



OFF-CAMPUS HOUSING EXCELLENCE PROGRAM

Home Walk-Through Checklist

Updated 4/29/2020

Exterior

1. Street address numbers are clearly visible from front and back street or alley
2. All exterior entryways are secure
3. Entryway is unobstructed by vegetation and yard is appropriately manicured
4. Keyless access for building or unit entry
5. Additional lighting at exterior entry/exits, walkways, and parking areas
6. Motion or photo automatic sensor lighting at exterior entry/exits, walkways, and parking areas
7. Operational exterior security system monitors tenant parking area and all property entry/exit points
8. Bike racks or bike storage on property
9. All windows are operational with functioning locks
10. Property meets ADA accessibility requirements

Information and Communication

1. Documented annual review of property environmental safety (mold, carpet, long-term repairs)
2. Off-site emergency contact number for fire and other emergencies (available 24/7/365)
3. Web-based service request system
4. Maintenance request system available 24/7/365
5. Confirmation of received requests within 24 hours
6. Regular checks for pests

Alarms and Prevention

1. Operational interior security system
2. Smoke alarms are installed in every bedroom and operate properly
3. Smoke alarms are interconnected (wired or wireless) and operate properly
4. At least one fire extinguisher provided to unit
5. At least one fire extinguisher on each floor

Utility

1. At least 90% efficient furnace
2. Washing machine and dryer safety education provided
3. 3' marked borderline around HVAC equipment when tenant has access
4. Furnace filters are regularly changed by property owner

Kitchen and Electrical

1. GFCI outlets in bathroom, kitchen, and areas within 6" of water
2. Bedrooms and communal spaces have 3+ electrical outlets
3. Recycling education and best practice information provided to tenants
4. Programmable thermostat installed and operational

Egress

1. Emergency escape ladders provided for bedrooms above ground floor