

ROOMMATE SUCCESS KIT

PART 2: ROOMMATES SECTION

Instructions: Refer back to the Individual Section for guidance on this discussion. This part should be completed together. Please maintain a copy in your residence to refer back to periodically. Situations may arise that will need to involve new conversations in order to update this agreement, so please revisit this tool as necessary.

Sleep

1. On the weekdays, sleeping time in our room will be:

2. On the weekends, sleeping time in our room will be:

3. Quiet times in our room will be:

4. While we sleep:
 - a. Lights are: On Off
 - b. Computer/TV/media are: On Off
 - c. Phone use is: OK Not OK
 - d. The temperature will generally be: Warm
Neutral Cool
 - e. Fans are: On Off
 - f. Windows are: Open Closed

Studying

5. When we study in the room, it will generally be:
 - a. In the morning
 - b. In the afternoon
 - c. In the evening
 - d. On the weekends
 - e. Other: _____
6. When we study in the room (select all that apply):
 - a. The room should be completely silent
 - b. Music/TV is OK: always sometimes never
 - c. We will use headphones
 - d. We prefer to be alone
 - e. Other: _____
7. During midterms, finals, or stressful academic time periods, we will make the following changes to our agreements:
 - a. Have special rules such as: _____
 - b. Change in quiet/sleeping time: _____
 - c. Change in guest agreements: _____

 - d. Change in noise/lights agreements: _____

Use of Room

8. How will we decide when we want to have alone time in the room? _____

9. If someone comes to the room while a roommate is not there and asks to use or borrow something that belongs to that roommate:
 - a. Lend it out without asking
 - b. Ask the roommate first
 - c. Never lend anything out
10. When we are home, the door is:
 - a. Always locked*
 - b. Sometimes locked
 - c. Never locked
11. When we are **not** home, the door is:
Always locked*
Sometimes locked
12. When we are not in the room we will (check all the apply):
 - a. Make sure the door is locked
 - b. Make sure the window is locked
 - c. Make sure the lights are turned off
 - d. Make sure the blinds are closed

***We strongly recommend that doors are always locked (see Safety Information at the end of this document)**

Cleanliness

13. We prefer the room to be:
 - a. Neat/orderly and organized
 - b. Comfortable and lived in
 - c. Messy/disorganized
14. How frequently will we clean each side of the room?
 - a. Daily
 - b. Bi-weekly
 - c. Weekly
 - d. Monthly
15. How frequently will the entire room get cleaned?
 - a. Daily
 - b. Bi-weekly
 - c. Weekly
 - d. Monthly
 - e. Other: _____
16. Cleaning includes (check all that apply):
 - a. Dusting/sweeping
 - b. Vacuuming
 - c. Laundry
 - d. Emptying trash
 - e. Making beds
 - f. Bathroom (if applicable)
Kitchen/Common spaces
 - Other: _____

Communication

17. What personal or cultural practices should roommate(s) be aware of? _____

18. If a roommate or roommate's guest damages my belongings, how will we resolve this? _____

19. How will we leave messages for each other? (via text, email, handwritten notes, etc.) _____

20. How will we approach each other if we have a concern, including but not limited to violations of this agreement? _____

21. If we want a guest to leave, how will we let each other know? _____

Guests

22. Guests may be in the room during:
 - a. Study times: always sometimes never
 - b. Sleep times: always sometimes never
 - c. Other times guests are not allowed: _____
23. Overnight guests may stay:
 - a. Weekends only
 - b. Weekdays
 - c. Other: _____
24. How much notice will we give each other when we would like to host guests overnight? _____

25. Agreements that we reached, not covered in other sections of this document: _____

Guest Policy Information

Full policy: <https://www.bu.edu/dos/policies/lifebook/residential/>

- Guests are only permitted with the consent of a resident's roommate(s). Students are expected to communicate with each other to work out arrangements for guests within a shared room, suite, or apartment.
- A guest is an individual who is not assigned to said resident's room, suite, or apartment. A resident host is a resident student who signs a guest into the residence to which they are assigned. An overnight guest is a guest who visits between the hours of 2 a.m. and 7 a.m. (or any fraction thereof).
- A resident may have no more than three (3) guests at a time, and guests may stay in a room, suite, or apartment no more than three consecutive nights
- At all times, residents are responsible for the conduct and activity of their guests, including any damage caused to University property and violations of policies for student residences.
- No overnight guests are permitted during the first two weeks of the academic year, and during study and final examination periods.

Safety Information

Full policy: <https://www.bu.edu/dos/policies/lifebook/residential/>

Doors should be locked even when rooms and apartments are left for only a few minutes. Valuables should not be left where they can be easily stolen, and should be taken home during vacations and recess periods. Common sense—more than anything else—determines safety.