**Things to Know About the Residence Halls**

Each resident is provided with a bed, a desk, a desk chair, chest, and wardrobe. Each room is furnished with expanded basic cable television service, local telephone service, wired and wireless internet. All beds (with the exception of some locations in Nation) are twin x-long (36” x 80”). Long twin sheets will work on all beds. There are laundry facilities in each hall as well as a television lounge. Some residence halls have separate study lounge facilities. Cooking is prohibited in the room except with microwave ovens. If you are assigned to Crimson Commons, please see the Crimson Commons Move-In Guide for special information pertaining to this complex.

**Parking**

Please keep in mind that normal parking is limited around the Residence Halls. Students on North Campus (Tanner Complex, Trout, Bowen, and Crimson Commons) have limited parking immediately behind the buildings. South Campus (Dellinger, Nation, and Willard) students have limited parking immediately around the perimeter of these buildings and in the lot West of Dellinger and the lots East of Nation. Many students choose to park south of the complex on neighborhood streets. Parking lots around the residence halls require an “orange parking permit”. However, students that have “orange permits” can also park in “brown lots.” Students can go online to secure their parking permits.

**Laundry**

Each residence hall has washers and dryers that operate on the One Card System only. Students will need to purchase “Banana Bucks” in order to do their laundry. **Only liquid laundry cleaning products may be used in our washing machines.**

**Air Conditioning**

All residence halls have air conditioning deriving from a centralized system serving the entire campus. Air conditioning is seasonal.

**Meningitis Information**

If you have changed your meningitis information since you first completed your contract, please contact University Housing and update your vaccination data. Call 1-800-854-7488. More information is available on our website and through

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**What to bring:**

- Bed Linens
- Pillows
- Bath Linens
- Wastebasket
- Television
- Stereo
- Microwave
- Refrigerator (4 cu. ft. or less)
- Computer
- Fan
- Phone (except Crimson Commons)

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**What Not to Bring:**

- Toaster ovens, crock-pots, or any other cooking device (Refer to Crimson Commons information for special policies.)
- Refrigerator beyond 4.0 cu. ft. capacity
- Pets (only aquarium fish are allowed-pets are not allowed to visit the halls),
- Double stick tape (it takes paint off the walls)
- Weapons of any kind (firearms, knives, bow/arrow, martial arts, paintball guns, & ammunition
- Fireworks
- Extension cords-only grounded power strips with resettable breakers are permitted.
- Halogen Lamps
- Lofts (Due to our ongoing renovations and that all beds are bunkable, we have eliminated loft beds in the halls.)
**Move In**

The Halls will open on Sunday, January 12, 2014 at 10 am. Staff will be available until 10 pm to check in residents at the Hall Front Desks. Please go directly to your assigned hall to check-in.

**Renovated and New Halls**

Crimson Commons, Bowen Hall, Dellinger Hall, Trout Hall, Tanner Complex, & Willard Hall

Furniture can not be brought in to renovated halls unless it has heavy felt protection on the base. Only 3M Command strips and painters tape can be used to hang items in the rooms. **Masking tape, duct tape, packaging tape, double stick tape, adhesive squares, contact paper, and other similar products are prohibited.**

**Phone/Long Distance Information**

Every residence hall is set up for students to have their own individual phone number, voicemail, and phone. It will be necessary for each person in the room to have their own phone in order to receive calls from University Offices. Each student is responsible for his or her own long distance, as PSU does not provide long distance service. You must use a cell phone, calling card, credit card, call collect, or bill to a third number. Calls cannot be billed to your room telephone. Crimson Commons residents will be provided a phone in each apartment.

**No Storage Available**

Removal of furniture from any residence hall room is prohibited. University Housing does not provide storage for any room furnishings or personal items of residence hall students.

**Housing Info and Communication**

All students who live in the residence halls are responsible for checking their official campus e-mail address for important information from Housing. Housing also utilizes hall mailboxes, postings, and residence hall phone lines as needed. Please make sure you are checking these means of communication on a regular basis.

**Theme Floors**

Tanner Annex 3rd and 4th floors are Academic Excellence Floors and Trout Hall 1st and Basement are Wellness Floors. Students were selected for those areas as requested. If requested areas did not fill, we may have assigned other students to those locations. Students assigned to these locations can choose not to participate in some of the floor events/activities. We are confident that these situations will work out successfully for all students living in those areas.

**Housing Computer Network**

Our network is compatible with the newest version of Windows, Windows 7. As an added service, wireless internet access is available in the halls. Windows 98 and Windows Millennium (ME) operating systems are not supported on ResNet. The decision to stop support for these operating systems is due to Microsoft dropping development of security patches. More information regarding this policy is available via the Gorilla geeks website at pittsatte.edu/geeks/resnet. Virus protection is the responsibility of the student. **University Gorilla Geek Technicians are available at Office 109 Whitesitt Hall to answer questions and help with computer issues.**
Rules and Regulations

Please note upon signature of the contract, the student agrees to abide by all University and University Housing rules, regulations, policies, including those contained in the Guide to Hall Living. These rules, regulations, and policies, along with any reasonable alterations, communicated to residents, will be considered a part of this contract with the same force and effect as though written herein. There may be special rules and regulations that apply to certain halls as well. Please pay close attention to special building policies. All building policies are subject to change.

RHA

Residence Hall Assembly (RHA) is the voice of the Residence Halls. Join us for our weekly meetings on Tuesday at 8 pm in the Dellinger Underground. Do you want to talk to the head of Dining Services about putting your favorite food on the menu? RHA does it! Do you want to connect with other campus organizations? RHA does that! Do you have a passion for community service? What about diversity? RHA definitely does! If you’re looking for a place to belong, if you want to be involved and make a difference, if you want to be recognized and inspired . . then we are exactly what you’re looking for.

Payments and Charges

All students are responsible for checking their official GUS account for billings and charges.

PAYMENT, LATE FEES, STATEMENTS

A. Payments are to be paid to the University for housing accommodations, dining service, and properly billed charges in accordance with the rate and payment schedule specified in this contract and/or payment plan terms. The Cashiers and Student Accounts office will maintain and publish tuition, housing and fees billing for all students enrolled at Pittsburg State. Billing will be produced each month and notification is then sent to the student’s official campus e-mail address. Students will access their e-bills through their GUS portal and will set up other users and notifications. Visit the Cashiers and Student Accounts website: http://www.pittstate.edu/office/cashier to view payment dates and options, billing cycle, installment fees, late fees and other related payment policies.

B. A late fee will be charged if payment (semester, installment, and properly billed charges) is not received by the fifth of each month. If charges remain unpaid, meal service will be suspended, and procedures to evict the student from University Housing will be initiated. Past due accounts will be sent to a collection agency and/or the state set-off program for collection. Collection costs will be assessed and added to balance due on these accounts.

C. Statements are accessible through the student portal (GUS) with your ID and password. Details about the payment options and credit card policies are available online at www.pittstate.edu/office/cashier. Timely payment in accordance with established schedules is not dependent upon receipt of statement.

D. Any student who is permitted and/or authorized to occupy a residence hall assignment outside the dates of this contract (i.e., early arrival, interim, etc.) are subject to and responsible for all additional charges associated with that occupancy.