

## Subject: UF Housing – Check-In Information

Dear [Student Name],

The Fall Semester is almost here! With just a few days until the residence halls open, we would like to remind you of some information about move-in:

### Move-in Begins – Saturday, August 18, 2007 at 9 a.m.

This is the earliest you can move into the residence halls; however, you are able to come any day after this between 9 a.m. – 10 p.m. when there are adequate staff to check you in. Check-in is at your Area Office (list of area offices and phone numbers available at end of this e-mail) and you must have a picture ID (Gator 1 Card or Driver's License) available. Students must be present to sign for and receive their keys. There are limited hand-trucks/dollies available for checkout on a first-come, first-serve basis. If you have your own, you are strongly encouraged to bring it.

Due to maintenance working late to complete renovation in some halls, custodial staff working hard to clean rooms and hallways, and RA staff still undergoing training in preparation for your arrival, August 18 will be the earliest you can move in, **sorry no exceptions**. Classes begin on Thursday, August 23.

### Check-in Parking Guidelines

Even though classes are not in session during check-in, the University is open for business and staff and faculty are actively preparing for your arrival! Check-in is a busy time for the University, and the parking lots and streets by residence halls are congested. The following guidelines will help make your check-in experience positive while allowing University operations to function.

- You may unload your vehicle in a Red Lot, Housing service drive, or on the side of a roadway as long as you are not creating a traffic hazard. Parking for vehicle unloading is short term only. Do not block traffic. Have a licensed driver stay with your vehicle while it is being unloaded in case it needs to be moved immediately.
- After unloading, plan to ***immediately move*** your vehicle to a Red 1, All Red, Commuter, or All Decal lot. Decal restrictions are lifted in these lots through Labor Day. (Parking restrictions will be enforced in Red 1 and All Red lots beginning Monday, August 27.) ***Good parking habits begin early. Purchase your decal and park in the corresponding lot as soon as possible!***
- **Your vehicle will be ticketed or towed if you park in one of the following areas:** reserved spaces, service drives or on streets (other than short term, attended cars that are being unloaded), disabled parking spaces, car pool spaces, no parking zones, fire lanes, sidewalks, bike lanes, or on the grass. You will be ticketed if you park in one of these lots M – F from 7:30 a.m. – 4:30 p.m.: Orange, Blue, staff gated. You will be ticketed if you park in Brown lots at any time; they are enforced 24/7.
- Visitors with disabled parking placards may use disabled parking spaces. Students with disabled parking placards may use disabled parking spaces during check-in and then must purchase UF disabled student decals.
- To avoid long lines, order your decal online:  
<http://parking.ufl.edu/pages/decorder.html>

If you have any parking questions or need more information, Transportation Services staff at <http://www.parking.ufl.edu/> or 352.392.2241

### **Elevator Usage**

There are elevators in all buildings, except Murphree, Fletcher, Sledd, Thomas, Buckman, and Keys. Use of elevators may be limited due to the large numbers of people attempting to move-in at the same time.

In traditional residence halls, students will be limited to one trip on the elevator for move-in between the hours of 9 a.m. – 10 p.m. on Saturday, August 19 through Thursday, August 23. We encourage you to bring all of your belongings to the area outside of the elevator for your building. When it is your turn to use the elevator, place all of your belongings into the elevator with 1 family member. (The more people you send in the elevator, the less space you have to place your belongings.)

### **Area Government**

When you check-in, you will have the opportunity to purchase an activity card for \$10 (cash or check only). This gives you access to the Area Government events and equipment in your area throughout the year. Your Area Government will be putting on Welcome Week events for the week of move-in. This is a great chance to get involved, meet other residents, and have fun before classes start.

### **Packing List**

The Inter-Residence Hall Association (IRHA) has developed a suggested packing list: [http://www.housing.ufl.edu/housing/GenInfo\\_PackingList.htm](http://www.housing.ufl.edu/housing/GenInfo_PackingList.htm)

### **What NOT to Bring**

There are many things that don't belong in the residence halls that you need to leave at home. Please review the information on the website including the Pet Policy, Fire Safety Requirements (items that you can NOT have; please check your extension cords/multi-plug adaptors before you come!), rules on decorating, and all of the other information that you need to read before you come to live in the residence halls. Within the first few weeks after move-in, your RA will inspect your room to verify that you are complying with these rules. For a list of Rules and Regulations go to:

[http://www.housing.ufl.edu/housing/Reslife\\_Rules.htm](http://www.housing.ufl.edu/housing/Reslife_Rules.htm)

### **Pets at Move-In**

Please say goodbye to your dogs and cats at home before leaving for UF. Do not bring them with you. It will be hot at move-in time and these pets are not permitted in the residence halls. If you are planning on bringing approved pets while moving in, please be sure to read the Pet Policy and follow all policies including completing the Pet Approval Form (available at your Area Office):

[http://www.housing.ufl.edu/housing/Reslife\\_Rules.htm#l.18.%20%20PETS](http://www.housing.ufl.edu/housing/Reslife_Rules.htm#l.18.%20%20PETS)

### **Mailing Packages to Residence Halls Prior to Move-In**

If you are mailing packages to your campus address to be available for you when you move-in, please do not mail them prior to Friday, August 17. Area Offices do not have enough storage space to accommodate everyone's packages prior to arrival on-campus. Please pick up your packages at your Area Office when they arrive in the mail. Picture ID required for pick-up.

## **Internet Connectivity**

High-speed internet connectivity (known on-campus as DHNet) is included in the rent for your room. In order to connect, you must have a computer with an ethernet card installed and an ethernet cable which can be purchased at any local technology store. Simply hook-up your computer and connect your computers' ethernet port with the ethernet cable to any of the ports in your room. Open your internet browser and browse to the DHNet website: <http://dhnet.ufl.edu>. Follow the steps, including removing any peer-to-peer file sharing software, and you should be connected to our network.

## **Temporary Triple Detripling**

If you are assigned to a temporary triple room, you can check with your Area Office as early as check-in to determine where your room is on the detripling list. This list is in housing application date order. Detripling will not begin until after the Room Transfer Freeze has ended on August 31.

## **Room Transfers**

The first day to request a room transfer is move-in day, Saturday, August 18. Room Transfers will begin at the earliest on August 31 on a space available basis. Residence areas with temporary triples will only honor transfer requests from other areas after all temporary triples in their area have been detripled. You may complete a Room Transfer Request on the Housing Portal at: <http://my.housing.ufl.edu>

## **Questions Specific to Your Residence Hall**

If you have questions about your particular residence hall (e.g. "Are there elevators in Murphree?" "Where is the Broward Area Office?") that you could not find the answers to on the Housing Website, please contact your Area Office:

Hume	352.392.6011
Graham (Graham, Simpson, and Trusler)	352.392.6021
Tolbert (Tolbert, Riker, Weaver, East, and North)	352.392.6031
Murphree (Murphree, Thomas, Sledd, Fletcher, and Buckman)	352.392.6091
Yulee (Yulee, Mallory, and Reid)	352.392.6101
Broward (Broward and Rawlings)	352.392.6051
Jennings	352.392.6061
Beaty Towers	352.392.6111
Keys	352.392.8107
Springs	352.392.0459
Lakeside	352.392.1453

We hope you have a wonderful move-in experience and a great Fall Semester at UF!  
Go Gators!

Sincerely,  
Undergraduate Assignments