Residence Life 2018-2019

NEW STUDENT MOVE-IN
Saturday, August 18
9:00am – 11:00am

No early arrivals except for pre-approved teams and groups.

PLANNING YOUR TRIP TO CAMPUS
Traffic around Columbus should be pretty light on a Saturday morning. Check routes for accidents or other delays that might impact the route you should take.

MOVE-IN TIME
The move-in times are 9:00am – 11:00am. No one will be allowed to move in earlier than the set times. We are planning a special day for your move in to the residence halls and all staff will be on board to assist you in any way! If you are a fall athlete, your coach will communicate your day and time for move in. Please contact your coach to verify that you are on the early arrival list PRIOR to the day of move in. Athletes are not permitted to move in anytime other than the day/time set by the coach and Residence Life.

PARKING
On your arrival to campus, please pull into the Black Lot which is located near the residence halls if space permits. If that lot is full, you will be asked to wait in one of the other lots until adequate space is available. We will have our Public Safety Officers on hand to assist with traffic flow. Once you have unloaded your car(s) you will be asked to move to the main lot behind the student center to allow for others to get in the Black Lot. Please move your items into your room and then you can stay and begin setting up while one of your family members moves your car for you.

KEY PICK-UP
Check-In for all new resident students is located in the lobby of Fitzpatrick Hall. Fitz is the tallest building on campus, you can’t miss it! Come to the lobby and there will be tables set up to get your key and room history. You are responsible for the key that you pick up. Keys will only be given to the student.

ROOM HISTORY
The room history is a form that documents the current condition of your room for move in and then is reassessed when you move out of that room. Please check your room carefully and indicate any existing damage on the form when you first check in. 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.

CARTS
Res Life has a limited number of carts available for you to use while moving in. Once you pick up your key and room history, you will have the opportunity to check-out a cart. You will be asked for a driver’s license and a cell phone number. The license will be held until you return the cart. Please return the cart prior to setting up your room so others can use the carts. Please do not give your cart to someone else to use.

ODU ID
As a resident student, your ID is very important. You will use your ID card for access to all of the residence halls and for all of your meals! You will want to keep this with you at all times (along with your room key.) If you attended orientation during the summer AND had your photo taken for the photo ID, Res Life will have your ID available when you pick up your key and room history. If you did NOT attend one of the summer orientation sessions OR did not have your photo taken, you will need to do this as soon as possible. Once you have checked-in and picked up your key, go to the Public Safety Office located in the student center.

VOLUNTEERS & RAs
There will be a number of volunteers to assist with moving in. This will be a great opportunity for you to meet a member of our faculty, staff, and returning students. Everyone wants to meet you and welcome you to ODU!

ROOM FURNITURE
It is University policy that all furniture that is assigned to a room must stay with 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.

ROOMMATE/SUITEMATE
Didn't get the roommate you requested? There are many reasons for this. One of the main reasons that you may not be placed with your first choice of a roommate is simply because we may have not received his/her housing contract in a reasonable amount of time
after we received yours. While we strive to place everyone with their first choice of room-suite and roommates/suitemates, we occasionally cannot do that.

ROOM CHANGES
If you didn’t get your first choice of roommate/suitemate you will be permitted to change rooms after the first few weeks of the semester. You will work with your Area Coordinator to discuss your situations and where you would like to move. For example, if you know of an open space in a suite/room and you want to move there, get in touch with your AC.

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 mail box number when they arrive on campus as freshmen and will keep the same box number throughout their time living on campus. If you need to change your box number, please contact the Office of Residence Life.

Mail is delivered Monday – Friday to student mailboxes. If a package is received by the mail center, students will receive an email giving them 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.

<table>
<thead>
<tr>
<th>Office of Residence Life</th>
<th>(614) 251-4718</th>
<th>ODU Financial Aid Office</th>
<th>(614) 251-4778</th>
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</thead>
<tbody>
<tr>
<td>Public Safety (24/7)</td>
<td>(614) 251-4700</td>
<td>Student Information Hotline</td>
<td>(614) 251-4590</td>
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<tr>
<td>Wellness Center</td>
<td>(614) 251-4570</td>
<td>Ctr for Student Involvement</td>
<td>(614) 251-4726</td>
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<tr>
<td>Dean of Students</td>
<td>(614) 251-4595</td>
<td>Counseling Services</td>
<td>(614) 251-4570</td>
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<tr>
<td>Campus Ministry</td>
<td>(614) 251-4567</td>
<td>ODU IT Helpdesk</td>
<td>(614) 253-3633</td>
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<tr>
<td>ODU Business Office</td>
<td>(614) 251-4550</td>
<td>ODU Bookstore</td>
<td>(614) 251-4545</td>
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REMINDERS
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 ODU. A brochure with an option for Renter’s Insurance will be provided at check in.

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.

All smoking is strictly prohibited on campus.

All students must produce their ODU ID when requested by a staff member. All overnight guests must be registered with the Area Coordinator of your building. Talk to your RA about the specific process.

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/