

OFF-CAMPUS HOUSING GUIDE



OFF-CAMPUS
STUDENT SERVICES

offcampushousing.ecu.edu



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Welcome!

On behalf of Off-Campus Student Services, welcome to the neighborhood! Our office is here to provide support for students who live independently from their family in student apartment communities and conventional apartments within close proximity of campus. We provide services and programs to support the University's goal of achieving an environment that encourages and promotes educational excellence, ensures students become good citizens while keeping them connected to the university.

Students that live off-campus are both critical and important members of the university community. Our office recognizes the responsibility of creating learning environments that challenge students to learn and develop holistically. We also understand that the primary responsibility for internalizing and creating change rests on the students' development and their ability to make responsible choices. We offer this support for individual growth and learning through a variety of programs, community collaborations, and student resources.

As a student who has made the choice to live off-campus, you have made the decision to assume a greater responsibility during

your collegiate tenure. Yes, living off-campus has many different advantages, but with those advantages comes the responsibility to be a good citizen, understanding and respecting the rights, codes and laws that govern the diverse neighborhoods and apartment communities in which you live. You must acknowledge that everyone living near you is not an ECU student, sharing the same lifestyle as you. With that in mind, this "ECU Guide to Living Off Campus" is an aid to assist you with any questions you may have in your role as a good citizen of the City of Greenville. Remember, you are ECU to everyone you interact with in your community. Good or bad, your actions define and reflect the ECU image, now and for years after you complete your student requirements. The ECU Off-Campus Living Guide is intended to provide valuable information that will help make living off-campus a rewarding experience and a time for personal learning and growth. Please know that our doors are always open, should you need any assistance. Our website ecu.edu/ocss also has a lot of great information that can help you navigate living in Greenville, North Carolina.

Take advantage and enjoy all that ECU and Greenville have to offer. Invest a couple of minutes and enlighten yourself with the contents of this guide.

We wish you a safe and productive academic year.

In Service,

A handwritten signature in cursive script that reads "Brandy Alexander-Daniels". The signature is written in black ink and is positioned above the printed name.

Brandy Alexander-Daniels M.Ed.

Off-Campus Student Services

East Carolina Student Services is here to provide support for students who live independently from their family in student apartment communities and conventional apartments within close proximity of campus. Our services and programs support the University's goal of achieving an environment that encourages and promotes educational excellence, and the need to ensure students become good citizens while keeping them connected to the University. Our office seeks to assist students living off campus in learning how to live safely, successfully, and independently in the communities that surround the University.

What We Offer

1. Living in the local community with fellow pirates.
2. Providing one-on-one consultations for students.
3. Programs to support student development and education about independent living.
4. Working to ensure students become good citizens while remaining connected to the university.
5. Intentionally building relationships with the local community.

Where You Can Contact Us

Off-Campus Student Services is located in Todd Dinning Hall. Please feel free to stop by our office and ask questions or get help with any issues you have living off campus. We're here to help. You can also call us at *252-328-2847* or you can e-mail us at: ocss@ecu.edu.

Facebook: *ECU Off-Campus Student Services*

Twitter: *ECU_OffCampus*

Office Hours: *Monday-Friday: 8:00am – 5:00pm*



Useful Terms to Know

Amenities - Benefits of a property that increase the value or desirability of that property. An amenity can be either tangible, such as a swimming pool or gym, or intangible, such as proximity to a local school or supermarket; any feature that provides comfort, convenience, or pleasure.

Binding - Forcing or requiring someone to do something because of a promise, agreement, etc.; For example, a contract is legally binding.

Eviction - to force a renter to leave a property by legal means.
Guarantor - a person who assumes an obligation under the lease if the tenant does not fulfill the obligation. For example, if the tenant fails to pay rent, the guarantor is obligated to pay it.

Indemnity - A promise to pay for the cost of possible damage, loss, or injury.

Lease Term - Fixed, non-cancelable period for which a lease agreement is in force. It is also called a lease period or lease tenure.

Late Charge – A fee that is imposed by the owner or apartment management when the tenant has not made a payment when it is due.

Pet Deposit – A payment required by the landlord from a tenant to cover expenses of any repairs for damages to the premises caused by a pet.

Relinquishment - To give control or possession to another person or group.

Renter's Insurance - A type of home insurance that protects the holder against accidents, damages, and losses that occur in a rented residence. Renter's insurance provides coverage both for the insured's belongings and for liability that may result from an accident in the insured's home.



Types of Off-Campus Housing

There are numerous housing choices in Greenville, NC. You should look at housing options that you feel comfortable with and that meets your needs and budget. Most off-campus residences require a signed lease. Here are some of the most common types of housing available:

Student Apartment Communities

There are many student apartment communities in the areas around ECU. They share a few similarities such as:

- Individual leases – for each room within a multi-bedroom unit
- Furniture
- Basic utilities often included- electricity, water, cable, etc.
- A guarantor is often required

Most traditional students moving off-campus for the first time choose to live in one of the student apartment communities surrounding campus.

Conventional Apartments

Conventional apartments are communities located throughout the Greenville area. Like most apartment communities, you will be responsible for the entire lease, your utilities connection and monthly bill, and all furniture.

Some other types of residence include:

- Duplexes
- Single-family homes
- Condominiums



Choosing the Right Place to Live

The OCSS website offcampushousing.ecu.edu allows students to search for housing, housemates, and view a lot of information about living off-campus. East Carolina University does not own, endorse, inspect, nor approve these properties. Students will have to choose the best place for them to live. You can begin to make a wise choice by considering the details, including:

- Number of bedrooms
- Proximity to campus
- Pet friendly
- Safety and size of residence
- Opportunities to engage with other students
- Laundry facilities
- Bus routes
- Utilities

Budget: How Much Can You REALLY Afford?

Budgeting is vital when deciding where to live off-campus. You should work out a budget BEFORE you start looking for a residence. Having a budget will help you determine what you can afford, and whether you need roommates. Financial Aid is based on the overall "cost of attendance" that does not change if you live on or off campus (in most cases). If your financial aid package covered housing/dining costs when you lived on campus and does not change- you will get a refund from the university after your bill is paid. You are responsible for paying your housing and food costs from that refund and cover any remaining costs. If you would like to schedule a one-on-one consultation with OCSS please call us at [252-328-2847](tel:252-328-2847).



Leases

A lease is a contract you sign for a specific space (house, condo, apartment, room), for a specific period of time, in exchange for the monthly on-time payment of rent. To be valid all parties must sign the lease. Most student apartment leases in Greenville begin in August and end in July (12 months).

A lease must include:

- The amount of your rent
- The date it begins and ends
- Amount of any required security deposit

Jointly and severally liable means roommates sign the same lease (paperwork) and if one person bails out the others are responsible for the missing rent.

Individual leases mean each roommate signs their own individual lease (paperwork) and if one person bails out the others are not responsible for the missing rent.

If a student chooses to sign a Joint and Several lease it's important they understand the commitment. We recommend students sign an individual lease to ensure they're only held accountable for their actions.

A sublease is an agreement between you, your apartment/landlord and another person who rents your residence from you. This can be a difficult and time-sensitive option, however you will still be responsible for the rent and any damages to the residence.

ECU offers FREE legal advice. Contact Student Legal Services at <http://www.ecu.edu/legalservices/> for more information.



Roommates

A roommate relationship is more than just a living arrangement; roommates can have an impact on your emotional and financial well-being. Choose your roommate(s) wisely.

If you have a roommate conflict, try to handle it before it gets worse. For minor problems talk with your roommate, listen to the other person's side, suggest a solution that you are both comfortable with, and if needed, put it in writing. If your landlord/apartment community assigned your roommate, you can ask them for help. It's imperative that you're able to connect with your roommates. To have a successful relationship with your roommates you will need to compromise, communicate, respect your roommates, and care about their well-being.



Renters Insurance

When you're living in an apartment or house, it might be a good idea to think about getting renters insurance. Renters insurance would cover your personal belongings. The owners of apartments or houses typically have insurance on the building, but not your belongings. Also, you may be covered under your parents' homeowners' policy if they claim you as a dependent.

When looking at rental insurance, ask?

- What is covered? Fire, lightning, smoke, theft, flooding
- What isn't covered?
- What price/value does it apply to items lost? Is it what I paid for the item or replacement cost?
- How do I file a claim?
- Do I need a police report?

Home Away From Home

Before you move in to your new home here are some reminders and suggestions. Your apartment or home might provide some of these items. Get together with your roommate(s) and decide who will bring what:

Kitchen

- Can opener
- Coffee maker
- Cups/glasses
- Cutting board
- Dishcloths
- Dish pan
- Dish towels
- Dishes
- Dishwashing liquid
- Food & Beverages
- Forks, knives, & spoons
- Measuring cups
- Measuring spoons
- Microwave
- Oven Cleaner
- Paper Towels
- Pot Holders
- Toaster

Miscellaneous

- Basic tools
- Batteries
- Coat Hangers
- Compact florescent bulbs
- Computer, cables, and paper
- Deodorizer (Lysol)
- Extension cords of surge protectors
- Glass cleaner
- Iron and ironing board
- Laundry detergent

- Pads of paper
- Playing cards
- Polish
- Scrub Brushes
- Sponges/Rags
- Spray Cleaner
- Stereo/Docking Station
- Iron and ironing board
- Television
- Throw rugs
- Trash can
- Telephone
- Tissues
- Vacuum cleaner
- Wastebaskets
- Renter's insurance

Bedroom

- Alarm clock
- Blankets
- Linens

Living Room

- Furniture as needed
- Lamp
- Drapes or blinds

Bathroom

- Cleaner
- Soap
- Toiletries
- Shampoo
- Shower curtain & hooks
- Soap
- Toilet brush & cleaner
- Toilet paper
- Toothpaste & toothbrush
- Towels & washcloths

Stay Connected to Campus

If this is your first time living off campus, you will need to get used to a schedule that involves a commute to and from campus. It is important to balance your time on campus, with time at home to make the most of your college experience.

Some good tips to stay connected to campus:

- Plan for the travel time and for busy buses at the beginning of the year-you don't want to be late for class.
- Go to class-studies make it clear, students who attend every class get higher grades.
- Get a commuter meal plan, it will make it more economical to stay on campus for a meal or snack.
- Stay involved in clubs and organizations.
- Head back to campus for evening events or a work out at the

Recreation and Wellness Center

We encourage you to remember that resources like the Pirate Tutoring Center, Student Health Services and the Center for Counseling and Student Development all remain available to you as a student-living on or off campus.





Being a Good Citizen

As a student living off-campus you have a greater responsibility. You are representing the university as a student in your neighborhood or apartment community, and your actions reflect back on yourself and the university as a whole.

Living off-campus does have its freedoms, but it comes with important rules, regulations and responsibilities. When you live off-campus, you will be a student of East Carolina University and a member of the larger Greenville community. Therefore, students will need to know that the ECU Student Code of Conduct, specific apartment or neighborhood rules, and Greenville City Ordinances all apply to them. It is best to create positive relationships with your neighbors in order to avoid problems before they happen. When problems do arise, it is always best to try to work them out yourself, but know that there are resources for you to use as well.

Tips for Being a Good Neighbor

- When you move into a new apartment or house, it's a good idea to get to know your neighbors. Introduce yourself to your neighbors. If you are living in an apartment community, get to know your complex's staff as well.
- Learn your neighbors' names, should you need their help at some point in the future.
- Do not use indoor furniture or appliances outside your apartment or house.
- Obey local traffic laws and stay under or at the speed limit. Follow any neighborhood or apartment community guidelines for parking.
- Please keep the grounds surrounding your apartment or house clean.
- If you have pets (make sure your lease allows for pets), please take care of them and be courteous of your neighbors, who likely do not want to hear a barking dog late at night. Also, remember to clean up any animal waste. And please have your pets spayed or neutered so they do not add to the pet overpopulation problem.
- You are responsible for the actions of your guests, so make sure they abide by any policies and local ordinances.
- Remember that noise is a major source of irritation. Keep the party and stereo noises to a minimum. Outside noises, even talking, especially late at night can be very loud when neighbors are sleeping.
- Before throwing a party, inform your neighbors and give them your contact information so they may contact you if noise becomes a problem or if they have other concerns.
- Be aware that there are noise ordinances within city limits. Between the hours of 11:00 PM and 7:00 AM, please keep noises to a minimum. For more information about the City of Greenville noise ordinance please visit the City of Greenville website.
- Put your trash in proper containers or locations, RECYCLE, and if you live in an area with curb side trash collection don't leave empty trash cans on the sidewalk.
- Most of all respect and appreciate those community residents. Even other residents in an apartment community have different lifestyles than college students or a different schedule than you.



Being Part of a Community

When you live away from campus, you may no longer find yourself surrounded by just ECU students. It may take time to get to know those living around you, whether in an apartment community or a residential neighborhood. Make your neighborhood your community. Think smart, make informed choices, and strive to keep your new space clean, safe, and connected.

Make an effort to meet the neighbors by saying hello or introducing yourself. You may find that this new living space and these new people become your home away from home. In an effort to fit into a new community, please consider the following information.



Holding a Responsible Party

If you want to hold/host a party, and live in the City of Greenville, it is important to keep some things in mind. Here are a few tips to help you have a successful party, keeping yourself and your friends out of danger and trouble.

Know Your Surroundings

Know who lives around you or in your neighborhood. You may want to notify surrounding residents of your intent, the date, and the start/stop time of the planned event. Proper notification will result in a better understanding between neighbors. If you live in an apartment community, there might be specific guidelines and rules in terms of hosting a party or event. Be aware of them in advance.

Keep Down the Noise

Though this can be a challenge, most of the complaints to the Greenville Police Department are due to loud noise. If your party becomes “large” (over 30 people), it will most likely become loud. Control the size of the party and try to keep doors and windows closed. Two individuals may be having a quiet conversation, but when combined with a handful of others doing the same, the party quickly becomes unbearable for neighbors.

Keep the Numbers Small

Large numbers on the invite list create large problems for the party host, the neighbors, and the police. The size and layout of your residence will play a major role in the number of people you can accommodate. Trying to fit 100 people in a fifteen by fifteen space is not only uncomfortable; it could quickly lead to problems. Keep the number reasonable. Problems with large parties include: theft, vandalism, lease violations and city code violations. Also, social media sites make it easier to invite all your online "friends" but are you ready for everyone to show up, how about "friends" of all your "friends"?

Designate Security

This does not mean you need to hire a "bouncer." But you might consider designating two or three persons to ensure that noise stays within reason, no one consumes alcohol underage, property is not destroyed, and belongings are not stolen.

Designate an Area for Parking

It is important that your friends do not create parking problems for your apartment community, neighborhood, or city streets. Designate a place for guests to park so that they do not block roads, driveways, or an emergency vehicle (fire truck or ambulance) in the area, your vehicle may be towed.



Being Good to the Planet and Your Wallet

Part of being a responsible citizen is being a good steward to the environment. It is important to conserve resources and recycle as much as possible. In terms of costs, in most situations saving utilities costs will help your wallet in terms of lowering your utility bills or overage fees, or in the long term avoiding rent increases from higher utility costs. Purple is the new GREEN!

What You Can Do to Help...

- Practice energy conservation such as turning off lights and appliances when not in use.
- Utilize compact florescent bulbs for lamps and desk lighting.
- Practice water conservation-turn off the water while brushing teeth, take shorter showers.
- Use ECU Transit instead of driving
- Recycle-use curb side recycling pick-up or the recycling center in your apartment community.
- Use reusable mugs instead of paper cups when eating at home.
- Use reusable bags, or skip the plastic bags when shopping.
- Consider using local produce and products.

Ways to Conserve Water

- Don't run the water while brushing your teeth.
- Turn off the water while shaving in the shower.
- Don't run the water while washing your dishes.
- Keep a bottle of cold water in the refrigerator.
- Make sure the faucets are turned completely off before exiting the bathrooms.
- Immediately report any leaks that you may see to your landlord or apartment staff.

Good Laundry Practices

- Frontloaded and high efficient washers are more energy and water efficient and use less detergent. Remember to do a full load of clothes when doing laundry.
- Use cold water (saves the energy to heat water).
- Frontloaded and high efficiency washers use 1/3 the detergent that you usually would-lowers pollutants in the water.
- Use bio degradable and environmentally friendly "green" cleaning products.

Energy Conservation

- Bring compact florescent bulbs for lamps and desk lighting, incandescent bulbs are not as energy efficient.
- Unplug your cell phone charger when not in use.
- Turn off lights and electronic devices when not in use.
- Turn off lights and electronic devices when you are not in your room.
- Set reasonable temperatures for your heating and air conditioning.
- Turn on your energy saving features on your computer and monitor.
- Carpool
- Walk or ride a bicycle
- Shop by phone, internet or mail.
- Ride the ECU transit system (it's free for students, faculty, and staff!)

Reduce Waste

- Recycle-use the recycle bins when on campus or in the community, and use curb side recycling pick-up or the recycling center in your apartment community.
- Use reusable mugs or cups instead of plastic cups when eating at home, and reusable mugs in retail settings for coffee and drinks.
- Use reusable bags, or skip the plastic bags when shopping.
- Do not grab more paper napkins than needed when eating out.
- Use dish cloths vs. paper towels.
- Buy a set of silverware and plates to use instead of paper plates, plastic forks and spoons.



Living in Greenville

Resident Responsibilities and City Ordinances

The City of Greenville has local laws (i.e. ordinances) intended to protect the rights and privileges of all residents of Greenville. In neighborhoods made up of young adults, families, and senior citizens observation of these laws is the key to creating harmony among residents. The Greenville Police Department's Code Enforcement Officers frequently patrol and strictly enforce City ordinances. Individuals violating the laws regarding parking, alcohol consumption, disorderly conduct, noise, litter/trash, pets, and occupancy limitations, or who otherwise create a public nuisance, will be penalized.

Rights and Responsibilities

The City of Greenville provides a variety of municipal services to all residents of Greenville. When you have a question or a concern, give them a call at [252-329-4364](tel:252-329-4364) or [252-329-4455](tel:252-329-4455).

As a tenant, you have certain rights and responsibilities, and as a Greenville resident, you are expected to help maintain the appearance of your neighborhood. Every house and apartment in Greenville must meet the minimum housing code. The place where you live should be "watertight" (which means no visible light around doors, windows, or other similar openings), watertight, and rodent proof. If you have concerns about the

physical condition of your rented home or apartment, contact the City's Code Enforcement Division. If you have general maintenance requests, communicate them to your landlord or apartment staff in a timely manner.

Parking Off-Campus

Like any urban campus, East Carolina University cannot accommodate the vehicles for all the faculty, staff and students who attend it on a daily basis. If you choose to park on neighborhood side streets surrounding the campus, understand there is a two-hour time limit and that some streets DO NOT allow parking at all. Be sure to carefully read parking signs along these streets to prevent being ticketed or having your car towed.

If you live in an apartment community, you need to be aware of the parking policies for your community. Most apartment communities require a parking sticker and designated guest parking.

If you live in a rented home or smaller apartment complex, you need to be aware of the City of Greenville parking policies: Vehicles parked on "controlled" residential streets are required to display an "A" sticker from the City of Greenville. Please note a university parking sticker will not be honored on residential city streets by Parking Enforcement.

Non-stickered cars may park for two hours maximum from 8 AM to 5 PM or receive a ticket. Ticketed or illegally parked cars are towed at the owner's expense without warning. It is illegal to park in the front yard of a residence, on the sidewalk, or on the wrong side of the street (driver's door facing curb). It is illegal to park in vacant lots. The following infractions will result in a citation from the Greenville Police: blocking a driveway, parking within 30 feet of an intersection, and parking within 15 feet of a fire hydrant.

For further information about these or other parking issues, please contact the following resources:

- ECU Parking and Traffic: [252-328-6294](tel:252-328-6294)
- ECU Transit: [252-328-4724](tel:252-328-4724)
- Greenville Police (towed vehicles): [252-329-4315](tel:252-329-4315)

Litter/Trash/General/Conditions

The City of Greenville provides residential garbage and recyclable collection. If you live in an apartment complex, commercial dumpster service and recycling is provided. It is illegal to throw or deposit any type of litter or household trash upon any street or sidewalk. Handbills or flyers that are posted on poles and trees are a form of organized litter. They can result in a fine issued by the

City's Code Enforcement Division

Grass or weeds on any lot that are more than 10 inches high constitute a violation for which property owners will be fined. In some cases, overgrown lots may be cut by the City after proper notice with all costs billed to the owner.

Furniture designed for indoors (e.g., sofas, chairs, refrigerators, etc.) are not allowed to be on front porches or in yards. Abandoned and junk vehicles are not allowed in front or side yards. Property owners may only have one junk vehicle in the back yard, but it must be covered by a tarp and on an improved (e.g., paved) surface.

Housing within the City of Greenville must be fit for human habitation and meet minimum housing codes. Please do not hesitate to call the Code Enforcement Division for questions about what minimum housing codes are and/or if your current or future housing meets those requirements. Code Enforcement can be reached at: [252-329-4364](tel:252-329-4364) or [252-329-4455](tel:252-329-4455).

Pets

Greenville has a "leash law" that prohibits owners from letting their dogs run free at any time. Owners are required to keep dogs under control when walking and to keep their pets up-to-date on their rabies vaccinations. Per ownership can be a very rewarding experience, but requires a great deal of responsibility. Prospective pet owners are encouraged to consider the cost and everyday care, including what you will do with a pet when you move, BEFORE you purchase or adopt an animal.

Alcohol

Violation of laws that address underage alcohol purchase, consumption, and sales will result in a criminal penalty. It is illegal to provide a fake ID to someone under 21 in order to purchase alcohol or gain admittance to a private club. It is illegal to sell alcohol without a permit. If you are going to have a party in which alcohol is served, YOU will be responsible for the actions and safety of your guests. It is illegal for any person to be intoxicated and disruptive in public.

Roommates

The City of Greenville regulates how many roommates you can have. There cannot be more than three (3) unrelated people living together as a single housekeeping unit, whether you live in a house, a duplex, apartment, condominium, or mobile home. The following combinations of persons can live together as a household: one (1) individual living alone; up to three (3) unrelated individuals; two (2) or more individuals related by blood, adoption, or marriage (i.e., family); one (1) family and up to two (2) related individuals (i.e., room rating).

Temporary Signs

The City has laws regarding the size, placement, and number of temporary signs, including lawn signs, and banners, you may have. Visit the City of Greenville's website at greenvillinc.gov to learn more about city residents' rights, responsibilities, and ordinances.





Student Legal Services

Student Legal Services (SLS) is a prepaid legal service that was established by the Student Government Association as a service to students. SLS can answer many questions for you on various legal issues that will in turn save you time and money. SLS can assist students by providing legal advice after being charged with a criminal case or traffic violation. SLS will also provide training to you or your organization on risk, student safety and awareness, stalking/rape/domestic violence awareness, conflict resolution, and legal/business/or peer mediation. You can contact Student Legal Services at: <http://www.ecu.edu/cs-studentaffairs/sls/>

Attorney client privilege and confidentiality are guaranteed. Common areas of advisement are:

- Landlord-tenant issues
- Traffic and criminal matters
- Domestic/Family law issues
- Restraining orders
- Violence prevention
- Crime Victims' rights under NC and Federal Law
- Insurance issues
- Immigration
- Wills
- Power of Attorney



Getting Around Greenville

Getting around on and off campus is pretty easy, whether or not you have a car. Greenville and ECU has a number of options, including:

Off-Campus Shuttle Service/ECU Transit

If you need transportation to and from your apartment community, and you live near the university, you have access to the off-campus shuttle. Buses make round trips to and from campus Monday through Friday and are free for ECU students. For more information, visit ECU Transit at: www.ecu.edu/transit.

Public Transportation/GREAT Bus Service

Greenville city bus operates throughout Greenville on six routes. Service is available from 6:25AM to 7PM on weekdays. For more information about routes and times, visit: <http://www.greenvillenc.gov>

On-Campus Parking/Department of Parking & Transportation Services

You'll need a permit to park your car or motorcycle on campus. While it doesn't guarantee you a parking space on campus, it does allow you to park in designated lots. ECU also has metered spaces. You can park your bicycle on campus free of charge, but you should still register it. For more information on parking, visit ecu.edu/parking.

Out-of-State Drivers

If you're moving from another state, consider whether or not you'll keep your out-of-state license plate or get a North Carolina plate. If you plan on staying in Greenville long-term, it's best to

Your Safety

Wherever you live, you should think about your safety. Please note these simple pointers:

- Don't let anyone you don't know inside your residence
- If you lose a key: request your landlord or apartment community re-core the locks
- Lock windows and doors at all times
- Keep the same voicemail message-never indicate you are alone or away
- Contact your landlord or apartment staff immediately if any doors, lighting or safety system need repair
- Lock your car and hide valuables at all times-even if you're present
- Check the back seat and the floor of your car before entering
- Use the Blue Light Emergency phones when you're on campus
- Avoid placing hidden keys outside your residence and never lend keys out
- Exit immediately if there is a fire, leave your valuables, and stay low if there is heavy smoke
- Respond to all alarms in your building or community
- Avoid using an ATM at night, alone, in dark or isolated areas, and places with hedges and bushes nearby, or if you feel that the ATM has been tampered with
- Don't post private information such as your address, phone number, schedule etc., on social networking sites. Also don't post open party invitations or status updates that indicate you are alone
- Register to receive ECU Alerts or get important information in an emergency at: www.ecu.edu/alert.

If you need help contact:

Greenville Police Department	<i>(252) 329-4315/911</i>
Greenville Fire and Rescue	<i>(252) 329-4390</i>
Pitt County Sheriff's Office	<i>(252) 902-2800</i>
Pitt Co. Memorial Hospital Emergency	<i>(252) 847-4100</i>
Poison Control Center	<i>(800) 222-1222</i>
Suicide Prevention Hotline	<i>(800) 273-82553/ 1-800-784-2433</i>

For Safety & Adverse Weather Safety...The Four 'P's' of Fire Safety

Preventing

At least once a month, check to make sure your smoke detectors are functioning properly. If you burn candles, do it safely, and avoid the use of space heaters. Never leave your stove unattended while you are cooking. Also, keep your apartment tidy and free of flammable debris, such as newspapers.

Protecting

Before signing a lease, look for smoke detectors, fire extinguishers in hallways, and possible escape routes. Replace smoke detector batteries every six months (if your apartment or landlord doesn't), and check your detectors at least once a week to make sure they function properly.

Planning

Take a look at each room in your apartment, and make a plan for two escape routes from each room. Enter emergency numbers in your cell phone number listing.

Practicing

Practice the escape routes you have mapped out, doing so on your hands and knees. Try finding your escape routes with your eyes closed. Remember, if your unit catches on fire, there will be less smoke closer to the floor.

Smoke Detectors

When you first move into your apartment, make sure that all smoke alarms are securely mounted. If the smoke detectors are battery powered, it is your responsibility to put fresh batteries in all detectors. If your smoke detectors do not function, contact your landlord or apartment staff immediately. It is also a good idea to replace batteries every six months. A good rule of thumb is to replace batteries at the beginning (spring) and end (fall) of Daylight Savings Time.

Smoking

Many house fires are started by cigarettes that have not been properly extinguished. If you smoke, check your lease to see if

it forbids smoking in your rental unit. If you smoke inside your rental unit, use deep welled ashtrays that do not easily tip over. Never smoke in bed or when you are intoxicated!

Candles

According to the National Fire Protection Association (www.nfpa.org), burning candles is the fourth leading cause of house fires in the U.S. If you burn candles, make sure you are using a stable, appropriate holder and do not place candles close to curtains or any other flammable object. Keep candles away from open windows, fans, or any location where a burning candle can easily be knocked over. And never leave a burning candle unattended!

Cooking Fires

Nearly a third of all house fires result from cooking. Remember to keep your kitchen uncluttered and clean, and when you are cooking, never leave your stove unattended.

Many house fires are started by cigarettes that have not been properly extinguished. If you smoke, check your lease to see if it forbids smoking in your rental unit. If you smoke inside your rental unit, use deep welled ashtrays that do not easily tip over. Never smoke in bed or when you are intoxicated!

Weather Warnings

Severe Weather

In North Carolina, sometimes severe weather is a cause to take action. Tune into your local radio stations or TV stations for the latest news. Local media has a system in use to gauge the severity of the weather.

- A watch is often a first alert, and it indicates that weather poses a possible threat.
- A warning is when dangerous conditions are developing, find a safe place immediately.

When a hurricane is approaching ECU you can stay in your residence or choose to go home to your permanent address if driving conditions are safe. If you are unable to leave for any reason, locate the nearest shelter as soon as possible. Some apartment communities organize shelters for their residents, so check with management.

Preparing for Severe Weather

- Secure outdoor equipment and bring in loose items
- Follow instructions from your landlord or apartment community staff in terms of preparing your home
- Check your emergency supplies such as non-perishable foods, bottled water, medicines, first aid kit, flashlight, batteries, extra cash, battery-operated radio, etc.
- Fill your gas tank
- Carry some small amount of cash with you

Register to receive ECU alerts or get important information in an emergency at: www.ecu.edu/alert.



Emergency Contact Information

Greenville Fire and Rescue	(252) 329-4390
Greenville Police Department	(252) 329-4315
NC Highway Patrol	(252) 752-6118
Pitt County Sherriff's Office	(252) 902-2800
Poison Control	1-800-222-1222

Helpful Phone Numbers

Fire/Rescue/Police	911
ECU Police Emergency	(252) 328-6787

Important East Carolina University Services

Center for Counseling & Student Development	(252) 328-6661
Dean of Students	(252) 328-9297
ECU Police Non-Emergency	(252) 328-6787
ECU Transit	(252) 328-4724
Greek Life	(252) 328-4235
Off-Campus Student Services	(252) 328-2847
Safe Ride (ECU-RIDE)	(252) 328-7433
Student Legal Services	(252) 757-3300
Victim Assistance	(252) 737-1466 (252)328-6787

City and County Services

City Bus Service	(252) 329-4532
Code Enforcement	(252) 329-4364
Garbage/Recycling	(252) 329-4522
Greenville Police Non-Emergency	(252) 329-4315
Greenville Utilities Commission (power and water)	(252) 752-7166
Real Crisis Helpline	(252) 758-4357



FAQs

Q: What does OCSS Offer?

A: Our office is here to provide support for students who live independently from their family in student apartment communities and conventional apartments within close proximity of campus. Our services and programs support the University's goal of achieving an environment that encourages and promotes educational excellence, and the need to ensure students become good citizens while keeping them connected to the university. Our office seeks to assist students living off campus in learning how to live safely, successfully, and independently in the communities that surround the University.

Q: Where is OCSS located?

A: We are located in Todd Dining Hall on the College Hill section of campus. Our hours are: 8am – 5pm; Monday – Friday.

Q: Can you recommend the best apartment for me?

A: Our office does not provide referrals to students. We are however a resource for students. We can provide you with information to help you make the best housing decision for you.

Q: How do I begin my search for a place to live?

A: We recommend visiting our website at offcampushousing.ecu.edu for a search and attending our annual Fall & Spring housing fairs.

Q: Where can I find short-term housing?

A: Short-term housing tends to be minimal. We recommend contacting the property directly if you're seeking short-term housing.

Q: Are lease lengths negotiable?

A: They can be. It depends on the complex and their willingness to negotiate a lease length. Please contact them early if you want to ask them.

Q: How do I know if an area is a safe place to live?

A: You can go to the Greenville Police Department website at: <http://www.greenvillenc.gov/government/police>, and click on Crime Reports to find current statistics by area or address.

Q: Does my financial aid cover my rent?

A: It may. Any financial aid that you receive must go through the financial aid office first. Your tuition and fees are immediately subtracted from any incoming financial aid. Any leftover financial aid is then credited to your account, which may be used for rent. It's important that you select an apartment that fits within your budgetary restrictions.

Off-Campus Student Services Contact Information

Phone: *252-328-2847*

E-mail: *ocss@ecu.edu*

Facebook: *ECU Off-Campus Student Services*

Twitter: *ECU_OffCampus*



**OFF-CAMPUS
STUDENT SERVICES**

Web: *offcampushousing.ecu.edu*