

Entering Policy

The staff of the CIA has the right to enter student rooms for the purpose of examining the room for safety precautions, policy violations, or making repairs or alterations necessary for required maintenance.

When it's necessary for staff members to enter a student's room, every effort will be made to respect the privacy of individuals living in college-owned or -operated housing. When appropriate, staff members will knock twice and announce themselves, wait a reasonable amount of time, and proceed into the room. Staff members have the right to enter student rooms without prior notification. Staff members are directed not to open drawers, suitcases, trunks, etc.

Routine fire safety and sanitation inspections will occur. Other than state-mandated fire safety inspections, most inspections will be announced in advance. During inspections, staff members will open and inspect MicroFridges. Students who fail announced inspections may be fined up to \$150. MicroFridges may also be opened and inspected in any room where staff is already responding to suspected violations of the campus [Alcohol Policy](#).

When facilities management personnel perform work in student rooms, they will leave a note when no student is present. The mechanic or housekeeper will make every effort to respond to requested maintenance before 10 p.m. After 10 p.m., no facilities management personnel will enter student rooms unless a serious emergency arises. The door to the room will be closed while the work is being done.