

2010-2011 Move-In Guide

In order to assist you in your move-in process, we present this move-in guide for your use as a checklist in your preparations. If you have any other questions after reviewing this information, feel free to contact us.

MAIL US

Department of Housing and Residential Life
Florida Atlantic University
5353 Parkside Drive
Jupiter, FL 33458

CALL US

(561) 799-8828

FAX US

(561) 799-8826

EMAIL US

jupiterhousing@fau.edu

FOLLOW US

FAUJupHousing (on Twitter)

FACEBOOK US

FAU Jupiter Housing

DIRECTIONS TO CAMPUS

From I-95 take exit 83 (Donald Ross Road) East to Parkside Drive. Turn North on Parkside Drive to parking area.

From Florida Turnpike headed South, take exit 116 (Indiantown Rd) East to I-95 South. From I-95 take exit 83 (Donald Ross Road) East to Parkside Drive. Turn North on Parkside Drive to parking area.

From Florida Turnpike headed North, take exit 109 (PGA Blvd) East to I-95 North. From I-95 take exit 83 (Donald Ross Road) East to Parkside Drive. Turn North on Parkside Drive to parking area.

ROOM ASSIGNMENTS, ROOM CHANGES, AND SUITEMATES

Please note we are unable to make changes to your room or building assignment. A room transfer freeze period is in effect from the time your initial assignment is made until two weeks into the fall semester. The freeze allows us to locate all available spaces. You may complete a Room Transfer Request Form – found at the Housing Office – beginning on Thursday, August 20th. In some cases, suitemate information and assignments may change due to unforeseen needs for relocation as determined by the Department of Housing and Residential Life. Should this occur, we will make every attempt to contact you as soon as we are aware of a change.

CONTACTING YOUR SUITEMATES FOR THE FIRST TIME

Meeting and living with your new suitemates is an exciting experience that can enhance your time at the Honors College. We encourage you to contact your new suitemates as soon as you receive the notification. The two main things that you want to do in this initial communication are to introduce yourself and provide some information about yourself. This is also the time to exchange telephone numbers, e-mail addresses, and/or Instant Messenger screen names, so you can discuss and coordinate with your suitemates what items each of you plan to bring.

It is natural to feel a little apprehensive about speaking with new suitemates for the first time. You will find that it is easier if you can be upbeat, positive, and respectful of their right to his/her opinions, and to expect some differences. The most important goal of the conversation should be to establish good communication between your suitemates and yourself, so that you have a base to build upon when move-in day arrives.

CONTRACT CANCELLATION

If your plans have changed, please contact us in writing and let us know if you wish to cancel your contract. You should review the cancellation section of your contract to see if you qualify to cancel and to determine cancellation fees.

PACKING FOR MOVE-IN DAY

Don't try to bring everything you own; if you forget something, you can always get it later. We have a limited number of carts, so it is better to pack a number of moderate-sized boxes that can be handled by one person, rather than a few large boxes. Please note that there is no space for storage of boxes, suitcases, or trunks. If you plan to have any of your items mailed or sent via parcel post, please make arrangements for an arrival date after August 19th.

CHECK-LIST

- Pillow, bed linens, blankets, etc.
(mattresses are extra-long – 36" x 80")
- First Aid Kit
- Towels, washcloths, bath and toiletry supplies, toilet paper, shower supplies
- Lamp for desk (not halogen)
- Laundry basket/bag, detergent, quarters
- Surge protectors/Power strips
- Umbrella
- Flashlight
- Clothes hangers
- Alarm clock
- Hurricane supplies

OPTIONAL HANDY ITEMS TO CONSIDER

- Digital camera
- Reading pillow for your bed
- Sewing kit, scissors, safety pins
- Iron and small ironing board
- Foreman Grill
- Bicycle and a good lock
- Television, Computer, Stereo
- Cleaning Supplies for Common Area and Bedroom
(broom, dustpan, vacuum, etc.)



THINGS TO LEAVE AT HOME

- Pets (except for fish in tanks no larger than 10 gallons)
- Halogen lamps
- Amplified equipment
- Weapons (any type of knives, weapons, bow & arrow, firearms, etc.)
- Fireworks, candles (no open flames), incense
- Alcohol, chemicals or illegal substances
- Toasters, hot plates and other items with open elements
- Alcohol & Drug Paraphernalia (funnels, hookahs, glass pipes, etc.)
- Wireless access points, routers, and hubs

ROOM DIMENSIONS

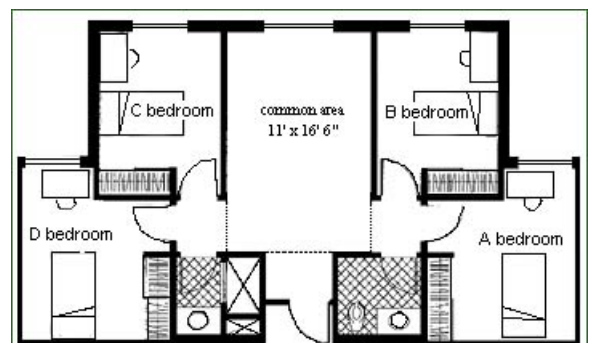
Each of the dimensions listed below is approximate - some rooms vary due to location within a building or architectural detail. The following are bedroom dimensions, and do not include other space (living rooms & bathrooms):

BUILDING 1

- A—12'8" x 9'2"
- B—10'2" x 10'6"
- C—10'2" x 10'6"
- D—12'8" x 9'2"

BUILDING 2

- A—12'8" x 9'2"
- B—10'2" x 10'0"
- C—10'2" x 10'0"
- D—12'8" x 9'2"



FURNISHINGS

In the Residence Halls, each student is provided with a bed, a desk and desk chair, and a chest of drawers. Also, a sofa, side chair, end table, coffee table, and TV stand are provided in the living room area.

CARPETING

Carpeting is provided in all of our residential areas, including the bedrooms and living room.

REFRIGERATORS AND MICROWAVES

Residents may bring a small refrigerator and/or microwave. Refrigerators should be 4.2 cubic feet or smaller and should have a maximum of 400 watts at 120 volts. Microwave ovens should be 1.5 cubic feet capacity or smaller and should have a maximum of 1100 watts at 120 volts.

COMPUTER CONNECTIONS

Check out the following web site for specific information regarding how to make internet connections on-campus: <http://www.fau.edu/housing/connect.html>. Free, high-speed internet access is provided in your residence hall bedroom. There are also two campus computer labs available for resident use. All labs offer access to the World Wide Web, your university e-mail account, MyFAU, as well as access to all FAU on-line materials and information.

TELEPHONE

There is no in-room telephone service available. Land lines have been discontinued as 99% of our student population utilizes cell phones.

CABLE TELEVISION

Each suite is wired and provides basic cable television. There is a cable jack in each bedroom and in the living room of the suite. Those who wish to take advantage of this service should bring a cable-ready television and a cable cord with them.

LAUNDRY

Washers and dryers are available for use by Residence Hall residents only. The cost is \$1.00 for each wash and \$1.00 for each drying cycle. You may use quarters or you might wish to deposit money into a debit account (at Student Services), and use your student I.D. card on our card-reader system, available at both laundry sites.

MAILROOM SERVICES

Each student is provided with a mailbox. It is imperative to use the address below to ensure proper delivery. If you are making arrangements to ship your belongings, please arrange for delivery AFTER August 18th. Due to limited space in our mailroom, we are unable to hold large packages prior to the official move-in day, so please plan accordingly. USPS, FedEx, UPS, DHL, and Airborne Express all deliver to the campus daily. In order to receive your mail, simply list the following address:

YOUR NAME
1190 Main Street
FAU Box #
Jupiter, FL 33458

WHAT YOU WILL RECEIVE WHEN YOU ARRIVE

- A key to your suite/bedroom
- A key to your personal mailbox
- A Room Condition Report (RCR), which is to be completed and signed before you can move in. You must check the room before you move in to ensure that the RCR is accurate. This form will be used at check out to assess if any damages have occurred – and to charge you for those damages that may have occurred during the year. So, this is a very important document!

POLICIES AND PROCEDURES

The University Housing Guidebook outlines residential policies and expectations within your community. The Guidebook is available on-line and can be found on the FAU Student Handbook website (<http://www.fau.edu/handbook/macarthur.htm>). Please be sure to review this information, as you will be held responsible for the information contained within this document. You will be expected to attend a Floor/Hall meeting with the other residents in your community soon after arrival. Residence Hall Meetings for students will be during the evening of Move-In day or soon thereafter. The purpose of this meeting is to aid you in getting to know those living around you, meet your RA, and get a basic introduction to Honors College Housing and its policies and procedures. It is also an opportunity to ask the staff any questions you may have.

PEOPLE YOU WILL MEET

Knowing where to go and who to talk to is an important first step to make your experience at the Harriet L. Wilkes Honors College as rewarding as possible. There is an extensive network of people awaiting your arrival. In the Department of Housing and Residential Life, the most important people to know include:

Sean J. Pierce, *ASSISTANT DIRECTOR*, lives in your area, oversees the administration of your community, and supervises all residential life staff. The Director is a full-time, professionally trained staff member who provides close attention to you and your residence experience.

Our *PROGRAM ASSISTANT* is a full-time professional staff member who oversees the daily functions of the office, housing contracts, and other administrative tasks.

Eddie Wolcott, *MAINTENANCE SPECIALIST*, and David Wood, *CUSTODIAN*, are our very own caretakers for our buildings! They oversee the work order and repair process personally, keep our facilities clean, as well as coordinate any summer renovation projects that may be taking place.

Jenna Johnson, *HALL COORDINATOR*, is a full-time graduate student attending FAU. Their primary responsibility is to directly supervise the RA staff and share the duty coverage responsibilities. Additionally, you will find them helping out in the office with various administrative tasks and projects.

The *HOUSING OFFICE* is located in the lobby of Residence Hall Building 1. The Office is open, Monday through Friday, from 8:00 a.m. until 5:00 p.m. to serve your needs and assist you with any issues or questions that you may have.

Your *RESIDENT ASSISTANT* (RA) is a student, just like you, who is specifically selected and trained to work with other students to establish a community for you and those who live around you. The RA can assist with suitemate conflicts, maintenance concerns, refer campus and community resources, and other items of interest.

LEADERSHIP OPPORTUNITIES

Research shows that students who are involved in at least one University organization are more likely to graduate! Leadership opportunities exist for you in the Housing and Residential Life community. Take a look and become involved!



The MacArthur Resident Student Association (MacRSA) is the overall governing body for the students living in Housing on the Jupiter Campus. This group meets on a weekly basis and identifies social, educational, recreational, and cultural needs for programs and activities that are organized throughout the year. Each wing has a representative who will attend meetings on behalf of their floor and assist in making decisions and planning events. RSA meetings are held on a weekly basis in the 3rd Floor Activity Room of Building 1. Meetings are open to all residential students. MacRSA is an active member of state, regional, and national organizations for residential students, and attends meetings and conferences throughout the year in a variety of locations across the country.



INSURANCE

The University does not provide insurance for you or your property. You are encouraged to check your family homeowners' and health insurance policies or to carry your own insurance. Two insurance companies that specialize in providing renters insurance for college students who live away from home are listed below.

National Student Services Incorporated:
<http://www.nssinc.com>

CSI Insurance Agency Incorporated:
<http://www.collegestudentinsurance.com>