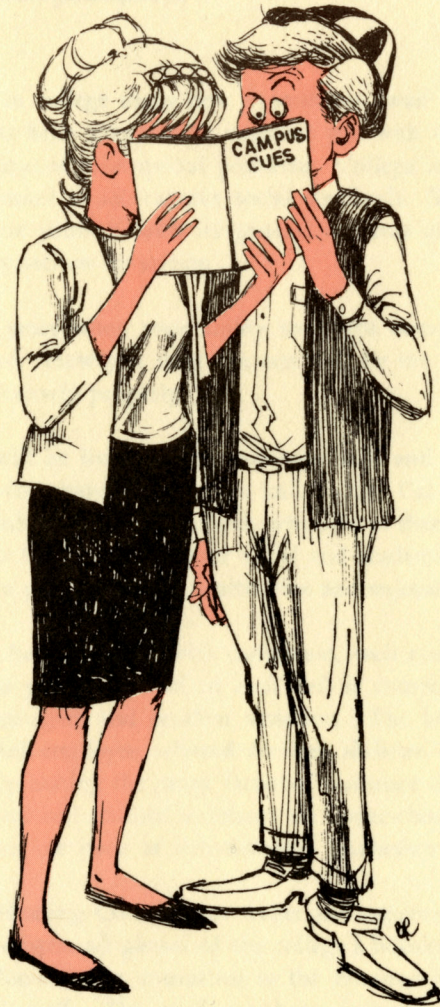
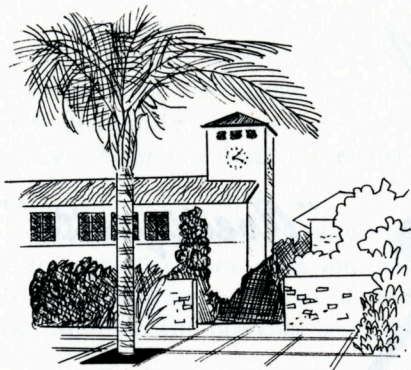


CAMPUS CUES



CALIFORNIA STATE POLYTECHNIC COLLEGE
SAN LUIS OBISPO, CALIFORNIA



Getting Started at Cal Poly

As you enroll in college many new experiences await you. This informational booklet has been prepared to acquaint you with Cal Poly customs and to help with some of your special problems. College and residence hall regulations are discussed as are campus social standards. Skim through the booklet to familiarize yourself with its general contents and then go back and read it carefully section by section.

These are the years when your ability to accept responsibility will be tested and developed. How you meet the test will be the measure of your ability to conduct yourself properly.

Many of you will be living in the residence halls and so *Campus Cues* provides guidelines for enjoyable residence hall living. Cal Poly is proud of its residence halls and proud of the students who live in them. The residence halls are operated in the belief that your social and academic goals are more readily attained when you are housed in attractive and enjoyable surroundings.

Each residence hall is staffed with competent, well trained people who are anxious to assist you. The staff in each hall is composed of the head resident, resident managers and resident assistants. The head resident is a full time professional employee selected for her abilities in working with students and in co-ordinating the many facets of residence hall management. The resident managers and resident assistants are upper-class students chosen for their positions on the basis of demonstrated leadership and maturity.

The college's Housing Co-ordinator trains and supervises the residence halls' staff and administers all phases of the college's housing program. The Associate Dean (Women) is a consultant to the Housing Co-ordinator and the residence halls' staff. The staff members welcome your ideas and suggestions.



"Coediquette"

College offers you many opportunities for development of social skills. This is the time to cultivate good etiquette so that gracious living will just "come naturally." The basis of acceptable social behavior is kindness, courtesy and consideration of the needs of others. A basic attitude which shows respect for others is more important than the strict observance of conventional rules.

At Cal Poly we believe sincere friendliness is one of a student's best qualities. Greet classmates with a warm smile and a friendly, "Hi." Don't be afraid to speak first.

Do learn how to make introductions smoothly, for this will help you feel at ease. Students introductions to one another should be unaffected. A simple, "Linda, this is Ed Brown," is just fine. The lady's name always comes first when introducing people of similar ages. A good rule to remember is that generally the name of the person to be accorded the greater courtesy is given first. A courteous answer to an introduction is "Hello Ed," or "How do you do, Linda." Avoid the words "Pleased to meet you" and "Glad to make your acquaintance."

After introducing people suggest a conversation topic. Conversation can be stimulating and enjoyable, so try to cultivate the habit of sharing ideas with others. People can be so silent and unapproachable that others are afraid to try to get acquainted. If you join a conversational group and no one remembers to introduce you, just speak up and introduce yourself.

Dating is a part of every student's life. The surest way for a fellow to get a date with "the gal of his dreams" is to ask for it about one week in advance of an event. (Ask two or three weeks in advance when a big event such as Poly Royal is involved.) Often a girl's feelings are hurt if she is asked for a date just before an event for then she thinks she is third or fourth choice. If there is some unusual reason for delay in arranging a date, explain the reason when you call.

Do not preface an invitation with such a phrase as "Are you doing anything next Friday night?" Such a question makes a girl feel defensive and as if she ought to be doing something Friday night. It is much better to get right to the point and describe the event for which you'd like a date. For instance, "There is a dance in Crandall Gym next Saturday night. May I take you?"

It is poor practice to try to squeeze more than one date into the same evening or too many dates into any one week. Most students who have learned to balance their social life and studying confine their dating to Friday and Saturday with one coke or study date during the week.

At Cal Poly it is considered "out" for couples to engage in public exhibitions of affection. Lolling over your date in the residence hall lounge or on the lawn embarrasses other students and shows a lack of respect for your date. Hand holding, loving glances and a good-night kiss are okay for public places but reserve other displays of affection for non-public places. Public love making gets you "tagged" in a hurry and a few months later you may not like the wording on the label.

It isn't necessary for a fellow to spend a lot of money on a date at Cal Poly and only an inconsiderate girl would expect him to do so. The Associated Students and the Activities Department of the college cooperate in arranging a large number of free or reasonably priced recreational events. There are on-campus dances every weekend, movies every Friday night, lots of activities in the residence halls and a wide range of spectator sports.

All campus parties are chaperoned. When there are chaperones present, it is expected that each couple speak to them soon after arrival. On leaving it is proper to say good night to the chaperones and to thank them for their part in the affair. The faculty couples who act as chaperones do so because they are genuinely interested in students.

RULES TO REMEMBER

Here are two good rules to remember. (1) Don't be raucous or obscene in either speech or action. The person who feels compelled to make loud remarks in the movies or struts and is loud in the snack bar is suffering from lack of ego satisfaction. Such a person has to impress others with his keen sense of humor (and usually it is keen only to him).

(2) Don't be stingy with your "thank you's." Students are sometimes so deep in their own thoughts that they are careless about thanking others for slight favors. The easiest way to get people to like you is to let them know you appreciate them. Do remember to thank all who help you, and this includes waiters, clerks, cashiers, barbers, doctors, teachers and the dean who has listened to your problem.

Do's and Don'ts for Dining

Considerateness for others in the college dining hall is an essential part of good college etiquette. Meal time is a good time for relaxing and socializing. If you sit at a table where others are already eating, introduce yourself and discreetly join the conversation. If no one is talking, do try to get a conversation started. You'll find meal time more pleasant for yourself and your table companions if you do this. It's considered uncouth to gulp your food or to be loud and giggly in the dining hall.

Always change lab clothing, or clothing and shoes worn around the barns and feeding pens, before going to the dining hall. Make sure your hands and your clothing are clean. Odors, of which you may be completely unaware, can be nauseous to others. It is rude for men students to wear any kind of hat at meals and chic women students never wear rollers or curlers (even if covered with scarves) to the dining hall.

If you smoke, try to smoke in as clean a way as possible. Dropping ashes all over the table or the floor is objectionable to those around you. Try not to allow smoke to drift into another's face and never blow smoke at someone else.

Gum chewing should be a private affair. If you momentarily forget and chew gum in public, don't make a smacking or snapping noise as you chew. When you discard gum, wrap it in a piece of paper and place it in a garbage container. It is sickening to get a piece of someone else's gum on your shoe and gum that is stuck under tables or desks creates a most unsanitary situation.

For Leisure Hours

Exchange parties are an important part of the social life in the residence halls. Sometimes fellows or coeds feel they should not participate in exchanges because they are going steady with someone who does not live in one of the halls participating in the exchange. However, if you tell your steady date about the exchange well in advance of the event, he or she will probably encourage you to attend as there is much fun and learning to be gained from working cooperatively with hall groups. It is the custom for fellows and girls to attend exchanges without dates as this permits everyone to mix and have fun.

Intramurals are big at Poly. There is an intramural manager in each of the men's halls. Keep in touch with him regarding schedules for intramural swimming, touch football, softball, volleyball, basketball, golf, wrestling, track and field, bowling, tennis and ping pong. The Women's Athletic Association provides intramural sports for women. If sports such as volleyball, basketball, archery or swimming interest you, contact the Women's Physical Education Department and ask about WAA.



What to Wear?

TIPS FOR COEDS

What to wear is often a question in a coed's mind as she plans for college. For details, check the clothing chart on pages 6 and 7; but briefly, casualness is the key to campus wear. Remember, being casual is different from being careless about your dress. Blouses, sweaters and skirts form a practical wardrobe. Comfortable shoes, whether tennis, loafers or other flats, are a must—you'll be doing lots of walking.

Be well prepared, too, for the rain. We suggest raincoat and rain hat or plastic scarf, rainboots and something waterproof to cover books. A gay umbrella can make you feel quite perky on a rainy day.

You will need something special for formal occasions, but as these occasions are limited in number, don't put the major portion of your clothes budget into formal clothes. Dresses that are extreme will get you stares but few dates on the Poly campus.

Neatness and good taste are your best bets for being well dressed at all times. Fads and extremes of dress may have been the thing in high school, but they are indications of a poorly developed sense of taste in college. *Jeans, bermudas, short shorts and pedal pushers are not worn on the campus during the school day.* If you have a lab class where a dress is inappropriate, consult with your instructor about the type of clothing considered suitable for the lab. Lab clothing is always changed before going to other classes, the library or dining hall.

TIPS FOR MEN

It is courteous to try always to look your best. If you make a habit of wearing clean, neatly pressed clothes and of being well groomed, you are likely to find that looking your best has a tonic effect.

Taking a shower each morning is a "must" and there is nothing like a good shave for making a fellow clean cut and handsome. Frequent haircuts are the thing too, for the days of the rumpled beatnik look are gone. Looking "shaggy" now only makes others think you are something of a clod. Keeping nails clean can be a problem when working on machinery and in labs, but do your best to keep your hands and nails well scrubbed. A good nail brush is a real help.

The clothes chart on pages 6 and 7 will help you select the appropriate clothing for various occasions. Learning to dress correctly is part of your college education for your knowledge of the appropriate thing to wear will have a part in marking you as a college man.

Occasion	Attire	Hat
Class and Campus wear	<u>Women</u> - Skirts, blouses, sweaters, wool or cotton dresses. <u>Men</u> - Khaki or wool slacks, sport shirts, jeans.	No "
Athletic events	<u>Women</u> - Suits, skirts, sweaters, School dresses <u>Men</u> - Slacks and sports coats or jackets, sweaters	Rooter's Cap
Beach	<u>Women</u> - Bathing suits, bermudas, jamaicas. <u>Men</u> - Bathing suits, jeans, bermudas.	Depends- does your nose turn? No
Teas, receptions	<u>Women</u> - Dressy date dresses or dressy suits. <u>Men</u> - Suits, white shirts, ties.	Yes No
Concerts, plays	<u>Women</u> - Dressy date dresses or dressy suits. <u>Men</u> - Suits, white shirts, ties.	Optional No
Banquets	<u>Women</u> - Dressy date dresses, suits. <u>Men</u> - Suits, white shirts, ties.	No "
Church	<u>Women</u> - Simple and neat. <u>Men</u> - Suits or slacks and sports coat, white shirts, ties.	Yes No
Dances (casual)	<u>Women</u> - School dresses. <u>Men</u> - Slacks and sports coats, ties.	No. "
Dances (informal)	<u>Women</u> - Date dresses. <u>Men</u> - Suits or slacks and sports coats, white shirts, ties.	No "
Dances (semi-formal)	<u>Women</u> - Short or long formals, cocktail dresses. <u>Men</u> - Dark suits, white shirts, dark ties.	No No
Dining Hall	<u>Women</u> - Same as for class and campus wear. <u>Men</u> - Same as for class and campus wear.	No Never
Dances (western)	<u>Women</u> - Western pants, fiesta dresses, levis or school dresses. <u>Men</u> - Western pants, levis, western or sports shirts, western ties.	No "
Dates	<u>Women</u> - Dress appropriately for the place and occasion. <u>Men</u> - Depends on where you are going.	Depends "
Sports Participation	<u>Women</u> - Jeans, shirts, sweat shirts, bermudas, jamaicas. <u>Men</u> - Levis, sweat shirts, sports shirts, bermudas.	Scarf No

Shoes	Coat	Purse or Wallet	Gloves
Tennis flats	Sport or rain, car coat	Tote bags are great.	No
Tennis, loafers, sport.	Sport, rain, jacket, heavy sweater.	Yes	No
Flats or heels	Warm sport or car coat.	Yes	Option
Loafers or sport	Warm jacket or rain coat.	Yes	If its cold!
Thongs are great.	Windproof jacket or beach coat.	Beachbag	Never
" " "	Windproof jacket	You may need some change.	"
Heels	If needed.	Oh, yes!	Always
Dress suit, shoes to match.	No. Its seldom cold enough for a topcoat.	Yes	No
Heels	Dressy coat-if its chilly.	Yes	Always
Dress shoes to match suit.	No	Yes	No
Heels	Dressy coat - if needed.	It's handy.	Yes
Dress suit, shoes to match suit.	No	Yes	No
Heels	Watch the weather.	Remember the collection.	Yes
Dress shoes	A rain coat-perhaps.	" "	No
Flats or heels.	A car coat-if chilly.	Hard to hang on to.	No
Sport or loafers.	Watch the weather	Yes	"
Heels	Dressy	Hard to hang on to.	No
Dress shoes.	Probably not.	Yes	"
Heels or evening slippers.	Evening jacket or dressy coat.	Evening bag	Optional
Dark dress shoes.	Probably not.	Yes	No
Same as for class and campus wear.	Jacket, car coat, heavy sweater, rain coat.	Tote bag	No
" " "	Poly jacket or heavy sweater.	Yes	"
Boots or flats (no nails in boot soles please, they ruin dance floors)	Watch the weather.	Optional	No
	" " "	Yes	"
Will you be walking or dancing?	It's chilly <u>every</u> night.	Yes	As you wish.
" "	" "	you pay!	No
Tennis, flats or western boots.	Sport jacket	Billfold	No
Tennis or sport.	Sport jacket	Billfold	"

Off-Campus Housing

Approved off-campus residences observe the same hours and general regulations as the residence halls. Students living in either approved or unapproved off-campus housing are expected to observe any and all special regulations established by their landlords. Students should read their leases or housing agreements very carefully before signing them. Students living off-campus are expected to have the utmost consideration for their neighbors, particularly with regard to excessive noise, and the parking of motor vehicles.

Men students, regardless of age, may live in apartments or private homes. Women students, age 21 or older, may live in apartments or private homes, but single women students under 21 are expected to live in residence halls, at home, or in college approved housing off-campus. Women students may live in unapproved housing off-campus or in the homes of relatives or friends only if advance written parental permission is filed with the Associate Dean (Women).

Women wishing to live off-campus in unapproved housing must contact the Associate Dean (Women) prior to the start of each quarter. It is the responsibility of the woman student to see that the parental permission slip reaches the Associate Dean (Women).

Women, unless accompanied by parents or college approved chaperones, may not visit men's residences or apartments at any time. This includes any Greek letter living groups. Fraternities are not approved by the college. Anyone breaking this rule is subject to severe disciplinary action.

\$ \$ \$ Money Management \$ \$ \$

Money in a checking account or savings account means safety. Money in your pocket means the risk of theft or loss. It is recommended that you open a checking account locally. This will make it easy for you to pay bills by mail and to always have just the right amount of money available for a necessary purchase or the payment of fees. Also, every cancelled check is legal proof of payment and can be handy at income tax time.

Be cautious in the use of credit cards. They can be lost or stolen and with a credit card it is easy to get careless and purchase more than one can afford.

Discuss with your parents the safest method for transmitting funds to you. (Your parents may find it convenient to make deposits directly to your checking account by mail.) *Never* have even small amounts of cash sent to you through the mail. Remember, mailboxes are often shared and your mail may not be as private as you'd like it to be. Keep only small amounts of cash on hand at any one time and keep this in a secure place.

In the Residence Halls



Room Assignment

The residence hall is your home away from home and it is a very important part of your college life. Your first assignment to a residence hall is made by the housing office after you have been accepted for admission to the college. If you wish to make a room change, you may do so 30 days following the beginning of the fall quarter, provided you have the recommendation of your resident manager and the approval of your head resident.

Whenever roommates wish to trade rooms, the student who requests the change is the one who moves. Students changing rooms must move between 12 noon and 6 p.m. The moving time is to be approved by the head resident.

Room Deposit

Included in your first payment is a \$20 security deposit which is held to offset possible damage to furnishings or room, or for license violation. The entire sum will be returned upon proper termination of your housing license and in the absence of damages for which you are responsible.

Room Furnishings and Care

Your room is furnished with bed, desk, study chair, chest of drawers, wastebasket, pillow, pillow case and sheets. You supply your own towels, bedspread, study lamp, rug, radio, alarm clock, curtains. Such additions will make your room attractive and individualistic.

It is expected that students will keep their rooms clean and neat. A student's room is a reflection of pride—for himself, his room and his hall. It is an expression of consideration for his roommate and for those who live around him.

To promote neatness an unannounced roomcheck is conducted once a week by the head resident and/or resident manager. It is based upon the

following standards: (1) Bed made, (2) Floor clean, (3) Desk area clean, (4) Clothes put away, (5) General orderliness and (6) Satisfactory wastebasket. In the women's halls one point* is given for each of these needing improvement.

Cleaning equipment, including brooms, mops, dust pans and vacuum cleaners, is provided.

In order that adequate inventories may be maintained, you may not move furnishings from one room to another or from one part of a living unit to another.

On your door you will find a place for a name card. Your name card is to contain your name, your major, hometown and year in school. You are permitted to decorate your doors for designated special occasions such as holidays and special events. Decorations are to be put up with masking tape or string. Nails, thumb tacks, staples or scotch tape are never used on walls, ceilings or doors as they damage wood and plaster finishes.

Out of consideration for the esthetic tastes of other residents, and for health reasons, lab specimens (frogs, cats, rats) are not to be brought into the residence halls at any time.

Room Keys

When you check into the hall, you are issued a room key. Lost keys must be replaced by payment of a \$3 fee to the state cashier. Your room should be locked whenever it is unoccupied. It is also advisable for residents to maintain a list of the serial numbers of all valuables such as typewriters, radios, stereos, and bicycles—in event of loss or theft.

Room Repairs

In the event repairs or replacements are needed in your room, including light bulbs, notify your resident manager. You and your roommate are equally responsible for any damage to the room and furnishings.

Please keep the window screens in place at all times. This aids in keeping out insects, in avoiding damage to screens and glass and tends to prevent unsightly littering of the grounds with paper and other items. Masking tape may be used to hang pictures or decorations. Scotch tape damages painted or finished surfaces and, consequently, is not used. Where bulletin boards are provided, you may use masking tape, tacks or pins.

Electrical Appliances

Because of fire hazards and power failures which result from overloaded electrical circuits, electrical appliance usage must be carefully limited. Radios, clocks, hair dryers, record players, desk lamps, automatic coffee makers and electric blankets are permitted. Irons may be used only in the laundry and pressing rooms. Radio transmitting of all types is strictly prohibited.

*See the explanation of points on page 20.

Cooking

You may make coffee in your room with an automatic coffee maker. If you live in a south mountain hall, you can prepare snacks in the snack kitchen which is located adjacent to the lounge. The snack kitchens contain a small stove, a sink, a refrigerator and numerous cooking utensils. Rules governing the use of the kitchens are set by each hall's executive board and vary slightly from hall to hall. If you wish to use the kitchen, ask your head resident about how to make arrangements for it.

Cooking is not permitted in your room, the lounges or the study rooms. If your hall does not have a snack kitchen, you may keep cookies, crackers, and non-perishable snacks in your room for between meal nibbling.



Lounge

The lounge and the recreation room serve as residence hall living rooms and are the center of social activity. Since guests are received and entertained here, students should be courteous in conduct and careful of their dress. Of course this eliminates public displays of affection, curlers, the wearing of only robes or undergarments, bathing suits, bare feet and short shorts. Remember, your appearance and manner represent the entire living group.

Guests call for you at the desk during visiting hours. Out of consideration for your visitors and your fellow residents, do not talk or yell out of windows. If women students talk out of windows they are subject to disciplinary action.

A man always removes his hat when entering a lounge for it is comparable to entering someone's home. When a man is calling for a date, he rises as she enters the lounge. As it is awkward to keep a man standing longer than necessary, the girl finds a seat as soon as possible.

The women's halls are furnished with coffee tables which look deceptively like footstools. However, they are not footstools. They are coffee tables.

Overnight Guests

It is likely that you will wish to entertain friends overnight occasionally. The college is glad to have you display Poly's friendliness in this manner and it is hoped that your guest's stay in the halls will be most pleasant. In order to make this possible, it is necessary to observe the following guidelines:

1. Available space must be found by the host or hostess.
2. A guest card must be filed with the head resident by 12 noon on Friday of the weekend of the guest's visit.
3. A \$3 charge is made per guest per night. This charge is to be paid by 6 p.m. on Friday and is not refundable.
4. Guests must check in at the desk and register immediately upon arrival. Bed linen is furnished and is issued when the fee is paid.
5. Guest privileges are limited to a maximum of two guests per host or hostess at any one time and to a stay of not more than two consecutive nights. Guests can be accommodated on weekends, but not on any night preceding a class day; or during finals, quarter break or vacation periods.
6. Guest privileges cannot be extended to parents or to children under 14 years of age.
7. A guest must observe the same rules, regulations and closing hours as the host or hostess.
8. A woman guest may not check out overnight to another address without her parent's permission.
9. Upon departure, guests are to bring their linens to the desk and formally check out.



Guests who "drop-in" unannounced cannot be housed overnight.

Receiving Mail

In the south mountain halls your mail is received through the mail boxes adjacent to the main desk. The mail boxes are assigned according to room number. The key to your room is also the key to your mail box. You are to use your key to unlock your box and should not bother the person at the desk with requests that mail be handed to you across the counter.

If you live in any hall other than the south mountain halls, your mail is received at the college post office. You will receive your post office box assignment at registration. The post office lobby, which provides access to the post office boxes, is open from 7 a.m. to 10 p.m. The post office window is open from 11 a.m. to 1 p.m. and from 2 p.m. to 4 p.m. five days per week for package service and for the sale of stamps and money orders.

Have your mail addressed as follows:

Your name

Your room number and hall, or

Your post office box number

California State Polytechnic College

San Luis Obispo, California



*Excessive Luggage Will Tie You
Down.*

Luggage Room and Study Rooms

If you live in a south mountain hall your hand luggage should be kept in your room in the storage space above the wardrobe. Any luggage that cannot be stored there should be clearly labeled with your name and address and placed in the baggage room. Suitcases in corridors are real stumbling blocks, so put them away immediately after unpacking.

Storage facilities are very limited so bring only seasonal clothing and essential belongings. Sporting equipment such as golf clubs and surf boards cannot be stored in baggage rooms.

The south mountain halls have special study rooms. These are equipped with a study table, chairs and chalk boards. Stu-

dents are encouraged to do typing in the study rooms where they will not disturb their roommates.

Laundry Room

Special rooms are provided where you may do your own laundry and pressing. The rooms contain automatic washers and dryers and ironing boards. There is a 25c charge for use of the washers, 10c for the dryers. You supply your own soap and irons. Report any needed appliance repairs to your head resident. Because of the excessive noise, washers or dryers may not be operated past 10 p.m. or before 6:30 a.m.

Be sure to remove your clothes from the laundry room immediately after drying. They are less apt to become misplaced or lost if you do so.

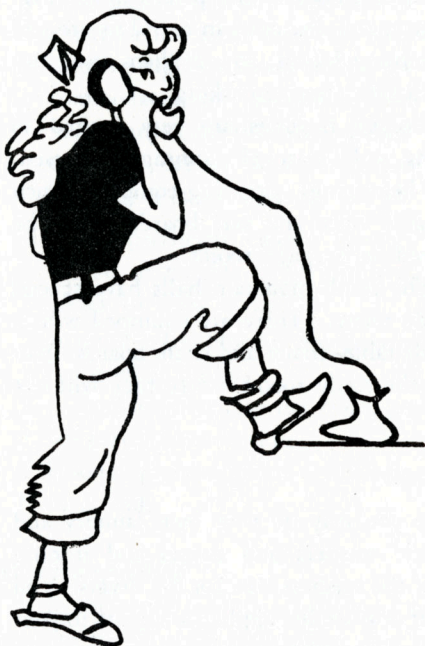
You may not launder clothes in wash basins or dry clothes in your rooms. Small items may be hung in the bathroom overnight. Anything left to dry overnight must be picked up by 12 noon the next day. Any clothes left in the bathrooms or pressing rooms, or irons left in the pressing room, between 12 noon and 4 p.m. will be collected and given to a charitable organization.

Sunbathing

The south mountain halls have patios that are used for sunbathing. Women residents of the college avenue halls sunbathe in the designated area between Jespersen and Heron halls. Naturally, men do not sunbathe in the same areas.

Meal Tickets

All students who reside in the residence halls eat in the college dining hall. Meal tickets are nontransferable, which means they may not be loaned or sold. This is because the price of the meal ticket is calculated at 20 percent below its actual value because, on the average, students miss about 20 percent of their meals. If all meals were eaten by 100 percent of the students, the price would have to be 20 percent higher.



Telephone Calls

You may receive incoming calls during visiting hours with the exception of Friday and Saturday nights when the switchboard closes at midnight. Your calls can be received efficiently if you instruct your friends to supply the switchboard operator or hostess with your name, hall and room number. Look for messages in the message box at the desk.

Only the south mountain halls have switchboard service. In the other halls, students take turns answering the phone. Be considerate and do not ask them to take long messages.

With more than 2,000 students living on campus and with many calls coming to the campus from parents and friends, the residence

halls phones are very busy. It is important that *everyone limit phone calls to five minutes* so that all students can receive their important calls.

Sometimes students are tempted to talk longer than five minutes because they do not see someone waiting to use the phone. What they do not realize is that many people may be trying to "call in" only to find the line continuously busy. You may place outgoing calls any time through pay telephones in the lobby.

Quiet Hours

While it is expected that all residents will be reasonably quiet and considerate of others at all times, special quiet hours are observed from 7 p.m. until 11 a.m. and from 1 p.m. to 4 p.m. on Sunday, Monday, Tuesday, Wednesday and Thursday. On Friday and Saturday nights and other nights preceding holidays, quiet hours are from 12 midnight until 10 a.m. the next day.

Quiet hours are extended for one week preceding and during the final examination period. Check with your hall's board of directors for the exact information on quiet hours in your hall during and before exams.

During special quiet hours there is no visiting in the corridors, no singing, whistling or unnecessary loudness. Radios and hi-fi's are kept off or tuned low enough so that they are not heard outside the room.

Pets

Pets are not allowed in the residence halls. Since everyone would rightfully have the privilege of possessing a pet if they were allowed, you can imagine the confusion in the large halls with 100 dogs and 100 cats or birds.

College and Hall Ethics

Students are expected to conduct themselves as mature young men and women. Any behavior that reflects adversely on the individual, his hall or the college is not in good taste. The college will not tolerate dishonesty, drinking on the campus, being on the campus in an intoxicated condition or participation in panty raids or water fights. Any student participating in, or encouraging in any way, any unauthorized mass gathering which could lead to mob action is subject to disciplinary action by the college.

The resident managers and their assistants are the representatives of the Housing Co-ordinator and the Dean of Students. Their interpretation of what constitutes acceptable or unacceptable conduct is to be taken very seriously.

Any student may be placed on probation, suspended or expelled for one or more of the following causes:

1. Disorderly, unethical, vicious or immoral conduct.
2. Violation of any regulation governing the use or parking of motor vehicles on the college campus.
3. Misuse, abuse, theft, or destruction of state property.

Parking and Use of Autos

Students living in the residence halls are issued parking stickers at registration. There is no additional charge for the parking sticker when you live in an on-campus residence hall. All students who live off-campus and park on campus at any time must secure a parking sticker each quarter. This sticker costs \$9 per quarter and is purchased at registration or from the college cashier in the administration building. It is a serious offense to obtain a free parking sticker for an off-campus friend through a misrepresentation of identity. Parking regulations are enforced.

Facilities for the washing of cars are available free in the parking lot at the rear of the north mountain halls. Cars are not to be washed in other parking areas. Facilities for repair and overhaul of cars are available at nominal cost in the hobby garage. Tools are available for rent at reasonable prices at the hobby garage too. All auto repair is to be done at the hobby garage. Cars undergoing repair at other locations will be hauled away.

All students are urged to exercise great caution when driving. Because of high pedestrian traffic, the on-campus speed limits are rigidly enforced. Pedestrians are urged to use the outlined cross walks whenever they cross a street.

Alcoholic Beverages

No alcoholic beverages, nor containers for such beverages, are permitted in residence halls. Alcohol may not be consumed on the campus, nor may anyone enter the hall under its influence. Any violation becomes a serious disciplinary offense. This applies to all students regardless of age.



Visiting Hours

IN THE WOMEN'S HALLS

Men enter and leave women's halls only by the door designated for visitors. Friends may call for you or visit during the following hours:

Monday through Thursday	11:45 a.m. - 10:15 p.m.
Friday and Saturday	10:00 a.m. - 1:15 a.m.
Sunday	10:00 a.m. - 10:15 p.m.

IN FREMONT, MUIR, SEQUOIA AND TENAYA

Women enter and leave men's halls by the front door only. Women students may visit in Fremont, Muir, Sequoia and Tenaya during the following hours:

Monday through Thursday	11:45 a.m. - 10:15 p.m.
Friday and Saturday	10:00 a.m. - 12:00 p.m.
Sunday	10:00 a.m. - 10:15 p.m.

IN OTHER MEN'S HALLS

Proper visitors' lounges are not provided in any of the other men's halls so women do not visit there. The Temporary College Union, TCU, provides lounge facilities for all college students who wish to visit with friends or entertain guests there. The TCU may be reserved for group parties by contacting the Activities Office.



Residence Hall Government

Residence Hall Council

The Residence Hall Council, or RHC, is composed of representatives from all campus living groups. Its purpose is to increase the benefits gained in group living by improving coordination, cooperation and communication throughout the residence halls; and to give assistance in the planning and encouraging of hall activities. Suggestions concerning hall life should be given to your RHC representative.

Each quarter RHC awards a perpetual trophy to the hall having the highest grade point average in each of these areas: south mountain halls, north mountain halls and college avenue halls. It also gives academic achievement awards to outstanding students.

Individual Hall Government

All students are members of the residence hall organization. Organization dues, \$3 per year, are payable when you move into the hall. In the south mountain halls, officers are elected for each floor. The floors are commonly called Valley (first floor), Woods, (second floor), and Heights (third floor). Officers include president, vice president, secretary, treasurer, intramural chairman, social chairman and Residence Hall council representative. The women's halls also elect a representative to the Women's Residence Association.

Election of officers is held early in the fall quarter. Being an officer is a stimulating, educational and worthwhile experience. The qualifications for officers vary slightly from hall to hall as they are set by each hall's members. Ask your head resident or resident manager about the qualifications if you are interested in running for office.

Board of Directors

In the south mountain halls the board of directors is composed of the president and vice president of each floor and the resident managers. The head resident is the advisor to this group. This is an advisory board which plans and conducts total hall activities, resolves problems within the hall and acts as a standards committee.

In the other halls the officers are elected for the entire hall, and these officers serve as the board of directors.

Women's Residence Association

The Women's Residence Association, or WRA, serves as an advisory council for all women's halls. It discusses matters of concern to women students, hears appeals from decisions of board of directors and sponsors activities of special interest to women students. It sponsors the Poly Sis program for new women students and gives scholarships and academic achievement awards to women students. All women students are encouraged to keep in touch with their elected WRA representatives throughout the year. The minutes of the WRA are posted on the bulletin boards in the women's halls. Read the minutes and come and visit WRA meetings as often as possible. The Associate Dean (Women) is the advisor to the WRA.

Hours in the Womens Halls

All residence hall exits are opened at 6:30 a.m. daily and remain open all day until 7:00 p.m. when they are locked. After 7:00 p.m., only the main entrance is used. It is extremely important that the exits remain locked at night for the protection of the residents and their property.

If you are out of your residence hall after 7:00 p.m., you must "sign out" on your daily card so that an approximation of your location will be available in case of an emergency call. During the day if you are beyond a 50 mile radius of the campus, you are to sign out. Your daily card is filed at the desk in the "In" box and, when you have signed out, you should put your card in the "Out" box. These files are at the main desk. Make it a point to fill in the date, day of week, your destination, companion (first and last name), time of leaving and expected time of return. (This will probably be an approximation, and you are not necessarily required to be in by the time you put down here.)

An Example of a Proper "Sign-Out"

Date	Day of Week	Destination	Companion (First and Last Names)	Time of Leaving	Expected Time of Return	Actual Time of Return	Initial
		Fremont					
9-16	Fri.	Theater	Thomas Jones	6:30	11:30		
9-19	Mon.	Library	Self	7:30	9:30		
9-21	Wed.	El Corral	Mary Primer	9:00	10:30		

An Improper "Sign-Out"

Date	Day of Week	Destination	Companion (First and Last Names)	Time of Leaving	Expected Time of Return	Actual Time of Return	Initial
16th	Fri.	Out	Tommy ?	7:00	10:30		
9-17-62		Party	The "Gang"	7:00	11:30		
18th	Sun.	?	Nobody	6:30	Who Knows		

Upon returning to the residence hall, you are to "Sign In" by writing on your card the actual time of return and initialing your card. An incomplete "Sign Out" or an incomplete "Sign In" will cause you to accrue a "point." If you are with several friends, choose one to put down in the companion column. When you use up both sides of your card, turn it in at the desk and pick up a new card from the back of the "In File." Daily cards are blue for students with limited specials or no specials and white for students with unlimited specials. Always sign out in ink and please write legibly.

If you are some distance from the hall and you are not signed out, call the residence hall and ask the girl at the desk, or a dependable friend, to sign you out. When someone else signs you out, they put their initials by the date, showing that they are taking the responsibility of signing you out.

You may sign out and leave the hall any time during the day until 10:30 p.m., Monday-Thursday, and until 1:15 a.m. on Friday-Saturday nights. On Sunday freshmen may sign out and leave the hall anytime during the day until 10:30 p.m. and upperclass women may sign out and leave until 11:30 p.m.

Closing Hours

Certain hours are established for the closing of the women's halls. These hours are:

Freshmen		Upperclass Students (1 yr. of col.)	
Mon.-Thurs.10:30 p.m.	Mon.-Fri.10:30 p.m.
Fri.-Sat.1:30 a.m.	Fri.-Sat.1:30 a.m.
Sunday10:30 p.m.	Sunday11:30 p.m.

Residents who are not in by closing hours receive one "point" per minute late. If you are on your way back to the hall and an emergency arises and you know you will be late, call the residence hall and explain the circumstances to the head resident or to the resident manager on duty.

Holidays and Vacations

On the weeknight preceding a one-day academic holiday, residence halls remain open until 12 midnight. On the night of the holiday, regular closing hours for that night are observed. If the holiday falls on Friday or Monday, weekend hours are not affected.

For an academic holiday period including two or more week days, residence halls close at 10:30 p.m., Monday through Thursday, and 12 midnight on Friday, Saturday and Sunday.

Specials

A "special" is permission to be out on a week night after 10:30 p.m., but never later than 12 midnight. When you take a "special," you leave your residence hall before 10:30 p.m. Using a "special" to stay in a hall other than your own requires the permission of the head residents of both halls.

Specials Allowed Per Quarter

New Students

Entering freshmen	2
Entering transfers	2

All Former Students

Below 2 point grade average (Either cumulative or the preceding quarter) ..	0
A 2 point or above grade average (Both cumulative and preceding quarter)	Unlimited

Weekend "Sign Out"

Weekend overnights are granted in accordance with your requests, but no overnights are permitted during the week, unless special permission is obtained from your parents in advance. The weekend is considered the period from Friday noon to Sunday night.

When you plan to check out for the weekend, pick up your weekend "Sign Out" cards between 11:45 a.m. and 6 p.m., Thursday, or 10 a.m. and 6 p.m., Friday or Saturday.

If you have no Monday morning classes and would like to return regularly on Monday morning, your parents should notify the head resident of this. For individual occasions when you wish to return on Monday or leave before Friday, the head resident must have prior approval from your parents.

Before you leave, sign out on both the weekend cards and on your daily card. At this time a postal card is sent home stating that you are on your way. On your return from an overnight, be sure to check into your hall immediately.

"Campuses for Women"

For infractions of regulations concerning hours, dress, signing out, excessive noise, etc., "points" are assessed in accordance with standards recommended by the Women's Residence Association. Points are cumulative for one quarter and penalties are as follows:

15 points accumulated	Friday night "campus"
30 points accumulated	Friday and Saturday night "campus"
45 or more points accumulated	Referral to hall board of directors

A "campus" must be started within seven days after it has been assigned. The woman student receiving a "campus" must be notified by Wednesday night. If a "campus" is broken, the original penalty is doubled. In serving a "campus," you must:

1. Report to the hall desk at 7 p.m. and then return to your room.
2. Remain in your room with no visitors until 6:30 a.m. the next morning.
(You may leave for the restroom only.)
3. Receive no telephone calls except in cases of emergency.

"Points" and "campus" penalties are assigned by the hall board of directors or by the members of the residence hall staff. The Women's Residence Association may review or amend any decision of the board. After a "campus" is served for points in excess of 45, the number of points carried forward reverts to 45. Unserved "campuses" carry over from one quarter to another, but points do not.

And that about does it . . .

We hope *Campus Cues* has answered many of your questions. As more questions come to mind, there are many people ready to help you. Don't hesitate to ask!

Life in the residence hall will be what you make it. If you consider your hall a place to sleep and change clothes, you will gain little from residence hall living. However, if you give some time to making friends and to participating in hall government and hall activities, life in the halls will be meaningful and rewarding. If you look for ways to enrich your hall life, you will find them.

You are encouraged to rearrange your room furniture and to decorate in an individualistic manner. Variety can be gained through the use of colorful spreads, drapes and area rugs. The bulletin boards are "naturals" for displays of souvenirs.

Several halls have purchased trophy cases for their lounges. Others have purchased planters and pictures. You can help the hall become more attractive by adding little luxury touches which cannot be purchased out of the regular budget. If you have some ideas for things which would make the halls attractive, talk over the ideas with your head resident.

Some halls may wish to consider establishing a reading corner for which books and magazines are donated or purchased with hall activity funds. If you would like to have your hall subscribe with activity funds for some daily newspapers for the lounge, bring up the idea at a hall meeting.

In the past the halls have had discussions in the lounges during Religion-In-Life Week. You may want to expand on this idea and invite faculty members, leaders of student government or students from other countries to lead discussions or share ideas with you. Everything you do to make the hall an attractive, warm and friendly place will enhance your life and the lives of other residents.

Residence Hall License

BUSINESS OFFICE COPY

STUDENT NAME _____	ASSIGNMENT _____
STREET ADDRESS _____	
CITY _____	STATE _____

**TRUSTEES OF THE CALIFORNIA STATE COLLEGES
CALIFORNIA STATE POLYTECHNIC COLLEGE
SAN LUIS OBISPO, CALIFORNIA**

LICENSE FOR USE OF RESIDENCE HALL FACILITIES

The undersigned, herein called licensee, in consideration of the assignment of housing facilities by the College, hereby agrees to occupy a room in the Residence Halls for the

at the room and board rental rate of \$263.00 for the above quarter, in accordance with the Payment Plan specified below. The licensee further agrees to the terms and conditions of occupancy attached to this license, and understands that the use of housing facilities is subject to the regulations contained in Article 3 of Group 5 of Subchapter 4 of Chapter 1 of Title 5 of the California Administrative Code.

PAYMENT PLANS

1. Payment Due	Room Rent	\$ 108.00
	Board	155.00
		<u>263.00</u>
	* Security Deposit	20.00
	Total Amount	\$ 283.00
2. Installment Plan (including \$4.00 Service Charge):	1st Payment	\$ 142.00
A. Two Payments	Plus Deposit (If not paid)	<u>20.00</u>
* The First Payment MUST include the \$20.00 Deposit Unless the Deposit has been made previously. Only one deposit of \$20.00 is required.	Due	\$ 162.00
	2nd Payment Due	\$ 125.00

I hereby agree to assume and be responsible for all room and board charges specified herein above, payable at the times and in the amounts indicated, and I hereby acknowledge that I have read and understand the terms and conditions of occupancy on the back of this license, and agree to comply with these provisions, and further understand that the use of housing facilities is subject to the regulations contained in Article 3 of Group 5 of Subchapter 4 of Chapter 1 of Title 5 of the California Administrative Code. I understand that failure to return this license with the first payment by the deadline date (above) will result in losing any assignment or priority previously given me. Payments or licenses received separately will be returned.

INSTRUCTIONS

1. Read license carefully before signing.
2. Fill out license.
3. Make check payable to California State Polytechnic College.
4. Mail both check and original copy of license in the same envelope to College Business Office.
5. Keep carbon copy for your records.
6. Note - Payment must be received on or before the due date or this license will be invalid.

Student's Signature _____ Age _____ Sex _____

(Minor students must have this license signed by a parent, guardian, or person legally responsible.
See section below.)

Signature of Parent, Guardian, or Person Legally Responsible _____ Date _____

(Indicate by underline whether: Parent, Guardian, or Person Legally Responsible.)

Address of Guarantor in Emergency _____ City _____ State _____ Tel. No. _____

OVER

PART II

TERMS AND CONDITIONS OF OCCUPANCY

GENERAL CONDITIONS

1. A Residence Hall security (breakage or loss) deposit of \$20.00 must accompany this License, together with the first payment, if such amount is not already on deposit with the College. It is understood that this deposit will be refunded only under the following conditions:
 - A. If the student is disqualified by the College, or
 - B. If this License is not accepted by the College, or
 - C. If a student leaves the College Residence Halls. In this case, all or any part of the deposit not due to the College for damage, loss, or unpaid charges will be refunded.
2. All assignments are made for the entire quarter. A resident may petition to cancel a License only under emergency conditions. No refund will be made if space is vacated due to circumstances over which the licensee had control. If vacated due to cause beyond control of licensee the unused rent is refunded. Petitions for cancellation will be made in accordance with the California Administrative Code Title 5, Education, governing the refund of housing charges. Written notice of cancellation of reservation of a Residence Hall shall be made at least 30 days prior to registration day.
3. A student may move into the Residence hall after 12:00 noon on the day prior either to registration or to Welcome Week. The fees cover residence from the beginning of the academic quarter through noon of the day following the last day of finals.
4. The student will provide his furnishings such as blankets, towels, bedspreads and study lamp. Sheets, pillow cases and pillows are furnished by the College.
5. The rental period does not include Christmas vacation. Students granted permission to live in a residence hall during Christmas vacation shall be charged \$.75 per day. With notice, the College may make temporary reassignments of rooms during this period.
6. The student agrees to give care to his room and its furnishings and to make

payment for any damages. The student also agrees to be jointly and financially responsible with other residents for the protection of the Hall, its furnishings and equipment.

7. The student's License to occupy a residence hall is non-transferable. The College reserves the right to revoke this license by giving not less than one day's written notice to the student.
8. The College reserves the right to change room assignments in the interest of health, discipline, or the general welfare of the residents.
9. The College reserves the right of entry by authorized personnel to make inspection for maintenance, safety, sanitation and probable cause.

MEALS IN THE DINING HALL

1. Meals for the quarter begin on registration day, and end with the noon meal on the last day of final examinations.
2. The quarterly room and board fees include three meals daily, Monday through Friday, lunch and dinner on Saturday and Sunday. Meal tickets do not apply during college holidays or periods between quarters.
3. Meal tickets are non-transferable. Failure to observe this rule may result in suspension or cancellation of the meal ticket without refund.

HEALTH, SAFETY, and STUDENT CONDUCT

1. Firearms, ammunition, fireworks, and explosives are not permitted in the residence halls.
2. Flammable materials (e.g., gasoline, cleaning solvents, etc.) are not permitted in the residence halls.
3. Pets are not permitted in or around the residence halls.
4. TV sets, hot plates and similar appliances are not permitted in student rooms.
5. The possession of alcoholic beverages and/or containers is not permitted. Consumption of alcoholic beverages is not permitted on campus.
6. Gambling in any form is not permitted.
7. Residents must conform to the visiting and closing hour regulations.
8. Remodeling and renovation of room and/or furniture is not permitted.

