

## East Campus Roommate Agreement Duke University

Room: \_\_\_\_\_

Building: \_\_\_\_\_

*Your rights and obligations as a member of the residential community at Duke University include:*

- The right to a clean and healthy environment
- The right to read and study free from undue interference or noise
- The right to sleep without disturbance
- The right to privacy and freedom from interference with personal activities
- The right to free access to your room without pressure or intimidation from your roommate
- The right to be free of emotional distress, discrimination, or harassment (physical, sexual, verbal, etc)
- The right to have conflicts resolved in a timely manner

<b>Sleeping, waking arrangements</b>	<ol style="list-style-type: none"> <li>1. What time do we agree that lights go out and loud noise (computer, movies, phone) ends?</li> <li>2. How will we wake up? Separate alarms? Will one alarm wake all roommates?</li> <li>3. What is acceptable to do while roommates are sleeping? (TV, music, lights, have guests over)</li> <li>4. How will we decide what to do if one person wants to stay up later or go to bed earlier?</li> </ol>	
<b>Study time</b>	<ol style="list-style-type: none"> <li>1. What environment will we have while we are studying (silence, music, movies, computer, phone)?</li> <li>2. When will we typically study in the room?</li> <li>3. If one of us needs to study and the other(s) do not, how will we decide whose needs take priority?</li> <li>4. Can guests be over while we study?</li> </ol>	
<b>Use of personal belongings</b>	<ol style="list-style-type: none"> <li>1. What appliances can be shared? (computer, phone, refrigerator, trash can, microwave)</li> <li>2. What food/beverage can be shared?</li> <li>3. What clothing can be shared?</li> <li>4. How should we request to borrow an item?</li> <li>5. What possessions would we prefer not to share?</li> <li>6. Are we allowed to lend our roommate's possessions to people outside of our room? (scissors, calculator, etc)</li> </ol>	
<b>Cleanliness &amp; space utilization</b>	<ol style="list-style-type: none"> <li>1. How important is room cleanliness?</li> <li>2. How will cleaning tasks be shared?</li> <li>3. How often will we clean the room?</li> <li>4. How often will trash be emptied and by whom?</li> <li>5. How will we approach one another if we feel that the cleanliness agreement is not being met?</li> <li>6. How will we decide how to set up the room or change the layout of the furnishings in the room?</li> <li>7. What is our agreement to keep the bathroom clean? (for suites with bathrooms)</li> </ol>	
<b>Room security</b>	<ol style="list-style-type: none"> <li>1. When will we lock the door?</li> <li>2. Our agreement on webcam/video recording in the room...</li> <li>3. Our agreement on carrying keys...</li> <li>4. Our agreement on sharing room key....(friends, etc)</li> </ol>	
<b>Guests</b>	<ol style="list-style-type: none"> <li>1. How many visitors can be in the room at one time?</li> <li>2. What time do visitors need to leave?</li> <li>3. Are there certain times of day that visitors may come over?</li> <li>4. Can we host overnight visitors?</li> <li>5. Can overnight visitors sleep in another roommate's bed if that roommate is not home for the evening?</li> <li>6. How often is it okay for a visitor to spend the night?</li> <li>7. What guidelines need to be set for significant others? (sleeping in the room, being in room alone, etc).</li> </ol>	
<b>Communication</b>	<ol style="list-style-type: none"> <li>1. How should we communicate messages to roommates?</li> <li>2. Should we answer a roommate's phone?</li> <li>3. If planning to be gone from the room overnight, our plan to notify our roommate(s)...</li> <li>4. The best way to bring up a concern with me is...</li> <li>5. Preferred pronouns for each roommate.</li> <li>6. Habits, medical needs, required dietary needs, allergies, or other personal information we should know about each other:</li> <li>7. Our expectations involving the sharing of confidential information about each other:</li> </ol>	
<b>General</b>	<ol style="list-style-type: none"> <li>1. If we need to share feedback with a roommate, the preferred approach is:</li> <li>2. If we disagree, our agreed method to solve conflict is:</li> </ol>	

Each roommate should sign below to indicate acceptance of these agreements between roommates. This agreement will be used to mediate conflicts and to assist roommates in compromising in the creation of a solution.

Roommate A: \_\_\_\_\_ RA: \_\_\_\_\_  
 Roommate B: \_\_\_\_\_ Effective Date: \_\_\_\_\_  
 Roommate C: \_\_\_\_\_  
 Roommate D: \_\_\_\_\_