



# **RESIDENTIAL LIVING GUIDE 2026 - 2027**

## MEET THE RESIDENTIAL LIFE STAFF



**Dr. Shawn Holtgren**  
*VP for Student  
Development  
& University Affairs*



**Tia McGarvey**  
*Associate Dean  
of Students*



**Dan Chambers**  
*Director for  
Community Living*



**Robert Ortiz**  
*Director of Intercultural  
Learning &  
Engagement*



**Maryann Ingle**  
*Shupe Hall RD*



**Trent Parmley**  
*Oakwood-Slater Hall RD*



**Sara Chambers**  
*Tuckey Hall RD*



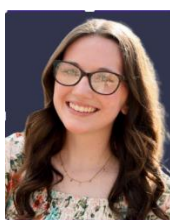
**Samuel Thomas**  
*Manges Hall Asst. RD*



**Marissa Mills**  
*Bridges Hall RD*



**Timothy Dillehay**  
*Founders' Men RD*



**Michaela Hanger**  
*Egle Hall Asst. RD*



**Allison Stout**  
*Asst. Director of  
Student Activities &  
Engagement*

## Residential Staff Roster

### SHUPE HALL

|                     |                  |          |
|---------------------|------------------|----------|
| Resident Director   | Maryann Ingle    | SHUP 202 |
| Resident Assistants | Paige Holwerda   | SHUP 102 |
|                     | Lucy Ryan        | SHUP 111 |
|                     | Chloe Smith      | SHUP 211 |
|                     | Eliza Weatherton | SHUP 302 |
|                     | Josie Buche      | SHUP 311 |

### OAKWOOD-SLATER HALL

|                     |                |          |
|---------------------|----------------|----------|
| Resident Director   | Trent Parmley  | OAKW 214 |
| Resident Assistants | Matt Samuelson | OAKW 116 |
|                     | Tyler Scott    | OAKW 215 |
|                     | Preston Gascho | OAKW 315 |
|                     | Sam Sardeneta  | OAKW 316 |

### TUCKEY HALL

|                     |                 |          |
|---------------------|-----------------|----------|
| Resident Director   | Sara Chambers   | TUCK 224 |
| Resident Assistants | Sara Meeks      | TUCK 124 |
|                     | Alyson Caldwell | TUCK 221 |
|                     | Alexis Lucero   | TUCK 322 |

### MANGES HALL

|                     |                 |          |
|---------------------|-----------------|----------|
| Resident Director   | Samuel Thomas   | MANG 252 |
| Resident Assistants | John Kamara     | MANG 262 |
|                     | Zach Maendel    | MANG 350 |
|                     | Rafael Balieiro | MANG 362 |

## **FOUNDERS VILLAGE**

### **Brenneman Hall**

|                     |              |          |
|---------------------|--------------|----------|
| Resident Director   | Tim Dillehay | LAMB 101 |
| Resident Assistants | Judah Meek   | BREN 101 |
|                     | Noah Lyons   | BREN 301 |

### **Ramseyer Hall**

|                     |              |          |
|---------------------|--------------|----------|
| Resident Director   | Tim Dillehay | LAMB 101 |
| Resident Assistants | Carter Hunt  | RAMS 101 |

### **Lambert Hall**

|                     |              |          |
|---------------------|--------------|----------|
| Resident Director   | Tim Dillehay | LAMB 101 |
| Resident Assistants | Zane Wort    | LAMB 301 |

### **Egle Hall**

|                     |                 |          |
|---------------------|-----------------|----------|
| Resident Director   | Michaela Hanger | EGLE 101 |
| Resident Assistants | Annie Grattet   | EGLE 301 |

## **BRIDGES HALL**

|                     |                 |          |
|---------------------|-----------------|----------|
| Resident Director   | Marissa Mills   | BRID 107 |
| Resident Assistants | Addie Prokop    | BRID 105 |
|                     | Jenna Fairchild | BRID 205 |
|                     | Lauren Gatewood | BRID 305 |

## RESIDENTIAL LIFE

### **Mission of Residential Life**

Residential Life is an important aspect of the Christian academic community that Bethel University seeks to foster. It exists to enhance the learning experience by providing a safe and supportive community that is Christ centered and student focused.

### **On Campus Living Required**

It is for educational and developmental reasons that all unmarried, full-time students under the age of 21 and not living with parents are required to live in the university's residential housing and participate in a meal plan, as are most students who receive scholarship assistance from the university. Students under 21 who have lived on campus for four semesters may apply to move off campus before their fifth semester, provided they are not receiving scholarship assistance.

### **Roommate Requirements**

Housing preference is given to single, traditional undergraduate students. It is university policy that every residential student has at least one roommate. In rare cases, if needed and space allows, a single room may be granted. A requesting student who has a documented medical need for a single room will work with the Director for Disability Services to request this accommodation. If approved for this accommodation, a single room will be designated for the student. In the event that space allows, a student who is granted a single room without accommodation approval will pay an increased room charge. The number of roommates may vary among the residential facilities. Room charges may vary depending upon the number of people living in a unit, and from facility to facility.

### **Roommate Agreement**

Roommates are considered to be those living in a common space. This includes a bedroom or any other type of arrangement (suite, apartment, or house).

Each student living in campus housing has the right to:

- Access one's room and its amenities at all times (when university housing is open)
- Sleep and study free from undue disturbances

- Privacy and respect for all in a shared living space
- A clean and safe environment (free from perceived emotional/physical intimidation)
- Have guests in the room within limits
- The ability to address grievances/concerns (with Residential Life staff support)

All residential students will be required to complete a Roommate Agreement at the beginning of the year. This agreement will assist roommates in clarifying shared expectations and responsibilities in order to establish a healthy living environment. Upon completion and review by a Residential Life staff member, the Roommate Agreement will be kept in a mutually accessible location. It may be reviewed and/or modified by a staff member if necessary.

### **Roommate Mediation Process**

If conflict is experienced at any point throughout the year, roommates are expected to talk with each other to try and solve the issue(s) first. If guidance is needed, reach out to your Resident Assistant for guidance or advice. If the roommate conflict continues, let your RA know and the RA will set up a roommate meeting to discuss the issues together. If the roommate conflict persists after the roommate meeting with your RA, notify the Resident Director. The RD will mediate the conflict and determine the best steps moving forward. A requested room change will not be considered before the mediation process occurs. While the Residence Life staff will assist you in solving issues, it is your responsibility to actively participate in the solution.

### **Changing Rooms**

Room changes are typically not allowed or possible during the semester. Upon request to the Resident Director, room changes can be made at semester break when approved. The check-out and check-in procedures shall be followed in the event of a room change.

## RESIDENTIAL LIFE GUIDELINES

### **Air Conditioners**

No air conditioners of any kind may be installed in the residential facilities.

### **Audio/Video Recording and Camera Use**

Due to the nature of residential facilities as shared community living spaces, video/audio recording devices are prohibited. Any unauthorized use of electronic or other devices to make an audio or video recording of any person without that person's knowledge, or without effective consent is prohibited. An unauthorized recording can cause injury or distress to others and therefore is subject to disciplinary action.

### **Bicycles, Skateboards, Rollerblades**

The safe use of bicycles, skateboards, rollerblades, etc. is permitted on the campus. Bikes may not be used or stored within the residential facilities.

**Students are responsible for the security of bicycles they bring onto the campus.** Bicycles shall be removed from the campus at the end of the school year; those left behind after move-out will be disposed of.

### **Candles and Incense**

The use of candles and incense is prohibited; this includes wickless gel candles and candle warmers. Candles will be confiscated. First time there will be a warning, second time there will be a fine of \$25. Diffusers are permitted.

### **Check-in and Check-Out**

Students shall complete a room condition agreement within one week of moving in. Upon leaving the residential facility, whether it be at the end of the school year, or in the case of a withdrawal or change of rooms during the year, each student must officially check-out with the Resident Assistant or Resident Director. The official check-out involves the removal of all the student's possessions from the facility, a thorough cleaning of the room and its furnishings, return of the student's key to campus safety, and review of the room with the Resident Assistant or Resident Director. Prior to the room review, students must schedule the check-out with the Resident Assistant or Resident Director. Failure to officially check-out of the residential facility will result in forfeiture of the student's housing deposit. In the event of damages: see also Damage and Accountability.

## Cleaning and Health Checks

Students are responsible for maintaining a clean space and are responsible for providing their own cleaning products. Cleaning includes sweeping, removing trash, keeping any appliances clean, properly disposing of expired food products, doing laundry, and cleaning bathroom facilities (if applicable). With advance notice to the students, the Resident Director shall perform room inspections regularly throughout the school year to monitor living conditions within the rooms of the residential facilities. If the condition of a room is found to be unacceptable in any way, the students may be given 24 hours to correct the deficiencies. If, upon the second check, the deficiencies have not been corrected, the residents of the room shall be fined \$25. This fine shall be assessed against their housing deposit. Upon repeated offenses of the room inspection process, the Resident Director may choose to apply any necessary fines upon the initial check of the room.

## Curfew

If a student must be late for curfew, prior arrangement should be made with the Resident Director. Curfew violations shall be handled by the Resident Director and may include disciplinary action appropriate to the level of the violation.

*See also: Overnight Absence/Staying Off Campus.*

### ***Curfew:***

Sunday – Thurs. nights: 12:30am  
Friday – Saturday nights: 2:00am

Students are expected to be in and remain in the residential facilities from curfew until the following morning.

## Damage and Accountability

Students living in the university's residential facilities are required to pay a \$100 housing deposit. Students are responsible for any damage they cause to the residential facilities or to any university property. The costs for repair of any such damage will be deducted from the student's housing deposit. If costs exceed the amount of the housing deposit, the excess will be charged to the student's account. In cases where damage within a room, suite, apartment, or house cannot be attributed to an individual occupant, the costs will be equally split between the residents. In cases where damage to common areas within a residential facility cannot be attributed to an individual student or students, the costs will be equally split between the residents of a hall, floor, or the entire facility, as deemed applicable by the Resident Director. Prior to the beginning of each school year, students who have had charges made to their housing

deposit in the previous year shall pay the additional funds necessary to bring their housing deposit back to the full \$100 before they will be permitted to move back into the residential facilities.

## **Decorating**

Students are allowed to decorate their rooms if they choose. Decorations must be congruent with university standards (ex: no advertisements, flags or signs related to prohibited conduct, such as drug use, immodesty, etc.). Decorations may be hung inside the room and are not allowed on outward facing doors and windows that are visually shared by the campus community and guests. Only fasteners that will not damage or leave residue after removal are permitted. Command™ hooks and strips are recommended. No items should be hung from exposed pipes or fixtures. Students should consult their Resident Director if unsure of the appropriateness of their decorations and/or fasteners. Because of the potential fire hazard, live Christmas trees, wreaths, etc., are not permitted. Any damage caused by removal of decorations will be the student's responsibility.

## **Early Arrival/Delayed Move-Out**

Students are not permitted to move into the residential facilities prior to the posted dates and times, nor stay beyond the posted move-out dates and times. This applies to the beginning and end of the school year, as well as to breaks when the residential facilities are closed. *See: Holidays/Breaks*. Violations of this policy warrant a fine of \$50 per day.

## **Electrical Appliances**

The use of electrical appliances is limited because of sanitation, safety, and circuit overload considerations. Hot plates, "Foreman" grills, griddles, electric frying pans, crock pots, instant pots, air fryers, toaster ovens, space heaters, halogen lamps, sun lamps or infrared lamps are not permitted in the residential facilities. Microwaves, small refrigerators, coffee makers, hot-air popcorn makers, toasters, blenders, and fans are permitted, provided they are UL listed appliances. All extension cords shall be heavy duty and UL listed. Appliances not directly plugged into a wall receptacle shall be plugged into a UL listed power strip with overload protection. Appliances not listed must be approved by the Resident Director.

## **Emergency Procedures**

Fire drills will be held throughout the school year to ensure that residents will be able to evacuate the facilities quickly and safely if necessary. Fire and

tornado procedures are posted in the residential facilities. Students who are present at the time of safety drills must participate. Failure to responsibly participate will result in a \$50 fine and may result in disciplinary action. *See also: Security/Safety.*

## **Firearms/Weapons/Explosives**

The possession of firearms, weapons and explosives on campus is prohibited. Refer to the *Student Handbook* for details. Airsoft guns and paintball guns may not be used on campus or stored in the residential facilities.

## **Furniture**

Each student living in a residential facility is provided with the minimum of a desk, chair, bed, and dresser. **This furniture may not be removed from the room, disassembled, or modified in any way by the student.** Some of this furniture is designed to be arranged in several configurations and, at the beginning of the school year, the Residence Life staff, or Maintenance staff will configure it as closely as possible to the student's request.

*Personal Furniture:* Students are welcome to bring additional furniture for their rooms. The removal, storage or disposal of any personal furniture is the responsibility of the student. If personal furniture is left behind, a fine of up to \$200 will be assessed for each item and Bethel will not be responsible for storing these items.

## **Guests**

Students are permitted to have guests of the same gender stay with them in the residential facilities. Guests should be peers of the students (not young children, parents, or other adults). In consideration of roommates and other residents, no overnight guests (including other campus residents) may stay with a student more than three nights per semester. If a guest stays with a student more than three nights in a semester, the student will be fined \$50 for each additional night. All overnight guests must be registered with the Resident Assistant and are required to comply with the Residential Life guidelines. Hosting students are responsible for the behavior of their guests.

## **Hallways/Stairwells**

The hallways and stairwells of the residential facilities provide emergency exits for the residents and must be always kept clear. Students may not place

personal possessions or trash in these areas at any time. Leaving items in the hallways and stair wells may result in a fine determined by the RD.

## **Holidays/Breaks**

### **Encouraged Stay**

It is recommended for students to stay on campus over these breaks. Staying supports students building healthy rhythms for study, making connections with others, and solidifying their sense of home within the community. University meals, student lounges, and typical support offerings are available.

### **Encouraged Away**

It is recommended for students to take time away from campus over these breaks. If staying on campus is needed, students state their reason and dates for stay. University dining, student lounges and support offerings are often closed or limited. Some facilities work may be done over these breaks as needed. Staying on campus during these breaks requires students to make their own independent eating and social arrangements.

### **Required Away**

Residence halls are closed. These dates are not included in a student's room and board agreement. Support services and offices are often closed. These breaks also allow for larger campus facilities projects to occur. Students must reside off campus and cannot stay in or access university housing over these breaks.

## **FALL Semester Breaks**

**Labor Day (Sept.)**

**Fall Break (Oct.)**

**Thanksgiving Break (Nov.)**

**Christmas/Transition Fall to Spring Semesters (Dec.)**

## **SPRING Semester Breaks**

**MLK Day (Jan.)**

**Spring Break (Feb. or Mar.)**

**Easter Break (Mar. or Apr.)**

**Transition to Summer Classes & Residency (May) OR Academic Year End**

## **ID Cards**

Each student is issued a university ID card. This card is required to access most of the residential facilities, as well as other facilities on campus. The card is also

required when utilizing the student's meal plan. Students are responsible for always maintaining possession of their ID card. Lost, stolen or damaged ID cards may be replaced in the Student Life Office for a fee of \$10. A card that is defective due to normal wear may be replaced at no charge.

## **Inspections**

Authorized university personnel may enter a student's room for reasons of health, safety, general welfare, or to make necessary repairs to the room or room equipment. The university reserves the right to conduct a search or inspection of persons, residential living areas (including rooms and furniture), vehicles, and belongings (such as computers, clothing, bags, etc.) while on university property or during university sponsored functions. A search or inspection will be approved by a Student Development Director or Vice President for Student Development if there is "reasonable cause to believe" (not the protected criminal law standard of "probable cause") that a search is justified. The university right to search or inspect rooms, vehicles, or belongings, can occur without warning, and with or without the student present. A student who lives in campus housing must submit to a reasonable search by university officials when deemed necessary. Several university officials (including Residential Life, Student Development, and Campus Safety) are charged with the responsibility of maintaining and prompting safety, order, and compliance with university policies. Items, substances, and information discovered during a search may be retained by the university and, when appropriate, may be turned over to law enforcement authorities.

## **Keys**

All students are issued keys to their rooms, apartments, or houses. Students are responsible for always maintaining possession of their keys. In the event of a lost key, the student shall report the loss to the Resident Director and visit Campus Safety to acquire a replacement for a fee of \$25. Failure to return a key upon move-out shall result in a charge of \$25 being assessed to the student's housing deposit.

## **Laundry**

Free laundry facilities are available to all campus residents and may not be used by outside guests. Students should remove their items from the machines in a timely fashion, clean up detergent/softener spills, clean out lint traps with each use, dispose of dryer sheets, and follow posted instructions for machine use

and detergent/softener use. Bleach may not be used in any washer. The Resident Director may assess a fine for improper use of the laundry facilities.

### **Lounges/Lobbies Lounges/Lobbies**

Lounge furniture is to remain in these spaces. Removal may result in a \$25 fine. *See Lounge Hours. See also Open Dorms for expectations.* During breaks, the Bridges and Sailor Lobbies *only*, will be open from 8:00am – midnight.

### **Maintenance Requests**

Students shall report any problems with the residential facilities to their Resident Assistant or Resident Director. The Resident Director will file a maintenance request to have the problem corrected. Students should notify the Resident Director if the problems are not corrected within a reasonable amount of time.

### **Media: Music, Movies, Shows and Video Games**

Students are generally permitted to use any form of media on campus unless it contains sexually explicit or pornographic material, excessive profanity or violence, promotes or celebrates the occult, devalues a particular gender or race, or devalues the worth of God. Movies, music, shows, and video games with warning labels, ratings for mature audiences, or “R” (restricted) ratings should be avoided unless they are specifically designed for educational and/or cultural purposes.

Students are encouraged to use wise judgement regarding the content and quantity of their media consumption and consider how their media choices may affect others around them. University staff members, including Resident Assistants, are responsible for maintaining a healthy and edifying living environment for all students, and will prohibit any form of media that is considered in poor taste or in conflict with the university’s mission and policies. Students who repeatedly violate this policy will be subject to disciplinary action.

#### ***Illegal Downloading:***

Illegal file sharing and the downloading or possession of copyrighted materials is prohibited.

### *Public viewing:*

It is illegal to show films in public venues unless rights are obtained, and appropriate fees are paid. Because of copyright laws, movies may only be viewed in a student's room.

### *Pornography:*

Pornographic materials in any form are not to be viewed, possessed, or distributed on or away from campus. Further, the use of institutional or personal computers for the viewing, transmission, retrieval, and/or storage of such material is prohibited.

## **Open Dorms**

“Open Dorms” is the only time that members of the opposite sex are permitted in the residential facilities, other than in the lounges.

### ***Open Dorms Hours:***

Fridays 6:00 pm – midnight  
Saturdays and Sundays, noon–midnight

During Open Dorm hours, all residents of the facility must be modestly clothed while in the facility's common areas, or in their rooms if the door is open. When members of the opposite sex are present, room doors must be fully open, and the overhead lights kept on. The window blinds to the common areas in the Perimeter houses must be fully open when members of the opposite sex are present. When visiting an apartment, the opposite sex may visit all areas except the bedroom. If a bed is used as a couch, students must be sitting up, as if in chairs. Inappropriate activities including making out, overlapping, and sharing a blanket are not permitted. Any violation of the “Open Dorm” policy will result in disciplinary action. Repeated violations of the policy may result in the suspension of “Open Dorms” for individuals, select rooms/apartments, or the entire residential facility for a period of time, as determined by the Resident Director.

## **Overnight Absence (Staying Off Campus)**

Students must notify their Resident Director or Resident Assistant whenever they choose to spend a night off campus and will provide a contact number where they can be reached. Students are not permitted to stay overnight alone with a member of the opposite sex.

## Pets

Pets are not permitted in the residential facilities, except for small fish.

## Quiet Hours

These hours are required out of respect for others in the community.

### *Quiet Hours:*

Quiet hours are from 11pm to 7am Monday-Thursday and from midnight-8am Friday-Sunday.

## Residential Facility Meetings

There will be a meeting for all the residents of each residential facility at the beginning of each semester to review residential facility and university policies, announce upcoming events, and answer questions. The Resident Director may call additional residential facility meetings as necessary during the year. **Attendance at these meetings is mandatory** unless excused by the Resident Director. Failure to attend will result in a \$25 fine.

## Security/Safety

For security and safety, most residential facilities have controlled access entries. Tampering with, disabling, or overriding a security, access, or safety system — including individual door/room locks — is prohibited and will result in a fine of \$50 and/or disciplinary action. Students are cautioned not to let strangers into the residential facilities and should call their Resident Director or Campus Safety whenever unsure. The university holds no responsibility for lost, damaged, or stolen items. Students are strongly encouraged to keep their rooms locked at all times when not present.

Students should keep records of the serial numbers of their valuables and never leave cash, purses, or wallets in plain sight. Campus Safety provides an engraving service for students' valuables.

## Storage

Some of the residential facilities have limited storage space which may be used by students if approved by the Resident Director. Students are responsible for removal of stored possessions at the end of the school year. Anything left behind is subject to disposal, and a fine may be assessed to the student's account. There is **limited storage** space available over the summer for possessions of international students and students who live **more than 400 miles** from the campus. Furniture and carpeting may not be stored. The

university holds no responsibility for the possessions of any student while stored in the residential facility.

### **Sunbathing**

Sunbathing is not permitted on campus. Modest attire is expected of all students when not in the privacy of the residential facilities.

### **Water Balloons/Squirt Guns**

Water balloons, squirt guns, water fights, and snowball fights are not permitted in the residential facilities.

### **Windows and Screens**

Students are not permitted to remove window screens at any time. Entering or exiting a building through a window is prohibited and will result in a fine of \$25 and/or disciplinary action except in case of an emergency.

## 2026 - 2027 Residential Hall Calendar

### Fall Semester

### 2026

|                             |                                                                                                                                                                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sunday, August 16           | Residential halls open at 1:00 PM for new students.                                                                                                                                                                             |
| Tuesday, August 18          | Residential halls open at 10 AM for returning students.<br>First meal served to returning students is Tuesday lunch.                                                                                                            |
| Thursday, August 21         | Classes begin.                                                                                                                                                                                                                  |
| Thurs.- Fri., October 8-9   | Fall Break                                                                                                                                                                                                                      |
| Wed. – Fri., November 25-27 | Thanksgiving holiday. Last meal served Tuesday evening.                                                                                                                                                                         |
| Monday, November 30         | First meal served is breakfast.                                                                                                                                                                                                 |
| Friday, December 11         | <b>*Semester Break.</b> Last meal served Thursday evening.<br><i>Residential halls close on Saturday, 12/12 at noon.</i><br><i>Semester Break is a <b>Required Away Break</b>.</i><br><i>See RD email for more information.</i> |

### Spring Semester

### 2027

|                            |                                                                                                                                                                                                                           |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tuesday, January 5         | Residential halls open at 9:00 am. First meal served is lunch.                                                                                                                                                            |
| Thursday, January 7        | Classes begin.                                                                                                                                                                                                            |
| Mon. – Fri., March 2 - 6   | <b>*Spring Break.</b> Last meal served Friday evening.<br><i>Residential halls close on Saturday 2/28 at noon.</i><br><i>Spring Break is an <b>Encouraged Away Break</b>.</i><br><i>See RD email for more information</i> |
| Sunday, March 8            | Residential halls open at 1:00 pm.<br><i>The first meal served is dinner.</i>                                                                                                                                             |
| Thurs. - Fri., April 2 - 3 | Easter Break. <i>The last meal served is Wednesday evening.</i>                                                                                                                                                           |
| Monday, April 6            | First meal served is breakfast.                                                                                                                                                                                           |
| <b>End of Semester</b>     |                                                                                                                                                                                                                           |
| Thursday, April 30         | Residents and possessions must be out of residential halls by <b>noon on Monday, May 5.</b><br><i>Any person whose possessions are not removed by noon on Monday will be assessed at the current daily rate of \$50.</i>  |

**\*Required** – Residential halls are **closed** during required breaks. There will be no access to residential buildings during these breaks. (see Holidays/Breaks, pg.9)