

Reflection Room Usage Policy

Policies:

- The Reflection Room may only be reserved by one person at a time. The person whose name is on the reservation may choose to allow up to two additional persons to use the room simultaneously.
- Only students, faculty, and staff of Sturm College of Law and its affiliated programs may use the Reflection Room.
- Reservations may be made up to two weeks in advance by using the [Study Room Reservation website](#).
- Individuals are free to use the Reflection Room if it has not been reserved, but must yield the room if so required by the person with a valid reservation. To check room availability, please use the [Study Room Reservation website](#).
- The person who has reserved the Reflection Room always has priority use.
- When reserving the Reflection Room there is a **30 minute usage limit**.
- Students may reserve the room **up to two weeks** in advance.
- Any person who reserves the Reflection Room but whose plans change are expected to use the [Study Room Reservation website](#) to cancel their reservation.
- The Reflection Room will be open only during building hours and only when classes and final exams are in session. The Reflection Room will be closed during University breaks.

Purpose:

The purpose of this policy is to ensure that the room is available for use by students, faculty, staff, and community members of SCOL for relaxation, meditation, and overall wellness; to maximize the use of the reflection room to the greatest benefit of the community; and to encourage students to think ahead regarding their need for use of the reflection room.

Law students are expected to act in a way that is consistent with applicable University of Denver codes of conduct. Abuse of rooms by individuals or groups will be handled by Student Affairs. If continued/repeated abuses appear, this policy may be modified to prevent continued abuse.

The Study Room Reservation system is available online. Please report abuses of this policy to Student Affairs at student_affairs@law.du.edu.