

Returning Student Housing Selection 2011-2012

Housing Selection Details

Eligibility

- ↳ To live in University housing, a student must be a full-time, day undergraduate student, maintaining a minimum of 12 credits per semester.

Housing Deposits & Intent to Participate Forms

- ↳ All students planning to participate in the Housing Selection Process must:
 - Deposits will be accepted beginning Monday, January 31, 2011 through Friday February 25, 2011
 - The deposits are refundable, until you have been assigned housing or decline an assignment offered from the waitlist.
 - Deposits can be made with check or credit card (Visa, MasterCard, Discover & American Express).
- All deposits must be made online through webadvisor.
 - Go to Billing Information – *Make a Deposit - \$150*
 - Select Payment Term – Fall 2011, Make a Payment for Room (returning student)

Late Deposits

- ↳ Any deposits received after 4 pm on Friday, February 25, 2011 will be considered a LATE DEPOSIT and will not be eligible to participate in the regular Housing Selection day.
- Anyone who is considered a late deposit will not be eligible to be pulled into a regular housing selection group.
- Late deposits will be able to select the remaining spaces after 6:00 pm on Saturday, March 26, 2011

Lottery Numbers

- ↳ Lottery numbers are randomly generated. Your selection time is based on your lottery number. You should attend the time slot of the lowest lottery number in your group.
- On Wednesday, March 9, 2011: Students will be notified of their assigned lottery number through their *UNIVERSITY E-MAIL ACCOUNT*. Please verify the accuracy of the information sent in your lottery number e-mail, especially your start term.
- Once you receive a lottery number you must pick up a *Housing Application and Agreement* in the Office of Residence Life, 317 Kanbar Campus Center.

Housing Options (prices reflect 10-11 price listing)

- ↳ Seniors & Juniors can live in the following housing options:
 - Falls Center – price has not yet been set
 - Independence Plaza (Franklin) - \$6,896/Year
 - Townhouses -\$6,610/Year
 - Scholler Hall - \$4,698/Year
- Sophomores can live in the following housing options:
 - Independence Plaza (Madison, Jefferson) - \$6,946/Year
 - Townhouses - \$6,610/Year
 - Scholler Hall - \$4,698/Year

Housing Groups

- └ Students will select to live in groups based on the size of the apartment/room they would like to live in.
- Once a group is selected the entire group will go to the Housing Selection day during the time slot for the lowest lottery number in the group.
- Students may sign up for housing with students in other classes; however, only upper class students can pull a lower class student into the group.
 - Seniors can pull in – Seniors, Juniors or Sophomores
 - Juniors can pull in – Juniors or Sophomores
 - Sophomores can pull – other Sophomores
 - (lower class students cannot pull in higher class students)
- Students that do not deposit on time CANNOT sign up with a housing group during the housing selection lottery times.

Co-educational Townhouses or Apartments

- └ Apartments and/or Townhouses may be selected as all-male, all-female or co-ed spaces. In Independence Plaza & Falls Center, double rooms must remain single-gender. Co-ed groups must completely fill any apartment/house that they wish to select for the entire academic year. If there is a subsequent cancellation, you may be offered the chance to secure a replacement, but Housing reserves the right to assign another applicant to the space of the same gender, or to reassign the remaining residents to same-sex accommodations. Housing reserves the right to designate some areas as single-gender during the room selection process in order to preserve the balance of genders in a building or for other programmatic reasons.

Housing Selection by Proxy

- └ For students that are unable to be present during their lottery number’s designated time, you may designate another student as a proxy. Your proxy will have the right to select your space for you. Once your proxy has selected your space, you are officially assigned to your space and contractually obligated for the 2011 – 2012 academic year.
 - You must submit a *Proxy Form* to the Office of Residence Life located in Kanbar Campus Center by 4:00 pm on Thursday March 24, 2011.

Meal Plans Options

- └ Meal plans are optional for all apartments and townhouses.
- All residents selecting Scholler Hall are required to select either a 14 meal plan or 19 meal plan.
- Meal plan pricing is listed below (prices based on the 10-11 year):

5 Standard Meal Plan = \$1,796/Year;	5 Meal Premium Plan = \$1,817/Year
10 Standard Meal Plan = \$3,366/Year;	10 Meal Premium Plan = \$3,452/Year
14 Standard Meal Plan = \$4,566/Year;	14 Meal Premium Plan = \$4,694/Year
19 Standard Meal Plan = \$4,804/Year;	19 Meal Premium Plan = \$4,974/Yea

Housing Application & Agreement Terms

- └ Once a space has been selected by a resident and assigned, the *Housing Application and Agreement* becomes a binding, legal agreement for the full 2011 – 2012 academic year. The only exceptions to this policy are students that graduate early, study abroad or leave for an internship position.

- └ Students studying abroad during the Spring 2011 semester must secure a Housing Deposit by February 25, 2011:
 - Housing deposits must be made online through webadvisor
 - Go to Billing Information – Make a Deposit - \$150
 - Select Payment Term – Fall 2011, Make a Payment for Room (returning student)
 - Return a signed *2011-2012 Housing Application & Agreement* to the Office of Residence Life (Kanbar Campus Center 311)
 - Must submit a *Proxy Form* to the Office of Residence Life by Thursday, March 24, 2011 at 4:00 pm
- Students studying abroad during the Fall 2011 semester that wish to return to campus housing
 - Housing deposits must be made online through webadvisor
 - Go to Billing Information – Make a Deposit - \$150
 - Select Payment Term – Fall 2011, Make a Payment for Room (returning student)
 - Return a signed *2011-2012 Housing Application & Agreement* to the Office of Residence Life (Kanbar Campus Center 311)

Waitlist Information

- └ Once all spaces have been assigned, remaining students with lottery numbers will be placed on the waitlist. All waitlist students will be given a new lottery number. Students have until Friday April 8, 2011 to submit a *Housing Application and Agreement* to maintain their status on the waitlist. Students must come in person to the Office of Residence Life to submit their housing application. Students who do not select housing or submit a housing agreement by Friday, April 8, 2011 will have their \$150 deposit automatically refunded to their account and will not be considered for the waitlist.

Special Accommodations Requests

- └ Any students requesting special accommodations for medical reasons must submit appropriate documentation by Friday February 25, 2011 for consideration. Forms are available in the Office of Residence Life or the Office of Disability Services (Kanbar 102). It is necessary to submit requests and documentation each year for review. Only requests covered by the Americans with Disabilities Act (42 U.S.C. § 12101) will be considered and will be reviewed by the Office of Disability Services.

Housing Selection Summary

Basic Steps to Housing Selection:

- └ 1. *Submit a \$150 deposit* through your webadvisor account
 - a. Timeline: Monday January 31, 2011 – Friday February 25, 2011 at 5:00p.m.
 - b. Find a group of roommates
- 2. Plan several housing options; your first choice may not be available
 - a. Discuss with your group how it will split up if necessary
 - b. Review the guidelines listed in regards to Housing Groups, Housing Options & Co-educational spaces
 - c. Decide if you will need a meal plan and, if so, which meal plan. Scholler Hall residents must have at least a 14 meal plan.
- 3. Receive lottery number via e-mail on Wednesday March 19, 2011
 - a. Check accuracy of information
 - b. Determine your selection time (based on lowest lottery number among your housing group)

Housing Selection Summary Continued

4. Arrive at Housing Selection on Saturday March 26th at the designated time to select housing
 - a. Bring completed Housing Application and Agreement and university ID.
5. If you do not receive housing on March 26th, 2011 during your designated time, return at the end of the selection, so that you may select from any available spaces still remaining.
 - a. If no spaces are available at that time, you may choose to sign up for the waitlist.

Frequently Asked Questions

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1. Not depositing On-Time – any person that deposits after the announced deadline is not eligible to participate in the process. Late deposits cannot be pulled into a housing group and can only select from the remaining spaces at the end of the process. Deposits are due by Friday, February 25, 2011.
2. Housing Agreement – On-campus housing cannot be used as a back-up plan while you search for off-campus housing. Once you sign the Housing Application & Agreement – you are financially obligated for the full academic year. Lesson – do not sign up for a space on-campus if you are planning to live off-campus.
3. Housing Groups – a housing group must completely fill a space – example – a 3 person group cannot sign up for a 4 person apartment. A three person will only be eligible for a 3 person apartment.
4. Study Abroad – students that are accepted to the Fall abroad program are not eligible to participate in the housing selection process.
5. Lottery numbers - only a higher class can pull in – a Junior cannot pull in a Senior. Example – a Senior, Junior and Sophomore all want to live together – the Senior has a high lottery number so they think they can go into the process on the Junior number – they cannot, once the senior lottery time is over – all the senior beds are gone. The senior cannot sign up during the junior lottery time.
6. Not showing up – if you miss the housing selection day, you are only able to sign up for whatever spaces are left after the day is complete.
7. Waitlist – If you do not receive the housing you desired, you should reconsider your options, going on the waitlist for an entire apartment to open up is unrealistic. Typically we have one or two spaces open up during the summer. We very rarely have an entire apartment open up. The waitlist continues throughout the entire summer, students can be contacted off of the waitlist until the first day of classes.
8. Not reading the housing selection hand-out. Educate yourself on the process, if you have questions, ask a Residence Life staff member.
9. Lottery numbers are generated randomly and assigned randomly. Depositing on the first day will not get you a better lottery number. Every deposit submitted before 4:00pm on Friday, February 25th has the same opportunity.
10. Your housing deposit is refundable if you do not select an on-campus space. If you do select a space and sign the Housing Application & Agreement, your deposit will not be refunded.
11. Some of the Townhouses are being removed to make way for the new DEC building. We will lose houses A-F. We will offer 70 beds in the lottery.
12. Men and women – regardless of class year can share an apartment – however double rooms must be occupied by the same gender.

Falls Center Addition

Who is eligible for housing at Falls Center?

Junior and senior students will have the opportunity to select Falls Center. If space is available after their selection process, sophomores may sign-up for the remaining spaces.

What is the PRICING for apartments at the Falls Center?

The price for room and board has not been set for the 2011-2012 year yet, we anticipate that Falls Center will be more expensive than Independence Plaza, similarly to the Alden Park pricing structure. (Alden Park cost \$6,946 for 2010-2011)

What kind of SAFETY & SECURITY measures will be employed?

Access to the building will be through campus card identification. Cameras will be installed on the exit doors. A residence hall access monitor will be inside the main entrance 24x7. Safety & Security Officers will respond to calls and offer support 24x7, similar to other PhilaU residence halls.

Are PARKING spaces available for all units?

Approximately one space per unit will be allotted at the on-site parking garage, with the option of additional parking spot(s).

Is there a University Shuttle service to the Main Campus?

PhilaU's RAM Van will make frequent trips to the center from the Main Campus.

Will there be additional STAFF to manage housing activities at the Falls Center?

Yes, there will be one full-time Complex Coordinator and four-five Residence Managers managing Falls Center.

Are separate internet and cable connections provided for all residents?

There will be cable connection for TV common area and one in each bedroom. There will be one internet connection in the common bedroom. Wireless internet will be available throughout Falls Center apartment complex.

Is there a store close-by to the Falls Center?

Yes! We anticipate that the university will provide a Convenience Store inside the apartment building.

How is the laundry facility at this center?

The Falls Center includes washer/dryer units that are free for residents.

How many residents will typically share one apartment?

Room assignments will vary as there are different housing options available. The different floor layouts are available to view in the Office of Residence Life (Kanbar Campus Center, suite 311).

Studio Apartments - 2 person occupancy- 11 units

1 Bedroom Apartments - 2 person occupancy- 58 units

2 Bedroom Apartments- 3 person occupancy- 5 units

2 Bedroom Apartments - 4 person occupancy - 50 units

3 Bedroom Apartments - 5 person occupany - 2 units

Residences at Falls Center Tour Schedule:

- Tuesday, Jan. 25 at 11 a.m. and Noon
- Thursday, Jan. 27 at 11 a.m. and Noon
- Friday, Jan. 28 at 2 p.m.
- Tuesday, Feb. 8 at 11 a.m. and Noon
- Thursday, Feb. 10 at 11 a.m. and Noon
- Friday, Feb. 11 at 2 p.m.
- Tuesday, Feb. 22 at 11 a.m. and Noon
- Thursday, Feb. 24 at 11 a.m. and Noon
- Friday, Feb. 25 at 2 p.m.

Sign Up Today! Visit the Office of Residence Life in the Kanbar Campus Center, Suite 311, or call the office at 215.951.2741 to register for one of the tours.

Please note: There are 25 spaces for each tour. The shuttle will depart from the Ram Statute on the hour and each tour will take approximately 45 minutes. To tour the facility you must be signed up in advance.

Tour IP, Townhouses and Scholler:

- Monday March 7th – time TBA
- Wednesday March 9th – time TBA
- Tuesday March 22nd – time TBA
- Thursday March 24th – time TBA

Sign Up at your staff office!

Important Reminders

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- Prior to selecting a space, plan alternative choices for yourself and roommates. Ensure you have thought about all options before your designated date and time. Discuss alternatives with potential roommates in the event you are not able to sign up for the unit size you desire. Understand that if you are required to split a group into smaller groups, only the group with a lottery number for the current time will be allowed to sign up. The other group will have to come back during their designated date and time.
- Ensure you know the correct number of students needed to sign up for a space. For apartment-style units, you must have the exact occupancy to sign up for the apartment until the last listed lottery time.
- Students may sign up for individual spaces in Scholler Hall & Townhouses during their designated selection time.
- Check your lottery number e-mail to ensure you are classified with the accurate start term. Corrections to start term cannot be made the day of lottery and may potentially impact your ability to select a space.
- Bring your university ID card, your Housing Application Agreement (which must be signed, dated, and selection of meal plan), and your proxy form (if applicable).

2011-2012 Housing Selection Time Line

Date	Time	What
Monday, January 31, 2011	9:00 am	Deposit \$150.00 through your webadvisor account
Monday, January 31, 2011 - Thursday, March 26, 2011		Proxy Sign Up (For any student that cannot attend on March 26th) are available in the Office of Residence Life in Kanbar Suite 311
Wednesday, February 9, 2011		Information Session for all First Year Residents in Ravenhill Mansion & Ronson Hall
Friday, February 25, 2011	5:00 pm	LAST DAY to deposit \$150 on webadvisor.
Monday, February 28, 2011		Email Verification of class standing sent to deposited students
Friday, March 4, 2011		Deposited students must correct any incorrect class standing via email to reslife@philau.edu
Wednesday, March 9, 2011		Lottery Number Sent Out to Deposited Students via University Email Account
Wednesday, March 23, 2011	8:00 pm - 9:00 pm	Roommate Roundup for All Residents in the Ravenhill Mansion (anticipated location)
Saturday, March 26, 2011	10:00 am - 10:00 pm	Housing Selection Process in the Kanbar Performance Space