



Residence Life 2017-2018

RETURNING STUDENT MOVE-IN Sunday, August 20 10:00 am – 7:00 pm

No early arrivals – prior to your team/group time and NO Saturday move-ins. Staff will be set up in the lobby of Aquinas Hall (if you live in Aquinas or Siena Halls) OR Fitzpatrick Hall (if you live in Fitzpatrick, Sansbury, or Lynam Halls) to greet you. Between 7:00 and 9:00 p.m., students must call the duty phone to pick up keys. Sans/Fitz/Lynam duty phone: 614-561-1835; Aquinas/Siena duty phone: 614-314-8066. After 9PM, students will have to move-in on Monday. A limited number of carts will be available for use.

PRE-SEASON ATHLETES/BAND/OTHER APPROVED GROUPS:

No early arrivals – prior to your team/group time.

Your name must be on an approved roster from your team/group supervisor to arrive early. The dates and times are available through your team/group leader.

All groups of early arrivals will pick up keys in the lobby of Fitzpatrick Hall unless otherwise noted on your paperwork from your team/group leader.

RETURNING STUDENT ROOM ASSIGNMENTS.

The key you receive at move-in will be your room assignment for the first 30 days. Changes cannot be made until after the 30 day freeze and then only through the Area Coordinator after the freeze. Aquinas/Siena residents may have been consolidated due to open spaces in your suites. If time allowed, you were sent an email to your ODU email account detailing this change. Lynam residents will be given the key to the room that was selected at the Housing Selection night. Changes within the suite cannot be made without the written approval of the AC for your building.

MAINTENANCE OR FACILITIES.

Once you enter your room, complete the room history form given to you when you picked up your key. This is best to do prior to moving things in so you can get a good look at the furniture, walls, etc. that you will be using before they are full of items. If there is something that needs attended to immediately please contact one of the RAs (noticeable by their shirts) or come back to the check-in table and someone will be dispatched to your room as soon as possible.

ROOM FURNITURE.

It is University policy that all furniture that is assigned to a room must stay in that room. ODU does not have space available to store items that you do not want in your room. Once you pick up your key and your room history, you are responsible for all furniture in that room. If something is missing or damaged, make a note of it on the room history and notify your RA on move-in day. A replacement will be ordered for your room/suite. Please do not move furniture around in the suite until all residents have arrived.

ROOM CHANGES.

If you didn't get your first choice of roommate/suitemate you will be permitted to change rooms after the "room freeze" is lifted. At the beginning of each semester Res Life has a 30 day "room freeze" when students are not allowed to change rooms. If you wish to move, you are encouraged to talk with your Area Coordinators (AC) during the freeze to make plans on where you would like to move. For example, if you know of an open space in a room and you want to move there, talk with your AC so they are aware that you want to move there after the freeze is lifted.

YOU'VE GOT MAIL.

All resident students should have their mail addressed to them using the following example:

Ohio Dominican University
* Student Name Box # _____ (please do not write "PO Box")
1216 Sunbury Road
Columbus, OH 43219

Students will receive a new box number when they arrive. Box numbers will remain the same for the entire academic year. If a student changes residence halls, their box will remain in their original hall. This eliminates the need to change mailing addresses with family, friends, and businesses.

Mail and packages are delivered Monday – Friday to student mailboxes. When a package is received in Residence Life, students will receive a package slip in their mailbox instructing them where and when the package may be picked up.

IMPORTANT NUMBERS.

As you prepare to come to campus there are several phone numbers that you may want. We have provided you with a brief phone list to assist you in making the transition to campus life.

Office of Residence Life	(614) 251-4718
Public Safety (24/7)	(614) 251-4700
Wellness Center	(614) 251-4570
Dean of Students	(614) 251-4595
Campus Ministry	(614) 251-4567
ODU Business Office	(614) 251-4550
ODU Financial Aid Office	(614) 251-4778
Student Information Hotline	(614) 251-4590
Ctr for Student Involvement	(614) 251-4726
Counseling Services	(614) 251-4570
ODU IT Helpdesk	(614) 253-3633
ODU Bookstore	(614) 251-4545

POLICIES.

Please make note of the following reminders or changes to policy / practice.

It is recommended that you purchase Renters Insurance if your homeowner's policy (where you are living) does not cover loss or damages while you are at college.

Do not put tacks or nails in the walls or doors.

Furniture that is issued to your room may not be removed or stored.

No pets of any type are permitted in the residence halls.

Fire safety is always a concern. Please make sure your electrical items are UL approved and safe. Do not overload outlets or power strips. Tampering with or removing fire safety equipment will result in significant fines.

Smoking and tobacco use is strictly prohibited on campus.

All students must produce their ODU ID when requested by a staff member. All guests must be registered at the front desk.

All overnight guests must be registered with the Residence Life Office.

Students who violate the ODU drug policy will be removed from housing.

Additional information on Residence Life Policies and all of our University Policies can be found on the ODU webpage:

<http://www.ohiodominican.edu/StudentHandbook/>