FLORIDA ATLANTIC

MOVE-IN GUIDE

BOCA CAMPUS - SPRING 2027



Welcome!

We're excited to have you join the Florida Atlantic residential community. We are here to support your success and make sure your on-campus living experience is safe, comfortable, and engaging.

Living on campus is about more than just where you sleep—it's about building community, learning life skills, and making lifelong connections. We're glad you're here, and we look forward to a great year together. Here are a few important reminders and resources to help you get started:

Room & Hall Policies
Please take a few minutes to review our community standards and housing policies in the Community Guide. These guidelines help ensure a positive and respectful environment for everyone.

Room Condition Report
Using the work order system, please report any damages/defects for your room/unit by Friday, January 15, 2027. You may be financially responsible for any pre-existing damage, abuse, or vandalism that is not reported through a work order by January 15.

Community Events
Be on the lookout for events hosted by your Resident Assistant (RA), Hall Staff, and Florida Atlantic Community! These events are a great way to meet your neighbors, learn about campus resources, and have a good time. As the next step in your transition to FAU, we invite you to attend your first Community Gathering. Information will be posted in your residence hall.

Front Desk
The Front Desk for your community opens at noon on Wednesday, January 6 and will be staffed 24/7 when classes are in session. The Front Desk Staff can assist with questions and promote a safe, healthy, and welcoming community.

Need Assistance?
In addition, our Housing Office is here for you. If you have questions or concerns, please don't hesitate to reach out. You can visit us in person in Building 46 during normal business hours, call 561-297-2880, or email housing@fau.edu.

Warm regards,
Dr. Kathleen Gardner
Executive Director of Housing and Residential Education

FIRST STEPS

SCHEDULE A MOVE-IN APPOINTMENT

Starting December 14th at 9:00 a.m., you may schedule your spring move-in appointment through the Housing Portal. The link for move-in appointments is on the main page under the Quick Links section. Please schedule your move-in appointment by January 6th. Appointments start at 10:00 a.m., with the last appointment at 1:30 p.m. Students check in first at the Esports Arena & Gaming Center in the Student Union during their move-in appointment to pick up their room keys. After they check in at Student Union, they will proceed to their assigned residence hall. Do not go directly to your residence hall. Move-in appointments are to check in and collect keys; you have additional time after you pick up your keys to move all items into your room. You may review your housing assignment on the Application Status page of the Spring 2027 housing application in the Housing Portal.

REQUEST AN OWL CARD

You will need your Owl card to move in and access your residence hall. If you do not have an Owl card, visit the Owl Card Center's website and order your Owl card online. You must be registered for classes to request an Owl card.

MAKE YOUR HOUSING PAYMENT

Housing fees must be paid by the University payment deadline for each semester. Payments may be made online at myfau.fau.edu. If you are not deferred by Financial Aid, you must pay your student account in full or be enrolled in a payment plan by fee payment deadlines. Please visit Tuition and Billing Services for payment deadlines and more information.

CONSIDER INSURANCE

The university does not insure any personal belongings. Students and families should decide whether to carry a personal renter's insurance policy.

CONTACTING YOUR ROOMMATE(S)

We encourage you to reach out to your roommate and suitemates before move-in. You can find their contact information in the Housing Portal—just click on your Spring 2027 application to view your room assignment and occupant details.

This is a great opportunity to get to know each other and start planning for the semester ahead. We recommend introducing yourself and sharing a bit about the classes you are taking, your favorite foods, and ideas for sharing the space. You will also want to discuss what you will bring and are willing to share, such as a TV, fridge, printer, microwave, etc. Taking the time to connect now can make your move-in smoother—and help set the tone for a great year ahead!

REGISTER YOUR VEHICLE

All residents who are bringing a vehicle to campus for the academic year must register their vehicle and license plate to park in green parking lots. To obtain your virtual permit:

1. Go to parking.fau.edu.
2. Log in with your FAUNet ID.
3. Click on "Buy Permit".
4. Fill out all information correctly.
5. Your license plate is your permit, so please ensure the license plate is entered correctly.

Visit parking.fau.edu for more information.

MAINTENANCE REQUEST APP

Florida Atlantic Housing uses Asset Essentials to manage maintenance requests within the Residence Halls and Apartments. Asset Essentials has a mobile app that allows residents to put maintenance requests in on the go. The app can be downloaded to your smartphone or tablet through either the Apple App Store or Google Play Store. Simply search for Asset Essentials.

LAUNDRY APP

Residents are encouraged to download the laundry app used in their community. The app allows you to monitor washer and dryer availability, receive cycle completion notifications, and manage your laundry more conveniently. Information about downloading and setting up the app will be available in your laundry room. This service is not available for residents of Innovation Village Apartments (IVA).

OWL READY APP

Make sure to download the Owl Ready App. Owl Ready is the official preparedness and safety app of Florida Atlantic University.

HURRICANE GUIDE

This guide provides information on how to prepare before, during, and after a hurricane, as well as reviews the university's hurricane processes. The hurricane guide can be found online within our Housing Resources.

ROOM LAYOUTS

Check out your room layout before you move-in! Follow the link below for all room layouts and dimensions.

fau.edu/housing/tour

DAY OF MOVE-IN

- New incoming residents on the Boca Raton campus will move in by appointment on January 7 or January 8 between 10:00 a.m. and 2:00 p.m.
- All students will check in at the Esports Arena & Gaming Center in the Student Union during their assigned check-in appointment time. Please go directly to the Student Union to begin the process.
- Park in Lot 16, located adjacent to the Student Union.
- If you do not yet have your Owl Card, you can pick one up at the Student Union during business hours before proceeding with check-in.
- Once you have your Owl Card, proceed to the check-in stations at the Esports Arena & Gaming Center to receive your room keys.
- Use the move-in map you will be provided and follow the designated route to your assigned residence hall.
- Upon arrival at your building, you will have 30 minutes to unload your belongings. **Someone must remain with your vehicle at all times.**
- Moving bins are available for checkout inside your building with a valid photo ID. Each bin may be used for up to 30 minutes.
- Once you've finished unloading, please promptly relocate your vehicle to a designated parking area outside of the unloading zone to allow others to unload.
- Individual bedrooms are labeled with a letter. Please move into your assigned bedroom, as listed on your key envelope.
- Do not remove any university furniture from your living unit.

If you get delayed and arrive after 2:00 p.m. on January 7 or 8 please proceed directly to your residence hall to check-in.



THINGS TO KNOW

- **Guests**: Students are welcome to bring family or friends to assist with move-in.
- **Pets:** Pets are not permitted. Only certified service animals are allowed in accordance with university policy.
- **Moving Equipment:** You are encouraged to bring your own dolly or hand truck, as university-provided move-in bins are limited and available on a first-come, first-served basis.
- **Parking:** Parking permits are not required during move-in. However, please do not park on sidewalks, grass, in ADA spaces (without proper permits), or in any reserved or restricted spaces. Follow directional signage and staff guidance to ensure a smooth and safe move-in experience.

WHAT TO PACK LIST

Here is our recommendation on what to bring to live on campus

LINENS

Pillow
Sheets
Blankets
Mattress Pad

BEDDING SIZES

Twin Extra Long-Bedding
BPW, GPT, HPT, IRT, PAR, UVA, APT, TAL

Full-Size Bedding
IVAN, IVAS

PERSONAL ITEMS

Towels
Washcloths
Toilet Paper
Shower Supplies
Shower Curtain
Toilet Plunger
Hand Sanitizers
Antibacterial Soap
Room Decorations

APPLIANCES ALLOWED

Air Fryers
Blenders
Electric Kettles
Coffee Makers
Instant Pot
Rice Cookers

Only Allowed In IVAN/S, and UVA
Hot Air Popcorn Poppers
Small Electric Grills
Toaster Ovens
Food Processors
Crock Pots
Electric Mixers
Toasters

LAUNDRY & CLEANING

Broom
Dustpan
Bleach Cleaning Products
Shower Cleaner
Laundry Bag/Basket
Detergent
Shower Brush/ Toilet Brush
Shower Liner and Shower Curtain (72" x 72")
Toilet Bowl Cleaner
Disinfectant Wipes
Disinfectant Spray

KITCHEN

Cups and Dishes
Cutlery
Plastic Containers with Tight Lids
Food Preparation Supplies

EMERGENCY ITEMS

First-Aid Kit
Medicine
Flashlight
Batteries
Non-Perishable Food
Water Bottle

OTHER ITEMS

Non-Halogen Lamp
Padlock for Lockable Storage Unit
Surge Protectors
Power Strips-15 AMP Circuit Breaker (UL Approved)

OPTIONAL ITEMS TO CONSIDER

- Refrigerator and/or microwave*
- Stacking containers
- Throw rugs
- TV, laptop, printer
- Bicycle and lock

**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.

REFRIGERATORS

The following buildings come with refrigerators within the suite.

- Talon Hall
- Atlantic Park Towers
- Innovation Village Apartments
- University Village Apartments

THINGS TO LEAVE AT HOME

X Pets (Except for fish in tanks no larger than 10 gallons)
X Amplified equipment (Ex. Sub-woofers)
X Fireworks, hot plates, incense, candles (no open flames)
X Alcohol, chemicals, illegal substances, tobacco/vapors and drug paraphernalia
X Weapons (Any type of knives, bow and arrow, firearms, BB guns, paintball guns, etc.)
X Wireless access points, routers and hubs
X LED Strip Lighting Tape

PERSONAL ELECTRIC-POWERED VEHICLES

Non-service mobility devices (including scooters) are not allowed inside Florida Atlantic residential buildings. All vehicles must be stored outside and secured to a bike rack.

RESIDENTIAL MAIL SERVICES

If you live in a **west campus** building, you will pick up your letter mail and packages from the mailroom.

If you live in an **east campus** building you will pick up your packages from the mailroom and your letter mail from your mailbox.

MAILROOMS
APT, IVAS, and PAR
Open: Mon. - Fri. and Sat.
Hours are posted at mailroom

- The mailroom for all West Campus Halls is in **Atlantic Park Towers**.
- The mailroom for Innovation Village Apartments is in **IVA-South**.
- The mailroom for UVA, BPWSH, and PAR is **Parliament Hall**.
- **Talon Hall** has its own package pick-up lockers, where most residents receive their packages. Large packages and letter mail will be delivered to the Parliament Hall mailroom.

**Packages will be accepted starting 10 days before move-in.*

WEST CAMPUS

ATLANTIC PARK TOWERS
Student Name
Box ### - A
1900 Dade Ave.
Boca Raton, Florida 33431-6497
561-297-4867

HERITAGE PARK TOWERS
Student Name
Box ### - H
1800 Brevard Court
Boca Raton, FL 33431-6471
561-297-5200

GLADES PARK TOWERS
Student Name
Box ### - G
921 Indian River Street
Boca Raton, FL 33431-6440
561-297-5340

INDIAN RIVER TOWERS
Student Name
Box ### - I
815 Indian River Street
Boca Raton, FL 33431-6471
561-297-5000

MAILROOMS

EAST CAMPUS

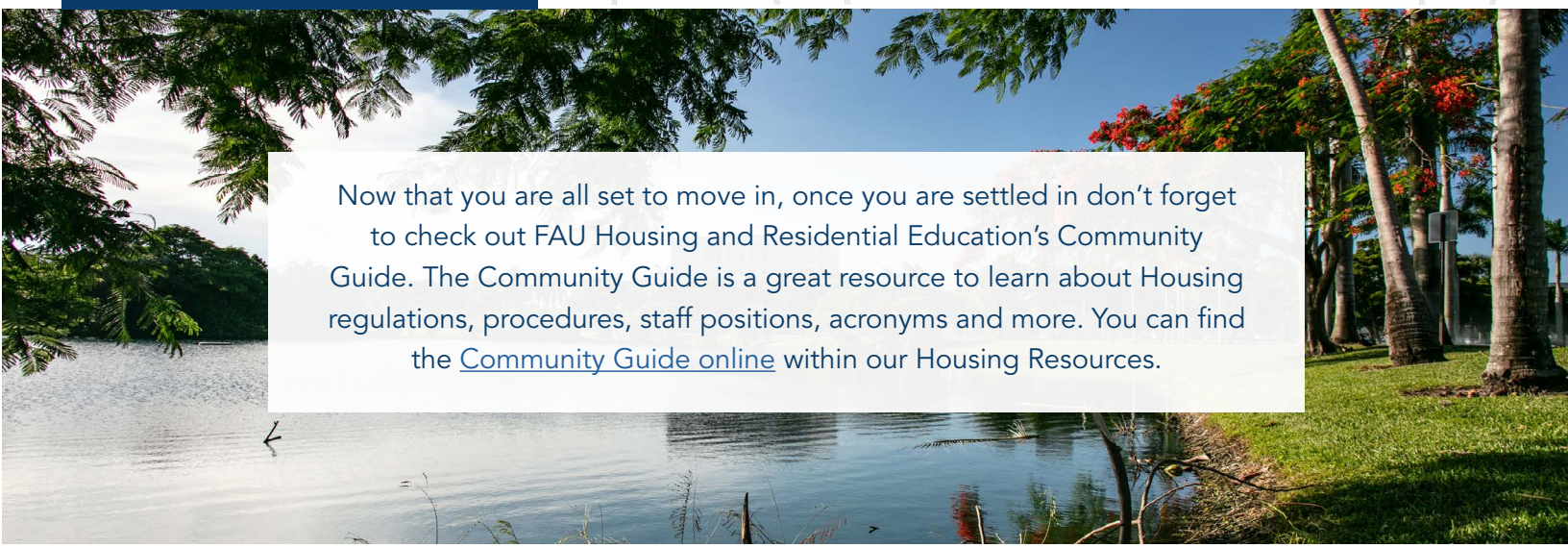
INNOVATION VILLAGE APARTMENTS SOUTH
Student Name
Box ### - S
990 North University Drive
Boca Raton, FL 33431-6482
561-297-5700

INNOVATION VILLAGE APARTMENTS NORTH
Student Name
Box ### - V
980 North University Drive
Boca Raton, FL 33431-6481
561-297-5750

PARLIAMENT HALL
Student Name
Box ### - P
1700 St. Lucie Avenue South
Boca Raton, FL 33431-6487
561-297-5800

UNIVERSITY VILLAGE APARTMENTS
Student Name
Box ### - N
1880 East University Drive
Boca Raton, FL 33431-6488
561-297-5029

TALON HALL
Student Name
Box ### - T
1650 St. Lucie Avenue South
Boca Raton, FL 33433
561-297-0300



Now that you are all set to move in, once you are settled in don't forget to check out FAU Housing and Residential Education's Community Guide. The Community Guide is a great resource to learn about Housing regulations, procedures, staff positions, acronyms and more. You can find the Community Guide online within our Housing Resources.

LOOKING AHEAD

ACCESS
Please always have your Owl Card with you. Your Owl Card can access your assigned community. Don't give it to any other person; it is a policy violation. Residents will be charged $25 per lockout after January 15.

ROOMMATE AGREEMENT
Sharing a room or suite can be a new and exciting experience for many students moving on campus. It offers great opportunities for connection, personal growth, and learning to live in a shared space. However, it also requires communication, cooperation, compromise, and mutual respect to ensure a healthy and comfortable living environment for all. To support this, students are strongly encouraged to complete a Roommate Agreement with the guidance of their Resident Assistant (RA) by the second Tuesday of each term's start.

STUDENT EMPLOYMENT OPPORTUNITIES
National research indicates that living and/or working on campus is positively correlated with student success, including retention and graduation rates. All HRE student staff positions offer opportunities to develop essential work skills and gain valuable experience that will be beneficial for graduate studies or entry into the workforce. Speak with any of our staff to learn more about these exciting opportunities. For information on employment opportunities, please visit our Student Employment webpage.

GETTING INVOLVED
Hall Council is a group of student residents who work together to build community, plan events, and represent the interests of your residential community. Interested in getting involved? Contact your Community Coordinator.

BEACH PERMIT
Residential students can request a residence support letter for a beach pass for Jupiter and Boca Raton by emailing housing@fau.edu with the Subject: Beach Pass

IMPORTANT DATES

January 11	First Community Gathering
January 25 - Feb. 1	Housing Renewals
January 22	Roommate Agreements Due
May 6 at Noon	Spring Move-Out

