

Honors Lounge Policies

The Honors Lounge is not only a communal space for Honors students but also a workplace for Honors Program staff and a public showcase for visitors and prospective students. Before Honors students can be cleared to use the Honors Lounge and receive other benefits associated with the program, they must sign a contract stating that they have read the Honors Student Handbook and they agree to abide by its requirements. *Any Honors student failing to meet posted lounge policies may have their lounge privileges restricted.*

1. This area is limited to Honors Program students and staff.
2. Honors students may access the lounge 24 hours a day, 7 days a week. Students who experience problems with access to the lounge should contact the Honors Program staff as soon as possible after the problems occur.
3. Honors students are allowed to bring one guest at a time into the lounge.
 - a. Guests must sign in at the secretary's desk.
 - b. Honors students must remain in the lounge with their guests and are responsible for guests' actions.
 - c. Additional guests can only be approved by Honors Program staff.
4. Standard Microcomputer lab policies apply to the use of computers in the Honors area.
5. Students who require the lounge computers for academic work are given priority over students who are using the computers for non-academic work.
6. Students should try to minimize excessive printing.
 - a. Do not print manuals.
 - b. Do a print preview before printing to determine the number of pages and how they will print.
7. Emergency evacuation procedures are posted in the lounge.
8. Students should answer the Honors Program telephone when staff members are not present in case ASU Alert messages are being relayed or an Honors student may need assistance accessing the building.
9. Students are asked to be respectful of others who are studying or working by keeping the noise level down.
10. Students are expected to clean up after working on projects, using the kitchen area and dishes, and eating meals.