IMPORTANT DATES

July 19  Last day for students to request an early move in date in their Housing U application.*
*Early arrival dates only granted for students participating in a university-related function

July 26  Last day to make changes to Housing U account in the areas of optional services, meal plans and room reservations.

August 2  Students will be able to view their room and meal plan bill online with their tuition bill.

August 15  Move-In Day! Residents may check in at their assigned move in time. Meal plans begin with breakfast and a special dinner for students and their families.

August 19  First day of fall semester classes!

October 6–13  Fall Break! Residence halls remain open. Dining service limited to brunch and dinner.

Nov 28 - Dec 1  Thanksgiving Break! Residence halls remain open. No meals are served Thursday, Friday or Saturday.

December 14  Winter Break! Residence halls close at 2 p.m. Winter stayover term begins. No meals served.

January 3  Spring Move-In Day! Residents may check in beginning at 9 a.m. Meal plan begins with breakfast.

January 7  First day of spring semester classes!

March 8–15  Spring Break! Residence halls remain open. Meal plans are limited to brunch and dinner.

May 2  Residence halls close at 2 p.m. Stayover housing term begins.

CONTACT US

Housing & Residential Education
5 Heritage Center Dr,
Benchmark Plaza Building 822
Salt Lake City, UT 84112
801-587-2002
www.housing.utah.edu
info@housing.utah.edu
@UofUHousing

Still need housing?
Apply online in your CIS account.
PAYING FOR HOUSING

HOW TO PAY
All housing and meal plan charges will be included in a student’s tuition bill. This bill will be paid through University Income Accounting & Student Loan Services. Students can view their tuition bill online in their Campus Information Systems (CIS) account. Students are legally responsible for their accounts.

Payment Due Dates
Fall 2019: Friday, August 30
Spring 2020: Friday, January 17

Payment Options
- Online credit/debit card payment
- E-Check (connected to your banking account)
- Flywire (for international students)
- Payment Plan

Payment Plan Options
All semester charges for housing, meal plan, and tuition will be due the first week of the semester. To spread out these costs, students may elect to sign up for a payment plan. Five month and four month payment plans are available. Note: The five month plan option begins in July. For more information, please visit University Income Accounting’s website at: fbs.admin.utah.edu/income

YOUR HOUSING CONTRACT
The agreement is for BOTH fall and spring semesters of the 2019-2020 academic year, as long as the student is enrolled at the University of Utah. Summer semester and winter breaks are not part of the academic year agreement. (Winter break is included in the academic year apartment and Lassonde Studios contracts). If a student is studying abroad, taking a leave of absence, or not attending the university for Spring 2020, they should notify HRE at least 30 days before the last day of fall semester classes. Cancellation fees may apply if a student chooses to cancel their housing contract for alternate reasons or does not give 30 days notice. For more information please visit housing.utah.edu/moving-in-out/moving-out

FERPA
The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, states that school officials may not disclose personally identifiable information about students nor permit inspection of their records by others without written permission from the student. Students are protected by FERPA as soon as they are admitted to the University of Utah. These records include, but are not limited to, grades, class schedules, student conduct records, identification numbers and payment information. Questions regarding FERPA may be directed to the Office of the Registrar at 801-581-5808 or registrar@utah.edu. Learn more at registrar.utah.edu. Students will need to release their FERPA rights through CIS if they wish for anyone else to have access to their records. See below for how to release your FERPA rights.

INSURANCE
HRE is not responsible for personal property. We encourage students to obtain renter’s insurance or check to see if their family’s homeowner policy covers their belongings while living in the residence halls. Safes are available for rent as an optional service. (Note: Upperclass students living in apartments at U of U at Block 44 are required to show proof of renters insurance prior to move in). Learn more at housing.utah.edu/apply-reserve/optional-services

Tip: Your UMail account is your official university email address and contact information. HRE and other university departments will communicate important information to this email. It is important that students get in the habit of checking this account often.
SAFETY & EXPECTATIONS

BUILDING SECURITY
Residential buildings are locked 24-hours a day. Buildings are accessed by using the student’s UCard. Students are only able to access the building where they live. We strongly encourage all students to lock their doors as a safety precaution.

24/7 SECURITY & STAFF SUPPORT
All HRE facilities are supported by staff and security 24 hours a day, 7 days a week. If a student needs assistance after hours they can work with security personnel at the front desk in their areas or contact the RA on duty in their area. Check out the Staff section in this guide for more information.

GUEST POLICY
HRE residential buildings remain locked at all times. Only students who live in a building have swipe access to get in. If you have a guest visiting your building, you must escort that person in and out of the building at all times. A guest is any person who does not live within the building. Guests must be escorted by a resident of the building at all times and may not be left alone in the resident’s space.

OVERNIGHT GUEST POLICY
Have a guest you’d like to stay overnight? Residents are allowed to have overnight guests up to ten (10) nights per semester. Overnight guests must be approved by all roommates or suitemates prior to their overnight stay. Then, register your overnight guest by logging into Housing U on your CIS page. This will send an email to all of your roommates as well to confirm your guest. If you have a concern, reach out to the Resident Advisor (RA) or Resident Director (RD) in your community. Find more information about overnight guests and check out the all Resident Policies & Responsibilities at housing.utah.edu/living-the-u/resident-policies-responsibilities/

CAMPUS ALERT SYSTEM
The Campus Alert System is a messaging service that alerts students to all potential weather conditions, safety threats, and other emergencies on campus. This system also provides notification to residents in case of an emergency within HRE facilities. University of Utah students are automatically signed up for this service, so do not opt out of this service. Visit campusalert.utah.edu for more information

CAMPUS COURTESY ESCORT
It is our priority to provide a safe and welcoming environment to everyone on campus. Courtesy escorts are always available as a resource to students while on campus. They can escort you to your residence hall, car, or any campus building. Courtesy escorts are available 24 hours a day 7 days a week by calling 801-585-COPS. Visit dps.utah.edu/services/safety-escorts for more info.

TOBACCO FREE CAMPUS
The University of Utah is a tobacco-free campus. Smoking and the use of any tobacco product (including e-cigarettes) is prohibited on all university property and in any outdoor area controlled by the university. These areas include all university residence hall and apartment buildings. This rule is applicable 24 hours a day, 7 days a week. For more information, visit tobaccofree.utah.edu

ITEMS NOT ALLOWED IN HOUSING
It is the student’s responsibility to understand those items that are not allowed in the residence halls. Failure to comply can result in conduct action and possible eviction.

Some of the items not allowed include, but are not limited to, the following:

• Personal router or modem
• Drugs and alcohol, including but not limited to: full/empty alcohol bottle collections, drug paraphernalia, kegs as decoration, etc.
• Explosives, Firearms, & Weapons: Explosives (including but not limited to firecrackers, fireworks, home-made explosives, pyrotechnics, and gunpowder ), firearms, and other weapons are not permitted on campus, including all HRE facilities and properties on and off campus , except as expressly permitted by law. Weapons include but are not limited to explosive devices, nun chucks, swords, butterfly knives, brass knuckles, paintball guns, toy guns, pellet guns, or any other material that can be used to threaten or endanger others.
• Appliances with an open coil such as hot plates, toasters (other than in an apartment kitchen) and deep fryers.
• Candles, incense, kerosene lamps, or any other open flame or incendiary device. Unburned candles with no wick or a white wick are allowed.
• Pets, with the exception of fish. Fish tanks must be 10 gallons or less. Service animals and emotional support animals are allowed if approved through the Center for Disability Access and coordinated through HRE.

STUDENT CONDUCT & HRE POLICIES
All students have the responsibility to abide by university and HRE policies and to report safety concerns/policy violations in their rooms, floors, and/or buildings. There are consequences for violating community standards. The campus student conduct system is educational in nature, and uses housing professional staff as the primary hearing officers. If a student is documented, they are responsible for checking their UMail following the incident for further instruction. Students are responsible for all policies outlined on our website and in their housing contract. More information can be found online at housing.utah.edu/living-the-u-resident-policies-responsibilities. Students are also responsible for following the University of Utah’s Student Code, which can be found at deanofstudents.utah.edu/conduct.
YOUR RESIDENTIAL EXPERIENCE

STAFF TO SUPPORT YOU

Resident Director (RD): Full-time professional staff that directly oversee a residential area.

Graduate Assistants (GA): Graduate level, part-time staff who assist RDs with day-to-day management of a residential area.

Resident Advisor/Community Advisor (RA/CA): Student leaders who live on each floor of buildings to coordinate community development. Resident Advisors are on-call every week night and throughout the weekend. The “RA on Duty” completes a walk-through of residential communities multiple times each night to help ensure safety of our residents. The RA on Duty phone number will be given out during opening community meetings and posted on every Resident Advisor’s door.

Social Justice Advocate (SJA): Student leaders who create community for underrepresented students and host office hours in the Equity Lounge.

ROOMMATE TIPS

Resident Advisors will share and help roommates complete their Roommate Agreement between September 2nd and September 30th. Roommate agreements will help set expectations for the year for things like quiet time, guests, personal space, and more.

Tips for Getting Along with Roommates:
• Be open to new experiences!
• Respect each other and be clear from the start
• Address things when they’re still little. And when they’re big.
• Be mindful of your roommates’ belongings
• Lock the door and windows to protect you and your roommates belongings
• It’s OK to not be best friends

Parent Advice: Encourage your student to have honest conversations with their roommates regarding concerns as they arise. The Resident Advisor on the floor can help facilitate these conversations as needed. This is a useful opportunity for growth for students in enhancing their skills to live cooperatively with others.

GENDER INCLUSIVE HOUSING

Housing & Residential Education is committed to making each resident feel welcomed and included in our campus communities—including an environment that is welcoming to all gender identities and forms of expression. Students interested in Gender-Inclusive housing can apply for housing through a confidential process.

If you are interested in these housing options, please contact us through the application process or by reaching out directly:

Michael Pepe
Data Information Coordinator
mpepe@housing.utah.edu, 801-213-1118

MAIL & PACKAGES

Please request a mailbox in your Housing U application no later than July 26. Mailboxes are FREE of charge and are assigned on a first come, first serve basis. Your assigned mailbox, address, and access instructions will be sent to your UMail by late July.

We will begin accepting your mail one week prior to your move-in date. Packages are only kept for seven days before being returned to sender. We advise you to wait and see what you need after moving into your room rather than shipping items you may need to return.

Tip: Packages

We cannot share addresses with friends, parents, or family members. Please share your address as needed so that care packages or other fun items find their way to you.

Student Mailing Addresses:

Heritage Commons Residents
Student’s Name
(Mailbox #) Heritage Center
Salt Lake City, UT 84112

Marriott Honors Community Residents
Student’s Name
(Mailbox #) Marriott Honors
250 S. Mario Cappechi Dr.
Salt Lake City, UT 84112

Lassonde Studios Residents
Student’s Name
(Mailbox #) Lassonde Studios
1701 Student Life Way
Salt Lake City, UT 84112
YOUR RESIDENTIAL EXPERIENCE

OPTIONAL SERVICES
Students may choose to add on optional services when reserving their room in Housing U. All selections should be made in Housing U by July 26, 2019 for services to be in-room on Move In Day.

Optional services may vary by building, see notes below. For more information, dimensions, and photos visit housing.utah.edu/apply-reserve/optional-services

A. Vertical Personal Storage $146/academic year
Tall ski lockers
Available at Marriott Honors Community

B. Microwave $56/academic year
Microwaves will be included in kitchens of all apartment spaces. Available at Heritage Commons, MHC, Lassonde

C. In-Room Safe $128/academic year
Safe is large enough to hold a laptop and other items. Available at Heritage Commons, MHC, Lassonde

D. Indoor Bike Storage $52/academic year
Lockable indoor bike storage. Students provide their own lock. Available at Heritage Commons, MHC, Lassonde

E. Mini Fridge $120/academic year
Available at Heritage Commons, MHC, Lassonde

F. Bed Lofting Free
A lofted bed is similar to sleeping on a top bunk without a bed underneath. The desk and dresser will fit underneath a lofted bed. All triple rooms will automatically come with lofted beds. Students in other room types may request to have their bed lofted at no charge. Bed lofting is available while supplies last on a first come first served basis. Students are not permitted to bring their own bed lofting supplies or cinderblocks to raise their bed.

G. Linen Set $90
Includes a pillow, pillowcase, flat sheet, fitted sheet, blanket, towel, and wash cloth. Available at Heritage Commons, MHC, Lassonde

H. Mailbox Free
Mail and package delivery service available for all HRE residents for no additional cost. Sign up at housing.utah.edu/living-the-u/mail services or in your Housing U application. Available at Heritage Commons, MHC, Lassonde

I. Personal Phone Line $170 activation fee + $16.50/month
Students must supply their own telephone Available at Heritage Commons

J. Emergency Kit $42/academic year
A 72-hour kit including the basics to assist in emergency survival Available at Heritage Commons, MHC, Lassonde

Tip!
Request all optional services in your Housing U account by July 26, 2019.
There are a variety of ways to get around campus and the Salt Lake area. **We encourage you to consider alternate transportation methods rather than bringing a car with you to campus.** Only about a third of students who live on campus bring a car with them!

Campus shuttles run regularly from the Peterson Heritage Center and around campus. Shuttles operate Monday through Friday from 6:00am—11:30pm depending on the route. Learn more about the campus shuttle system and use the Live Shuttle Tracker to get to where you need to go at [www.uofubus.com](http://www.uofubus.com).

Your UCARD also allows you to utilize all public transportation in Salt Lake City, including TRAX, Frontrunner, and bus routes. UTA offers a free trip planner to get you to campus fast. For more information visit [ride.uta.com](http://www.ride.uta.com).

**PARKING**

If you plan to bring a vehicle with you to campus, you should also plan to purchase a University of Utah parking permit. Commuter Services offers a variety of permit types to residential students. (Note: Upperclass students living at Cedar Court 700 and U of U at Block 44 will need to purchase separate on site permits.) Explore permit types at [parking.utah.edu](http://parking.utah.edu).

Planning a visit to campus? Guests can stay on campus at the University Guest House, our beautiful hotel located adjacent to Heritage Commons. Call **888-416-4075** or visit [guesthouse.utah.edu](http://www.guesthouse.utah.edu) for rates and reservations. Special rates for students are available, and Winter Stayover occurs here as well.
DINING ON CAMPUS

Students living in Chapel Glen, Gateway Heights, Officers Circle, Sage Point and singles/doubles in Lassonde Studios are required to purchase a meal plan. Meal plans are optional for students living in apartments.

LOTS OF WAYS TO DINE!

• PHC dining hall: swipe your UCard for an all you care to eat experience!
• To-Go Meals: Take food on the go from the PHC by requesting a to-go meal
• Flex Dollars: Work like a debit card on your UCard and can be used at dining locations across campus
• Transfer Meals: Transfer your weekly meal swipes to be used at other eateries on campus. Transfer meals can be used for up to $5 at breakfast and up to $7 for lunch/dinner. Eligible locations include: Honors Market, Crimson View, Miller Café

MEAL PLAN FAQs

• Meal plan weeks start on Friday and end on Thursday. Unused meals do not carry over from week to week.
• Lassonde Studios meal plans are a declining balance that can be used at the Miller Café and at other dining locations on campus.
• Meal plans can be changed once a semester during the first week of the term. Students will fill out an online form to request a meal plan change. Form can be found online at housing.utah.edu/dining/
• Failure to use a meal plan does not cancel a student’s financial responsibility for the meal plan
• For the most updated list of dining hours, visit dineoncampus.com/utah

Tip!

You’re a swipe away from lots of great stuff! Use your UCard to get into the dining hall, use your flex dollars, or use a transfer meal. Plus, your UCard is what allows you to use SLC public transit for free. Pick up a lanyard in the HRE office to always keep your UCard handy.
GET INVOLVED

SOCIAL JUSTICE ADVOCATES & EQUITY LOUNGE
All residents are welcome and invited to hang out in the Housing & Residential Education Equity Lounge (E.L). The E.L is a safe place for students from marginalized communities to thrive. The E.L has a comfortable lounge and is staffed by Social Justice Advocates and a Resident Director. The SJA’s and the RD are a team of students and full time staff committed to educating students on Social Justice issues and topics while also having fun! The office is located in the basement of Benchmark 820. Learn more at housing.utah.edu/living-the-u/equity-office.

The Social Justice Advocates in Housing & Residential Education seek to help students from underrepresented populations at the U find and build community and visibility. They do this through holding Equity Lounge hours, hosting educational and community-building events, and reaching out to students. Underrepresented populations can include students from a variety of different racial, ethnic, and national backgrounds, LGBTQIA people, first-generation college students, etc.

Equity Lounge Hours

- **Sunday:** 3:00pm-11:00pm
- **Monday:** 3:00pm-11:00pm
- **Tuesday:** 3:00pm-11:00pm
- **Wednesday:** 3:00pm-11:00pm
- **Thursday:** 3:00pm-11:00pm
- **Friday:** Closed
- **Saturday:** Closed

Connecting with the Social Justice Advocates

socialjustice@housing.utah.edu

RHA
You can make an impact right from your own home. The Residence Hall Association is the premier student organization in Housing & Residential Education and provides numerous opportunities to get involved. First Year students are highly encouraged to get connected with RHA, where you’ll develop leadership skills and make a difference on campus. Many of the events and activities during opening weekend and throughout the year are hosted by students just like you.

Join us for a weekend full of fun events!

During Move In Weekend RHA and other organizations on campus are hosting a series of events for students to meet and have fun! See page 9 for the schedule.
MOVING IN

BEFORE MOVE IN DAY
• Confirm your arrival date in Housing U by July 19.
• Plan out what you’re bringing to campus. You are only allowed to bring one car on move-in day so we recommend prioritizing the items on our packing list. Pro-tip: check in with your roommates to see what everyone else will be bringing.
• Check your assigned move-in time. Move-in times are designed to help everyone have a quality move-in experience and decrease traffic issues. We appreciate your help in following your arrival time.
• Sign up for UCrew if you’d like to volunteer for Move-In Day and arrive one day early. More information can be found online at housing.utah.edu/ucrew

MOVE IN DAY - AUGUST 15
We’re so excited to have you on campus! Here’s what to expect on your first day:
• Roll up in one car during your assigned move-in time. Suggested parking routes and maps to your unloading zone will be available on our move-in day website to help you plan your arrival. Visit housing.utah.edu/moving-in-out/moving-in
• Unload your car. We’ll have volunteers available on-site to help you unpack as well as dollies and carts to help move your items.
• Check in at your area, pick up your room key, and drop off your items.
• Move your car to your designated location and shuttle back.
• Unpack your room, settle in, and when you’re ready for some food, head over to our free Move-In BBQ from 5–8pm. Friends and family welcome!

Note: if you’re moving in early due to a university obligation, separate instructions will be sent to you ahead of time.

MOVE IN WEEKEND EVENTS!

Thursday, August 15
Move-in Movie Night
9:00pm
Hosted by RHA

Friday, August 16
Neighborhood Night
7:00pm
Hosted by RHA

Saturday, August 17
New Student Welcome with President Watkins
10:30am
Hosted by the office of Orientation & Transition
Club PHC
9:00pm
Hosted by SJAs
WHAT’S INCLUDED

UTILITIES
HRE provides all utilities as well as high-speed wireless Internet, Ethernet ports, Cable TV (TV and cable not included), and free laundry in each area and most buildings (detergent, softener, etc. not provided).

BATHROOM
Bathrooms in double, single and triple rooms do not have locks on the doors; installation of door locks would be a violation of fire code as a person could become trapped in the bathroom. There are two sinks, a privacy stall for the toilet and a privacy changing area for the shower. Toilet paper is not provided.

FURNITURE
Furnishings may vary by space. Check online at housing.utah.edu/housing-options/room-types/ for more specific information.

Apartment spaces, Lassonde pods, and Lassonde lofts have living room furniture (couch, chairs, end tables) and a kitchen table with chairs.

Officers Circle houses have furnished living rooms, study rooms, a kitchen (excluding cooking and eating utensils), and dining room.

APARTMENT FURNISHINGS

Closet/Wardrobe
May be shared with roommate if you have one.

Bed
Every room has a bed frame, mattress, and mattress cover. Beds are extra-long twins (36” x 80”). Lassonde Pods have double beds.

Three Drawer Dresser

Desk & Chair

Tip!
Students are able to request a room change pending space and availability. Students interested in a room change should contact their RA. Unauthorized room changes are not allowed and a penalty may apply.
PACKING LIST

**Bedroom**
- Comforter
- Pillows
- Blanket
- Alarm Clock
- Rug
- Twin XL sheets
- Mattress Pad
- Hangers
- Floor length mirror
- Wall decorations

**Desk**
- Notepads
- Index cards
- Tape
- Ruler
- Highlighters
- Stapler
- Flash drive
- Envelopes
- Paper
- Sticky notes
- Folders/binders
- Pens & pencils
- Memo/cork board
- Calendar/planner
- Desk lamp
- Scissors
- Stamps

**Electronics**
- Surge protector
- Computer/laptop
- Printer
- Ethernet cable
- Television
- Cable cord
- Headphones

**Miscellaneous**
- Backpack
- Water bottle
- Medicine
- Flashlight
- Batteries
- Games
- Mini fridge
- Sports equipment
- Non-permanent adhesive
- Important documents
- Emergency contacts
- Bean bag
- Umbrella
- Storage containers

**Bathroom**
- Towels
- Washcloths
- Robe
- Bathmat
- Toothbrush holder
- Toilet paper
- Hair dryer
- Toiletries
- Hand soap
- First aid kit

**Cleaning**
- Stain remover
- Lint roller
- Ironing board
- Sewing kit
- Duster
- Trash bags
- Small vacuum
- All-purpose cleaner
- Paper towels
- Iron or steamer
- Air freshener
- Laundry basket
- Laundry detergent

**Kitchen**
- Dishes
- Silverware
- Food storage
- Oven mitts
- Cooking utensils
- Glasses & mugs
- Pots & pans
- Cutting board
- Can opener
- Microwave
- Sponges
- Towels
- Dish soap
- Drying rack

*This list is meant as a useful tool! You may or may not need items listed, but we hope it gives you some ideas.

Also be sure to talk with your roommates about items you are planning to bring or rent from HRE. You probably won’t need 3 microwaves!