What You Need to Know

Everything you need to know about summer housing for program and conference guests

We look forward to your stay on campus this summer!

Amenities

All summer conference guests are housed in traditional undergraduate residence halls. Amenities include:

- basic furniture (bed, bureau, desk)
- Ethernet and wireless internet connections (guests must provide their own Ethernet cord and computer)
- shared bathroom facilities
- laundry facilities on site
- convenient location within walking distance of public transportation
- 24-hour front desk staff

Checking In and Checking Out

Participants may check in any time after 3:00 pm. If participants arrive early, the front desk can store luggage until the rooms are available.

All participants must check out by 11:00 am on the specified check-out date. All keys and building access key cards must be returned to the front desk. Please note that fees may apply for keys and building access key cards that are not returned upon check-out (see fees section below).
Policies

When making a request for summer housing, you agree to abide by the policies outlined below.

Alcohol & Drugs

Alcohol, drugs, and drug paraphernalia are prohibited in MIT residence halls.

Alcohol may not be consumed in any part of the residence halls, including but not limited to rooms, individual apartments, common areas, hallways, entrance/exit areas, and cafeterias.

Public intoxication is strictly prohibited regardless of an individual’s age.

Participants, teaching assistants, and program staff who are found in possession of alcohol, drugs, or drug paraphernalia may be removed from MIT Housing immediately with no refunds given.

Behavior

All persons using MIT residence halls shall adhere to all policies of MIT, as well as local, state, and federal laws concerning health, safety, and public order.

Destruction, vandalism, theft, and moving of MIT Housing property is strictly prohibited, including but not limited to MIT Housing furniture and mattresses.

Playing of any sports activity in the hallways/common areas is prohibited.

Physical and sexual assault or verbal abuse, threats, intimidation, harassment, coercion, offensive language, or conduct which threatens or endangers the health or safety of oneself or another person, is prohibited.

Trespassing, tampering with, and/or unauthorized entry into the use of MIT Housing premises or property, including but not limited to roofs, elevators, offices, or balconies, is prohibited.

All individuals are expected to comply with the request of any MIT official (MIT Police, security staff, building staff, etc.) in performance of his/her duties.

MIT Housing may immediately remove from housing, without refund, any person who conducts him/herself in a manner deemed unsafe or unacceptable to MIT Housing. Reasons for immediate and permanent removal may include but are not limited to, use or possession of alcohol, public intoxication (regardless of age), use or possession of drugs and/or drug paraphernalia, offensive language, health and safety violations, vandalism, and unauthorized entry to space. The Guest and Summer Conference Housing Coordinator, or his/her designee, in their sole discretion, has final authority regarding the sanction to be issued to an individual who commits a violation.
MIT Housing will remove an individual who:

- commits a serious violation of MIT's rules or policies, as defined by MIT Housing
- engages in behavior that MIT deems unacceptable or warranting removal
- commits an infraction after already receiving a warning

Common Spaces & Public Areas

Programs that reserve and/or use common space or other public areas for any activities or events are responsible for general cleaning and proper trash disposal. All furniture should be returned to its original location.

Damages

All persons staying in an MIT residence hall are responsible for MIT Housing property while in residence, both inside and outside of the building, including but not limited to, furniture, light fixtures, windows, window treatments, computer equipment, and walls.

Alterations include but are not limited to, movement of furniture from individual rooms or common areas, replacing door locks, making electrical or structural alterations, using nails, screws, or any material or items that may deface any surface, and painting any surface. MIT Housing shall charge the individual guest or Program for the cost of any unauthorized alterations, equal to the cost of restoring the area to its original condition, plus a service fee.

Fees (Summer Program & Conference Housing)

**Unclaimed Property:** Any items, including but not limited to, bags or boxes that are left unclaimed in MIT Housing by participants and/or Program, shall be assessed a $25 disposal fee per item.

**Keys and Access Key Cards:** Card Services shall assess a fee of $25 for each lost access key card and $150 lock replacement fee for each key that is lost, stolen, or otherwise not returned.

**Furniture:** MIT Housing shall assess a fee of $30 for each piece of furniture that is moved from its original location within rooms and lounge areas. MIT Housing will assess the fee each time it discovers the furniture moved from the original location.
Trash: MIT Housing shall assess a fee no less than $200 upon participant's departure, if MIT Housing finds excessive trash in any area(s), including but not limited to, individual rooms, common areas, and public spaces of the facilities used by the participants. MIT Housing in its sole discretion, will determine whether the amount of trash is excessive.

Fire Safety

Open flame, including candles, is not permitted in MIT residence halls.

The use of heating elements in rooms, such as microwaves, toaster ovens, hot plates, coffee machines, etc., is prohibited by the City of Cambridge.

Guests (Summer Program and Conference Housing)

Individual guests are permitted to host no more than one guest at a time. Guests must be over the age of 18 and are required to provide a valid MIT or government-issued photo ID at the front desk and be signed in by their host. The host must accompany the visitor at all times and is responsible for the conduct of their guest for the duration of their stay.

No overnight guests are allowed.

Health, Safety, & Sanitation/Housekeeping

It is the responsibility of all individual guests to clean all areas that they use and for keeping their room orderly, safe, and sanitary.

Housekeeping staff will clean the hallways, common areas, and lobby. Personal belongings are prohibited in common areas and public spaces. Housekeeping will discard all items left in common areas and public space.

All participants are responsible for the removal of personal trash from their residence hall rooms.
All individuals are expected to leave individual rooms and common areas in the condition in which they found them. Individual guests are responsible for any damage to MIT Housing property and cleaning charges incurred while using MIT facilities.

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**Keys & Building Access Cards**

Upon arrival, guests will receive a building access key card and room keys. Buildings will be locked 24 hours a day and you will need to carry your access key card with you at all times to gain entry to your residence.

- Participants are required to carry their building access card at all times.
- Participants are prohibited from duplicating room, apartment, or house keys.
- All keys and access cards are property of MIT Housing and must be returned at check-out.
  - All lost or stolen keys or access key cards should be reported to the front desk and/or conference staff immediately.
  - Card Services shall assess a $25 fee for each building access card that is lost, stolen, or otherwise not returned.
  - MIT Housing shall assess a $150 lock replacement fee for each key that is lost, stolen, or otherwise not returned.

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**MIT Policy on Nondiscrimination**

The Massachusetts Institute of Technology is committed to the principle of equal opportunity in education and employment. The Institute does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, and other Institute administered programs and activities, but may favor US citizens or residents in admissions and financial aid.

Read the Institute's full policy on nondiscrimination

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**Quiet Hours**

Quiet hours are in effect from 11:00 pm to 8:00 am daily, seven days a week.
Security

Security of MIT residence halls is maintained by MIT Housing Operations and the MIT Police. The Commonwealth of Massachusetts grants police authority to MIT Police officers, extending the same authority and powers as local or state police, in or upon real property owned, used, or occupied by MIT.

MIT Housing assumes no responsibility whatsoever for any property brought onto the premises, and guests hereby release and discharge MIT Housing from any and all liability for loss, injury, or damages to person or property that may be sustained by reason of the occupancy and use of MIT Housing premises.

Smoking (Summer Program & Conference Housing)

Smoking within any MIT residence hall is prohibited. Individuals may smoke outside only in designated areas.

Special Requests

MIT Housing must be notified of special requests of any guest that may be subject to accommodations under the American with Disabilities Act, at least 30 calendar days prior to arrival date.

MIT Housing will make every effort to accommodate special requests, on a space available basis, although such requests cannot be guaranteed.