

PRIVATE PARTIES IN THE RESIDENTIAL COLLEGES REGULATIONS & GUIDELINES

According to Undergraduate Regulations, private parties held in student rooms must be registered with the Head of College (HOC) if more than 20 guests are expected. A party must be registered with the HOC at least 48 hours before the party is to occur.

To register a party, a student must complete and email the Private Party Registration Form to the HOC at Enrique.delacruz@yale.edu with a cc to Dean Insley. A hard copy should also be left with Joan Dempsey in the HOC office. Please post the form in the entryway where the party is held during the hours the party is in progress.

The host agrees to accept responsibility for complying with the Undergraduate Regulations governing social events and with CT law concerning underage drinking. The following guidelines must be followed.

1. Private social functions must be held within student rooms and not spill into entryways or the courtyard. Students should bear in mind the capacity of their rooms when issuing invitations. Use of seminar or common rooms or other facilities of the college for private parties is not permitted. Violation may be grounds for disciplinary action.
2. Private parties must not be advertised. No written invitations, mass emails, or similar means of invitations are permitted.
3. No admission charge or donation may be collected during the party.
4. Out of consideration for others who may need to study or sleep, the party and attendant noise must cease promptly at 11:00 pm on weeknights and 1:00 am on Friday and Saturday. Consult with neighbors to insure that the hours of a weeknight party will not inconvenience them.
5. If alcohol is to be served, at least one of the hosts registering the party must be 21 or older. According to the law in Connecticut, serving alcoholic beverage to persons under 21 is illegal. A host must be in charge of serving any alcoholic beverage at all times, and must have in place a procedure for checking student IDs. Non-alcoholic beverages and food must be available. Alcohol may not be served at private parties in freshman suites.
6. If you plan on having a keg at the party, you must secure permission from the HOC or Dean prior to registration of the party. Unregistered kegs are subject to confiscation. Kegs are not permitted in freshman suites or freshman entryways. Only one keg may be tapped at a time.
7. No drink with more than 10% alcohol by volume may be served and, furthermore, grain alcohol such as Everclear is strictly prohibited. If punch is served, the host must post a sign listing the ingredients.
8. Hosts assume personal and legal responsibility for the conduct and the behavior of their guests. Hosts can be held responsible for serving persons who are not of legal drinking age and for damage caused by their guests. Most late-night injuries, property destruction, and vandalism at Yale are alcohol-related. Several precautions can reduce the risk that you will have serious problems with

your guests:

- a. Provide your guests with a choice; you must have a sufficient supply of non-alcoholic drinks and food on hand.
- b. Keep an eye on your guests. You must refuse to serve any person who is becoming intoxicated.
- c. Refuse to serve any person you do not know.
- d. Avoid serving stronger alcoholic beverages along with beer.
- e. Discourage and refuse to participate in drinking contests or games.

9. Never leave a person alone who is seriously disoriented or unconscious as a result of consuming too much alcohol. Stay with the person, call YHS for advice and assistance in assessing the situation, and call the Campus Police for help in getting the person to YHS. Intoxication itself is not a cause for disciplinary action; so do not hesitate to ask for help for a fellow student. Asking for help may be the first step to avoiding a medical emergency.

10. Hosts are responsible for cleaning up any trash in the hallways, stairs, bathrooms, or the courtyard immediately after the party. After the party, you must actively check these spaces for trash, including the courtyard. It is important not to wait until the next morning to clean up, as your party must not mean extra work for custodians, and if you sleep late, your neighbors will encounter the mess before you begin to clean. Plan ahead and pick up extra trash bags and a mop for clean up from the Custodial Supervisor. Tied trash bags must be put in dumpsters.

11. Despite good planning, parties can sometimes get out of control. Crowds can gather. Someone might have a medical emergency related to drinking. There may be property damage or an altercation between guests. If you need help managing these or other unanticipated issues do not hesitate to call either the HOC or Dean of the College.