

TULANE UNIVERSITY

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**A GUIDE TO LIVING  
OFF-CAMPUS**



**We are here to support you in this new and exciting chapter of your life and help you make the most of your new home.**

# A GUIDE TO LIVING OFF-CAMPUS

Tulane University is pleased to present the Tulane University Off-Campus Living Guide, a comprehensive resource developed to inform and educate our students about the various aspects of living off-campus. This guide offers detailed information on finding suitable housing, understanding leases, and knowing legal rights and responsibilities. Our primary goal is to empower students to make informed decisions about their living arrangements.

Safety is a top priority, and our guide includes essential safety tips, from home security to fire safety precautions, ensuring students are well-prepared to handle various situations that may arise while living off-campus. We emphasize the importance of being good neighbors and active members of the New Orleans community, providing advice on meeting and interacting with neighbors, maintaining property, and adhering to local laws and ordinances. This helps build a positive relationship between our students and the broader community.

The guide also offers insights into landlord-tenant relations, the importance of renter's insurance, and financial responsibilities such as handling security deposits. These elements are crucial for students to manage their finances and legal obligations effectively. Given New Orleans' unique weather challenges, the guide includes detailed sections on hurricane preparedness and emergency protocols, ensuring that our students are prepared for such events and have peace of mind.

The development of this guide is a collaborative effort involving various departments within Tulane University, including the Division of Student Affairs, the Office of Government & Community Relations, and the Tulane University Police Department. This collaboration ensures that the guide is comprehensive, accurate, and tailored to meet the specific needs of our students.

We believe the Tulane University Off-Campus Living Guide will be an invaluable tool for our students as they transition to off-campus living. By equipping them with the necessary knowledge and resources, we aim to foster a safe, enjoyable, and enriching living experience in New Orleans.



## Living Off-Campus

Each year we receive requests from students and parents for information and assistance finding off-campus housing. To meet this need, we have launched the Tulane University Off-Campus Housing Website at <https://offcampushousing.tulane.edu/> featuring a map-based housing search, roommate search, sublet options, and renter need-to-know resources.

### OFF-CAMPUS INFORMATIONAL SESSIONS

The Division of Student Affairs and the Office of Government & Community Relations host informational sessions throughout the year for students interested in living off campus. Advertised on social media, the Student Resources & Support Services Off-Campus Living webpage, and in emails from the Dean of Students, these sessions include information students need to live responsibly in the community, including:

- Choosing an apartment and housemates.
- Honoring New Orleans laws and ordinances and Tulane expectations related to noise, alcohol, and trash.
- Keeping safe in your home and neighborhood.
- Building positive relationships with neighbors.

Recorded webinars can also be located on the Student Resources & Support Services Off-Campus Living webpage. Be on the lookout throughout the fall for the "Off-Campus Living" tabling sessions in the LBC Main Hallway.

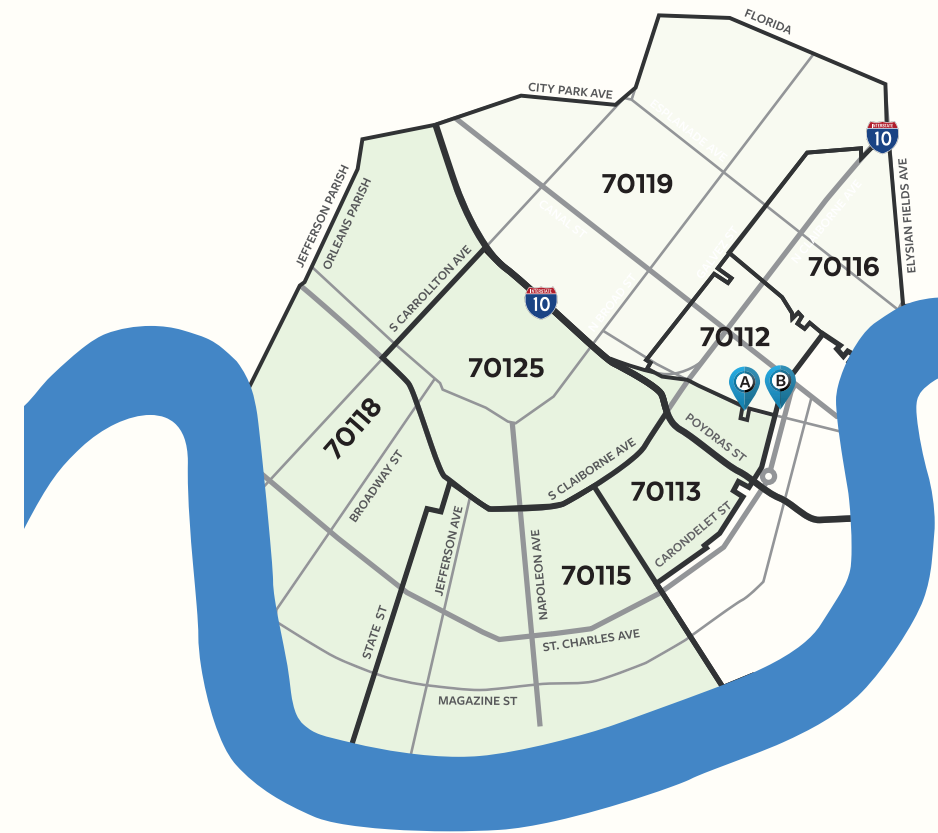
#### ATTEND AN OFF-CAMPUS INFORMATIONAL SESSION

Informational sessions for rising juniors, seniors and graduate students provide information on how to live responsibly in the community.

### LOCAL ADDRESS INFORMATION

Every semester, Tulane requires your contact information, current local address, and cell phone number via Gibson Online. This information is necessary in case of a personal emergency or a campus or citywide emergency. Intentionally providing a false local address is a violation of the Tulane University Code of Conduct.

Your local address, in some cases different from your permanent address, is the physical address where you live in the New Orleans area and should be updated every time you change your living situation. Your campus mailbox cannot serve as your local address. Providing this information allows us to assist you in case of a personal emergency, and you are responsible for updating this information.



#### ZIP CODES NEAR CAMPUS

##### NEAR UPTOWN CAMPUS

70118  
70115  
70113  
70125

##### NEAR DOWNTOWN CAMPUS

70112  
70163 (A)  
70139 (B)  
70116  
70119



## Off-Campus Housing

The New Orleans rental market is unique, so finding a safe apartment often takes more research and effort than in other cities.

### THINGS TO KNOW

- Apartments near campus are most likely to be "shotgun doubles" with mirror-image units side-by-side, duplexes on separate floors, or part of a large house.
- There are only a few large, multi-unit complexes in New Orleans.
- Some apartments are managed by their individual owners while other apartments are handled by a management company.
- Some landlords live nearby; others may be out of town.
- Most leases are yearlong and run June 1-May 31.
- In New Orleans, it is illegal for more than four unrelated tenants to live together in one housing unit.

Understanding that you are now a part of a residential community is one of the most important aspects of living off-campus.



## BEFORE YOU SIGN!

Seek input from acquaintances, neighbors, and existing tenants regarding the landlord and the premises.

- Does the landlord respond quickly to problems, such as a broken appliance?
- How noisy is the area?
- Is the property well maintained – inside and outside?
- Ask TUPD to perform a free security check of the apartment. Your prospective landlord will need to approve this. To schedule an appointment, contact TUPD at [police@tulane.edu](mailto:police@tulane.edu) or (504)865-5381.
- Ask the Tulane Legal Assistance Program (TULAP) to review your lease and explain your rights and responsibilities (see page 29 for more information about TULAP).
- Inspect the residence for fire safety equipment.
- Pursuant to New Orleans Municipal Code, all dwelling units should have an operable fire detection system and alarm. Such systems may be hard-wired or battery-operated.
- Make sure you receive information on lead-based paint and/or lead-based paint hazards. Per the Residential Lead-Based Paint Hazard Reduction Act of 1992, [tulane.it/lead-painthazard-act](http://tulane.it/lead-painthazard-act) your landlord must provide you with the EPA-approved “Protect Your Family From Lead In Your Home” pamphlet ([tulane.it/lead-paint-protection-pamphlet](http://tulane.it/lead-paint-protection-pamphlet)), provide any records and reports on lead-based paint and/or lead-based paint hazards that are available, and provide an attachment to the lease (or language inserted in the lease itself), which includes a Lead Warning Statement and confirms that landlord has complied with all notification requirements.



### THE NEW ORLEANS FIRE DEPARTMENT (NOFD)

offers free installation of up to two smoke alarms per residence. The Free Smoke Alarm Installation Program request form is available at [tulane.it/NOFD](http://tulane.it/NOFD).

The Tulane University **Uptown Campus** is located in the **6th NOFD District**.

The Tulane University **Downtown Campus** is located in the **2nd NOFD District**.



### THE NEW ORLEANS POLICE DEPARTMENT (NOPD)

Review the New Orleans Police Department (NOPD) Crime Map, available at [tulane.it/NOPD](http://tulane.it/NOPD).

The Tulane University **Uptown Campus** is located in the **2nd Police District**.

The Tulane University **Downtown Campus** is located in the **8th Police District**.

## DID YOU KNOW?

You can ask TUPD to perform a security check of the apartment.  
CONTACT TUPD at [police@tulane.edu](mailto:police@tulane.edu) or call 504-865-5381



## Living In Your Home

Now that you have signed your lease, both you and your landlord have many legal agreements that you must uphold. The landlord is responsible for providing the promised property on time and in good, safe, and working condition. You agree to pay the rent on time and in full, to keep your residence clean and undamaged, and to follow the regulations of your lease. **We recommend you read your lease in its entirety and connect with your landlord on any questions or concerns you may have.** Should problems arise while you are living in your residence, refer to your lease to determine how to address it. If the terms of your lease or rental agreement change, make sure you get all changes in writing.

### Record your lease with the Land Records Division of the Clerk’s Office.

Recording your New Orleans lease protects you from eviction in the event your landlord sells the property while your lease is in effect. You will be responsible for all fees associated with recording your lease.

## YOUR SECURITY DEPOSIT \*

The landlord must provide a list of what was deducted from the deposit if the entire amount is not returned. Make a list of any damage before you move in. Make sure you sign and date the list and ask your landlord to do the same. Taking photos during your walk-through is also important – this will help protect you from being charged for pre-existing damage.

### Some things that are considered damage outside of normal wear and tear on the home include:

- Broken windows
- Cracks or holes in the walls and floors
- Water damage
- Appliances not working properly
- Leaving a completely trashed or messy unit that has to be cleaned
- Leaving furniture that has to be thrown away

\*Security deposits are funds often used to offset the cost of damage caused by the tenant during the tenant’s occupancy and to secure the tenant’s compliance with the terms of the lease. If the deposit is not enough to cover all of the damage that is caused by the tenant, then the tenant is legally responsible for paying any additional charges. If there is no damage or unpaid rent, the tenant should receive the full security deposit back. If all of the criteria are met, the landlord has one month after the move to return the deposit.





is a rental inspection app that allows both tenants and landlords to track a property's condition using time-stamped photos. It was created by two Tulane graduate students! Visit [GETRENTCHECK.COM](https://www.getrentcheck.com).

## RENTER'S INSURANCE

Tulane University strongly recommends all renters purchase some form of renter's insurance. Renter's insurance can protect your personal property in the event of theft or damage.

- Your landlord's insurance policy does not cover any of your personal belongings.
- Check with your parents to find out whether you are covered under their insurance policy. Students are typically covered under their parents' policies when living on campus but are not typically covered when renting a privately-owned property off campus.
- Homeowners insurance policies typically have larger deductibles (\$2,500-\$10,000) which may not provide coverage for smaller losses, whereas renter's insurance policies can provide lower deductibles (\$250-\$500).

*Tulane University provides several resources for students to purchase a renter's insurance policy directly from insurers to cover damage or theft of personal laptops, smartphones, clothes, books, bicycles, and more via [tulane.it/renters-insurance](https://tulane.it/renters-insurance).*



## LANDLORD-TENANT RELATIONS TIPS

- Be sure you obtain a signed copy of the lease at the time you and the landlord sign it.
- If you are going to share your housing with roommates, be sure that all of the roommates sign the lease. Only those people whose names are signed to the lease are ultimately responsible for rent, damage, or other liabilities.
- Unless the signed lease provides otherwise, Louisiana law states that roommates are considered as joint obligors, which means that each roommate can be held liable for the full amount of the lease, not just their individual share.
- Be sure that any changes to the lease are written into the lease and initialed by both parties.
- If possible, we suggest that you **NOT sign any lease containing the following clauses**, as they can severely restrict your rights:
  1. **Lessee waives Lessor's liability for any defects on the premises.**
  2. **Lessee is liable for attorney's fees.**
- You should be aware that very large corporate landlords are totally inflexible about making changes in their lease forms.





## THE NEIGHBORHOODS

While the number of neighborhoods in New Orleans is debatable (the official map has 73), it is not debatable that New Orleanians love their respective neighborhoods and the city. There are six different neighborhoods adjacent to our uptown campus and five adjacent to our downtown campus. Each of these has unique characteristics, but they are all residential.

Understanding that you are now a part of a residential community is one of the most important aspects of living off campus. There are new expectations and responsibilities that come with living in neighborhoods such as MARI (Maple Area Residents Inc.), Cal-Pal (Calhoun Palmer), and Lower Mid-City. Noise, trash and unsafe living conditions affect people who live in and visit our neighborhoods. It is important to become familiar with your rights and responsibilities as a citizen and neighbor, with the university's expectations of you as an off-campus student resident, and with local laws and resources that will assist you in living off campus. Additionally, we hope you experience the unfathomable fullness New Orleans — and all of its neighborhoods — has to offer. From our legendary restaurants and numerous festivals to enjoying Audubon Park and listening to local musicians at Wednesday at the Square, there is something for everyone.

## MEETING YOUR NEW NEIGHBORS

***Meet your neighbors as soon as you move into your new home and exchange contact information. Listen to their experiences with former residents and commit to keeping communication open during your lease. If there is a problem in the future, it's easier to discuss it with someone you already know.***

### NEIGHBORLY TIPS

- Maintaining your yard and bringing in your trash and recycling carts in a timely manner is common among all who live in these neighborhoods; plus, it's the law. *Develop a schedule with your roommates so it becomes routine and no one person is doing everything. Keeping up with these tasks will show your neighbors you care.*
- Generating noise that can be heard through the walls or beyond the property line that disturbs others is detrimental to both students and non-students. Excessive noise is a violation of New Orleans law, and disorderly and disruptive conduct are also violations of the Tulane Code of Conduct.
- If you see something, say something. If you observe any suspicious activity in your neighborhood, call 911. Helping to keep these communities safe is a benefit to both students and non-students.



## Safety

### HOME SAFETY TIPS

- Lock the doors to your house at all times, even when you are home.
- Contact your landlord immediately if you have any concerns about the security at your house. Landlords are required to provide effective locks for residences.
- Keep your windows locked at all times.
- Leave an exterior light on at night.
- Never allow strangers to come into your home. Check the identification of sales and service people before allowing them inside.
- Keep your valuables and important documents, such as passport, visa, lease, and insurance documents, in a fireproof and waterproof safe or lockbox that is kept out of sight. Plan to take this safe or lockbox with you should you need to evacuate.
- Record information about your electronics, including the make, model, and any serial numbers in the event they are missing or stolen.
- Purchase a lock for your laptop and keep it locked as often as possible.
- If the residence has existing security cameras or other security features, make sure they are in working order and you learn how to access and use them.
- If you come home and see an open door or broken window, do not go in. Call 911 and wait for the police in a safe place outside of your home.
- Make an evacuation plan and an alternate evacuation plan in the event of a fire or gas leak. Rehearse the escape plan with your roommates and designate a meeting location in case of an emergency.

### FIRE SAFETY PRECAUTIONS

- Avoid using extension cords whenever possible. When you have to use them, do not allow the extension cord or other wires to lie under rugs or through doorways.
- Do not overload electrical outlets. Many New Orleans homes are decades old, and the electrical wiring is not always up to date.
- Keep combustible materials like curtains, sheets, and rugs away from appliances that may produce heat or have open flames.
- Make sure that piles of paper and trash are kept tidy and away from wires and heating appliances.
- Never leave a stove or oven unattended while cooking.
- Remember to turn off stoves, ovens, and other cooking appliances after cooking.
- Do not smoke in your home.
- Ensure your fire extinguishers are in optimal working condition. Make sure they are charged and accessible.
- Test your smoke and carbon monoxide detectors at least once a month to make sure they work.
- Change the batteries in your smoke detectors when you move in and when you return from winter break.
- The detectors should have a distinct warning signal that you can hear whether you are awake or asleep.



## PERSONAL SAFETY

The safety and well-being of all students is of the utmost concern to Tulane University. In the event of an emergency or impending threat, Tulane will send critical voice and text messages to our students at multiple telephone and email addresses. To ensure that you receive these messages, students should update their information through Gibson Online or the Registrar's Office every semester.

*For more information on the university's emergency response and operating status, visit [tulane.edu/emergency](https://tulane.edu/emergency). Follow @TulaneEmergency and Tulane's flagship accounts on all social platforms for updates.*

## STREET SAFETY

- Avoid walking alone at night. Walk with friends, call TUPD for an escort, or take Tulane TransLoċ.
- TUPD Escorts are available to all Tulane affiliates 24 hours a day, seven days a week. To request a TUPD escort, call 504-865-5381. Tulane TransLoċ is available Monday through Friday, 6 a.m. to 10 p.m.; Saturday and Sunday, 9 a.m. to 9 p.m.
- Be alert and be aware of your surroundings. Talking on a cellphone or listening to headphones can make you less alert and an easier target for criminals.
- Stay in well-lit areas.
- If you are being harassed, try to attract attention to yourself and head toward any well-lit buildings/locations where people are present.
- Always carry personal identification (Splash Card, state-issued ID, military ID, etc.).
- Trust your instincts. If someone or something makes you uneasy, avoid the person and leave the area.



*Everbridge is Tulane University's emergency notification system. In an emergency, the Office of Emergency Preparedness & Response uses Everbridge to send emergency alerts (called TU Alerts) via text message, email, phone call, and app notification.*

**How Everbridge Works** - You are automatically enrolled to receive emergency alerts. To ensure you receive the text message alerts, make sure you enter your cell phone number in your student profile in Gibson. Also download the Everbridge app onto your device. Once you download the app and sign in with your Tulane credentials, not only will you receive emergency alerts, but you can also communicate with the Tulane University Police Department via text or the emergency call button. You can also submit photographs of suspicious persons/events.

**Virtual Escort** - Enables you to safely walk on campus by leaving a breadcrumb of your locations. If you don't check in, an SOS will automatically trigger an emergency request to TUPD.

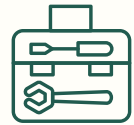
**Emergency Call Button (SOS)** - Through a mobile device, a user can send an alert to TUPD with one click, which automatically provides the activator's information and GPS location.

*The Everbridge app can be downloaded from the Google Play or iTunes App Store. For more information regarding Everbridge please visit the OEPR website. <https://emergencyprep.tulane.edu/everbridge-app>*



## TULANE UNIVERSITY POLICE DEPARTMENT

The Tulane University Police Department (TUPD) is a full-service law enforcement agency that provides police services to the uptown and downtown campuses. TUPD strives to adhere to the best practices, including nationally-recognized standards for the delivery of police services, and is accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA). TUPD officers work collaboratively with the New Orleans Police Department and are commissioned and vested with full powers of arrest at all Tulane University properties and within a one-mile perimeter area surrounding the uptown campus. The downtown campus patrols cover an area bounded by S. Claiborne Avenue to Loyola Avenue and Poydras Street to Canal Street. There are also several Tulane University properties outside of this boundary that are checked daily. TUPD officers patrol our campuses and the surrounding communities 24 hours a day, 7 days a week.



## EMERGENCY PREPAREDNESS RESOURCES

Tulane prioritizes student safety. During emergencies, critical alerts are sent via text, email, and the Everbridge app using Gibson contact info which should be updated every semester through Gibson Online or with the Registrar’s Office. For emergency updates and university status, visit [tulane.edu/emergency](https://tulane.edu/emergency). Follow @TulaneEmergency on Facebook, X (formerly Twitter), and Instagram, or email.

City emergency updates are available at [ready.nola.gov](https://ready.nola.gov), @nolaready on X, and Facebook.

While Tulane collaborates with city and state partners, it **may** remain open during closures. Find more resources at [emergencyprep.tulane.edu](https://emergencyprep.tulane.edu).

## HURRICANE PREPAREDNESS

Living in New Orleans means facing hurricane threats. Although hurricanes could occur at any time, global scientists and meteorologists consider ‘Hurricane Season’ to last from June 1st to November 30th. Hurricanes bring risks like high winds, heavy rain, and power outages. Tulane prioritizes safety with emergency plans coordinated with city officials. Students are required to have a personal evacuation plan, updatable via Gibson Online. Your personal evacuation plan is something you can implement with minimal university assistance (specifically, the university will run shuttles to the New Orleans International Airport but do NOT rely on the university to evacuate you to another city). In the event a tropical system threatens our area, Tulane will send emails to your tulane.edu email address and update the emergency website with storm info. Depending on the storm’s severity, sheltering in place may be advised. Off-campus students should prepare and may need to implement their personal evacuation plan even if Tulane’s on-campus students shelter in place. Visit [emergencyprep.tulane.edu](https://emergencyprep.tulane.edu) for tips on how to prepare your home to shelter in place and [tulane.edu/emergency](https://tulane.edu/emergency) for storm-related updates.



## PREPARE FOR HURRICANE SEASON BY:

**Logging onto Gibson Online and verifying all of your contact information is entered correctly.**

- Purchasing renter’s insurance and documenting possessions.
- Establishing an emergency communication plan with an out-of-state contact.
- Building a hurricane preparation kit with essentials for you and your pets.
- Securing your apartment and protecting electronics.
- Safeguarding important documents in waterproof containers.
- Ensuring your vehicle is fueled and maintained.
- Having cash on hand for emergencies.
- Knowing evacuation routes and parking procedures.
- Planning transportation ahead of time, including airport arrangements. *Remember, students must arrange their own return transportation from the airport after the storm.*

Resources for emergency preparedness are [ready.nola.gov](https://ready.nola.gov), [Tulane.it/LAprepare](https://tulane.it/LAprepare) and [getagameplan.org](https://getagameplan.org).

During times when hurricanes pose a threat to New Orleans, Tulane University takes proactive measures to ensure the safety of its students, faculty, and staff. In such situations, it’s crucial to stay informed and heed the guidance provided by the university.

When a hurricane approaches, Tulane may close its campuses and issue evacuation orders. This information will be communicated through tulane.edu email and the university’s emergency website. It’s essential to pay close attention to these channels and to promptly follow any instructions issued.

In the event of an evacuation order, it’s important to evacuate the city and seek shelter outside of the affected area. Tulane University buildings, both uptown and downtown, will not serve as storm shelters during evacuations. No students will be permitted to remain on campus once an evacuation order is issued.

Students should have a prearranged evacuation plan in place and should make every effort to leave the area, as safety cannot be guaranteed in New Orleans during hurricane conditions. There are several options for evacuation sheltering outside of the city, including choosing a shelter far inland and north of Interstate 12, making reservations at hotels or motels outside the storm area, or staying with relatives or friends in safer locations.



Additionally, the Louisiana Citizen Awareness and Disaster Evacuation Guide provides valuable information about evacuation routes and sheltering options. Red Cross shelters may also be available, with locations announced by the news media as storms approach and evacuation orders are issued. A copy of the Citizen Awareness and Disaster Evacuation Guide can be found by clicking here: [www.NOLAReady.com](http://www.NOLAReady.com).

In the event that the university decides to shelter in place, off-campus students may activate their personal evacuation plans or shelter in place at their residences. However, it's essential to be prepared with adequate supplies, including bottled water, nonperishable food, flashlights, batteries, and necessary medications that will last at least 5 days. Do NOT come to any of the university's campuses until expressly told you may do so by university administration. This will also be sent via tulane.edu email and posted on the Tulane emergency website.

When evacuating, students should inform someone outside the storm area of their plans, share transportation options with peers who need assistance, and leave as soon as possible while avoiding flooded roads and washed-out bridges.

After the storm passes, students should continue to monitor their Tulane email and the Tulane emergency website for official updates regarding the university's operating status. It's crucial to listen to local news media for additional information and to wait for official clearance before attempting to return to campus.

By staying informed, following evacuation procedures, and being prepared, students can prioritize their safety and well-being during hurricane season in New Orleans.



## FLASH FLOODING

New Orleans, experiencing an annual average of 62 inches of rain, faces heightened flood risks, notably in June through August. Residents can assess their home's flood risk at [ready.nola.gov/rain](http://ready.nola.gov/rain). National Weather Service alerts, such as Flash Flood Watch/Warning and Coastal Flood Watch/Warning, provide crucial information.

Pre-flood preparations involve moving cars to higher ground, clearing catch basins, and securing outdoor items. During floods, it's critical to avoid driving or walking through floodwaters and to promptly report emergencies by calling 911. Emergency personnel may have difficulty reaching flooded areas and will need to prioritize calls for service.

After floods, residents should remain cautious, watching for debris and refraining from contact with standing water, which can pose health risks. These measures help mitigate the impact of flooding in the city.



FREERET • AUDUBON • UPTOWN • MILAN  
EAST CARROLTON • BLACK PEARL  
FOUNTAINBLEU • WEST CARROLLTON  
TOURO • GERT TOWN • HOLLYGROVE  
CENTRAL CITY • EAST RIVERSIDE  
BROADMOOR • IRISH CHANNEL  
WEST RIVERSIDE • GARDEN DISTRICT





# Important Policies & Maintenance

## TRASH AND RECYCLING GUIDELINES

Landlords with more than four units must arrange private trash pickup; do not use city carts. For buildings with four or fewer units, the city provides weekly curbside trash and recycling collection services.

- The city provides both trash carts and recycling carts. The trash carts are black with a fleur-de-lis in a white circle and the recycling carts are blue with a fleur-de-lis inside the recycling icon. If your residence is eligible for the city's weekly curbside pick-up, only use the city provided carts.
- Bagging trash helps prevent spills, and it's important to keep lids closed on trash and recycling bins. Carts should be set out between 4 p.m. the day before and 6 a.m. on collection day.
- Remove cans from the curb and any public rights-of-way by 7 p.m. on collection day. Other than collection days, trash and recycling cans should be stored on your property to maintain neighborhood cleanliness and safety.

## SCHEDULES

Find your trash and recycling pickup schedules at [tulane.it/sanitation](http://tulane.it/sanitation). For residences between S. Carrollton and Nashville Avenue, trash and recycling pickups occur on Wednesdays.

## BULK TRASH AND YARD WASTE

For bulky items like furniture, appliances, storm debris and yard waste such as tree branches and shrubbery, residents must call 311 or visit [tulane.it/Nola311](http://tulane.it/Nola311) for removal requests. If residents place bulk items out for collection more than 24 hours in advance of the scheduled pickup date, they will be fined.

## HOLIDAY PICKUP

Garbage and recycling collection do not occur on New Year's Day, Mardi Gras Day, Thanksgiving Day, or Christmas Day.

## CURBSIDE RECYCLING GUIDELINES

City curbside recycling accepts various materials, including paper, cardboard, aluminum/metal cans, and flattened cardboard. Avoid including items like plastics #3-7, glass, waxboard, pizza boxes, plastic bags, and styrofoam. Ensure all items are clean and empty before placing them loosely in the recycling carts, not in bags.

## RECYCLING DROP-OFF

The Recycling Drop-off Center (2829 Elysian Fields Avenue) accepts a range of materials, including glass, e-waste, batteries, Mardi Gras beads, and compost, on the second and fourth Saturday of each month from 8 a.m. to 1 p.m.

Glass can also be recycled through Glass Half Full ([glasshalffullnola.org](http://glasshalffullnola.org)). Compost Now accepts frozen food scraps (no meat, bones, dairy or oily foods) at various community sites, with restrictions on certain items. Visit [compost-now.org](http://compost-now.org) for more details.

For additional recycling resources and guidance, refer to the New Orleans Recycling Guide at [tulane.it/Sanitation-guide](http://tulane.it/Sanitation-guide). These measures aim to promote responsible waste management practices and environmental sustainability within the community.

**YES!**



**Cardboard**  
(flattened, no pizza boxes)  
**Cartón**  
(cajas aplanadas, no cajas de pizza)



**Paper**  
(all colors and types)  
**Papel**  
(De todos los colores y tipos)



**Plastic Bottles and Jugs**  
(empty and dry, replace cap)  
**Botellas y recipientes de plástico**  
(vacíos y secos, reemplace la tapa)



**Aluminum and Steel Cans**  
(empty and dry)  
**Latas de aluminio y acero**  
(vacías y secas)

**NO!**



**Do Not Bag Recyclables**  
No coloque artículos que se puedan reciclar en una bolsa



**No Plastic Bags or Plastic Wrap**  
(return to retail)  
No reciclar bolsas de plástico  
(devolver a la tienda)



**No Glass**  
No reciclar recipientes de vidrio



**No Food or Liquid**  
No reciclar alimentos ni líquidos



**No Styrofoam™ Packaging**  
No recicle productos de espuma de poliestireno



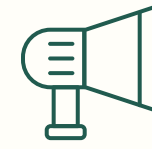
## OUTDOOR MAINTENANCE

Tulane University policy emphasizes the importance of students and their guests respecting not only university property but also the property of landlords, hosts, neighbors, and the broader community. This includes refraining from actions such as littering, public urination, and any form of property damage or defacement.

Under New Orleans Law, there are specific regulations regarding pest control and property maintenance. Landlords are obligated to ensure that their properties are free from rodent harborage and infestation both indoors and outdoors before renting them out. However, tenants also have a responsibility to maintain cleanliness and hygiene within their homes to prevent pest issues. This involves properly storing food, disposing of trash, and promptly addressing any sanitation issues.

Furthermore, damaging property, including graffiti, is considered illegal under city law. Tenants who cause damage to their off-campus residences may be held financially liable for repairs or restoration.

Additionally, public urination or defecation is strictly prohibited and considered lewd conduct. Offenders may face fines and community service as penalties for such actions, highlighting the importance of respecting public spaces and maintaining appropriate behavior within the community.



## ALCOHOL & NOISE POLICIES

### TULANE UNIVERSITY CODE

All students are required to know and abide by the Tulane University Code of Conduct. If students are found to have violated the Code of Conduct, appropriate disciplinary consequences may result. The Code of Conduct extends to behavior off campus. Additionally, violations of state or local laws by Tulane University students are addressed by the Office of Student Conduct. Visit [conduct.tulane.edu](https://conduct.tulane.edu) for more information.

### TULANE UNIVERSITY ALCOHOL POLICY

#### I. Policy Statement - Alcohol Philosophy

*Every member of the Tulane community is expected to make responsible choices regarding alcohol and other drugs. The misuse or abuse of these substances can result in detrimental consequences for individuals and those around them. At Tulane, we expect our community members to cultivate a healthy and safe educational environment that supports each student to reach their full academic potential.*

Tulane approaches alcohol and other drug use with the following beliefs in mind:

- We value the health and well-being of every member of our community and respect an individual's choice to legally consume alcohol or to abstain from alcohol use.
- All members of our community have a responsibility to foster an environment where responsible choices regarding alcohol and other drugs are the norm.
- An individual's choices and behaviors impact our community; Tulanians are accountable for their actions if they compromise the health and safety of themselves or others.
- We support individuals who are struggling with alcohol or other drug misuse, abuse, or addiction through intervention, education, and treatment.
- All groups serving alcoholic beverages must comply with all state and local laws and the Tulane University Alcohol and Other Drug Policy, which can be found at [tulane.it/AlcoholPolicy](https://tulane.it/AlcoholPolicy).

## MEDICAL AMNESTY PROTOCOL

At Tulane University, the health, safety, and welfare of our students and community are paramount concerns. As such, all Tulane students are expected to proactively alert appropriate officials in the event of any health or safety emergency — specifically including those involving the abuse of alcohol or drugs — even if violations of the Student Code of Conduct may have occurred in connection with such an emergency. Because the university understands that fear of possible disciplinary actions may unnecessarily deter certain requests for emergency assistance, the university has adopted the following Medical Amnesty Protocol to alleviate such concerns and promote responsible action on the part of students.

In a situation involving an imminent threat or danger to the health or safety of any individual(s), students are generally expected to contact emergency officials by calling TUPD at (504) 865-5911 to report the incident. Remain with the individual(s) needing emergency treatment and cooperate with emergency officials, so long as it is safe to do so. Meet with appropriate university officials after the incident and cooperate with any university investigation. The university will consider the positive impact of taking responsible action in an emergency situation when determining the appropriate response to alleged policy violations by the reporting student or the student experiencing an emergency. This means that through the university conduct system, students will not be charged with violation of Tulane’s Alcohol Policy (III.D.7) or use of drugs (III.D.4), and sanctions will not be issued. However, the incident will be documented, and educational, community, and health interventions — as well as contact with a student’s emergency contact — may be required. The protocol does not protect repeated, flagrant, or serious violations of the Student Code of Conduct (including physical or sexual assault, violence, hazing, harassment, theft, or vandalism or instances where multiple individuals need medical attention), nor does it preclude or prevent action by police (including officers from the Tulane Police Department or New Orleans Police Department) or other legal authorities.

Student organizations and groups, through their officers and members, are also expected to take responsible action in emergency situations, to incorporate these protocols into their training and risk management plans, and to always comply with them. A group’s compliance with these protocols will be considered a mitigating factor when determining the outcome or sanction of an incident that otherwise merits organizational disciplinary action. Additionally, the university will deem the failure of a student group to comply with these protocols to be an especially egregious factor when determining disciplinary actions.

Failure of students or student organizations to take proactive responsible action in an emergency situation where action is clearly warranted, however, will void all protections under this provision, may constitute an aggravating factor for purposes of sanctioning, and may lead to further disciplinary actions.

**This protocol is subject to change, please review it online at [tulane.it/AlcoholPolicy](https://tulane.it/AlcoholPolicy) for the most-up-to-date rules and regulations.**

## COMMUNITY DISRUPTION DISCIPLINE

When a student or organization acknowledges responsibility or is found responsible, they are assigned sanctions. Tulane University Student Conduct Hearing Officers utilize a matrix guide to assist them in selecting sanctions for policy violations. The purpose of this guide is to help ensure consistency among the university’s various hearing officers and hearing panels and to provide a roadmap for sanction selection that is in line with established sanction precedence. This guide is rooted in best practices.

1. **Report received; charges assigned.**
2. **If student is found responsible for community disruption, sanction matrix applied:**
  1. Impact to individuals and/or community
  2. Nature of the incident
  3. Severity of incident
  4. Respondent reflection on incident and/or attitude through process
  5. Prior history
  6. What will impact future behavior most directly
3. **Repeat offenders receive progressively more severe sanctions.**
4. **Sanctions include:**
  1. Status Sanctions: warning, disciplinary probation, housing removal, suspension or expulsion
  2. Educational/Restorative Sanctions: community service or clean-ups; policy reviews; reflective essays; online courses; educational programs; substance use assessments; and restitution for university property damage

## NEW ORLEANS NOISE ORDINANCE

The New Orleans Municipal Code prohibits noise exceeding conversation level (60 dB) audible in a neighbor’s home, 24/7. Amplified noise audible in a neighbor’s home is banned between 9 p.m. and 10 a.m. Sunday–Thursday, and 10:30 p.m. and 10 a.m. Friday–Saturday, applicable to shared walls or property lines. Violations may result in fines or imprisonment. Respect for the residential community, including families and various schedules, is vital.





## Transportation

*Tulane University Shuttles and Transportation is a vital service for the Tulane community, ensuring convenient transportation between campuses and various points of interest. With ADA accessible buses and bike racks, these shuttles offer flexibility and accessibility for faculty, staff, and students alike. Whether it's commuting between the downtown and uptown campuses on the Diboll Green Line and Commons Green Line during weekdays or utilizing the Weekend Red Line on weekends, Tulane's shuttle services cater to diverse schedules and needs.*

In addition to the fixed-route shuttles, Tulane TransLōc provides on-demand services, enhancing accessibility within campus areas and surrounding neighborhoods. This service facilitates easy transportation between Tulane University facilities, on- and off-campus residences, and other locations, contributing to the seamless navigation of the Tulane community.

For transportation needs beyond the campus boundaries, Tulane collaborates with Enterprise Rent-A-Car, offering discounted rates to faculty, staff, students, parents, and visitors. This partnership provides convenient access to rental vehicles for both business and personal use, further enhancing transportation options.

Moreover, the New Orleans Regional Transit Authority (RTA) operates a comprehensive network of buses and streetcars throughout the city. Tulane community members can conveniently purchase RTA passes on campus, facilitating travel across New Orleans.

Biking is also an integral part of the transportation network in New Orleans, with dedicated lanes and paths spanning over 100 miles across the city. Cyclists are encouraged to follow traffic laws, utilize lights at night, and wear helmets for safety. On campus, designated bike racks ensure secure parking, with U-locks recommended for added security against theft.

Overall, Tulane University provides a comprehensive array of transportation options, catering to the diverse needs of its community while promoting sustainability and accessibility in navigating both campus and city environments.

### TRANSPORTATION RESOURCES

- Tulane University Shuttles & Transportation Website - [shuttles.tulane.edu](https://shuttles.tulane.edu)
- Tulane University Shuttles & Transportation Email - [shuttles@tulane.edu](mailto:shuttles@tulane.edu)
- Tulane TransLōc - <https://shuttles.tulane.edu/tulane-transloc>
- Enterprise Rent-A-Car - [tulane.it/Enterprise](https://tulane.it/Enterprise)
- RTA (New Orleans Regional Transit) - [norta.com](https://norta.com)
- Bike Map & Guide - [bikeeasy.org](https://bikeeasy.org)
- Louisiana Bicycle Laws - <https://www.bikelaw.com/laws/louisiana/>



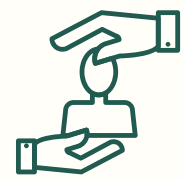
## PARKING REGULATIONS

***Students at Tulane University are expected to adhere to city ordinances and demonstrate courtesy and common sense, particularly when it comes to traffic laws and responsible driving practices. This not only ensures personal safety but also contributes to the well-being of the broader community.***

In New Orleans, towing fees can be steep, starting at \$161.25, with additional charges possible. To avoid such expenses and inconvenience, it's crucial to be aware of common parking violations. These include parking too close to fire hydrants, intersections, or stop signs, as well as parking against the flow of traffic or on sidewalks. Additionally, parking near driveways can result in neighbors having vehicles towed, highlighting the importance of respecting residential spaces.

Certain events, like Mardi Gras parades, come with specific parking restrictions, underscoring the need to stay informed about local regulations. Many of the neighborhood streets surrounding the uptown campus are included in the city's Residential Parking Permit (RPP) zones and may require a residential parking permit. To learn more please visit: <https://nola.gov/next/services/parking/residential-business-parking/residential-parking-permit-zone/>.

For students who need parking on campus, Tulane Parking Services offers solutions tailored to different campus locations. Uptown campus students can purchase annual permits online or in-person, while those on the downtown campus have various parking contract options, including free after-hours parking for downtown graduate students. These services aim to provide convenient and accessible parking options for students across both campuses.



## University Partners & Community Resources

### OFFICE OF GOVERNMENT & COMMUNITY RELATIONS

[governmentrelations.tulane.edu](http://governmentrelations.tulane.edu) | 504-988-3390

The Office of Government and Community Relations works to advance Tulane's mission in research, teaching, and service by aggressively seeking government funding and community support for university programs and activities. The office supports the university's long-term growth and economic development efforts; facilitates and develops relationships with community organizations and all levels of government; supports faculty research and scholarship in local communities; and fosters a cooperative relationship with the community and our neighbors.

## DIVISION OF STUDENT AFFAIRS

[studentaffairs.tulane.edu](http://studentaffairs.tulane.edu) | 504-314-2188

The Tulane University Division of Student Affairs engages in all aspects of students' lives and collaborates with campus partners in the delivery of programs and services for all students. These programs and services challenge and support the growth and development of Tulane students and support the academic mission of Tulane University by providing intentional opportunities for students to engage in meaningful ways outside of the classroom.

## OFFICE OF STUDENT CONDUCT

[conduct.tulane.edu](http://conduct.tulane.edu) | 504-865-5516

The Office of Student Conduct manages all nonacademic misconduct allegations that involve Tulane students. The goal of the student conduct system is to educate students about appropriate behavior and decision-making, and to foster a safe and healthy community in which academic success can occur. The office cultivates personal growth and social responsibility by guiding students to understand the impact of their behavior and choices. The Office of Student Conduct recognizes that college students (like all of us) make mistakes. Through the conduct process, <https://conduct.tulane.edu/formal-process>, we hope to help students learn where they could have made different decisions and offer strategies for making better choices in the future.

If you have a concern about yourself or another student, please let the university know. Tulane has a centralized online report form for complaints and concerns which is the primary, and preferred, method for submitting any report of concern about a student and his or her behavior, including but not limited to conduct that may violate the Code of Student Conduct. This system allows for efficient routing of concerns to the appropriate office, as well as tracking follow through on a concern. <https://srss.tulane.edu/report-concern>

## THE TITLE IX OFFICE

[allin.tulane.edu/titleix/coordinator](http://allin.tulane.edu/titleix/coordinator) | 504-865-5615 or [titleix@tulane.edu](mailto:titleix@tulane.edu)

The Title IX Office supports those students experiencing sexual harassment, which may include sexual assault, sexual exploitation, intimate partner violence or stalking. Please visit the web page listed above for resources and additional information.

## DEPARTMENT OF HOUSING AND RESIDENCE LIFE

[housing.tulane.edu](http://housing.tulane.edu) | 504-865-5724

The Department of Housing and Residence Life is responsible for the administration of 13 residence halls, housing over 4,200 undergraduate students, and Deming Pavilion, housing roughly 350 graduate students. The staff works in coordination with several departments and student groups to provide and maintain comfortable, safe living environments for Tulane University students. These on-campus communities are designed to support the academic goals and personal development of our students. Through the residential curriculum, the staff offers students intentional learning opportunities while they reside in Tulane University housing. This curriculum is founded on numerous student development theories to provide comprehensive student experiences while at Tulane.



## DIVISION OF CAMPUS SERVICES

[campusservices.tulane.edu](http://campusservices.tulane.edu) | 504-865-5441

The Division of Campus Services supports the university's living, learning, and teaching communities through the sustainable delivery of exceptional and innovative services. This division oversees dining and vending, ID cards, parking and transportation, facilities and construction, mail, bookstores, computer store, university architect and planning, recycling and sustainability, event services, and childcare. For questions or concerns, email [campusservices@tulane.edu](mailto:campusservices@tulane.edu) or visit our customer engagement offices located uptown in the Lavin-Bernick Center, Suite 107, and downtown in Tidewater, Suite 803.

## OFFICE OF SUSTAINABILITY

[green.tulane.edu](http://green.tulane.edu)

The Office of Sustainability collaborates with students, staff, faculty, and community partners to reduce the university's environmental impact and promote a culture of sustainability.

## TULANE UNDERGRADUATE ASSEMBLY

[tua.tulane.edu](http://tua.tulane.edu)

The Tulane Undergraduate Assembly serves all undergraduate students at Tulane. Its members advocate on behalf of the student body and strive to constantly improve the undergraduate experience for all Tulanians. The TUA communicates the will of the student body to the university administration and to the greater Tulane community.

## GRADUATE AND PROFESSIONAL STUDENT ASSOCIATION (GAPSA)

[gapsa.tulane.edu](http://gapsa.tulane.edu)

The Graduate and Professional Student Association (GAPSA) is the unifying body of the graduate and professional divisions of Tulane University. GAPSA develops and furthers the scholastic, professional, social, and public service interests of all graduate and professional students by promoting an understanding amongst students, faculty, and administrators. GAPSA also facilitates interdivision communication and coordinates activities with the Undergraduate Assembly.

## TULANE LEGAL ASSISTANCE PROGRAM (TULAP)

*University Square 200 Broadway Street, Suite 212 New Orleans, Louisiana 70118*

[tulane.it/TULAP](http://tulane.it/TULAP) | 504-865-5515 | [tulap@tulane.edu](mailto:tulap@tulane.edu)

TULAP is a legal services program funded by your student activities fees. TULAP provides free legal advice and low-cost representation to current Tulane University students, staff, and faculty. TULAP also provides free notarial services and information regarding legal rights. TULAP cannot represent one member of the Tulane community against another, as that would present a conflict of interest. Please note that TULAP's services are available ONLY to current Tulane students, faculty, and staff. The clinics are open during the academic year but closed during final exams, breaks, and other university holidays. You MUST provide a Tulane email address to make an appointment. Please note that TULAP's Civil Clinic meets on Friday afternoons and the Criminal Clinic meets on Monday afternoons. Landlord-tenant matters are handled through the Civil Clinic.



## 311

[nola.gov/311](https://nola.gov/311) | Dial 311 from any New Orleans phone number Or call 504-658-2299 or 877-286-6431 (toll-free)

NOLA 311 is New Orleans' primary source of local government information and nonemergency services. Whether you are a local resident, visitor, or business, NOLA 311 will provide a prompt, courteous and professional customer service experience.

## SEWERAGE & WATER BOARD OF NEW ORLEANS

625 St. Joseph St., New Orleans, LA 70165

[swbno.org](https://swbno.org) | 504-52-WATER/504-529-2837

The Sewerage & Water Board provides potable (drinking) water, drainage, and sewerage facilities to residences and businesses in New Orleans. Before contacting the Sewerage & Water Board, review your lease to determine if you or your landlord is responsible for the water bill. New customers should apply in person to open an account.

## NEW ORLEANS POLICE DEPARTMENT

[nola.gov/nopd](https://nola.gov/nopd) | 504-865-5911 (emergency) | 911 OR 504-821-2222 (non-emergency)

The New Orleans Police Department (NOPD) is the primary law enforcement agency for the city of New Orleans. It has eight districts, each with its own commander, staff, mailing address and jurisdictional boundaries. Tulane's uptown campus is in the 2nd Police District, which is located at 3401 Broadway Street and can be reached directly at 504-658-6020 or [nopd2nddistrict@nola.gov](mailto:nopd2nddistrict@nola.gov). Tulane's downtown campus is in the 8th Police District, which is located at 334 Royal Street and can be reached directly at 504-658-6080 or [nopd8thdistrict@nola.gov](mailto:nopd8thdistrict@nola.gov). You can report nonemergency crimes, such as lost property and theft, online at [nola.gov/nopd/nopdonline](https://nola.gov/nopd/nopdonline). As always, dial 911 if it is an emergency.

## ENTERGY NEW ORLEANS

[entergy-neworleans.com](https://entergy-neworleans.com)

Entergy New Orleans provides electric and gas utility to Orleans Parish. To report an outage, call 800-968-8243.

## AT&T

[tulane.it/ATT](https://tulane.it/ATT) | 844-723-0252

AT&T provides residential cable and internet service.

## COX

[tulane.it/Cox](https://tulane.it/Cox) | Sales: 504-267-0901 | Support: 504-304-8444

Cox provides residential cable and internet service.

## HEALTHY HOMES PROGRAM

<https://nola.gov/next/healthy-homes/home/>

The Healthy Homes Program in New Orleans, administered by the City of New Orleans' Department of Safety and Permits, aims to ensure safe and healthy living conditions in rental properties. ensures that rental properties meet health and safety standards, addressing issues like lead-based paint, mold, and pest infestations. As a tenant, you should know that landlords are required to obtain an Annual Healthy Homes Certificate of Compliance for their rental units, which involves regular inspections to verify that properties are safe and healthy. This program not only protects your well-being but also provides educational resources to help you understand your rights and responsibilities as a renter.





# TULANE UNIVERSITY

2024 LIVING OFF-CAMPUS GUIDE