

The St. John's Guide to Living "SWELL" Off-Campus

*What You Need to Know to
Live a Balanced, Healthy,
Safe and Responsible Lifestyle*



The St. John's
Students' Guide
to Living Swell
Off-Campus

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Congratulations!

You've made the decision to live off-campus — an exciting step toward your own independence. Moving off-campus is an important milestone in a person's journey toward adulthood, and provides opportunities for more privacy, more personal space and a greater sense of freedom. However, with greater freedom comes greater responsibility. Whether you are an undergraduate moving out of the residence halls, a new transfer student, or a graduate student moving to New York for the first time, the St. John's Student Guide to Living SWELL Off Campus is meant to look at the whole transitional experience of living off-campus and provide guidance for you to create a balanced, healthy, safe and responsible lifestyle.

FOR MORE INFORMATION about living SWELL off-campus as an STJ student, contact:

The Department of Student Wellness
(718) 990-7537

SWELL@stjohns.edu

www.stjohns.edu/services/studentwellness

The Office of Student Conduct
(718) 990-5036

flynnj@stjohns.edu

www.stjohns.edu/campus/queens/studentlife/dean/studentconduct/studentconduct.stj



What is SWELL?

The department of **Student Wellness (SWELL)** was created with you in mind. We believe that one key for a successful college career is learning to take great care of you! Our team of dedicated professionals and peer educators are a resource you can count on to help you create a balanced and healthy lifestyle.

Your college years are a time to learn many new things, and that includes how to take the best possible care of yourself. As an off-campus student you now have the task of making healthy choices to handle stress, stay well, move and feed your body. In addition to taking care of yourself, the move off-campus brings with it the responsibility of living in a neighborhood community. Just as when you lived in the St. John's (STJ) residence halls, your new off-campus residence will require you to adhere to a code of conduct that reflects positively on you as an individual, and the St. John's community as a whole.

Information in this guide is provided as a resource for the STJ community, and is not meant to serve as medical or legal advice. It was created by the Department of Student Wellness in collaboration with members of the Division of Student Affairs as well as input from St. John's students living off campus. This guide is designed to help students identify and understand the range of new tasks that come with living off-campus, such as cooking, cleaning and grocery shopping.

This guide was written and produced by St. John's University Department of Student Wellness in collaboration with the Office of Student Conduct and members of the Division of Student Affairs. Information presented is accurate as of September 1, 2010.

MAINTAINING YOUR PHYSICAL ENVIRONMENT

Life is all about trade-offs, and one that you will quickly learn living on your own is that you are the one who has to clean the garbage, dust and dirt that piles up. That means putting it in the proper receptacles and bringing those receptacles to the curb on trash day. It also includes picking up after your pet (that is, if your lease permits you to have one).

Garbage and Litter

Keep your home neat and tidy from the outside. Make sure that trash is not laying in the yard. Pick up your newspapers, recycling cans and bottles; and just generally keep things neat and uncluttered.

Pick up litter on your porch, lawn and driveway. Your neighbors will appreciate the fact that you are keeping up the appearance of the exterior of the house (even if inside you haven't made your bed in weeks).

Make sure you and your housemates know what day garbage or bulk trash is collected in your neighborhood. Do not put your garbage out before 7 p.m. the evening before your scheduled pick-up day.

To prevent animals from getting into your trash, make sure to use only containers with tight-fitting lids.

Recycling

Each municipality has different rules and regulations on recycling. Learn the ordinances specific to your area and put recycling out on appropriate days. To learn more about recycling in New York City or what to recycle, go to: www.cenyc.org/about and www.nrdc.org/cities/recycling/gnyc.pdf, respectively.

Pets

Be aware of pet policies. Many apartments have strict rules regarding pets. A good way to learn about these rules is to talk with the apartment owner and respect the terms of the lease. If pets are allowed, make sure you clean up after your pets and that your pet has all its required shots, and is habitually free from dirt. Be considerate of others — and remember that there are some people who are afraid of animals in general.



Wellness in the COMMUNITY

The community surrounding St. John's University is a culturally diverse mix of families with young children, single working professionals, senior citizens and students. Those surrounding the University may well be Queens residents for their entire lives, or for as little as one year. As a member of the community, you and your neighbors share the responsibility of keeping your neighborhood clean, safe and peaceful. Your behavior will reflect not only on yourself, but on the University as well. Get to know your neighbors and act courteously toward them. Together you can make the community a great place to live!

Being a Good Neighbor

Being a good neighbor makes life better for both you and your neighbors. If you establish a positive relationship with your neighbor, problems that arise later will be a lot easier to resolve. It also means that when an issue arises (i.e., your car is blocking a driveway or your party is getting a little loud), your neighbor will know to call you first, rather than the police.

Below are some SWELL Ideas for acting neighborly:

- 1. Be friendly and get to know your neighbors.**
This first step fosters good relationships and helps if problems arise. It will also enrich your day-to-day neighborhood experience.
- 2. Watch out for the safety of your community.**
If you see something suspicious, report it to the local police department.
- 3. Be aware of how your actions (or lack thereof) might affect others who live near you.**
- 4. Understand and follow the local community and landlord rules.**
Read your lease to be sure you are aware of the rules that exist and can follow them.

- 5. Keep your noise and belongings within your own space.**

Don't leave garbage or personal items in the hallway or yard, and don't speak loudly on your cell when walking through the hall or the street, especially at night.

- 6. Observe reasonable hours for noisy activities.**

Remember that your daily (and nightly) schedule might be very different from that of your neighbors. Try to think of the family with young children or the medical student with early morning rounds that potentially lives around you. Be respectful with the volume of your music, particularly in the early morning or late evening. This includes the music in your car when you pull into your parking spot at the end of the day (or the wee hours of the morning). Don't move furniture, vacuum, mow the lawn, hang pictures, or do home repairs in the early or late hours of the day.

- 7. Treat your neighbor's children with respect and be aware of their presence.**

Watch your language and behavior around neighborhood children, and watch for children that may be playing in the street when you are driving through the neighborhood.

- 8. Let neighbors know when you are planning a party.**

Giving your neighbors a heads up will allow them to prepare. Provide them your phone number so that they can contact you first, rather than police. Respond promptly and appropriately to neighbor complaints or requests.

- 9. Be courteous.**

Simple courtesy, kindness and respect go a long way toward building and sustaining good neighbor relationships.

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Parking

Not every college student is lucky enough to drive a car, but there are rules you should know if you do drive. Parking in New York can be tight. Students and neighbors have been known to clash when street parking becomes an issue.

Students have just as much right to park on the street as their neighbors, but no one has the right to engage in inconsiderate behavior when it comes to parking. Here are some of the worst offenses, which you should avoid at all times:

1. **Do not double-park on the street.**
Even if you are only "leaving it there for a minute," double-parking makes it more difficult for motorists to get around. Your vehicle can block other parked cars from getting out of the space they are in.
2. **Do not park in front of driveways.**
A homeowner with a driveway has the right to access it freely, without obstruction from other vehicles. Parking enforcement agents can and will ticket your car if you are blocking another homeowner's driveway.
3. **Do not park in front of fire hydrants.**
This is a ticketable offense, but parking in front of a fire hydrant can also be dangerous. In the event that there is a fire, critical response time is lost by forcing firefighters to attach to the hydrant around your vehicle.

New York streets are equipped with traffic signs that let you know when parking is legal on the street. On streets where traffic meters or Muni-Meters are located, there will be signs to let drivers know the time period during which they must pay to park in a designated spot. If there are no meters on the street, drivers should look for any signs on the block that may dictate legal parking.

The majority of New York residential streets have time set aside each week for street cleaning. This is commonly known as Alternate Side Parking Rules. These signs (white with red lettering) display the day of the week and the time period in which the street cannot be parked on, to allow room for cleaners to work. If you leave your car parked during Alternate Side periods, you will get a ticket.

These links have more information about parking in New York:

www.nyc.gov/html/dot/html/motorist/scrintro.shtml

www.nyc.gov/html/dot/downloads/pdf/trafrule.pdf



Community Involvement

Becoming active in your local community has tons of benefits for you and your neighborhood! It's a great way to meet new people, gain valuable new skills and build confidence in your abilities. Not to mention the added bonus that volunteering looks good to potential employers, universities and scholarship judges. By taking the initiative to improve yourself and develop as a person, you also show your neighbors the positive contributions that students can make to our community.



GOING GREEN

Heat and Electricity:

1. **Buy compact fluorescent light bulbs.** They use 75% less energy than incandescent bulbs, produce less heat, and can last longer. Some fluorescent bulbs can last for years, saving you money and the hassle of buying new ones.
2. **Save power.** Turn off the lights when you leave a room. Turning off your computer or television when not in use saves electricity. Anything with a transformer (laptop chargers, printers, iPod, iPhone, Blackberry, cell phone chargers, etc.) uses energy when plugged into an outlet even when they are not charging your gadgets. Only plug in chargers and printers when you need to charge or print something.

3. **Buy EnergyStar products.**

If you're going to buy a fridge, a microwave, a lamp, or a TV, please look for products with the EnergyStar logo. These products are designed to work just as well as any other appliances while saving energy.



4. **Be mindful of your air conditioner's temperature.** Don't waste energy by turning the air conditioning way up. Try to keep the temperature around 72 degrees. Don't leave the air conditioning or heat on while a window is open.

Water:

1. **Use a reusable water bottle.** Fill it up at the drinking fountains around campus.
2. **Get a water-filtering pitcher for your room or apartment.** You will save a fortune in costs from buying bottled water, as well as cut down on the wasteful consumption of plastic bottled water.
3. **Save gallons of water by turning off the faucet when brushing your teeth and washing your face.**
4. **Take shorter showers — keep it to about five minutes.** This saves an astounding amount of water. Also, try to take warm showers instead of hot ones. This saves electricity, since the water does not need to be heated as much.
5. **Report any leaking faucets, faulty lights, or running toilets to your landlord.**

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Community Involvement

Recycling/Other:

1. Separate any aluminum foil or cans, paper, glass and recyclable plastics (such as bottles) from your trash and dispose of them in your recycling bins.
2. When cleaning up after a party, have separate trash bags for recyclable



waste and for garbage and dispose of them accordingly.

3. Use printer paper made from recycled pre-consumer or post-consumer

- waste, preferably from at least 30% recycled fibers. Also, try to buy acid-free or chlorine-free paper.
4. Don't buy disposable silverware, cups, and dishes. Buy plastic or metal instead. Use re-usable coffee mugs as well. Try to stay away from Styrofoam, which contains toxic chemicals that transfers onto food when heated and never decomposes in landfills.
 5. Bring your own travel mug. You'll save money and trees by not using paper cups. You can purchase travel mugs at the bookstore or in Marillac Cafeteria (and save on refills of coffee!).
 6. Reduce food waste by taking smaller portions first. Take what you want, but be sure to eat everything you take. You can always go back for seconds if you're hungry.
 7. When going from building to building, remember to recycle! St. John's has many recycling containers on campus, so you shouldn't have to look hard to find one.

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Voting:

- In order to register to vote in New York City (of which Queens is a borough), you must:
1. Be a citizen of the United States. (People born in Puerto Rico, Guam and the U.S. Virgin Islands are citizens.)
 2. Be a New York City resident for at least 30 days.
 3. Be 18 years of age before the next election.
 4. Not be serving a jail sentence or be on parole for a felony conviction.
 5. Not be adjudged mentally incompetent by a court.
 6. Not claim the right to vote elsewhere (outside the City of New York).

How to Register

Register In Person:

Board of Elections Office in Queens
126-06 Queens Blvd
Kew Gardens, NY 11415
(718) 730-6730

Register By Mail:

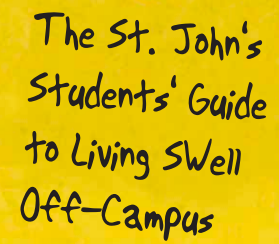
Download and fill out a registration form from the Board of Elections (*available in English, Spanish, Korean, and Chinese*) and mail to:

Board of Elections in the
City of New York
32 Broadway, 7 Fl
New York, NY 10004

Where to Vote:

Polling places are located throughout the city, usually in schools or other public institutions. You can only vote at your designated polling place.





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Your voter registration form will tell you your polling place. If you are unsure, either call NYC Voter Phone Bank at 1-866-VOTE-NYC or email your complete home address to the Board of Elections at vote@boe.nyc.ny.us.

Absentee Voting

If you have a legitimate reason and are unavailable to vote in person on election day, you must apply for an absentee ballot:

In person:

Go to the Board of Elections Office (*see above for location*).

The hours are:

9 a.m. – 5 p.m., Monday – Friday,
and on the weekend prior to Election Day.
You can also vote there on Election Day
until 9 p.m.

By mail:

Download an absentee ballot application and mail it in as required in time for the general election.

Once your application has been accepted, you will receive an absentee ballot in the mail. Carefully complete the ballot, and return it to the Board of Elections. It must be postmarked by the day before the election, or delivered to the borough office on the day of the election.

Change of Address

If you move, you must notify the Board of Elections because your polling place may change as a result.

Community Safety

ZONING LAWS AND ILLEGAL OCCUPANCIES

The most important factor students should consider when deciding to live off campus is whether or not the space you are renting is safe. This does not only mean living in a safe neighborhood; this also means renting a legal apartment that conforms to all appropriate building regulations for residential units in New York.

Unscrupulous landlords are notorious for taking advantage of the lack of affordable housing in New York by offering cheap rentals on converted spaces in their home – especially in basements and in attics. These rentals may be less expensive, but they are potentially dangerous.

Landlords have also been known to over-populate a rental space, especially if that space is a private home. Please be aware that New York City regulations prohibit more than three unrelated people from living in a single domicile. (That does not include your fraternity brothers or sorority sisters — we are speaking about blood relatives!) Even if the house itself can be rented legally, your rental agreement is illegal if you have four or more unrelated people living under the same roof.

If you are interested in learning more about specific regulations regarding the size of a legal apartment, please refer to the following Web sites for more information: [http://public.leginfo.state.ny.us/LAWSSEAF.cgi?QUERYTYPE=LAW+S+&BROWSER=EXPLORER+&LIST=LAW+&TOKEN=48368245+&TARGET=VIEW+&QUERYDATA=\\$\\$MDW31\\$\\$@TXMDW031](http://public.leginfo.state.ny.us/LAWSSEAF.cgi?QUERYTYPE=LAW+S+&BROWSER=EXPLORER+&LIST=LAW+&TOKEN=48368245+&TARGET=VIEW+&QUERYDATA=$$MDW31$$@TXMDW031)

[http://public.leginfo.state.ny.us/LAWSSEAF.cgi?QUERYTYPE=LAW+S+&BROWSER=EXPLORER+&LIST=LAW+&TOKEN=39321316+&TARGET=VIEW+&QUERYDATA=\\$\\$MDW34\\$\\$@TXMDW034](http://public.leginfo.state.ny.us/LAWSSEAF.cgi?QUERYTYPE=LAW+S+&BROWSER=EXPLORER+&LIST=LAW+&TOKEN=39321316+&TARGET=VIEW+&QUERYDATA=$$MDW34$$@TXMDW034)

St. John's University refers students to reputable real estate offices that show properties with regard to legal occupancy. The University does not deal directly with individual landlords, especially absentee landlords.

At Home

Living off campus means that you must be responsible for your own safety and well-being.

Off-campus residents must take extra caution to be aware of possible risks to health and safety. Your new apartment may not have some of the conveniences that you were used to — you may end up with a space heater rather than central heating, or a gas stove rather than an electric one. Staying safe in a new environment requires you to prepare by recognizing possible problems and anticipating potential dangers before they happen.

Renter's Insurance

Once on your own, you may want to think about investing in renter's insurance. Renter's insurance is generally very affordable and protects the tenant against such hazards as fire or lightning, windstorm or hail, vandalism or malicious mischief, theft, damage from vehicles and aircraft, explosions, riots or civil commotion, glass breakage, smoke, and personal liability that occur in a rented residence.

Renter's insurance provides coverage both for the insured's belongings and for liability that may result from an accident in the insured's home. Many policies cover replacement cost. This means that the insured tenant will receive an amount of money that is equivalent to the value of

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the damaged item instead of only a portion of that cost adjusted for depreciation.

For a detailed description of New York City's Renter Insurance policies, please visit: www.rentersinsurance.net/new-york-city.html

Locks and Alarms

Being safe means being smart. Locks, latches and alarms can help to prevent security breaches — but they only work if they are used properly. All off-campus residents should make certain that they have adequate locks on the doors and windows, and should be diligent in their use.

1. Don't leave keys under a flower pot, in a mailbox or under a mat. Burglars look there first.
2. You can leave a key with a trusted neighbor or friend for emergencies.
3. If you misplace your keys, replace your locks.
4. Don't leave tools and ladders where a thief can use them for entry.
5. Be sure your landlord changes your locks for you before you move in.

Sidewalks

Did you know that in New York City it is the obligation of the property owner adjoining the sidewalk to maintain the sidewalk? That means that when it snows, it's the property owner's responsibility to clear the sidewalk and any steps adjacent to the property of snow and ice. Failure to clear the sidewalk and steps adjacent to your property may result in a ticket. Often landlords pass this obligation on to the tenant, so check your lease and keep your shovel handy this winter! **SWELL Idea: Be courteous to those individuals that may need help shoveling their sidewalks and steps, particularly the elderly.**

Fire Precautions

There are many ways to protect yourself from fires:

Use Smoke Detectors

- Have a smoke detector in every bedroom and at the top of all stairways.
- Check the batteries in all smoke detectors regularly.

- If you do smoke cigarettes, never smoke in a bed or chair where you may fall asleep.
- Put burned cigarettes in safe containers.

SWELL Idea: Don't Smoke at All!

Use space heaters wisely

- Place any space heater away from places where people walk.
- Keep curtains, blankets, tapestries, clothes and rugs away from baseboard and free standing gas or electric heaters.
- Check gas heaters to make sure they are in good working order.
- Get a carbon monoxide detector to detect the presence of dangerous, odorless carbon monoxide.

Use Appliances Safely

- If you smell gas: Don't turn on a stove, heater or light.
- Call the gas company to check for a gas leak.

General Tips

- Never place clothes or cloths over lamps. Light bulbs can get hot enough to start a fire.
- Avoid clutter, especially around a furnace or on stairways that will block your exit.
- Be certain that your living unit has a fire extinguisher mounted in an easily accessible space.

Toxic Substances

Any product that may contain potentially harmful chemicals should be handled with care:

- Follow the instructions as written on the product label.
- Do not overuse the product.
- Do not leave containers open and seal the product container when you have finished with it.
- Clean up and dispose of contaminated cloths and rags, preferably in closed containers.
- Use volatile substances in well-ventilated areas.
- When necessary, wear protective gloves and clothing.
- Keep products out of the reach of children and pets.



Personal Safety

- Learn the University's safety guidelines and follow them.
- Read our safety handbook.
- Memorize emergency telephone numbers or keep them posted in a common area, such as on the refrigerator.
- If possible, carry a cell phone with you at all times. Pre-program emergency telephone numbers in the phone to be able to call them quickly.
- Do not walk alone on the street late at night. If it's urgent, make sure you take someone, like a roommate, with you.
- Drink responsibly, if at all.
- Don't use drugs.
- Be careful around other persons who drink heavily and/or use drugs.
- Always wear a seatbelt in a motor vehicle.
- Wear a helmet when riding on a motorcycle, bike, or when rollerblading.
- Don't ride with a driver who has been drinking or doing drugs.
- Designate a sober driver.

Avoid Being Robbed When You Go Out:

- Go with a friend or a group of people, especially at night and to unfamiliar places.
- Use ATM machines in well-lit areas, preferably while a friend is with you.
- Keep your doors and windows locked, especially when you are alone.
- Lock your bike with a U-shaped lock that is hard for someone to remove.
- Hold your backpack, purse, etc., securely so someone can't grab it from you.
- Don't leave personal items, such as your laptop computer and other valuables unattended.
- Have your car, house, or room keys in your hand, ready to unlock your doors.
- Don't let repair persons and maintenance staff in your house without proper identification and authorization.



IMPORTANT AND EMERGENCY CONTACTS

Police and Fire Department

Emergency: 911

Non-Emergency: 311

311 is the official New York City Contact Line to report non-emergency situations (such as noise complaints or illegally parked cars) or to obtain information about your community (such as recycling/garbage pickup days or alternate-side parking rules) and NYC government services (such as landlord-tenant laws or public transportation information). Please visit their Web site at:

www.nyc.gov/apps/311/

St. John's University Departments

Department of Student Wellness

Queens: (718) 990-7537

Staten Island: (718) 390-4082

Student Health Services

Queens: (718) 990-6360

Staten Island: (718) 390-4447

Center for Counseling and Consultation

Queens: (718) 990-6385

Staten Island: (718) 390-4451

Office of Residence Life

Queens: (718) 990-2417

Staten Island: (718) 390-4006

Office of Student Conduct

Queens: (718) 990-5036

Staten Island: (718) 390-4443

Office of Public Safety

Queens: (718) 990-5250

Staten Island: (718) 390-4487

Manhattan: (212) 277-5155

Student Code Of Conduct

As a member of the community, you will be required to abide by the laws of the State of New York as well as the University's Student Code of Conduct. As a student of the University living off-campus, STJ maintains the right to protect the safety and well-being of its students by taking disciplinary action against students whose behavior off-campus violates the Student Code of Conduct. It is important to note that disciplinary action taken by the University does not preclude the local authorities from also taking action against a student that violates civil law.

SWELL Idea: If you weren't allowed to do it on campus, you shouldn't do it off-campus.



Parties

Another big difference living off-campus is that misbehaving not only can land you in trouble with the school administration, but can also lead to trouble with the local authorities. That means it's important to be considerate of your neighbors by keeping noise levels down and parties to a respectful limit. Here are some tips from other STJ off-campus students:

1. Think about who you're going to invite to your party. Is it going to be a big open house? Or is it going to be small and limited to the people that you know?
2. If you want to keep strangers out of your party, then posting an open event for a "party at my house" on Facebook would not be a smart idea.
3. Be proactive and let your neighbors know that you will be having a party. Provide them with the contact information of at least one host in case things get out of hand. This will open the door to letting them contact you before contacting the police should anything happen.
4. Designate the roles of hosts:
 - Bartender to make sure that guests do not drink to get intoxicated
 - Bouncer to regulate who and how many people get inside the party
 - Host inside who can collect car keys and call 911 if the need arises
5. If you are serving alcohol, think about how you will ban underage guests from the party.
6. Remember to provide some non-alcoholic drinks for people who choose not to drink and plenty of water for everyone.
7. Plan how people will be getting in and out of your party. Controlling one entrance makes it easy to regulate how many people come in.
8. Coordinate parking — make sure no cars will be blocking your neighbors' property and ensure that no one will be getting tickets for parking illegally.
9. Plan how people will be getting home (i.e. taxis)
10. Remember Social Host Liability: you are liable for the actions of people who leave your party intoxicated.
11. Parties can be messy. Think about some way to protect your floors from spills and dirt. Cardboard or plastic drop cloths are a simple solution to this problem.

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12. Think about where you want people to gather in your house. Consider sectioning off places like bedrooms so that party-goers cannot access private spaces or valuables.
13. Keep cups and drinks indoors — taking them outdoors draws more attention and creates more trash. Only use cups that are eight ounces or less.
14. Have a set volume for the music — music has a tendency to get louder as the party progresses.
15. Don't provide alcohol to obviously intoxicated guests. This is actually against the law!
16. Call the police if things get out of hand and don't be afraid to call an ambulance if anyone may need to go to the hospital.
17. Clean up any trash surrounding your place and any mess that has spilled over to a neighbor's yard or property
18. The day after the party, make sure your neighbors didn't experience any problems.
19. Celebrate the success of a safe and fun party!

Alcohol and Other Drugs

Any alcohol or drug use when living within a community is subject to the following legal sanctions:

Controlled Substances – Federal law makes it a criminal offense to manufacture, distribute, dispense; possess with intent to manufacture, distribute, or dispense; or simply possess a controlled substance. The New York Penal Law makes it a criminal offense to possess, possess with intent to sell, or actually sell various drugs including marijuana. The possible sanctions for violation of federal and state and local law involving controlled substances and drugs depend upon the particular offense violated. The various offenses are premised on factors which include the type and quantity of drugs involved. Depending upon the particular circumstances involved, violations of said law could result in sanctions ranging from a monetary fine to life imprisonment. A person need not be in actual physical possession of a controlled substance to

be guilty of a crime. The unlawful presence of a controlled substance in an automobile is presumptive evidence of knowing possession of each passenger, unless the substance is concealed on the person of one of these occupants. Similarly, the presence of certain substances, including marijuana, in open view in a room under circumstances demonstrating an intent to prepare the substance for sale is presumptive evidence of knowing possession of anyone in close proximity.

Alcohol – New York law also prohibits the misuse of alcohol. Alcohol may not be sold, delivered, or given away to anyone under 21 years of age, nor may someone under the age of 21 present false evidence of age to purchase alcohol. A fine or imprisonment for up to five days can be imposed for consuming an alcoholic beverage in a public place or for public possession of an open container of an alcoholic beverage with intent to consume. Operating a motor vehicle while intoxicated, or impaired by the use of drugs, is a crime for which a sentence of up to one year in prison can be imposed.

The University recommends that complaints regarding off-campus parties be directed to the 107th Precinct. If the NYPD responds and takes a report, we may be able to identify individuals living in the residence.

If St. John's students are identified, they are immediately notified to make an appointment with the Director of Student Conduct.

If there is enough evidence to support the complaint, the student is held in Violation for Misconduct and sanctioned appropriately. Repeated violations lead to progressively more serious sanctions.

If no one has been identified, the Office of Student Conduct works with the Office of Public Safety to investigate. We inspect University records to see if a St. John's student lives at the address where the complaint originated.

Relationship Wellness

Being a Good Tenant

When you enter into a lease agreement with your landlord you are assuming a number of new responsibilities. Here's some advice on what to expect and how to behave:

1. Pay your rent on time without reminders from the landlord.
2. Sign and keep a copy of the lease.
3. Follow the terms of the lease.
4. Write down the damages in the apartment when you move in and send a certified copy of the list to your landlord; keep the original for yourself.
5. Agree to reasonable entry of your apartment by the landlord.
6. Keep your apartment in good condition.
7. Give proper notice before moving.
8. Provide correct information on your rental application.



Being a Good Roommate

1. Share the chores – it makes the work easier and faster.
2. Try to keep the space clean.
3. It's a good idea to talk about the sharing of gas/electricity/grocery bills and keep a record of the money transactions that you shared. It's also important to talk about which food items you will share (if any): whether it's a simple carton of milk or all the food in the house.
4. Respect the privacy of your roommate. This includes inviting guests to the house, how often they can visit, and whether they can stay overnight.

Relationships with Family and Friends

1. Keep your family informed about your current house address and contact details, and tell them about your landlord and living arrangements.
2. It is typical to invite friends over for special occasions like house warmings and birthdays, but make sure that you talk to your roommates first, and inform your landlord/owner beforehand and ask their permission if necessary.
3. If you feel that your friends or roommates are bringing other people that you are not comfortable with, tell them and be firm.

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Personal Wellness

Groceries

Make sure your home is stocked with healthy food choices. Check out the healthy grocery shopping list that is attached at the end of this booklet. Try to prepare meals at home as much as possible. That way you can keep the salt and fat count down and nutrition value up!

Laundry

Living in a new place may not come with your own personal washer or dryer. Make sure you have a place to put your dirty laundry (preferably not on the floor or on the living room couch). If your new place does not come with a washer or dryer, find out where your local laundromat is located.

Exercise

Exercise is always the best stress reducer. As a St. John's University student, entrance to the Carneseca Fitness Center is free. Bring a gym bag with you a few days a week and take a fitness class before heading home. If you live within walking distance, keep your car at home and walk to and from school. If you don't live within a mile, don't be afraid to ride your bike to school in good weather.

Alcohol

Alcohol use can lead to hangovers, failing grades, and numerous other negative consequences. If you are 21 and choose to drink legally, be sure to drink plenty of water and limit the number of drinks you have over the course of the evening. Remember, binge drinking is considered four or more drinks in one sitting for a woman, and five or more drinks in one sitting for a man. A standard drink contains 12 oz. of beer, 1.5 oz. of liquor, or 5 oz. of wine.

Tobacco

Smoking cigarettes eats away at time, money and your health. If you quit smoking, you could gain back an extra hour each day, or a full 15 days per year to spend on other activities. Plus, you could save a huge amount of money and reduce the harmful

effects smoking has on your body. To calculate what smoking costs you financially, check out: **tobaccofreeu.org**

To see what you are inhaling when you smoke check out: **www.smoke-free.ca/eng_issues/etschemssmokers.htm**

Drugs

Abuse of illegal, prescription, or over-the-counter drugs is illegal and extremely harmful to your health. Did we mention it's illegal??

Sharing Medications

It is unwise to share prescribed medications for several reasons. Medications are prescribed for specific individuals and conditions. The amount and the type of medication prescribed is based on the weight and age of a patient, whether or not a person has any allergies and existing diseases, as well as potential interactions with other medications that are being taken. All of these factors vary from one patient to the next. Therefore, even if two individuals have the same disease, the best treatment for each may not be the same. What is good treatment for one patient may be poor, or even dangerous, for another.

Illness

In the event you are feeling ill, treatment for symptoms of the flu, colds, allergies, minor abrasions and burns is available at Student Health Services, located on the first floor of DaSilva Hall on the Queens Campus and in the Campus Center, Room B17 on the Staten Island campus. Health Counseling is also available, along with a wide variety of educational pamphlets that provide basic information on various health topics. The locations of local pharmacies and health care facilities can also be obtained from this office. For more information, please visit **www.stjohns.edu/services/studentwellness/healthservices**

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Weight Gain

If you take in more calories than your body needs to function efficiently, it will undoubtedly result in added pounds. Weight gain can occur due to poor food choices, from overeating due to stress or socializing, oversized portions, or alcohol consumption.

Water

You learned it in grade school. We need water to keep our bodies healthy. Water flushes out toxins, it's good for skin, digestion, helps to control weight gain by decreasing appetite and improves exercise tolerance. Try to drink six – eight glasses of water per day.

Sleep

Your body needs about six – eight hours of sleep a night to work effectively, so constantly fighting your body's need to sleep through use of caffeine, sugar, energy drinks, or over-the-counter medicines can have serious consequences. Research links sleep deprivation with poor grades, irritability, difficulty concentrating, unhealthy eating, weight gain — and ultimately — heart disease, obesity and diabetes.

Stress

Stress is your physical, emotional and mental response to change, regardless of whether the change is good or bad. Excessive levels of bad stress can lead to problems ranging from disrupted sleep to eating disturbances to more severe mental health concerns. If you are experiencing stress that is having a negative impact on your life, contact the Counseling Center for a consultation.

Visit the Center's Web site for more information:

Queens:

www.stjohns.edu/services/studentwellness/queenscounsel

Staten Island

www.stjohns.edu/services/studentwellness/counseling_statenisland

Note:

While you or someone you know may rely on drinking as a way to relax and reduce stress, alcohol can actually have the opposite effect. Given what we know about how alcohol affects the brain, drinking when you're stressed might only make things worse — especially when it comes to getting your school work done. There are lots of healthy ways that college students deal with stress. Next time you feel stressed; try some of the following activities:

- Exercise
- Talk to a friend
- Listen to music
- Organize a group activity with friends
- Make a "To Do" list and prioritize your responsibilities
- Get a good night's sleep
- And if you need help, see a counselor



Emotional Wellness

Time Management

One of the most common college stressors is procrastination. Here are some tips on getting things done today, rather than putting them off until tomorrow.

Buy a calendar

Set up a daily or weekly schedule for yourself, allowing time for class, study, exercise and other activities that are important or fun. Allow about two hours of study time for every one hour of class. The schedule does not have to be perfect, and you can change it as needed.

Keep a "to do" list

Prioritize your tasks and try to get the most important things done first and on time. Fit the rest in as best as possible, making

certain that you take time for yourself.

Reward yourself for a finished task

If there is something that may be more difficult and less pleasurable that you need to do and something else that you would truly enjoy doing, postpone the enjoyable activity until you have completed the less pleasurable task.

Ask for help

Contact the University's Center for Counseling and Consultation or a community mental health center for support. On the Queens and Manhattan campuses call (718) 990-6383. On the Staten Island campus call (718) 390-4451. Or visit www.stjohns.edu/services/studentwellness/swellcalendar

Stress Management

Have a Positive Attitude

Look at the glass as half full rather than half empty. This, too, shall pass. Remember to rely on your network of support to keep you motivated: friends, family, or campus resources.

Know when to say "enough"

Try not to commit to too many activities and projects at once. It is better to say "no" so that you can perform your best on the activities and projects you commit to, rather than to spread yourself so thin that you cannot complete any projects or activities well.

Mindfulness Meditation

Mindfulness Meditation is a relaxation technique used to minimize stress. It is not affiliated with any particular faith. It is not about sitting in any uncomfortable positions and doesn't

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require any previous experience. It is a simple form of breath meditation that can help you to focus, relax, and be more present to your life. View our wellness calendar online to find out when Mindfulness Meditation is offered: www.stjohns.edu/services/studentwellness/swellcalendar

Exercise Regularly

Regular exercise helps to reduce stress in two ways – 1) it provides time away from the task that is causing you stress, and 2) exercise helps to minimize the harmful effects of stress on your body.

Hobbies

Find something you love to do — painting, swimming, listening to music — and dedicate some time to this activity just to relax and enjoy yourself. You will feel refreshed!

Backrubs

Studies show that backrubs can reduce anxiety, heart rate, blood pressure

and depression. Stressbusters provides convenient relaxation breaks for students needing to relieve stress. Look for the Stressbusters table on campus to receive a free backrub and reduce your stress every Wednesday and at special SWELL sponsored events!

Writing in a Journal

Journaling allows you to record your thoughts and reflections and to release emotions.

Keeping Organized

Putting in the effort of getting organized can help reduce stress levels long term by requiring less last-minute scrambling on a daily basis.

Healthy Habits

Eat a balanced, nutritious diet. Exercise regularly. Sleep regularly and take time to relax. All of these will help you to manage the stress of daily life!



Spiritual Wellness

Just because you are moving off-campus doesn't mean you have to lose your connection to the campus community. With tons of on-campus organizations and the whole city of New York outside your door, it's easy to find ways to get and stay involved at St. John's!

Campus Ministry

Because St. John's is a large commuter and resident school, you may think it could be tough to find a home when you first get here. Campus Ministry can be that home. Campus Ministry welcomes students of all religious traditions while at the same time encouraging our Catholic students to deepen their Catholic identity and to become active participants. As a community of faith, service and friends, Campus Ministry takes seriously its unique role in expressing St. John's distinctive Catholic and Vincentian identity as embodied in the University's mission.

Please visit the Campus Ministry Web site at www.stjohns.edu/faith to learn more about service opportunities and to view mass schedules for our Queens, Manhattan and Staten Island campuses.

Other Ways to Stay Connected to Campus

The Torch

A new issue of the TORCH (a student newspaper publication) comes out each week on Wednesday (with the exception of school breaks). Keep up-to-date on what's a hot topic on campus by picking up a copy today.

Movies

Why pay money at the local Blockbuster or have to wait for a recent release to come out on video?! Enjoy a free movie in our state of the art campus theater!

Fitness Center

The Fitness Center offers students the opportunity to stay fit at no cost! Fitness classes are held in the Fitness Center Dance Studio. A variety of classes are offered, including Spin, Yoga and Pilates, Self-Defense and Cardio. Please check the fitness class schedule for classes and times.

Intramurals

The Intramural program at St. John's University provides formal recreational sports opportunities to all students, faculty, staff and administrators by offering competitive men's, women's and co-recreational activities. The program offers a variety of activities that the entire University community can participate in regardless of athletic ability.

Java Johnnies

Java Johnnies Coffeehouse is a place where you can kick up your feet and relax with your friends while enjoying a hot beverage and live entertainment. Every week there are new, fresh, and diverse live performances that will keep you entertained and leave you with something to talk about. So bring your friends and come out to support your community in this fun-filled evening of laughs, live entertainment, free food and giveaways!

Student Organizations

St. John's is proud to offer its students a diverse array of organizations geared towards common interests! Check out www.stjohns.edu/getinvolved to find an organization that interests you! Can't find one that you like? Contact Campus Activities at (718) 990-5400 for more information or to learn how to start your own organization today!

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Commuter Connection Committee

The Commuter Connection Committee is a way for commuter students to have their voice heard on campus!

Interested in joining? Contact Ebony Calvin at: calvine@stjohns.edu for more information!

On-Campus Jobs

Finding a job on campus is a great way to stay connected while earning some cash for credits, or pocket money to purchase some healthy groceries!

Athletic Events

Don't forget to check out: www.redstormsports.com for the latest schedule of St. John's sporting events for our 17 intercollegiate NCAA Division I athletic teams!



Healthy Grocery Shopping

BREADS, CEREALS, RICE, PASTA

- Breads: whole wheat, rye, or pumpernickel
- Whole grain buns, dinner rolls, bagels, English muffins, pita breads, wraps
- Multigrain crackers
- Hot and cold cereals (<3g fat, >5g fiber, <8g sugar, <250mg sodium)
- Pasta: whole wheat noodles, spaghetti, or macaroni
- Brown rice

FRUIT AND VEGETABLES

- Fruits: any fresh, canned, dried, frozen, without added sugar
- Vegetables: any fresh or frozen without cream or cheese sauce
- 100% fresh or frozen juices, without added sugar

MILK, YOGURT, CHEESE

- Fat free or 1% milk
- Cheese
- Low-fat or non fat yogurt

MEAT, POULTRY, FISH, BEANS, EGGS, NUTS

- Beef: eye of round, top round, sirloin, tenderloin
- Pork: tenderloin, sirloin, top loin
- Veal: shoulder, ground veal, cutlets, sirloin
- Lamb: leg-shank
- Lean or extra lean ground beef
- Chicken or turkey, white or light meat (remove skin)
- Luncheon meats, 95% to 99% fat free
- Fish (most white meat fish is very low in saturated fat and cholesterol)
- Salmon
- Tuna, light meat canned in water
- Peas and beans: black-eyed peas, chick peas, kidney beans, lentils, navy beans, soybeans, split peas

- Nut butters: peanut butter, almond butter
- Tofu (soy bean)
- Eggs, egg whites, egg substitutes

SWEETS AND SNACKS

(in moderation!)

- Low fat cookies: animal crackers, devil's food cookies, fig and other fruit bars, ginger snaps, graham crackers, vanilla or lemon wafers
- Angel food cake or other low fat cakes
- Low fat frozen yogurt, ice milk, fruit ices, sorbet, sherbet
- Pudding (make it with fat free or 1% milk), gelatin desserts
- Popcorn without butter or oil, pretzels, baked tortilla chips

FATS AND OILS

- Canola oil
- Olive oil
- Butter-like spreads with no trans fats

MISCELLANEOUS

- Herbs, spices
- Non-stick cooking spray
- Oil-based dressings
- Reduced fat sour cream
- Mustard, ketchup, mayonnaise
- Garlic
- Vinegar
- Lemon or lime juice
- Jelly or jam
- Salsa or picante sauce
- Low sodium soy sauce
- Low sodium soups (broth or tomato-based, bean soup, vegetable, minestrone)
- Spaghetti sauce

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BEVERAGES

- Water
- Sparkling water
- Milk, fat free or low fat (1%)
- 100% fruit juice, regular or low calorie
- Coffee
- Tea

FROZEN FOODS

Look for frozen food packages that say, **Light, Lean, Reduced Fat, Reduced calorie, Healthy, or Diet.**

These versions will be lower in saturated fat, cholesterol, calories, and/or sodium than the regular versions.

PREPARED FOODS

When choosing prepared foods, choose vegetables, pasta and grain salads and side dishes made without high fat mayonnaise and oil. Steer clear from high saturated fat meats, dressing and other spreads, and dishes with creams and other sauces. Fruit salad is usually available and is always a great choice!

