

# Under Our Roof Parent Newsletter

Department of Housing Services, DePaul University



Spring 2016

## A Note From the Director

It is hard to believe that another academic year is wrapping up. As director, I enjoy watching our students grow as members of the residential community, as well as reflecting back on our departmental accomplishments this year.

It is always humbling to observe our residents in action over the course of nearly 10 months. We have seen them create lasting friendships, emerge as leaders, excel academically and grow with experiences that our residence halls have provided. It is always our hope that our residents leave our community with a little more wisdom and overall growth than when they walked through our doors in early September.

As our residents develop, our department does as well. We are constantly looking for ways to improve our services and add new benefits to on-campus living. Overall upkeep of all the residence halls is a year-round priority and one that our facilities team works hard every day to achieve. Currently we are gearing up for a very busy summer with numerous updates in our residence halls. Some of these projects include new student desks in five halls, major kitchen and bathroom renovations in one of our apartment buildings, the addition of more technology lounges (a project we began in 2014 and continue to add to our residential buildings across campus) and many more updates.

Residents returning to campus living next year will undoubtedly see the fruits of our labor. As you will also read in this newsletter, it is not too late for students to still sign up to live in housing for 2016-2017. Contact our office for more details.

While the closing of the academic year is always bittersweet, we are happy to know that many of our current residents will be returning to our halls next year. We will continue to foster an environment of learning and growing for these students. For those students not returning to on-campus living, we hope that their time here has been educational, exciting and rewarding.

Thank you to all of the parents and guardians who supported the decision to have their students live in our residence halls this year. We hope our residents experienced some of the best memories and learning moments, outside of the classroom, that DePaul University has to offer. We wish you and your student a relaxing and wonderful summer break.

Yours in Service,

Director, Housing Services  
DePaul University

Housing Services Happenings

Below are photos from a few spring quarter events:



Pictured left: Housing Services staff Lorna and Victoria welcome students at Sheffield Square during Open House. This annual event gives residents a chance to tour apartment-style housing options prior to room selection.



Pictured above: Two students walk through a potential unit.

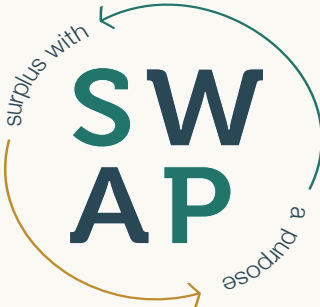


Pictured right: Housing Services staff Kim and Danny prepare to hand out wristbands and Lincoln Park apartment booklets during Open House.



Demon SWAP

Worried about the amount of clothes or items your student will be bringing home this summer? It may be a good time to remind him or her about Demon Surplus With A Purpose (SWAP)!



Demon Surplus With A Purpose allows residents to donate unwanted items and clothing. The goods are gathered and organized, and then residents can shop for upcycled items such as mini-fridges, TVs, furniture and clothing. Funds raised are donated to the Vincentian Assistance Fund Endowment. The program helps reduce waste and sustains the Vincentian mission at DePaul.

Please remind your student to donate any reusable items at donation locations in the residence halls June 6 – 10 between noon and 4 p.m. The SWAP shop will take place in the Lincoln Park Student Center Room 120 on Wednesday, June 15, from 10 a.m. to 3 p.m. For more information, visit our website at [tinyurl.com/demonswapshop](http://tinyurl.com/demonswapshop).



Pictured above: The SWAP shop resells donations from residents, raising money for DePaul Mission and Values.

Spring Move-Out 2016

The majority of our residents are moving out for the academic year at the end of spring quarter. Due to the number of students moving out on various dates and times, our office will not be able to provide additional assistance during move-out. Please coordinate with your student to recruit moving assistance if necessary.

Residents must move out **by noon on Saturday, June 11**. If your student is taking part in graduation ceremonies, he or she must contact the Department of Housing Services at least one week prior to move-out to be granted an extension.

All residents must meet the advertised move-out dates due to the short turnover to prepare our facilities before summer programs begin. Failure to move out on time will result in a **\$150 improper move fee**. This fee does not extend a resident's move-out date and/or time.

All of our residents receive detailed move-out instructions in late May. We also encourage you and your student to read more on our website at [tinyurl.com/dpumoveout](http://tinyurl.com/dpumoveout).

These tips will help your student prepare for moving out and avoid improper move fees. Students should:

- Thoroughly clean the unit. Students should refer to their move-out guide (provided in late May) for details. Vacuums are available for check-out at front desks two weeks before move-out.
- Remove all personal items from room or apartment.
- Borrow moving carts (if needed) June 8 – 11 in the Vincent and Louise Courtyard between Munroe and Belden-Racine Halls by presenting their DePaul Student ID. Hours and availability



- will be listed on flyers in the residence halls.
- Follow instructions on how to disassemble loft (if applicable), reassemble bed, defrost refrigerators for return (if applicable) and lock doors.
  - Return room key to their designated key return station (listed below) and fill out a check-out key envelope.
  - Place the completed room key envelope in the drop box at their check-out station.
  - Return mailbox key to mail room.
  - Use Campus Connect to change mailing address.
  - Email [housing@depaul.edu](mailto:housing@depaul.edu) if responsible for damages in room or apartment.

Please visit [tinyurl.com/dpumoveout](http://tinyurl.com/dpumoveout) or call our offices at (773) 325-7196 with questions.

Mailbox Key Return

Mailbox keys are to be returned **only** to the Student Mail Center located in the Student Center, Suite 317. Students who do not return their mailbox keys will be assessed a \$20 fee.

Students are welcome to return their mailbox keys early to avoid the chance of forgetting. Student Mail Center staff can check a mailbox for a student who does not have a mailbox key.

FAQ CORNER

“Can I come to campus and help my student move out?”

Yes! Professional moving assistance is not available for move-out, so we encourage residents to plan accordingly. Beginning June 4, up to five helpers (parents and guests) accompanying a resident may present their IDs to receive a guest wristband that will allow access to a resident's hall. Beginning on Monday, June 6, and running through Saturday, June 11, the wristband will also include one day of complimentary parking in the Sheffield Avenue or Clifton Avenue university parking garages. There are certain street locations that also have free parking. Please be mindful of city metering, tow zones, no-parking areas and street signage.

DESIGNATED KEY RETURN / CHECK OUT BOXES

Belden-Racine, Clifton-Fullerton, Corcoran, McCabe, Munroe, Seton and University Halls

Centennial Hall and Vincent & Louise House

Sanctuary Hall, Sanctuary Townhomes and Sheffield Square Apartments

HALL LOBBY

HOUSING SERVICES MAIN OFFICE (CENTENNIAL HALL SUITE 301)

SANCTUARY HALL LOBBY

## Housing for 2016-2017

### Has your student secured housing for the 2016-2017 school year?

Campus housing may still be available on both the Lincoln Park and Loop campuses for 2016-2017. Your student should complete a housing agreement through Campus Connect and then visit our office in Centennial Hall, Suite 301, to review available options. Housing Services staff members will be available Monday through Friday from 2 until 4 p.m. In many instances, we will be able to assign your student to a space for next year before the student leaves our office.

### Is your student studying abroad next year?

Students studying abroad next fall who would like to return for the winter quarter should complete the housing agreement through Campus Connect and email our office stating they would like their agreement to begin winter quarter. Failure to notify housing of a winter quarter start date may be associated with a fee. Winter quarter confirmations and assignments will be made in December and students will be notified.



*Pictured Above: A photo of Sanctuary Hall and Townhomes, two of DePaul's apartment-style housing options*

Students who are living on campus for the fall quarter but studying abroad in the winter or spring quarter should inform Housing Services 60 days prior to the end of the quarter in which they are departing and provide documentation supporting their study abroad program. Students studying abroad will not be charged a cancellation fee provided Housing Service receives notification and documentation 60 days in advance and the study abroad program is supported by DePaul University's Study Abroad Program.