

<b>ADMINISTRATIVE DIVISION</b> STAF Division of Student Affairs and Academic Support		<b>POLICY NUMBER</b> STAF 4.04
<b>POLICY TITLE</b> Visitation		
<b>SCOPE OF POLICY</b> USC Columbia		<b>DATE OF REVISION</b> November 10, 2023
<b>RESPONSIBLE OFFICER</b> Vice President for Student Affairs		<b>ADMINISTRATIVE OFFICE</b> University Housing

**PURPOSE**

This policy defines visitation, the times during which residents may have guests in their rooms, apartments, or in the public areas of residential floors, and visitation plans within the residence halls.

**DEFINITIONS**

**Cohabitation:** any resident that attempts to have a guest or other resident share their assigned space in University Housing for more than three (3) consecutive nights.

**Guest:** a person not assigned to a room, suite, apartment, or public area of residential floors.

**Resident:** an enrolled student that is assigned to a University owned or operated residential facility.

**Roommate Agreement:** a tool used within University Housing to define the mutually agreed upon expectations of roommates within a space. This document may include items such as frequency of visitation, internal room quiet hours, how roommates approach conflict, and other similar topics. Outlines a specific living agreement between roommate/apartment mates. Items outlined in the roommate agreement should not contradict stated residence hall or university policy.

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

**Visitation** - those times during which residents may have guests in their rooms, suites, apartments or in the public areas of residential floors.

**Visitation Plan:** Standard hours and restrictions to visitation for a specific residence facility.

- The Palmetto Plan – visitation hours are restricted during Monday through Thursday, with overnight guests permitted beginning 9 a.m. on Friday until 2 a.m. on Monday.
- The Crescent Plan- least restrictive plan with visitation self-regulated by the occupants of each individual room.

### **POLICY STATEMENT**

This policy is the standard regulation for visitation for the University of South Carolina Columbia campus. Visitation is a privilege that is subordinate to a resident’s right of privacy within that individuals’ assigned room. Residents may not exercise their visitation privileges if doing so interferes with the rights of the roommate or of other residents.

### **PROCEDURES**

- A. In accordance with UNIV 3.04 University Housing reserves the right to modify and/or amend stated policies and procedures during a period of crisis, including but not limited to a communicable disease outbreak or weather-related natural disaster.
- B. The University of South Carolina Columbia campus residence halls differ in their visitation hour plans. The two plans outlined below, the Palmetto Plan and the Crescent Plan, outline when guests are allowed in the halls under that plan.
  1. The Palmetto Plan - Visitation in these facilities will be from 9 a.m. – 2 a.m., Monday through Thursday; and 9 a.m. Friday – 2 a.m. Monday. Includes 820 Henderson, Bates House, Capstone, Columbia Hall, Honors Residence, Maxcy, McBryde, Patterson, Preston, South Tower, Women’s Quad, and Campus Village 1,2,3,4.
    - a. At the conclusion of the fall semester, each Palmetto Plan residence hall may, if they choose, vote to adjust their visitation to the Crescent Plan if the majority of students favor such a change. The visitation voting process will be coordinated by the Residence Hall Association in consultation with University Housing.
    - b. The Residence Hall Association will establish the timeline for visitation voting (voting has historically been held during the last week of November).
    - c. The Residence Hall Association will coordinate with the assessment unit within University Housing to create the visitation voting survey.
    - d. University Housing Assessment will deploy the survey, tabulate results, and share the results with the Residence Hall Association.

The Residence Hall Association will publicize results to University Housing stakeholders and all residents of University Housing by the end of the fall semester.

2. The Crescent Plan - Visitation in these facilities will be available 24 hours a day, every day of the week, and will be self-regulated by the occupants of each individual room. Includes Bates West, East Quad, Green Quad, , Horseshoe Apartments, South Quad, Park Place, Thornwell and 650 Lincoln
  - a. Within the approved visitation hours, all guests must be escorted by the host at all times.
  - b. A resident is permitted to have a maximum of four (4) guests present at any one time but only if the resident has approval from the roommate(s) for all guests. At all times, residents must have their student ID. Visitation privileges in no way alter other residence hall regulations, including quiet hours.
3. Across all residence halls, the following regulations and policies regarding guest visitation are consistent:
  - a. Resident must have approval from roommate(s), suitemate(s), etc. before visitation.
  - b. Resident must be responsible for guest(s) compliance in university and housing procedures and/or policies.
  - c. If, for any reason, including but not limited-to: noise complaints, possession of alcohol or other prohibited substances/materials/items, or noncompliance with university rules of any kind, guests may be asked to leave by housing staff at any time.
  - d. Resident must escort the guest(s) at all times in hallways, common spaces, etc. of the residence hall. In the case of single gender hall restrooms, the guest must be escorted, by the resident, to a suitable restroom.
  - e. Additional restrictions imposed by Roommate Agreements will always supersede visitation guidelines.
  - f. Residents will be held responsible for the behavior of their guests during visitation. Any violations of the Student Code of Conduct or University Housing Policies and Regulations made by a guest during visitation may result in a referral of the hosting resident to the Office of Student Conduct for adjudication.

#### C. Student Housing Restrictions

1. The hosting resident will be responsible for the conduct of their guest(s) at all times and must be present with their guest(s) at all times. Guests and hosts alike are responsible for knowing and abiding by all regulations and either or both may be subject to disciplinary action for violations. Please note that cohabitation is strictly prohibited within all single student residence halls.

- D. Residents may be permitted to have overnight guests for a maximum of three consecutive nights provided that approval is given by all roommates and that the guest is appropriately registered. No guest may stay more than three nights by changing hosts. The Roommate

Agreement supersedes visitation plan.

- E. Minor non-student guests may not be overnight guests at any time without the written permission of the Director of Residence Life or designee. Requests must be received 72 hours prior to the desired visitation date. Requests should be submitted to the Residence Life Coordinator for initial review. Minor non-student guests visiting at any time must be registered according to the check-in process established by the Director of Residence Life or that individual's designee and must be escorted at all times by the host. In cases of special events, all requests may be denied. No babysitting is allowed in the residence halls. Residents who are parents and have their children visiting the residence hall will need prior approval from their roommate and the Director of Residence Life.
- F. Failure to gain the approval of roommates will result in the guest being asked to leave and referral of the resident student for disciplinary action. Residents are advised to communicate with roommates if they are not comfortable with a guest in their space. A resident's visitation privileges may be suspended until the case is resolved.

**RELATED UNIVERSITY, STATE AND FEDERAL POLICIES**

[STAF 6.26 Student Code of Conduct](#)

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

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

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

**HISTORY OF REVISIONS**

<b>DATE OF REVISION</b>	<b>REASON FOR REVISION</b>
March 26, 2015	Reflect new visitation plans given renovations
January 31, 2019	Reflect student advocacy initiatives on Visitation
July 8, 2020	Policy was updated to be more clear and student-friendly and to reflect current practices. Revised to new policy format. Revised to include communicable diseases outbreak and isolation and quarantine measures.
November 10, 2023	Policy updated for clarity and consistency.