



Career Discovery

Housing Handbook Summer 2017

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All dormitory residents must be familiar with the contents of this handbook. If you have a question or a problem, please check the handbook. If you cannot find an answer to your question, ask a resident assistant or a Career Discovery staff member.

Welcome to the Harvard Law School Dorms!



Students should plan their arrival to Cambridge during the following hours:

Saturday, June 17

12pm—6pm

Sunday, June 18

10am—7pm

When you arrive at the dormitories, Resident Assistants (RAs) will be available to distribute keys, room assignments, and to answer housing questions. If it is not possible for you to arrive during the above times, you must make alternative arrangements for accommodation, as RAs will not be available outside of these hours.

I. EMERGENCIES AND PROBLEMS

The following is a list of important phone numbers. You may want to pull out these pages and keep them near your telephone.

GSD FACILITIES AND DISABILITY SERVICES

Kelly Teixeira Wisnaskas, Program Manager 617.496.8306
Gund Hall 422, Office of Student Services

EMERGENCY

Harvard University Police Dept. Emergency 617.495.1212
HUPD Non-Emergency 617.495.1215
Cambridge and Boston Police Emergency 911
Cambridge Police Non-Emergency 617.349.3300
Cambridge Fire Department Emergency 911
Cambridge Fire Department Non-Emergency 617.349.4900

GSD INFORMATION

Office of Student Services (Gund 422) 617.495.5454
Option #6
Career Discovery Office (Gund 422) 617.496.8306
GSD Lost and Found/Bldg Svcs (Gund L35) 617.495.2514

HARVARD INFORMATION

Information—Administration, Faculty, Staff 617.495.1000
Harvard Student Agencies 617.495.3030
University Parking Office 617.496.7827
University Lost and Found 617.495.1783
Night shuttle transportation (7pm—midnight) 617.495.0400

Harvard International Office	617.495.2789
Harvard Campus Escort Program	617.384.8237

LAW SCHOOL HOUSING AND MAINTENANCE OFFICE

Student Housing Coordinator	617.496.2177
Maintenance/Building Operations	617.495.5521

MEDICAL

Emergency	911
HUPD Emergency	617.495.1212
Cambridge Health Alliance (hospital)	617.665.1000
Poison Control Center	1.800.222.1222
HU Health Services Urgent Care*	617.495.5711
Mt. Auburn Hospital	617.492.3500

**will not accept medical insurance*

INFORMATION ON AVOIDING OR COPING WITH PROBLEMS

MEDICAL TREATMENT

During the program, your emergency health care needs can be met by Cambridge Hospital, a hospital serviced by the Cambridge Health Alliance. This hospital is located at 1493 Cambridge Street. Insurance plans accepted here include: Blue Cross Blue Shield, Harvard Pilgrim Health Care, Tufts Health Plan, and many other commercial plans. There is a 24-hour emergency room. Outpatient costs are charged to you on a fee-for-service basis and are calculated based on the income of the uninsured. Inpatient costs will be billed to you or to your health insurance company.

If you require transportation to Cambridge Hospital, call the Harvard University Police Department (HUPD) at 617.495.1212. In an extreme emergency, call Cambridge Rescue at 911.

**Please note, students will be responsible for covering cost of care. International students should ensure that coverage policies extend to the U.S. Not all health insurances are accepted.*

MENTAL HEALTH AND PERSONAL CRISES

Cambridge Hospital Behavioral Health (day)	617.665.1013
Samaritans Suicide Prevention Center	617.536.2460
24-hour HOTLINE (call or text)	877.870.4673
HUPD Sensitive Crime Hotline (24 hours)	617.495.1796
Cambridge Eating Disorder Center	617.547.2255

SECURITY

The Harvard University Police Department (HUPD) advises residents to take these elementary precautions for crime prevention:

- **Lock your dorm room, even if you are just going down the hall!!!**
- Never leave the dormitory doors propped open.
- Don't let strangers into the dorms. Report suspicious persons to HUPD, 617.495.1212
- Register bicycles and laptops free of charge online at hupd.harvard.edu.
- **Walk in pairs or with a group after dark to reduce the risk of becoming a victim of crime.** During the evening, a walking escort service is available between Harvard locations. Members of the Harvard University Campus Escort Program (HUCEP) will walk you to your destination. Visit hupd.harvard.edu or call 617.384.8237 for hours of this service. When calling the escort service you should ask how long the wait will be, and find a well lit, secure area to wait. Alternatively, the Harvard Evening Van Service is also available from 7pm to midnight. Check transportation.harvard.edu for service boundaries and call 617.495.0400.

CRIME

If you are the victim of a crime, if you know of a crime, or you notice suspicious activities, **do not hesitate to call HUPD at 617.495.1212.**

OUTDOOR EMERGENCY PHONES

There are over 100 emergency phones (phones with blue lights) around the campus. Picking up the phone will automatically connect you with HUPD.

FIRE

In case of fire or heavy smoke, **be calm** and follow these steps:

1. Pull the fire alarm in your building, which will warn occupants and alert the Cambridge Fire Department.
2. Call the Fire Department (911) to give them the name of the building, floor on which the fire is located, and the street address. If you cannot get to a phone, ring an outdoor alarm box.

If you hear the fire alarm, leave the building at once, using the main stairwells if possible. If this is impossible, use alternate exits, such as fire doors, fire escapes, or windows. To determine if a fire is outside your door, feel the door to see if it is hot. If the door is cool, open it and leave the building. If smoke, heat, or fire are present, close the door and use an alternative exit or create a window. **Close doors** in order to limit the spread of fire and smoke. Leave the building quickly, warning others if you can. Avoid panic. Do not re-enter the building.

Once an emergency call is placed, the Fire Department should arrive on the scene within a few minutes. Falsely pulling an alarm is illegal. False alarms endanger everyone. In a real emergency, people accustomed to false alarms do not react. In serious emergencies, this leads to injury and possible loss of life.

INSURANCE

As stated in the room contract, Harvard University specifically disclaims all responsibility for damage, loss, or theft of any property belonging to students or their guests in the dormitories. Students should check to see whether their own or their parents' homeowners policy covers them while living in the dorms.

II. DORMS AND RESIDENT ASSISTANTS

ADMINISTRATION

The Career Discovery Program has arranged to house its students in Story Hall which is the property of Harvard Law School (HLS). With the exception of building maintenance, administration of these dormitories will be handled by CD staff, and dormitory matters should be brought to the attention of an RA.

RESIDENT ASSISTANTS

There are RAs living throughout Story Hall. They live in the dorm to advise students, serve as a source of information about the program, and answer questions about living at Harvard and in the Cambridge area. The concerns of any one RA are not necessarily limited to the residents of one floor. Get to know all the RAs; they are there to help you.

RESPONSIBILITIES OF THE RESIDENT ASSISTANTS

- Welcome and help residents settle in and adjust to their environment. **There are RAs on duty every night from 6pm to 12am (midnight).**
- Act as a liaison with the CD Program. RAs communicate dormitory and CD policies to residents and notify the school of any problems that could affect individual students or dorm life in general.
- Handle such emergencies as illness, accidents, or the personal problems of residents. (If you are ill or injured, please talk to an RA. The sooner a problem is known, the sooner assistance can be offered.)
- Receive information from residents about problems with the physical aspects of the dorms and report them to the appropriate persons. If necessary, they

will communicate the above cases to the Program Administrator.

One of the ways that RAs can help students in the program is to ensure that reasonable standards of conduct are maintained in the building at all times. They are not the police, but they are responsible for seeing that the dormitory rules, as well as state and federal laws, are observed. Please cooperate with them.

THE BUILDING

Story Hall was built in the early 1950s as part of a larger dorm complex (Law School Dorms and Harkness Commons) designed by the well-known architect Gropius. Each floor has a bathroom, a lounge with couches, chairs, and a television. Fully equipped kitchens are available on every other floor. Rooms in these dorms are single occupancy. Room furnishings include a bed with a twin extra-long mattress, desk, desk chair, bookshelves, fan, wastebasket, recycling bin, mirror, overhead light, window shades or blinds, closet space, and wireless internet. You will need to bring linens, blankets, pillows, hangers, and a telephone. Please note that none of the buildings have elevators, but there are wheelchair ramps at the main entrances.

Microwaves and microwave-fridge combinations are not permitted in dorm rooms. Linens, bedspreads, blankets, and refrigerators can be rented through Harvard Student Agencies (located at 67 Mount Auburn Street). If you have problems or questions regarding services, please contact HSA directly at 617.495.3030 or visit <https://summer.hsa.net/collections/gsd-career-discovery-program>.

Coin operated washers and dryers are located in the basement of Shaw Hall. Bring your own detergent and avoid the weekend rush.

Please note: The dormitories are not air conditioned, and air conditioners may not be installed by occupants.

MAINTENANCE SERVICES

Whenever a part of the dorm or its appliances require repair, please notify your RA or notify Facilities Management at 617.495.5521. The Facilities Management Office is open weekdays from 8am to 5pm and is located on the first floor of Holmes Hall, room 4. For services after hours or on weekends, please call 617.495.5521 and your call will be forwarded to the appropriate person, or email facmgmt@law.harvard.edu.

SMOKE DETECTORS/FIRE ALARMS

A smoke detector has been installed in your room for your protection. Do not paint or place foreign items on the cover of the unit which may prohibit smoke from entering the detector. The detector is connected to a constant source of electricity and uses no batteries. The detector's red light should be on at all times; this indicates that it is functioning properly. If you notice that the light is off, please tell your RA or call Facilities Management at 617.495.5521. **If your room's smoke detector is set off accidentally (whether due to smoke or mechanical problems), do not attempt to stop the alarm by tampering with the unit.**

NOISE

People in academia are infamous for keeping strange hours. Use common sense about when and how much noise is reasonable. If someone's noise-levels are interfering with your routine, approaching him or her about the issue will most likely be sufficient. If the problem continues, please see an RA.

PHONES

Please note that students must furnish their own cell phones. If you did not bring a cell phone, you can purchase one from T-Mobile Cambridge at 1438 Massachusetts Avenue in Harvard Square, or at Verizon at 95 Mount Auburn Street.

BLUE LIGHT EMERGENCY PHONES

The phones at the entrances of the dorms can be used to call University (384, 493, 495, or 496) numbers only. Their principal use is for visitors to call dormitory rooms, since the locked exterior doors prevent anyone without a key from entering the buildings. Students who are locked out may use the phones to call their RAs or HUPD at 617.495.1215.

MAIL

Harvard mail policy prohibits students from receiving mail at the Harvard Graduate School of Design (GSD). Additionally, the U.S. Postal Service does not deliver mail to the Law School Dorms during the summer. **Please DO NOT have mail addressed to you at the dormitory or Gund Hall.** Any mail received at the dorms will be returned to the sender.

We understand that prior to the start of the program it may be necessary to ship large packages containing items needed for the duration of your stay. We recommend using FedEx (www.fedex.com) as an option to send these large packages. The FedEx Cambridge location, which is located a few blocks from the dormitories, will hold packages for pick-up at the store.

KEYS/LOCKOUTS

Keys will be distributed to you by the RAs upon arrival. If you are locked out of your room between 8am and 5pm, please visit the Harvard Law School Facilities Management Office located on the first floor of Holmes Hall, room 4. Please note, Facilities Management may not be immediately available to assist with your lockout. Those locked out after 5pm or on weekends must contact HUPD at 617.495.1215. HUPD will contact the Harvard Law School security guard who will meet you at the entrance of your dormitory building (please provide your building name and room number). You will need to provide the guard with a picture ID and your HUID. Please realize, however, that since the police and/or security officers are concerned with other, often pressing

matters, you may have to wait a considerable length of time for someone to assist you.

Given the general inconvenience lockouts cause, we urge you to always remember to bring your key when leaving your dorm room.

LOCKOUT FEES

1st time	No charge
2nd time	\$50.00 fee
3rd time	\$150.00 fee

LOST OR STOLEN KEYS

The Facilities Management office will replace lost or stolen keys at a charge of \$150.00 per key (cash only). This charge will also apply if your key is not returned to your RA upon moving out.

III. DORMITORY RULES AND REGULATIONS

PLEASE READ THIS SECTION CAREFULLY. A SERIOUS VIOLATION OF A DORMITORY RULE CAN RESULT IN EXPULSION FROM THE DORM AND/OR PROGRAM.

ROOM ASSIGNMENTS AND CHANGES

Only registered students of Harvard University may be housed in the dormitories. All room assignments are made by the Career Discovery Program. If you are assigned a room and then decide to live somewhere else, it is your responsibility to notify the CD Office immediately. No housing refunds will be provided after June 16, 2017. You may not make an arrangement for use of your room with anyone, including another Harvard student who may or may not have applied for a room. Any use of a dormitory room not arranged by the CD Office is in violation of the terms of the contract signed by the student to whom the room has been assigned.

SECURITY AND ACCESS TO THE DORMITORIES

Both exterior and room doors should remain locked at all times, and should not be propped open. Students may not install their own locks, interfere with locks or security devices. A resident may not allow another person access to a dormitory and/or room. All keys issued to students must be returned to an RA in an envelope clearly marked with his or her name and room number at the conclusion of the program. Keys may not be duplicated. **There is a \$150.00 fee for replacement of a lost key, or access card.**

CLEANING

Students are responsible for keeping their own rooms clean, and for leaving them clean when they move out.

OVERNIGHT STUDENTS

Students ages 18 and over are not required to sign out, but are asked to inform an RA of any anticipated overnight absences and leave a phone number where they can be reached.

Family members may call, and become understandably concerned if they are unable to contact you. Simply knowing that a student is due to be away, and preferably having an address or contact number, may save unnecessary worry, and save the RA, CD staff, and HUPD unnecessary effort in trying to trace a “missing” student.

ORDER AND QUIET

Every student is responsible for the maintenance of good order and reasonable quiet in his or her room. A noisy or disorderly occupant of a room in a dormitory under University supervision may be dismissed from the building. Radios, stereos, televisions, musical instruments, and other sources of noise are to be used with due regard for other residents. Study groups and social gatherings must also regulate their noise level. Electric guitars and similar instruments are not permitted in dormitories.

In general, noise levels should be reduced at 10pm out of respect for neighbors. There should be no noise after 12am (midnight), and all guests should leave the building prior to that time. RAs will post quiet-hour signs to indicate when noise levels should be reduced.

VISITORS AND GUESTS

Guests of residents are permitted in the dormitories only for three (3) days within a seven (7) day period. RAs must be notified in advance of the presence of all overnight guests. Under no circumstances may a resident allow another person to use a room he or she has been assigned in his or her absence. This applies to all use, including overnight, weekends, and holidays.

NO SMOKING POLICY

The City of Cambridge, Massachusetts has a no-smoking ordinance that defines smoking as a hazard to public health and a public nuisance. It prohibits smoking in any public space in Cambridge, including classrooms, lecture halls, libraries, auditorium restrooms, work areas, lounges and hallways. These regulations are in effect throughout the city, and of course, throughout Harvard University and the GSD.

Please advise all persons who are smoking in or around Harvard buildings of the regulations and request that they comply. If the smoker does not comply with the request, the affected person should give the smoker's name to the program administrator.

DRUGS AND ALCOHOL

Harvard University promotes the health and well being of its students and employees through Health Services and other agencies. The unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on Harvard property or as a part of any Harvard activities is a violation of University rules as well as the law. Possession, use, or distribution of certain non-prescription drugs, including marijuana, amphetamines, heroin, cocaine, and non prescription synthetics; procurement or distribution of alcohol if one is under 21 years of age; and provision of alcohol to anyone under 21 years of age, are violations of law and of Harvard policy. The University holds its students and employees responsible for the consequences of their decisions to use or distribute illicit drugs, or to serve or consume alcohol. Furthermore, it expects students and employees to create and maintain an environment for learning and work that is safe, healthy, and encourages responsible conduct.

The use of illicit drugs and the misuse of alcohol are potentially harmful to health. In particular, synthetically produced drugs often have unpredictable emotional and physical side effects which constitute an extreme health hazard. In addition, students

are encouraged to weigh the seriousness of potential loss of function that may come from ingesting illicit drugs or too much alcohol. Because of the considerable health hazards involved in drug and alcohol use, administrative, medical, and psychiatric help for students having drug problems or difficulties controlling their use of alcohol are available on a confidential basis at Harvard University Health Services (HUHS). Any member of the University may make use of HUHS on an emergency basis, day or night.

The University is not, and cannot be considered as a protector or sanctuary from the existing laws of the city, state, or federal government. Students are reminded that there are heavy penalties, including imprisonment, for possession or distribution of illicit drugs, and for selling or delivering alcohol to, or procuring alcohol for, someone under the age of 21. There are also serious penalties for anyone under the age of 21 who purchases, attempts to purchase or arranges to procure alcoholic beverages, misrepresents his or her age, or falsifies his or her identification with the intent of purchasing alcohol; anyone, regardless of age, caught falsifying a driver's license, or selling or distributing false IDs; and anyone, regardless of age, who operates a motor vehicle under the influence of alcohol or drugs, or with an open container of alcohol. In addition, the city of Cambridge prohibits consumption of alcohol on public property, or on property open to the public.

Consistent with the legal sanctions for the inappropriate use of drugs and alcohol, the Program will take appropriate action when cases of this type come to its attention. HUPD will respond to the use of illicit drugs, underage possession or consumption of alcohol, serving alcohol to underage individuals, and overconsumption of alcohol with warning or referral to health or counseling services. A pattern of behavior in violation of these rules may lead to warning, admonition, probation, or requirement to withdraw. CD staff will take serious action in any case involving the possession, sale, or distribution of drugs, and/or when cases of drug or alcohol use involve danger to the Harvard community. CD staff will also take serious action in cases where a student

falsifies his or her identification to obtain alcohol. The production and distribution of false identification cards or driver's licenses is grounds for dismissal.

HAZING

Massachusetts law prohibits hazing in connection with initiation of new members into formal or informal student organizations. Principal organizers of or participants in hazing can be punished by fines and/or imprisonment. Students or others present at the scene of the crime of hazing are required to report such crime to HUPD. CD students who organize or commit the crime of hazing are subject to disciplinary action.

The term hazing refers to any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather; forced consumption of any food, liquor, beverage, drug or other substance; or any other brutal treatment or forced physical activity that is likely to adversely affect the physical health or safety of any such student or other person, or subjects such student or other person to extreme mental stress, including extended deprivation of sleep, rest, or extended isolation.

CONDITION OF ROOMS/DEFACEMENT

Students will be held responsible for all damage to dormitories and furniture, and all acts which injure or deface the premises. Repair costs for any incidental damage done to the permanent surface of the room will be paid for by the student. Additionally, certificates of participation in Career Discovery and student evaluations will be withheld until the outstanding balance has been paid. Altering of room interiors by the installation of temporary partitions of any materials is strictly prohibited. Furniture may not be removed from student rooms or from lounges. Occupants are not allowed to place objects, including plants, outside the window sills or on ledges.

BATHROOMS

The graduate dormitories have single sex bathrooms on each floor. Residents must use bathrooms which correspond with the person's gender identity.

COOKING

Per City of Cambridge ordinance, cooking is not permitted in student rooms. This includes the use of hot plates, toasters, microwave ovens, and percolators. Cooking is not permitted in the lounges. Kitchen facilities are available in all of the dormitories.

ELECTRICAL WIRING, FIXTURES, AND APPLIANCES

- Students should not have any appliance which exceeds 1000 watts in any individual room. High voltage hair dryers must be used in bathrooms only.
- No electric appliance may be connected to any light fixture socket.
- Any temporary wiring installed in dormitory rooms which does not comply with the above regulations will be removed at the expense of the occupant and she/he will be held responsible for any damage caused by wiring which does not conform to the above regulations.
- Irons should be connected to wall or base plugs only, and should be disconnected when not in use.
- Refrigerators should not be installed in closets.
- Phones in student rooms must comply with state and local fire laws.

EXTENSION CORDS: USES AND LIMITATIONS

- No cord may be used except standard twin cords which meet the requirements of the National Electric Code. Cords should not be longer than 10 feet. Extension cords may be used for lamps, radios, and televisions, but should not be used for appliances (refrigerators, hair dryers, irons, etc.). No extension cord may be plugged into another extension cord—such use of multiple extension cords constitutes a safety violation. In addition, only one appliance at any one time may be plugged into any individual extension cord.
- Cords must be mechanically and electrically in perfect condition. No spliced cords will be allowed.
- No cords are to be permanently fastened to the building.
- No cords or stereo units are to be run through partitions or doorways, or under carpets, rugs or furniture.

FIRE SAFETY REGULATIONS AND INSTRUCTIONS:

- Open flames, cooking appliances, hot plates, microwaves, halogen lamps, and candles are not permitted in the dormitories.
- Flammable liquids, e.g. gasoline, are not permitted in the dormitories.
- Paper and other combustible materials, e.g. decorations, newspaper clippings, must not be placed on walls outside student rooms or on doors.
- The abuse of, or tampering with, fire alarm, smoke detector or extinguisher systems is strictly forbidden.
- Each room is equipped with a 110 volt AC smoke detector. If activated, the alarm sounds in the individual room only. In the event of fire, it is up to you to activate

the nearest fire alarm to alert other residents, and to summon the fire department.

Violation of any of the fire safety or fire emergency regulations set forth in this handbook, including those pertaining to the abuse of fire alarm or fire extinguisher systems, can lead to disciplinary action or fines for each offense.

The incidence of fire can be minimized by attention to precautions.

- Do not let rubbish accumulate in your room.
- Do not leave lamps on, particularly if they are high intensity lamps, when you leave your room.
- Be careful with flammable items around trash cans and electrical wiring.
- Do not over-load wiring.
- Use fireproof draperies.
- Eliminate fire hazards and combustibles.
- Know the locations of fire alarms and how they are activated.
- Know emergency escape routes: fire doors, window exits, and fire escapes.
- **Leave emergency escape routes clear** of furnishings or personal belongings.
- Learn the locations of fire extinguishers and know how to use them. Know the types of fire to which they apply. Most University extinguishers are water type. In kitchen areas, extinguishers are carbon dioxide.
- **Do not play with fire alarms or extinguishers.** There is a fine, equal to the cost of replacement, for breaking the glass that covers the lock of a fire alarm.

Report any fire hazard, and direct any questions regarding fire safety equipment and use of extinguishers to Facilities Management.

PERSONAL FURNISHINGS

Students must maintain their personal furnishings in a decent state of repair. Any furnishings which might cause a fire hazard or injury to the cleaning staff must be removed upon request. Wastebaskets must be kept in student rooms except when being emptied into barrels at ends of halls. Students moving out of a dormitory must take all personal furniture with them. Any furniture or electrical appliances left in student rooms will be discarded by 5pm on July 28. Rented refrigerators must be removed by the rental agent before the student leaves.

FIREARMS AND DANGEROUS WEAPONS

There is a Massachusetts criminal statute prohibiting persons (other than law enforcement officers), regardless of whether or not they have a license, from carrying a loaded or unloaded firearm in any University building or on the grounds of the University without written authorization of the board or officer in charge of the University. The definition of "firearm" includes BB and pellet guns. A maximum penalty of \$1,000 fine or one year in jail or both can be imposed. That statute (M.G.L.c.269, 10(j)) has been amended recently by Chapter 648 of the Acts of 1989 extending the coverage of the statute to the carrying of "any other dangerous weapon." The amendment also makes it a misdemeanor punishable by a fine of up to \$500 if any faculty member or administrative officer of the University fails to report violations of the statute.

The amendment does not define a dangerous weapon, but it should be assumed that a dangerous weapon includes items designed to do bodily injury such as a stiletto, ballistic knife, blackjack, brass knuckles, billy stick, switchblade knife, and martial arts items such as throwing stars, kung fu sticks, and nunchaku (sticks connected

by a rope, chain, wire or leather), or any other items that may be perceived as a weapon (hunting knives, etc.).

ANIMALS

Except for service animals, no animals, including birds, fish, and reptiles, may be brought into or kept in the dormitories.

BICYCLES

Bicycles must be stored in student rooms. They are not to be left in the hallways, stairways, or entries of the building. Any bicycles found in these areas will be removed.

WATERBEDS

Waterbeds are not permitted.

STORAGE

Career Discovery can make no provision for storing student belongings either before or after the program. **All student belongings must be removed from rooms by 4pm, Friday, July 28, 2017.**

BUSINESSES AND SOLICITATION

No student resident in a University dormitory may operate a business out of his or her room, whether the commodity be goods or services. No student shall list his or her dormitory address or telephone number in conjunction with any business enterprise. No firm, agency, organization, or individual shall solicit in a University dormitory at any time, for any purpose. Exceptions to this rule will not be made unless the Law School Dormitory Office consents.

AIR CONDITIONERS

Air conditioners are prohibited except when recommended in writing by a physician, and approved by the Career Discovery

Administrator and the Law School Facilities Management Office. The student is responsible for acquiring the air conditioner and paying for the installment and maintenance. Installation of an air conditioner must be coordinated through the Law School Housing Coordinator.

HEATING

Space heaters may not be used in the unlikely event of a cold spell. Heating problems should be brought to the attention of the Senior RA.

LIABILITY

Articles of personal property brought onto the premises of the University by students and others are at the sole risk of the owner. The University assumes no responsibility and shall not be liable for any damage to property or loss or theft occurring by whatever cause while on the premises of the University. The University urges students to obtain appropriate property insurance for valuable articles.

IV. TRANSPORTATION AND PARKING

MASS TRANSIT

Harvard Square is well serviced by both subway (T) and bus routes. The T's "Red Line" provides quick (15 minute) transportation into downtown Boston. Visit their website (www.mbta.com) for trip planning, schedules and maps.

AUTOMOBILES AND PARKING

The Harvard University Parking Office is located on the 8th Floor of the Smith Campus Center (1350 Mass Ave). They will provide you with a list of rules governing parking on University property and a list of permit types and fee schedules. Read the rules carefully; an infraction can (and often does) result in a fine or towing. It is the student's responsibility to learn all state laws governing motor vehicle use. For questions, please contact the Campus Services Office at 617.496.7827 or visit transportation.harvard.edu/parking.

Two types of parking are available. Harvard University operates parking facilities on or near campus; these areas are patrolled by HUPD. Spaces can be rented, and the current rate is \$17.00 per day (weeknight and weekend permits for \$8.00 per day.) Cars will be assigned to lots on a space available basis. There is limited on-street parking available to the students in the North Yard. In Cambridge, there exists an unusual restriction on parking. Students and others cannot park on any residential streets which have signs reading "Resident Permit Parking Only." These permits are issued only to legal residents of Cambridge whose cars are registered in Massachusetts. There is very limited on-street parking that does not require permits. Street cleaning is also strictly enforced, so please check signs before parking. Remember, car theft and vandalism do occur so take precautions when parking your car. The University assumes no responsibility for damage to any vehicle or its contents regardless of cause.

ACCESSIBLE PARKING

The Career Discovery Program Manager and Parking Office jointly manage all parking policies. Persons who require accessible parking will need prior authorization for parking and shuttle services. Individuals with specific needs should contact the Program Manager at 617.496.8306, or by e-mail at discovery@gsd.harvard.edu.

ACCESSIBLE VAN SERVICE

Riders must be approved by the Career Discovery Program Administrator. Rides are by appointment only. The van operates M–F, 8am–7pm, with reduced hours in the summer months. After 7pm, fully accessible shuttle vans are available through the evening van service. Reservations are not required.

Please visit their website (accessibility.harvard.edu) for more information or to schedule a ride.

BICYCLES

Harvard policy prohibits storage of bicycles in dormitory entries or corridors, and in the studio area of the GSD. Outdoor bicycle racks are unsafe for overnight use. Bicycles should be stored in rooms overnight.

Relatively well-paved bicycle paths can be found along the Charles River. On the Cambridge side, a path runs from Watertown to the Museum of Science. A similar path can be found on the Boston side along Storrow Drive. The Minuteman Trail, starting in Davis Square and extending to Concord, MA, is also good for biking.

V. CAMPUS LIFE

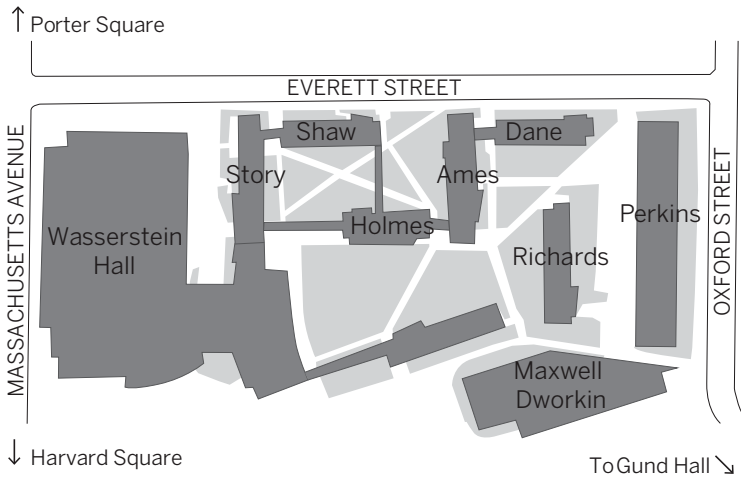
Refer to the Career Discovery Student Guide for more resources and fun places around town.

RELIGIOUS SERVICES AND ORGANIZATIONS

Places of worship for people of many faiths and denominations are located in the immediate area:

Christian Science Center, Boston 210 Massachusetts Avenue, Boston	617.450.2000
Christ Church in Cambridge (Episcopal) Zero Garden Street, Cambridge	617.876.0200
Church of Jesus Christ of Latter-Day Saints 4 Longfellow Park, Cambridge	617.547.6188
Harvard Epworth United Methodist Church 1555 Massachusetts Avenue, Cambridge	617.354.0837
Harvard Hillel Foundation (Jewish) The Riesman Center, Rosovsky Hall 52 Mount Auburn Street, Cambridge	617.495.4695
Hope Fellowship Church 16 Beech Street, Cambridge	617.868.3261
Islamic Society of Boston 204 Prospect Street, Cambridge	617-876-3546
Memorial Church (Interdenominational University Church) 1 Harvard Yard, Cambridge	617.495.5508
Society of Friends (Quaker) 5 Longfellow Park, Cambridge	617.876.6883
The First Parish (Unitarian/Universalist) 3 Church Street, Cambridge	617.876.7772
University Lutheran 66 Winthrop, Cambridge	617.876.3256
Ramakrishna Vedanta Society (Hindu) 58 Deerfield Street, Boston	617.536.5320

VI. MAP OF THE LAW SCHOOL DORMS



For a more detailed map of Harvard University and the Law School Dorms, please visit the interactive map found on the following website: map.harvard.edu.

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