

## Frequently Asked Questions about Living on Campus

The Office of Residence Life & Housing has compiled answers to the most frequently asked questions by both students and parents. If you are unable to find the answer to your question(s) please feel free to contact us a (443) 885-3217 and one of our staff members will be happy to answer your question.

### **Is campus housing available for freshman? Is housing guaranteed?**

About 40 percent of freshman live on campus and take advantage of the programming and convenience of residence life. Housing is not guaranteed, so it is important to pay your admissions enrollment fee and housing application fee as soon as possible. Accommodation in traditional residence halls is provided to undergraduate students. The Halls provided for freshmen students are Blount Towers (female), Harper Tubman House (Female Honors), O'Connell Hall (male), Cummings House (Male Honors), Baldwin Hall (male), and Rawlings Hall (male). Thurgood Marshall Complex and Marble Hall Apartments are coed and provided for upperclassmen students with GPAs above 2.5. Every residential facility on campus is air-conditioned.

### **How do I apply to live in on-campus housing?**

Students must first apply and be admitted to the University. Students interested in living on campus should complete a paper Application for Housing and Food Contract and attach the non-refundable application fee of \$200 in the form of check/money order. The application fee is a processing fee that a small portion of which is applied to the support services and resources offered to students who choose to live on campus. Applications can be mailed or hand-delivered to The Office of Residence Life & Housing, 1700 E Cold Spring Lane, Harper Tubman House, Room 114, Baltimore, Maryland 21251. Our office hours are Monday through Friday, 9:00 am to 5:00 pm. Because space is limited, the recommended date for submitting a housing application is July 1. Applications may not be accepted after July 1, and space may be extremely limited by then. The housing application for 2012-13 will be available on our website at [www.morgan.edu](http://www.morgan.edu) on January 1, 2012.

### **Are first year students required to live on campus?**

Residency on campus is voluntary and there is no requirement for freshmen or other students to live on campus. All newly enrolled students who live on campus in the residence halls, however, must participate in a University dining plan.

### **Once I have submitted my application, what is my next step?**

A student will be notified via electronic communication that his or her application and the \$200 non-refundable fee have been received and obtain instructions for accessing the online housing system to submit building and roommate matching preferences. Receipt of this notification does not mean that a space has been confirmed or a housing assignment is guaranteed.

Housing assignments will be sent to the applicant's MSU-issued email account in mid to late July. The Office of Residence Life & Housing expects students to make satisfactory financial arrangements to cover the entire cost of tuition, fees, room and board by the established University deadline of August 1. An Assignment Coordinator will be happy to speak with you in order to ensure that satisfactory financial arrangements have been made by August 1 and prior to your arrival on campus. We do not encourage students without a confirmed housing assignment to come to campus on arrival day with the expectation of receiving a housing assignment that day. Please call (443) 885-3217 for assistance with this process.

### **Do I need a meal plan? If so, how do I sign up for a meal plan?**

All students residing in University housing must have a meal plan except for those residing in Marble Hall Gardens. Residence of Rawlings, Blount, O'Connell, Baldwin, Cummings, and Harper-Tubman must have a meal plan for 14 meals per week or 19 meals per week. The meal plan that is included in the housing application contract is for 14 meals per week. Students desiring a meal plan larger than 14 meals per week must submit the Meal Plan Request Form (available for download at on the Office of Residence Life website under 'Forms and Resources') to request a larger meal plan. Thurgood Marshall Complex residents can choose from a meal plan for 10, 14, or 19 meals per week. Residents of Marble Hall Gardens can choose from any meal plan: Any 25, 50, 75, or 100 meals per semester or a plan for 5, 7, 10, 14, or 19 meals per week.

### **Can I request my roommate, and if so what process applies?**

Yes, prior to June 1, you can request a roommate. Students must submit the roommate information as part of the housing application. The roommate request must be submitted by both parties before June 1 in order to be considered. The Office of Residence Life & Housing will do it's best to accommodate the request but cannot guarantee them. Requests must be mutual, if not, the roommate request may not be accommodated. If a student does not request a specific roommate, one will be assigned to him/her.

**How do you assign rooms to new incoming students?**

We assign rooms on a first come, first served basis. We suggest that new students apply as early as possible in order to have sufficient time to complete the process of making satisfactory financial arrangements for the cost of attendance for the Fall Semester. Please note that the deadline for payment of tuition, fees, room and board, as established by The Office of the Bursar, is typically in early August.

**When will I know my room assignment?**

Assignments for new students are processed in mid to late July and are sent only to a student's MSU student email account. It is the student's responsibility to monitor his or her MSU email account for housing information. We will provide the roommate name and email address within the housing assignment confirmation to facilitate planning.

**What's in each room (i.e. desk wardrobe, chair bed etc)?**

Most residence hall rooms are furnished with the following for each resident:

- 1 twin size bed
- 1 desk
- 1 chair
- 1 chest of drawers
- 1 two door wardrobe
- Telephone and Cable TV jacks
- Internet jacks

The University does not assume any responsibility for any of your personal property which is stolen, lost, or damaged. An optional personal effects insurance policy is available and ORLH recommends (but does not endorse) that students insure their belongings with National Student Services, INC or CSI Insurance Agency, Inc. If you would like to find out additional information and/or purchase with NSS, you can visit their website at: [www.NSSINC.com](http://www.NSSINC.com), or contact them at 1-800-256-6774. Additional information for CSI Insurance Agency Inc can be obtained from the website, [www.collegestudentinsurance.com](http://www.collegestudentinsurance.com) or they can be contacted at 800-411-4911.

**Can we see the room before they move in?**

In order to maintain the privacy and security of current students residing in our halls and due to limited space availability, we are typically able to offer a tour of an actual room in Blount Towers by appointment only between October and July. During the summer, we do offer tours of an actual room in Harper-Tubman House by appointment only. Please call our office at 443-885-3217 for information regarding tours. We have made virtual tours of our rooms available online:

Male Residence Hall: <http://www.morgan.edu/virtualtour/PanoTours/MaleResidenceHall/>

Female Residence Hall: <http://www.morgan.edu/virtualtour/PanoTours/FemaleResidenceHall/>

**Can freshman students live in Marble Hall Gardens Apartments or Thurgood Marshall Complex?**

Marble Hall Gardens Apartments and Thurgood Marshall Complex are available only to upperclassman students and transfer students.

**Can freshman students apply to live in Morgan View Apartments?**

Morgan View Apartments is privately-owned housing available to students. Morgan View Apartments has a separate application process. Applying for housing through The Office of Residence Life & Housing does not include Morgan View Apartments. Freshman students are not permitted to apply for housing at Morgan View Apartments.

**What if I need to cancel my request for housing?**

To cancel your housing please contact The Office of Residence Life & Housing. All requests must be received in writing and they will be reviewed on a case by case basis. A penalty may apply to a request to cancel the Housing & Food Contract depending upon the date that the cancellation request is submitted.

**What is offered if I have a disability?**

If you have special housing needs because of a disability, please download and complete the form on the 'On Campus Housing' page. You will submit the form with appropriate documentation to Student Accessibility Support Services (SASS) for review. SASS will then make a recommendation to The Office of Residence Life & Housing regarding a special accommodation and we will make an assignment based upon space availability. It is important for us to be aware of your needs as early as possible so we can assist you in obtaining suitable accommodations.

### **What are Living Learning Communities?**

Living Learning Communities provide an environment that can enhance motivation to learn, stimulate learning in specific areas of interest and offer opportunities to work closely with staff and faculty members. Each semester, each learning community creates and plans events that provide focus that could include creating study groups, sharing their own work(s) or attending or participating in events in the campus and local community. The Office of Residence Life & Housing in the process of creating several new and exciting learning communities next year. Information about these communities and how to join them will be posted on our website in January.

### **What type of security is provided in MSU residence halls?**

Residence halls have 24 hour front desk coverage and there are routine building patrols by ORLH staff and police patrols on campus. Residence halls are equipped with swipe card access and the building doors are locked 24 hours a day. Access is granted to building residents through swiping one's student ID. The lighting provided outside of the halls is another safety measure, along with hidden security cameras.

### **Are there curfews?**

No. However, visitation hours have been established to ensure that guests have limited access to the buildings and residents. Visitation hours are as follows:

Day	Time
Monday - Thursday	4.00 p.m. – 10.30 p.m.
Friday - Saturday	4.00 p.m. – 12.00 a.m.
Sunday	4.00 p.m. – 11.00 p.m.

All guests of the residence halls are required to be escorted by their resident host/hostess at all times while in the residence halls. Furthermore, students' guests may not be left in the building or any residence hall room when the host is not present. In all residential areas, students are responsible for the conduct of their guests.

### **What academic support services are available in the residence halls?**

The Academic Enrichment Program which is a free service provided by the Office of Residence Life to aid in a student's academic success. Free tutors, computer labs and study groups are provided through the AEP. This program is very unique and is not offered in any other University Campus Housing. For more information about ways AEP helps students succeed academically, call the AEP Office at (443) 885-4452.

### **Who can I ask for help in the residence halls?**

The live-in residential staff consists of Resident Director, Assistant Resident Directors, Resident Assistants and Desk Attendants. They are committed to the ideals and missions of both the University and Residence Life. These individuals are your primary contacts when you have problems or concerns.

### **If something is broken in a room, how does one go about getting it repaired?**

Students are to report any maintenance issues to the front desk/office of the appropriate residence hall in the maintenance log. Students should make sure to indicate the room number, date and the nature of the repair. Repairs are typically completed within 48 to 72 hours of the issue being properly reported. The Housekeeping and Maintenance Department cannot repair students' personal belongings.

### **Is there a daily trash removal service for the residence halls?**

Trash is removed from the Residence Halls on a daily basis by the Housekeeping Department. In the traditional residence halls, students are required to take their trash to the trash room, where it will be collected and disposed of by an outside vendor. Students residing in a suite style room are required to take their trash out to the designated trash areas outside of their buildings.

### **What does the room rate cover on campus?**

The room rate includes heat, electricity, water, sewer, A/C, 24 hour security desk coverage, high-speed data connections, and basic cable TV service.

**What can students bring to MSU and what should students leave at home?***What you should bring:*

Alarm clock  
Backpack & school supplies  
Bed linens, pillow, blanket (s)  
Bicycle with durable lock  
Broom, mop and cleaning supplies  
Clothes hangers  
Computer/laptop & Ethernet cord  
Desk lamp  
Detergent  
Fan  
First-aid kit  
Flashlight  
Laundry basket, detergent, quarters  
Iron & ironing board  
Microwave ovens  
Mini refrigerator  
Personal toiletries  
Posters  
Postage stamps, envelopes  
Refrigerators  
Regular length twin bed sheets  
Shower shoes

Surge protected power strips  
Television (no larger than 26 inches)  
Toilet paper (if you are assigned to Harper-Tubman, Baldwin, or Cummings Hall)  
Towel and washcloths  
Wastebasket

*What you should leave at home:*

Appliances with open heating elements  
Ceiling fans/lights  
Candles  
Guns, including paintball guns or BB guns  
Grills of any type, hot plates, coffee makers  
Halogen lamps  
Incense  
Knives & weapons  
Pets and fish  
Room air conditioners  
Room heaters  
Toasters and toaster ovens  
Waterbed