

**Winthrop University**  
 Division of Student Life  
 Department of Residence Life

## *Visitation/Guest Policy*

Visitation/Guest hours are designated by building. Residents and guests must follow the building's designated Visitation/Guest Policy when in a building. Residents must have permission from their roommates/suitemates before registering a guest. Residents may further restrict the visitation rights of their specific room by the completion of a community agreement to which all roommates agree.

<b>Visitation Options</b>	
<b>Option 1</b> (Margaret Nance)	
<i>Days</i>	<i>Hours</i>
Sunday – Thursday	9 a.m.-Midnight
Friday – Saturday	9 a.m.-2 a.m.
<b>Option 2</b> (Richardson, Wofford)	
<i>Days</i>	<i>Hours</i>
Monday – Thursday	9 a.m.-Midnight
9 a.m. Friday – Midnight Sunday	Self-regulated
<b>Option 3</b> (Lee Wicker, Roddey, Thomson, The Courtyard at Winthrop)	
<i>Days</i>	<i>Hours</i>
Self-regulated	Self-regulated
<i>Note:</i> Overnight guests of the same sex are allowed in all residence halls, regardless of the visitation option. All guests must be registered at the front desk and abide by the Visitation/Guest Policy.	

1. The definition of a guest:
  - a. A non-resident of a particular building who has a resident host.
  - b. In a co-ed building, a person of the opposite gender visiting a floor, who has a resident host.
2. Signs designating visitation/guest hours will be posted at building entrances.
3. Each host must escort his or her guest at all times and is responsible for the guest's behavior.
4. Stairwells and elevators are considered public areas and escorts are required.
5. All guests remaining after 8:00 p.m. must be registered.
6. Unregistered guests in a building after 8:00 p.m. will:
  - a. Cause the resident host to have to pay \$25.00 for failure to register their guest;
  - b. The guest will be asked to leave the residential area; and/or
  - c. be subject to disciplinary action (students); and/or
  - d. be subject to arrest for trespassing (non-students).
7. Guests will be expected to follow all policies of Winthrop University.
8. Guests will be required to leave the building at any time if so directed by Residence Life personnel.
9. Only 4 people are allowed in a room overnight, including the residents (up to 8 people in a four bedroom Courtyard Suite).
10. Guests are not allowed to stay more than 4 consecutive nights, no more than 7 nights per month. Nothing in this policy is to be construed as encouraging or permitting individuals who do not have a residence hall or apartment contract to live on campus. Registration records will be maintained to assist in identifying those who violate the intent of this policy. Violators and hosts are subject to disciplinary action.
11. Keys will not be issued to guests. Residents should not give student I.D.s and/or keys to guests at any time.
12. Residents must have permission from their roommates/suitemates before registering a guest. Residents may further restrict the visitation rights of their specific room by the completion of a community agreement to which all roommates agree.
13. After 8 p.m. residents must sign in guests at the apartment or hall office and show a picture ID for verification.
14. After midnight guests will be issued a Visitation/Guest Registration Card to carry with them as proof of registration and should expect to show this card to University personnel.

15. Guests and resident hosts must sign the Guest Sign-Out Log when departing the building at the end of the time period designated on the Visitation/Guest Registration Card. Failure to sign guests out may result in a monetary sanction.
16. Guests are to use designated bathroom and shower facilities only.
17. Hall Councils and Residence Life Staff may designate residential areas for resident use only.
18. Residents may initiate a recommendation through their Hall Council to restrict or expand the visitation policy of their building by a simple majority vote with at least 66% of the building residents voting. This recommendation is then presented to the Director of Residence Life for consideration.

**Designated Building Main Entrances:**

Lee Wicker	Upper Porch Door facing Phelps
Margaret Nance	Front and Back Porch Doors
Richardson	Front Lobby Doors facing Sims
Roddey	Left Porch Door
	Inner Left Corner Courtyard Entrance
	Wheelchair Accessible Door facing McBryde
East Thomson	Lower Lobby Door facing Lee Wicker
	Courtyard Door facing West Thomson
West Thomson	Entrance facing Richardson
	Courtyard Door facing East Thomson
Courtyard	Front and Back Lobby Doors (beneath the clock tower)
Wofford	Front Lobby Doors facing Life Sciences Building