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IMPORTANT DATES

AUGUST 2013
Residence Halls Open - Log in to your student housing account to view your move-in date and time.

Classes Begin ........................................................................26

SEPTEMBER
Labor Day-Campus Closed ............................................ 2
Room Transfer Process Ends .............................................11

DECEMBER
Holiday Move Out .........................................................20 (noon)
at Cougar Village I & II, Moody Towers, Quadrangle and Cougar Place

What to Do Before Arriving to Campus
Attend orientation (At orientation you will...)

- Enroll in classes
- Confirm your academic major and learn about course requirements
- Change major (if necessary)
- Get your student ID (Cougar Card)
- Purchase parking permit
- Learn about financial aid
- Sign up for the student health plan
- Buy textbooks

Make a packing list. Review the suggested list of items to bring as well as prohibited items included in this guide. Be sure to talk with your roommate and/or suitemates to decide who is bringing shared items to avoid duplicates.

Check your room assignment and move-in information. Contact your roommate prior to move-in day. You may log in to your student housing account to verify your room assignment and view roommate information. You may also check your move-in date and time at this site.

Room Payment
All bills are issued through the Student Financial Services Department and reflect charges posted to the university’s centralized billing system by the various departments across campus. Enrolled students’ statement of accounts will only be posted electronically in myUH, making bills available online at all times.
What to Bring: Your Packing List

- Cougar Card – You will use it for check-in (or a photo ID), dining and getting into your residence hall. [www.uh.edu/cougarcard](http://www.uh.edu/cougarcard).
- Emergency information (verify through student housing account)
- Renters insurance (recommended)
- Linens – pillow, blanket, quilt or comforter, pillow top or egg carton cushion, mattress pad, towels, washcloths, sheets
- Alarm clock
- Desk lamp/desk organizers
- Closet organizers
- Personal toiletries
- Personal decor items – posters, photos, etc. (No nails, screws or staples)
- High efficiency laundry detergent, clothes hamper, iron/ironing board, hangers
- Housekeeping supplies – spray cleaner, trash liners, small vacuum, air freshener
- Surge protector
- Bicycle lock (if you bring a bicycle to campus)
- Television/DVD/stereo/headphones (see Cable Television on page 6 for more details)
- Data cable/CAT 5 Patch cord
- Computer/laptop
- Fan
- Food/eating utensils
- Refrigerator *
- Microwave *
- Calendar/day planner
- For move-in day: dolly, bungee cords, plastic or tarp (in case of rain)

Do not bring...

- Pets – Other than fish in a maximum 10 gallon tank
- Open coil heating or cooking devices
- Candles or incense
- Guns or fireworks
- Water guns or “look alike” gadgets
- Drugs/paraphernalia
- Large amounts of cash
- Extension cords or multi-plug adapters without surge protectors
- Fridges - Due limited space, it is recommended that, students don’t bring refrigerating appliances in the following residence halls:
  - Moody Tower rooms - come with a microwave-fridge
  - Cougar Village I and II - rooms come with a mini fridge
  - Bayou Oaks - suites come with a full size fridge.
  - Cougar Place - suites come with full size fridge
  - Cathou Lofts - suites/rooms come with a full size fridge

TIP

Make sure to pack all belongings in boxes or totes. Loose items can easily be lost or misplaced. All boxes and totes should be labeled with the student’s name, residence hall and room number so they can be clearly identified.

What to do on Move-in Day

Residents of Cougar Village I & II, Moody Towers, the Quadrangle and Cougar Place will be assigned a check-in time block for move-in. With 6,000 residents moving in this fall during August 22-24, we will stagger the times and dates in order to provide the best move-in experience possible. Students will initially check in at the Cameron Building to receive paperwork, then head to their residence hall where vehicles will be unloaded by staff and volunteers, possessions will be transferred to their room, and the vehicles relocated to a parking facility. Log in to your Student Housing Passport account to find out your designated move-in date and time. Below is the process you will follow that day:

Step One – Arrive at the University of Houston: We are suggesting residents and their family members arrive at UH via I-45 and exit Cullen. Please drive through the campus and after the Wheeler Street intersection, turn left into Parking Lot 9C. There will be signs to guide residents and their families.

Step Two – Park in 9C next to Cameron Building: Once parked in Lot 9C, residents (and family members, if applicable) will enter the Cameron Building (located on the southeast corner of Cullen and Wheeler) from the Wheeler Street entrance. Residents will need to bring in their Cougar Card (student ID) with them in order to check in. Since this step is for check-in only, you may leave your possessions in the car.

Step Three – Check-in: At Cameron, residents will “check in” to their residence hall room. This includes confirming their room assignment, receiving keys, and reviewing room condition paperwork. Once this process is completed, residents will then head back to their vehicle with a campus map printed on colored paper specific to where they will unload their belongings. Please place this map on the driver’s side dashboard when ready to move the vehicle to the unloading location.

Step Four – Vehicles will line up according to residence hall: While in Parking lot 9C, vehicles will be arranged into ‘cues’ specific to unloading locations. Each cue will correspond to the campus map received during check-in. Once approved, vehicles will then be released to move from the parking lot to the unloading location close to their residence hall. Please follow the directions/route on the campus map, as there are multiple unloading locations for most buildings in order to accommodate the number of residents moving into each building.

Step Five – Unload: Arrive at the residence hall unloading zone. Residents and their families will unload the vehicle(s), assisted by UH volunteer Cougar Movers and once empty, the vehicle will be moved to a designated parking location (Robertson Stadium or the Welcome Center Garage). While the vehicle is being relocated by a friend or family member, the resident will be assisted with moving their belongings up to their room.

Step Six – Park your vehicle: (in two locations) - Location 1: The Welcome Center Parking garage for students unloading at Moody Towers, Cougar Village I & II. Location 2: Parking lot 12A for students unloading at the Quadrangle and Cougar Place.
DROP AND RUN
To get a jump start on move-in, residents of Cougar Village I, Moody Towers and the Quadrangle will be able to participate in Drop and Run. The Drop and Run program runs from August 16 through 18 and will allow residents to drop off their belonging prior to their assigned move-in date. Housing staff will give residents access to their room and then lock the room after residents finish dropping off their belongings. Students who participate will have the opportunity to beat the traffic on move-in day, become acclimated with their room location early and enjoy extra time unpacking and decorating their room. Students will receive an email message in early August about Drop and Run and must sign up online for a time slot.

MAIL AND PACKAGES
Residential Life staff assigns all mailboxes when you move into your hall. In Moody Towers and the Quadrangle, your room number and mailbox number are the same and your room key opens your mailbox. In Cougar Village I and II, your room number and mailbox number are different. You are issued a separate key for your mailbox. Contact the service desk in your building/area if you experience any problems with your mailbox key.

UH Postal Services receives and distributes all of your incoming mail and parcels Monday through Friday. A student mail information guide can be found on the postal website at [www.uh.edu/postal/StudentMailGuide.pdf](http://www.uh.edu/postal/StudentMailGuide.pdf).

The guide contains useful information such as correct address formatting for your incoming mail, street addresses for each residential hall, what accountable mail consists of and how it is handled, parcel distribution times, forwarding your mail and other useful mailing tips. A dedicated telephone number and email address for student mail can be found in the guide.

**PLEASE NOTE:** No mail will be given to a resident if it is not fully addressed to that particular individual. You cannot have mail sent to your campus address for friends or relatives.

An email is sent to your UH email account if you receive any accountable item with tracking number (USPS, UPS, FedEx or DHL). All mail parcels must have your full name on the item to be claimed. Proper ID is required to pick up your package. The mailrooms will not accept large shipments without prior notification. A charge may be assessed for labor.

CAMPUS SERVICES

Bicycles
All bicycles should be secured on bicycle racks located outside of residence halls. Do not secure bicycles to stairways, handrails, entryways, light poles, balconies, fences or trees. Bicycles improperly stored or secured are subject to having the locks cut and being impounded by the UHPD at the owner's expense. For safety reasons, bicycles should not be ridden on crowded sidewalks or in buildings. With roommates' permission, students may store bicycles in their rooms. For type of bike lock suggested by UHPD, visit [www.uh.edu/police/bikesecurity.html](http://www.uh.edu/police/bikesecurity.html).

Cable Television
Basic cable service is free to all residents. Basic cable service includes all local broadcast networks such as ABC, CBS, NBC, Fox and CW; a variety of cable channels such as CNN, MTV and USA; and campus broadcast channel Student Video Network. Residents of Calhoun Lofts are provided with AT&T U-verse U-100 programming. Additional upgrade packages for U-verse are available as well for residents in Calhoun Lofts. For more information, call 800.288.2020 to contact AT&T. Residents of Cougar Village are provided with CougarVision through IPTV. CougarVision is an innovative service designed to provide video programming over the data network. Cougar Vision offers the same local, national and international programming channels to watch on your computer, just as other halls are able to watch on their televisions. A limited number of converter boxes are available to students at no charge for those who wish to convert the signal and watch programming on their television. CougarVision can be accessed by visiting [CougarVision.e.uh.edu](http://CougarVision.e.uh.edu) via a web browser. For additional information, visit [www.housing.uh.edu/faq/cougarvision](http://www.housing.uh.edu/faq/cougarvision).

Ethernet and Wireless
Wireless connections are available in every room in all residence halls. The UH VPN client may be required for external Internet access when using wireless.

Laundry
Residents enjoy free and unlimited use of the laundry equipment in their residence hall. All residence halls are now equipped with new, high-tech washers and dryers which will send a text alert to residents when the cycle is complete. Also, residents can view a 3D image of the laundry room online to view which machines are available and see how much time is left for those machines currently being used. These new machines require high efficiency detergent so be sure to check the label before you purchase your next bottle of detergent!
HOUSING OFFICES - WE'RE HERE TO HELP

Resident Advisors
RAs are trained student staff members who strive to build relationships with residents; serve as a resource and referral agent for community members; assist in building safety and security through serving on duty every night and conduct health/safety inspections; and help maintain community standards of behavior. RAs are selected as peer educators based on their skills and willingness to assist residents in being successful at UH.

Desk Assistants
DAs assist with building operations, safety, and security by staffing service desks located in each building complex. They, too, are excellent resources for residents. Please help DAs, RAs, and your peers maintain the security of your community by swiping your ID card at the entrance of your building, showing your ID to university staff members when applicable, not propping doors open or allowing strangers (people you don’t know) into the buildings, and by reporting strangers or suspicious behavior to DAs, RAs, or the University of Houston Police Department (713.743.3333).

Residence Life Coordinators
RLCs are full-time live-in professional staff members who oversee the day-to-day operations of each residential community. This includes, but is not limited to, supervising RAs, advising hall councils, promoting student leadership opportunities, following up on facilities concerns, adjudicating conduct cases related to student behavior, and serving as a professional staff resource to residents living in their community.

Housing Staff
Housing staff members are responsible for the administrative coordination of university housing and conference services. If you have questions concerning your housing agreement, room assignment, meal plan or billing, please visit the Housing Office in Room 15J on the ground floor of Moody Towers or call 713-743-6000.

Customer Service Representatives
The Customer service representatives provide service, information and assistance to students, faculty, staff and community visitors. Please use them as a resource when you have questions or concerns.

Auxiliary Staff
The auxiliary staff, which includes maintenance, housekeeping and information technology, share the university’s commitment to maintain all of its facilities and services in good condition. The auxiliary staff works to constantly upgrade facilities and services to meet student needs.

Residence Halls Association
The Residence Halls Association (RHA) plays an important part in your residential life. Every student living in the UH residence halls is a member of RHA and may participate in the programs organized by RHA and hall governments. RHA meetings are held biweekly and are composed of representatives from each hall or living area and other interested students. Representatives address current issues, review policies, and sponsor programming to enrich the living environment for the residence halls community.