](#).

Dining Services

Dion Dining Hall

Managed by Sodexo Campus Services, the Dion Dining Hall is located on the upper level of the Dion Center. The dining hall offers a variety of options, including hot entrées, salads, lighter fare, and late-night dining. Students with dietary needs are encouraged to speak with the Sodexo nutritionist.

Hours of Operation

Monday-Thursday

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.

Late Night: 8 p.m.-12 a.m.

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.-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.

Late Night: 8 p.m.-12 a.m.

Raider Grounds in Regina Library

Raider Grounds offers Starbucks coffee and beverages, along with Simply To Go items such as sandwiches, salads, desserts, and microwaveable meals. The convenient grab-and-go format provides students with quick meal and snack options throughout the day.

Hours of Operation

Monday-Friday: 8 a.m.-3 p.m.

Dining Policies and Flex Cash

Dining Services management offices are located on the third floor of the Dion Center. Students must present a valid Rivier ID to access dining hall meals. Proper attire and footwear are required.

Flex Cash is added to resident meal plans at the beginning of each semester. Unused Flex Cash rolls over from the fall semester to the spring semester; any remaining balance at the end of the spring semester is forfeited.

Flex Cash amounts are based on the selected meal plan:

- Unlimited Plan: \$215
- 10 Plan: \$350
- 190 Plan: \$250

Students may use Flex Cash by presenting a valid Rivier ID when purchasing items at Simply To Go locations or purchasing additional dining hall meals for themselves or guests.

Raider Crossing

Located on the first floor of the Dion Center, Raider Crossing offers dining, retail, and gathering space for the Rivier community. Food options include burritos, artisan sandwiches, customizable Bowlful power bowls, smoothies, boba tea, Simply To Go meals, and a variety of grab-and-go selections.

Raider Crossing is also home to the Spirit Shop, where students and visitors can purchase Rivier-branded apparel and merchandise, gifts, and school supplies.

Hours of Operation

Monday-Friday: 8 a.m.-8 p.m.

Saturday: 12 p.m.-6 p.m.

Sunday: 12 p.m.-8 p.m.

Mail Services

Incoming mail and packages for students are processed through the Mail Room, located in Memorial Hall, Room 118.

Packages that fit within the Parcel Lockers and do not require special storage conditions will be placed in the lockers located in the Memorial Hall lobby. Mail, oversized items, and packages requiring special handling must be picked up directly from the Mail Room.

Students will receive a notification through their Rivier email when mail or a package arrives. The email will either:

- Provide a one-time access code for retrieving an item from a Parcel Locker
- Direct the student to pick up the item from the Mail Room during regular office hours

Students picking up items from the Mail Room must present a Rivier Student ID or other valid photo identification before mail or packages are released.

Items placed in Parcel Lockers may be retrieved from the Memorial Hall lobby Monday through Saturday from 6:30 a.m. to 10 p.m. Students will also receive a Rivier email notification when letters or cards are received.

Packages will be held for up to six months. Items that are not claimed within that period, and for which no alternative arrangements have been made, will be considered abandoned property and returned to the sender when possible or otherwise disposed of.

Outgoing Mail

The Mail Room also provides outgoing mail and package services. Whenever possible, students should bring items already prepared for mailing; however, shipping supplies are available, and Mail Room staff can assist with packaging.

Payment for outgoing mail and packages must be made by cash or check only. Prepaid USPS, UPS, and FedEx packages may also be dropped off at the Mail Room for shipment at no additional charge.

Student Mailing Address

All student mail and packages should be addressed as follows:

FIRST AND LAST NAME

420 South Main St.
Nashua, NH 03060

For questions or assistance, visit the Mail Room or email mailroom@rivier.edu.

Transportation

Rivier students, faculty, and staff may ride Nashua Transit System (NTS) buses free of charge by presenting a valid Rivier ID when boarding.

Nashua Transit provides transportation throughout the city, including access to shopping, dining, employment, medical appointments, and other destinations. A Nashua Transit bus stop is located near Regina Library for convenient access from campus.

For route information, schedules, and service updates, call (603) 880-0100 or visit the [Nashua Transit Rider Information webpage](#).

Community Standards

Statement on Student Conduct

Rivier is a Catholic, co-educational institution founded by the Sisters of the Presentation of Mary. Students who choose to enroll at the University become members of a community grounded in its mission, values, and commitment to the dignity of every person.

Commitment to self-discipline, personal responsibility, integrity, and mutual respect is expected of all members of the University community. These principles are essential to maintaining an environment that supports learning, personal growth, and community well-being. University policies and regulations exist to promote these values and to protect the rights, safety, and welfare of all community members.

While guidance, education, mentoring, and support are the primary means through which responsible behavior is encouraged, the University reserves the right to address behavior that is inconsistent with community expectations. The Office of the Dean of Students is responsible for administering the student conduct process and imposing appropriate sanctions when necessary.

All students share responsibility for contributing to a positive campus environment by complying with University policies and encouraging others to do the same. Students who become aware of behavior that may violate University policy are encouraged to take appropriate action, which may include discouraging the behavior, supporting affected individuals, or reporting concerns to an appropriate University official.

Student Rights and Responsibilities

Student Rights

Students have the right to:

- Privacy and confidentiality as provided by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws
- Learn, live, and participate in a campus environment free from harassment, bullying, threats, intimidation, hazing, discrimination, and violence
- Be treated with dignity and respect as members of the University community
- Receive assistance from University personnel and be treated professionally and fairly
- Receive notice of alleged conduct violations and an opportunity to respond through established conduct procedures
- A fair and timely resolution of conduct matters
- Appeal conduct decisions in accordance with University procedures
- Peacefully assemble and express views in ways that do not disrupt University operations or infringe upon the rights of others
- Express opinions that differ from those of the University in a manner consistent with University values and community standards

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

Student Responsibilities

Students are expected to:

- Treat all members of the University community with respect and dignity
- Engage responsibly in their educational pursuits and campus life
- Accept responsibility for their words, actions, and decisions
- Act honestly and with integrity in all interactions
- Contribute to the health, safety, and well-being of the University community
- Respect the rights of others and University property
- Comply with University policies, procedures, and the Student Code of Conduct

Student Code of Conduct

As in any community, standards of conduct are necessary to support an environment that promotes learning, personal development, mutual respect, and community well-being.

The fundamental principle underlying Rivier's community standards is that each person is expected to respect the rights of others, University property, and the integrity of the University community.

Students are responsible for knowing and complying with expectations outlined in this Student Handbook, other University publications, applicable local ordinances, and state and federal laws. The student conduct process is intended to be educational, promoting accountability, reflection, and responsible decision-making while addressing behavior inconsistent with community standards.

The University may address conduct occurring on campus, at University-sponsored programs or activities, through electronic or online platforms, and, when appropriate, off campus when such behavior may adversely affect the University community, its members, or the University's mission and interests.

The following behaviors are considered violations of the Student Code of Conduct:

- Academic Dishonesty
 - Failure to comply with the University's Academic Integrity Policy
- Personal Conduct
 - Collecting, distributing, or viewing unauthorized video surveillance footage
 - Harassment, bullying, intimidation, discrimination, or retaliation
 - Disorderly conduct
 - Disposing of trash or refuse anywhere on campus except in designated receptacles
 - Gambling, as defined by New Hampshire law
 - Lewd, indecent, or obscene conduct or expression
 - Obstruction or disruption of any authorized University activity, including classes
 - Theft or theft of services
 - Unauthorized recording, distribution, or viewing of private or confidential images, video, or audio recordings
 - Violations of other published University policies
- General Safety
 - Damage to or destruction of University property or the property of a member of the University community, including registered guests

- Duplicating or possessing unauthorized University keys
- Conduct that threatens, harms, intimidates, degrades, or endangers any individual or group, including physical assault, threats, harassment, stalking, dating violence, domestic violence, sexual misconduct, or other behavior that compromises the health or safety of others
- Hazing, as defined by New Hampshire law
- Unlawful entry into or other unauthorized use of University facilities
- Violation of the Skateboard Policy
- Violation of the University's Firearms, Firearm Replicas, Weapons, Fireworks, Explosives, and Flammables Policy
- Violations of the University's Sexual Misconduct, Harassment, and Gender-Based Violence policies
- Willfully activating a false fire alarm, tampering with fire or emergency equipment, or 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
 - Knowingly providing false information to the University or a University official
 - Refusal to provide positive identification when requested by University personnel
 - Posting, displaying, or distributing materials in violation of University policies or in a manner that materially disrupts University operations, damages property, or interferes with the rights of others
 - Unauthorized use of the name, trademarks, logos, or other identifying marks of the University
- Alcohol and Other Drugs
 - Any violation of the University's alcohol and drug policies, or applicable laws of the State of New Hampshire
- Guest and Visitor Expectations
 - Any violation of the University's Visitation Policy
- Sexual Misconduct/Title IX
 - Any violation of the University's Title IX Policy
- Student Conduct System
 - Encouraging, supporting, or influencing another individual or group to violate University policy
 - Failure to comply with the directives of University officials, including but not limited to residence hall staff, library staff, information technology staff, public safety personnel, and faculty members
 - Interfering with any University investigation or conduct process, including tampering with evidence or attempting to influence participants in an investigation or conduct proceeding
 - Violating the terms of any disciplinary sanction imposed by a conduct officer or conduct body
- Residence Life and Housing Policies
 - Any violation of Residence Life and Housing policies.

Adjudication of the Student Code of Conduct

Rivier expects all students to contribute to a community founded on respect, responsibility, accountability, and care for others. Students are expected not only to comply with University policies, but also to encourage responsible behavior among their peers and report conduct that may adversely affect the safety, well-being, or rights of members of the University community.

The University generally follows a progressive conduct model. Repeated violations of the same policy or multiple violations of different policies may result in increasingly serious sanctions.

The Student Conduct Process is intended to address misconduct while providing students with an opportunity to learn from their actions, reflect on community expectations, and demonstrate personal growth. The process promotes accountability, fairness, educational development, and adherence to University standards.

Student Conduct Process

Report

An incident report may be submitted by a residence life staff member, public safety officer, faculty member, staff member, student, or other member of the University community when a potential violation of the Student Code of Conduct has occurred.

Reports are reviewed by the appropriate conduct officer, and students involved may be invited to participate in a conduct hearing.

Conduct Hearing

The purpose of the conduct hearing is to provide an opportunity for all relevant information to be reviewed and discussed. Conduct hearings are intended to be educational and developmental and to provide students with an opportunity to respond to reported concerns.

When appropriate, the hearing process may incorporate restorative practices to address harm, rebuild trust, and strengthen community relationships.

Conduct hearings may be facilitated by a Resident Director, the Director of Residence Life and Housing, the Dean of Students, or another designated University official.

Outcome Notification

Students participating in the conduct process will receive written notification of the outcome, including any assigned sanctions. Notification is generally provided through official University communication channels, including the student's University email account and the Guardian Reporting System.

Interim Measures

The Dean of Students may implement interim measures, including interim suspension from the University and/or University housing, before a formal conduct hearing when necessary to:

- Protect the health, safety, or well-being of members of the University community
- Protect University property
- Ensure the student's own physical or emotional safety and well-being
- Preserve the normal operations of the University

During an interim suspension, a student may be restricted from accessing residence halls, classrooms, campus facilities, University events, or other University programs and activities.

Interim measures remain in effect until the conduct process, including any appeal, has concluded unless modified by the University.

A student may request a review of an interim suspension by the Vice President for Student Experience. Such a review will ordinarily occur within three business days of the request. The Vice President for Student Experience will determine whether the interim suspension should remain in effect pending resolution of the matter.

Students placed on interim suspension must obtain authorization from the Dean of Students before returning to campus or participating in University activities.

Sanctions

Students found responsible for violating the Student Code of Conduct may be subject to one or more of the following sanctions.

Warning

A formal notice that a student's behavior violated community standards and that future violations may result in more serious sanctions.

Restorative Measures

Restorative measures may include, but are not limited to:

- Restitution or compensation
- Educational assignments
- Reflection activities
- Community service
- Mediation
- Letters of apology or acknowledgement of responsibility
- Other developmental or restorative outcomes deemed appropriate

Probation

Probation is a serious conduct status indicating that future violations may result in suspension or dismissal. Probation may include restrictions such as:

- Loss of guest privileges
- Restrictions on participation in certain activities or events
- Restorative measures
- Educational requirements
- Other conditions deemed appropriate

Deferred Residential Suspension

A resident student's housing status remains in effect provided that no additional policy violations occur. Subsequent violations may result in immediate termination of the housing agreement.

Suspension

Temporary separation from University housing, classes, activities, or enrollment for a designated period of time. Students may be required to satisfy specific conditions before returning to good standing.

Dismissal

Separation from University housing and/or academic enrollment. Dismissal is reserved for the most serious violations or repeated conduct demonstrating an unwillingness or inability to comply with University expectations. In limited circumstances, reinstatement may be considered at the University's discretion.

Additional Sanctions

The University reserves the right to impose additional sanctions appropriate to the specific nature and circumstances of the violation.

Factors Considered in Determining Sanctions

When determining appropriate sanctions, the University may consider:

- The severity of the incident
- The nature and reliability of the information available
- Prior conduct history
- The impact of the behavior on individuals and the University community
- The educational value of potential sanctions
- The student's level of responsibility, cooperation, and responsiveness during the conduct process

Fines and Community Service

Any fines assessed as part of the conduct process are payable to the University and will be applied to the student's account.

Students experiencing financial hardship may request consideration of community service or other restorative alternatives in lieu of monetary fines. Approval of such alternatives is at the discretion of the conduct officer.

Serious or Repeated Violations

Repeated or continuing violations of University policy may result in the termination of a student's housing agreement, suspension, dismissal, or other significant sanctions.

Incidents involving physical violence, harassment, alcohol or other drug violations, fire or life-safety violations, violations of technology policies, or other conduct that threatens the safety and well-being of the University community may result in referral to the Dean of Students and are subject to the full range of sanctions, including suspension or dismissal, even for a first offense.

Individuals who are not Rivier students and are involved in policy violations may lose visitation privileges and/or be subject to other restrictions deemed appropriate by the University.

Non-resident students are subject to the same conduct process as resident students and may be restricted from residence hall access or visitation privileges when appropriate.

University conduct action is separate from and does not preclude civil or criminal proceedings.

Appeals

Students have the right to appeal a conduct officer's decision. Appeals must be submitted in writing to the appropriate appeals officer no later than 4:00 p.m. on the third business day following notification of the decision. Students are responsible for reviewing University communications, including those sent to their University email account.

Appeals may be submitted on one or more of the following grounds:

- Insufficient information to support the finding of responsibility
- New information that was not reasonably available at the time of the hearing
- A procedural error that materially affected the outcome
- A sanction that is substantially disproportionate to the violation

Possible appeal outcomes include:

- Upholding the original decision
- Modifying the finding or sanction
- Reducing the sanction
- Increasing the sanction
- Returning the matter for additional review

The decision of the appeals officer is final.

Appeal Routing

Initial Conduct Officer	Appeal Submitted To
Resident Director	Director of Residence Life and Housing
Director of Residence Life and Housing	Dean of Students
Dean of Students	Vice President for Student Experience

University Policies

Academic Integrity

Policies governing academic integrity, including plagiarism, cheating, and academic dishonesty, are published in the University's [Academic Catalog](#) under Academic Policies and are incorporated into this Student Handbook by reference.

Alcohol Policy

Rivier complies with all applicable federal, state, and local laws regarding the possession, use, and distribution of alcoholic beverages. All members of the University community are expected to exercise sound judgment and make responsible decisions consistent with New Hampshire law and University policy.

New Hampshire Law

Under New Hampshire law, it is illegal to:

1. Sell, provide, furnish, or deliver alcoholic beverages to a person under the age of 21
2. Misrepresent one's age or falsify identification to obtain alcoholic beverages
3. Possess alcoholic beverages while under the age of 21
4. Operate a motor vehicle in violation of underage possession or operating laws
5. Violate state laws governing the service and consumption of alcoholic beverages
6. Operate a motor vehicle with a blood alcohol concentration that exceeds the limits established by state law
7. Facilitate an underage drinking event or social gathering

Students are responsible for understanding and complying with all applicable laws.

Violations of University Alcohol Policy

The following constitute violations of University policy:

- Any violation of federal, state, or local alcohol laws
- Intoxication
- Consumption of alcoholic beverages in unauthorized areas
- Possession or consumption of alcohol by individuals under the age of 21
- Providing alcohol to individuals under the age of 21
- Serving alcohol to individuals who are visibly intoxicated
- Failure to take reasonable measures to prevent underage access to alcohol
- Use or possession of grain alcohol or caffeinated alcoholic beverages
- Violations of any Residence Life and Housing alcohol regulations

For purposes of University policy, intoxication may be determined through observed behavior, physical condition, and other relevant information available to University officials.

Student Health and Safety

Rivier is committed to protecting the health and safety of its students. Severe impairment resulting from alcohol or other drug use may constitute a medical emergency requiring immediate intervention.

When a student's condition presents a significant health or safety concern, the University may contact emergency medical personnel and, when permitted by law and University policy, notify a parent, guardian, or emergency contact.

Violations of alcohol policies may result in educational interventions, conduct sanctions, mandatory assessments, referral to the Counseling and Wellness Center, loss of housing privileges, suspension, dismissal, and/or criminal prosecution when applicable.

Residence Hall Alcohol Regulations

Possession and Consumption

Alcoholic beverages may be possessed and consumed only by students who are 21 years of age or older and only within their assigned residence hall room or the room of another resident who is at least 21 years of age.

University staff may require proof of age when alcohol is present.

Display of Alcohol Containers

Only residents who are 21 years of age or older may possess or display alcohol containers in their residence hall rooms. The presence of alcohol containers in a room assigned to a resident under the age of 21 may be considered evidence of an alcohol policy violation.

Common Sources

Common sources of alcohol, including kegs, beer balls, drinking tubs, shared punch containers, or similar devices, are prohibited in all residence halls regardless of whether the container is full or empty.

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-age resident.

Alcohol possessed on behalf of another person is prohibited. Excess quantities may be confiscated and may result in disciplinary action.

Manufacturing Alcohol

The distillation, brewing, fermentation, or manufacture of alcoholic beverages on University property is prohibited.

Rapid Consumption Devices and Activities

The possession, use, or promotion of funnels, beer luges, drinking games, or other devices or activities intended to encourage rapid alcohol consumption is prohibited.

Intoxication

Public intoxication and behavior resulting from alcohol use that disrupts the community or creates safety concerns are prohibited.

Students are expected to seek assistance for any individual whose level of intoxication may present a health or safety risk.

Amnesty for Alcohol or Other Drug Use

Rivier places the highest priority on the health and safety of students and community members.

Students should never hesitate to seek emergency assistance for themselves or another person because of concerns about potential disciplinary consequences.

A student who seeks medical assistance for themselves, or a student who in good faith requests emergency assistance for another person experiencing an alcohol- or other drug-related emergency, will generally not be subject to disciplinary action for personal alcohol or other drug use discovered as a result of the request for assistance.

The University reserves the right to require educational interventions, assessments, counseling referrals, or other supportive measures as appropriate.

Bias-Motivated Misconduct

The University is committed to maintaining a community characterized by dignity, respect, and accountability.

Any violation of University policy that is determined to have been motivated wholly or in part by bias based on an individual's actual or perceived race, color, national origin, religion, age, sex, gender identity, sexual orientation, disability, veteran status, marital status, or other legally protected status may result in enhanced sanctions.

Bullying, Harassment, and Intimidation

Rivier is committed to maintaining an educational environment that is safe, respectful, and free from bullying, harassment, intimidation, and abusive behavior.

Bullying, harassment, and intimidation may occur through verbal, written, physical, visual, or electronic conduct and may be based on actual or perceived personal characteristics, identities, affiliations, or other distinguishing traits.

Prohibited behavior includes, but is not limited to:

- Threats or acts of physical harm
- Verbal abuse, taunting, or name-calling
- Intimidation or coercion
- Deliberate exclusion or social isolation
- Destruction of or interference with property
- Cyberbullying through email, text messages, social media, websites, or other electronic communication
- Conduct that unreasonably interferes with a person's educational experience or creates a hostile environment

A single serious incident or a pattern of behavior may constitute bullying, harassment, or intimidation.

Such conduct is inconsistent with the mission and values of Rivier and may result in disciplinary action, whether the conduct occurs on campus, online, or off campus when it affects members of the University community.

Students who believe they have experienced bullying, harassment, intimidation, or related misconduct should promptly report their concerns to Public Safety, the Office of the Dean of Students, or another appropriate University official.

Retaliation against any individual who makes a good-faith report or participates in an investigation is strictly prohibited and may result in disciplinary action.

Classroom Behavior

The classroom, whether face-to-face or online, is the heart of the educational experience at Rivier 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 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 that professors develop specific attendance policies and have them reviewed by the dean of the division. Any attendance policy used by an individual professor as an evaluation criterion must be specified in the course syllabus and presented to students during the first week of classes. These policies can be found in the 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 a prolonged illness, accident, or similar emergency, it is the student's responsibility to notify, in writing, both the professor and, for undergraduates, their academic advisor or success coach. Graduate students should also notify their program director/coordinator or division dean. 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, students will be notified via email and contact the Dean, Program Director and/or Administrative Assistant. If the instructor cannot provide advance notice due to an emergency that prevents them from teaching a scheduled class, students are expected to wait 15 minutes before leaving and to email the instructor and the dean to confirm their attendance for that scheduled class.

Professors are strongly encouraged to record attendance and alert the Office of Academic Advising 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 they are in danger of falling under the habitual non-attendance 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 review the University's [Acceptable Use Policy](#).

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 University's educational mission or the pursuits of members of the campus community.

Culpability

Any student found in a room or area where a violation is occurring will be held accountable for that violation.

Drug Policy

Rivier abides by the laws of the state of New Hampshire. Therefore, all members of the University community are responsible for making decisions about behavior in accordance with New Hampshire state law and the University's policies and practices.

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 under U.S. federal law and in the State of New Hampshire. 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 campus, and will be considered a violation of Rivier's Drug Policy.

While not a violation of state law in many cases, Rivier 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 University's Drug Policy.

Under New Hampshire state law, it is illegal to:

- 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
- 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, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance
- 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
- 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 themselves 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 University policy may result in a range of actions, including but not limited to a fine, a mandatory assessment with the University's 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 that requires the attention of University staff, causes a disturbance, or poses a danger to self, others, or property, is prohibited. In the event of an ambulance call due to excessive drug or alcohol intoxication,

Rivier considers this a case of an emergency or serious threat to personal safety, and therefore, the University reserves the right to notify a student's parents or family of the danger posed to the student's health and safety.

Drug Paraphernalia

Rivier 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 constitute sufficient evidence of a violation of the University Drug Policy. If found, any such item will be confiscated and the student will be subject to the full range of sanctions noted above.

Evidence of Drug Policy Violations

The following are grounds for full disciplinary action under Rivier's Drug Policy:

- The actual presence of a controlled substance or illegal drug
- Any synthetic drug or substance prohibited by the policy
- 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 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.

Non-students who violate this policy may face consequences, including 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's Academic Catalog.

Entry into University Premises Including Residence Hall Rooms

Rivier authorities reserve the right to enter all campus premises regularly. 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:

- Attend to maintenance needs or complete ongoing projects
- Assist in any emergency
- Retain or re-establish peace and order
- Recover or prevent the destruction of University property
- Perform health and safety inspections
- Investigate alleged violations of federal, state, municipal laws, University policies, rules or regulations

University representatives retain the authority to conduct room searches regardless of residents' permission. When rooms are entered for the above-stated reasons, the residents' right to privacy will be maintained to the appropriate extent 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 inspections occur at least twice each semester, typically at the beginning and end.

By accepting student housing, students agree that University representatives have the right to inspect student rooms, preferably in the student's presence, for purposes including inventory, fire protection, sanitation, health, safety, maintenance, and enforcement of the Student Code of Conduct, 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 are responsible for familiarizing 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 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, slingshots, 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 in a concealed manner, 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 firecrackers.

A deadly weapon is defined as 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. 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 follow:

- Know the locations of all available exits and stairways
- If a fire is discovered, alert others by activating the nearest fire alarm pull station
- Know the locations of fire alarm pull stations and fire extinguishers
- Conditions may initially appear clear when exiting
- If smoke fills the hallways, remain low to the floor and crawl on hands and knees if necessary to stay below the smoke
- Once outside the building, remain a safe distance away
 - Do not re-enter the building until the all-clear is given by the Fire Department or University Public Safety personnel
- Do not use elevators during a fire alarm or evacuation
- Individuals who are unable to use the stairs because of physical disability should proceed to a designated rescue area in the stairwell and wait for assistance
 - Notify others that an individual is waiting in the rescue area

Pulling false alarms or tampering with the fire equipment, including 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 the student's 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 non-attendance 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 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 students who have documented habitual non-attendance in one or more classes may also be in jeopardy of violating resident attendance policies. Students who have registered and have 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).

Inclusivity Statement

Rivier believes that all people are made in the image and likeness of God and 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. The 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 and state and federal laws and are responsible for addressing violations accordingly.

Students are prohibited from interfering with or mistreating a staff member or undermining a staff member's 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 addresses service issues rather than the actual outcomes of coursework. A student may file a non-academic grievance in 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 the University's other policies.

Complaints about sexual harassment and discrimination based upon a protected class are addressed via the University's *A Culture of Respect: Sexual Misconduct, Harassment, and Gender-Based Violence* policies, and complaints about student behavior are addressed through the *Community Standards, Student Rights, and Responsibilities* policies. 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 an informal resolution of the 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 dissatisfied with the informal resolution response, the student may submit 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 sought and describe any previous attempts to resolve it. 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 or academic advisor. Students will be informed if extenuating circumstances require additional time.

Appeal of Formal Grievance Decision

If a student is dissatisfied with the formal grievance decision, the student may submit a written appeal to the appropriate Vice President or designee. The appeal must be submitted within 20 business days of the transmission of the formal grievance decision and must clearly state the basis for the appeal.

The Vice President or designee will review 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, located in Dion Center, Room 209, at (603) 897-8249.

Off-Campus Conduct

Rivier 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 or state or federal laws may result in disciplinary action by the University, regardless of whether these violations occur on or off campus, on or off University-owned property, or during a University-sanctioned activity. This includes situations where off-campus behavior negatively impacts Rivier's campus life, faculty, administration, students, educational mission, processes, or functions, or anyone associated with these entities.

While Rivier 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
- Any other conduct that disrupts others' peace and enjoyment, whether governed by Rivier's Student Code of Conduct, the criminal laws of New Hampshire, or any other state, federal criminal laws

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

Off-Campus Publicity

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

Posting Policy

To maintain the beauty of the 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 the University's mission
- Postings may not be distributed in Rivier's 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 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 Rivier's mission.

Therefore, any religious groups or organizations (including Catholic groups) that want to meet, organize, or proselytize on campus must obtain prior approval from the Director of Campus Ministry.

- Religious leaders or mentors are welcome 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 to affiliate with their cause are not allowed to meet, organize, or proselytize at Rivier
- 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
 - 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, hoverboards, roller skates, in-line skates, and non-motorized scooters are permitted for point-to-point transportation on campus sidewalks and in parking lots. 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

It is prohibited for operators of skateboards, hoverboards, 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 yield the 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 who are found to be violating this policy will face enforcement in accordance with current University guidelines for conduct violations. Visitors who are found to be violating this policy may be required to leave the campus immediately. Persistent violations or refusal to leave campus may lead to disciplinary action, criminal arrest, or both, depending on the circumstances.

Smoking Policy

Smoking is strictly prohibited inside all 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 Office of the Dean of Students for any questions.

Information about cessation programs in the greater Nashua area is available from the Counseling and Wellness Center.

Social Media Policy

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

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

Please be aware that comments containing any of the following forms of content shall not be permitted on Rivier's 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, or 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 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. Such comments do not necessarily reflect the opinions or policies of the University.

Rivier reserves the right to deny access to University social networking websites to any individual who violates the Social Media Policy at any time, 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 employees from their personal accounts are personal expressions and are not endorsed by the University. All comments posted on any Rivier Facebook site are subject to Facebook's Statement of Rights and Responsibilities.

The 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. The University reserves the right to modify these policies as the use of social media sites evolves.

[Student Responsibility on Social Media](#)

Rivier does not explicitly or implicitly endorse or encourage the use of social networking websites or platforms. Students who choose to participate in or create personal listings on such sites are expected to exercise responsibility and caution and project a positive self-image.

The 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 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 the University.

[Solicitation Policy](#)

Rivier prohibits solicitation, sales, commercial activities, and door-to-door canvassing on campus without prior approval from the Director of Student Engagement. This policy applies to students, employees, visitors, vendors, and both University-affiliated and non-University-affiliated organizations.

Unauthorized solicitation should be reported to Public Safety.

[Statement on Student Safety and Mandatory Referrals](#)

Rivier is committed to supporting student health, safety, and well-being. The University expects students to maintain a reasonable concern for their own welfare and encourages students to seek assistance when experiencing personal, emotional, behavioral, or mental health concerns.

When the University receives credible information that a student may present a risk of harm to themselves or others, or when a student's behavior raises significant health, safety, or welfare concerns, the University may require the student to participate in an assessment through the University's Counseling and Wellness Center, or with an approved off-campus licensed mental health provider.

A mandatory assessment may also be required when a student's behavior, including alcohol or other drug misuse, self-harming behavior, or conduct perceived as violent, threatening, or significantly disruptive, raises concerns regarding the student's well-being or the safety of others. Any assessment requirement shall be separate from and in addition to any disciplinary or criminal process that may result from the student's conduct.

Students required to complete a mandatory assessment may utilize services provided by the University's Counseling and Wellness Center, or may elect to obtain the assessment through an approved off-campus provider. Counseling and Wellness Center services are provided at no charge to students. Students who choose to use an off-campus provider are responsible for any associated costs. The Counseling and Wellness Center may provide a list of approved licensed clinicians upon request. Documentation of the completed assessment, in a format acceptable to the University, must be submitted directly to the Director of the Counseling and Wellness Center by the approved provider.

A student required to complete a mandatory assessment must sign a limited release of information authorizing verification of participation and completion of the assessment process. The referring University official will be informed only whether the student has complied with the assessment requirement. Information disclosed during counseling or assessment sessions will remain confidential except as permitted or required by law.

Records associated with a mandatory assessment are protected by applicable federal and state confidentiality laws. If the student completes the assessment, the results and the fact that an assessment occurred will remain confidential and will not be disclosed without the student's consent, except as otherwise permitted or required by law. Such information will not form the basis of disciplinary action or other sanctions imposed by the University.

Failure to complete a required assessment or comply with recommendations or requirements associated with the assessment may be reported to the Dean of Students and may result in disciplinary action, including suspension or withdrawal from the University.

A student may appeal the basis for a mandatory assessment referral to the Dean of Students or designee within one business day of receiving notification of the referral.

As part of the appeal process, a student may be required to authorize the University to contact and interview individuals with relevant information regarding the incident. Failure to provide such authorization in a timely manner may result in dismissal of the appeal. Appeal outcomes may include:

- Upholding the referral
- Modifying the referral requirements
- Reversing the referral

The decision of the Dean of Students or designee shall be final.

Use of the Name of Rivier University

Students, student organizations, and groups may not use the name, trademarks, logos, or other identifying marks of the University in connection with activities, events, publications, fundraising efforts, endorsements, advertisements, or commercial ventures without prior authorization from the appropriate University office.

Unauthorized use of the University's name, trademarks, logos, or other identifying marks, or misrepresentation of affiliation with the University, may result in disciplinary action in accordance with University policy and the Student Code of Conduct.

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 RAVE Emergency Notification System to inform the campus community of closures and/or updates.