

## Guest and Visitation Policy

All MCU students or guests must present proper ID and leave their ID at the Safety and Security office during the duration of their visit. All MCU students and guests must retrieve their ID and check out with Campus Safety Officers by midnight. Non-Marymount Residents and guests are allowed to visit from the hours of 8am to midnight.

Residents may have up to two guests from 8am to Midnight each day. In addition to the number of residents present, the total amount of residents and guests should not exceed past seven individuals in total. Overnight guests of the same gender are allowed up to 6 nights per semester with prior completion of an overnight form located at campus safety and security office. Overnight guests may not stay over for more than two consecutive nights. Failure to comply is a direct violation of the Visitor and Guest Policy.

Only two overnight guests are allowed in any unit at the same time. Only Resident Directors, Campus safety and security officers and Supervisors are allowed to approve overnight guests.



Campus Safety & Security Officers, Pro staff,  
Resident Advisors, enforce Quiet Hours  
Sunday-Thursday 8am-10pm  
Friday & Saturday 8am-Midnight  
Fitness Center Hours 6am-10pm daily  
Pool Hours 6am-10pm daily

## Important Numbers and Addresses

Ocean-view Campus  
30800 Palos Verdes Drive East, RPV  
Campus Safety (310) 303-7300  
Security Office Oceanside 231

Marymount California Villas  
1600 Palos Verdes Drive North, San Pedro  
Campus Safety / Safe Rides (310) 241-5488  
Security Cell Phone (310) 803-7472

Harbor PD Non-Emergency phone number  
(310) 726-7700

LACSD Non-Emergency phone number  
(310) 539-1661

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## Emergency Alert System

Mass notification of emergency situations on property.

Text: **MCUstudent / MCUparent**

to  
79516

You will receive a confirmation, reply "Yes"

**MARYMOUNT CALIFORNIA**  
**UNIVERSITY**

**MARYMOUNT**  
CALIFORNIA UNIVERSITY

## **Campus Safety & Security**



## **Information and Services**

**Marymount California Villas**

In order to better serve the Campus community, it is important that the Campus Safety and Security Department becomes aware of concerns regarding service issues.

All concerns will be investigated thoroughly and corrective action will be taken when appropriate. You can contact Campus Safety and Security during normal business hours Monday through Friday, at (310) 303-7300 or email us at one of the following:

Chief Hector Rodriguez  
Director

[HRodriguez@marymountcalifornia.edu](mailto:HRodriguez@marymountcalifornia.edu)

Lieutenant Naja James  
Senior Supervisor

[NJames@marymountcalifornia.edu](mailto:NJames@marymountcalifornia.edu)

Sergeant Matthew Proctor  
Evening Shift Supervisor

[Mproctor@marymountcalifornia.edu](mailto:Mproctor@marymountcalifornia.edu)

To initiate a Incident report:

<http://www.marymountpv.Edu/accident-statement>

To report Sexual Assault or Harassment:

Contact Title IX Coordinator: Karen Thordarson  
[KThordarson@Marymountcalifornia.edu](mailto:KThordarson@Marymountcalifornia.edu)



**Take Fire alarms seriously at all Marymount properties . If you notice a fire on campus Remember to do the following:**

1. Stay calm and get out quickly. Follow evacuation routes in all buildings. Do not stop to take any valuables.
2. Smoke rises, so stay low to the floor. Crawl, if needed. If you have the time to prepare prior to the smoke entering your area, apply a wet cloth to cover your face.
3. Don't open a door if the door handle or door itself is warm. Check to make sure smoke is not seeping inside your area. If the door handle feels cool, proceed to open the door slowly.
4. If trapped? Close all doors between you and the fire. Use any cloths to cover vents and gaps under doorways.
5. Finally, go to a safe area and stay there. Contact Campus Safety or local fire department away from the fire.
6. Every unit comes with carbon dioxide smoke detectors. If you ever need assistance with replacing batteries contact your assigned CA.

**The Villas Local Fire Dept. Station #85 Station ·  
1331 W. 253rd St. Harbor City  
Phone: (310) 548-7585**

**MCU has new designated smoking areas!**

At Villas, the designated smoking area is near the Shuttle bus stop, not in common areas or patios.

**\*E-cigs or Vaporizers are included in this policy\***



Crime Prevention Tips

**Be aware:** stay alert and know your surroundings . Remember to keep your cell phone readily available to make a call if necessary. Don't get distracted with your cell phone, music or items that occupy both of your hands. If you are approached and engaged in conversation, get to a populated area or contact Campus Safety.

**Don't walk alone:** Walk with friends or classmates. Take advantage of the free personal safety escorts by Campus Safety.



If you have a maintenance issue:

Inform your RA  
or  
Campus Safety Officer  
(310) 241-5488