



# Department of Housing Services

- Lincoln Park
- University Center of Chicago
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## Current News



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# Lincoln Park

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## Lincoln Park Halls



**Belden/Racine Hall**

**Capacity:** 252  
**Students:** Freshman and Sophomore  
**Kitchens:** 1 on every floor  
**Laundry:** 1st floor facility  
**Air Conditioning:** Yes  
**Meal Plan:** Lite (except Freshman 1st 2 quarters)

**Capacity:** 333  
**Students:** Freshman and Sophomore  
**Kitchens:** 1 on every floor except first floor lobby  
**Laundry:** 2nd floor facility  
**Air Conditioning:** Yes  
**Meal Plan:** Lite (except Freshman 1st 2 quarters)



**Clifton/Fullerton Hall**



**Corcoran Hall**

**Capacity:** 174  
**Students:** Freshman and Sophomore  
**Kitchens:** 1 on 2nd floor  
**Laundry:** 2nd and 3rd floor facility  
**Air Conditioning:** No  
**Meal Plan:** Lite (except Freshman 1st 2 quarters)

<p><b>Capacity:</b> 188 <b>Students:</b> All students <b>Kitchens:</b> Convenience kitchen in almost every room <b>Laundry:</b> Every floor <b>Air Conditioning:</b> No <b>Meal Plan:</b> Apartment</p>	 <p><b>McCabe Apartments</b></p>
 <p><b>Munroe Hall</b></p>	<p><b>Capacity:</b> 322 <b>Students:</b> Freshman and Sophomore <b>Kitchens:</b> 1 on every floor <b>Laundry:</b> 1st floor facility <b>Air Conditioning:</b> Yes <b>Meal Plan:</b> Lite (except Freshman 1st 2 quarters)</p>
<p><b>Capacity:</b> 218 <b>Students:</b> All students <b>Kitchens:</b> 1 in every room <b>Laundry:</b> Basement facility <b>Air Conditioning:</b> Yes <b>Meal Plan:</b> Apartment</p>	 <p><b>Sanctuary Hall</b></p>
 <p><b>Sanctuary Townhomes</b></p>	<p><b>Capacity:</b> 136 <b>Students:</b> All students <b>Kitchens:</b> 1 in every townhome <b>Bedrooms:</b> 1 triple, 2 doubles, 1 single in each <b>Laundry:</b> 1 in every townhome <b>Air Conditioning:</b> Yes <b>Meal Plan:</b> Apartment</p>
<p><b>Capacity:</b> 219 <b>Students:</b> Freshman and Sophomore <b>Kitchens:</b> 1 on every floor <b>Laundry:</b> Every floor <b>Air Conditioning:</b> Yes <b>Meal Plan:</b> Lite (except Freshman 1st 2 quarters)</p>	 <p><b>Seton Hall</b></p>
 <p><b>University Hall</b></p>	<p><b>Capacity:</b> 310 <b>Students:</b> Freshman and Sophomore <b>Kitchens:</b> 1 on every floor <b>Laundry:</b> Basement facility <b>Air Conditioning:</b> Yes <b>Meal Plan:</b> Lite (except Freshman 1st 2 quarters)</p>

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# Current Resident

If you are a current resident of any of our Lincoln Park residence halls or apartments, this site can help you find the information and services you need to make living at DePaul a success. If you have any questions that you cannot find the answers to on our Web site, please feel free to contact the Department of Housing Services via phone, at 773.325.7196 or stop by our offices in Centennial Hall, Suite 301 (above Dominick's). Thanks for visiting our site, and please come again soon for further updates and housing news.

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# Prospective Resident

## DePaul Housing

DePaul Student Housing is among the best in the country and offers a wide range of apartments, rooms, and buildings, all of which have unique characteristics and communities -- just like the University and its students. Over 75% of our housing options are less than 5 years old or have been recently renovated.

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# Parents

Welcome, Parents! Whether your student is considering attending DePaul, or your student already lives on campus, the Department of Housing Services strives to provide them with the premiere residential experience during their time with us. Please take a look around this site. We try to offer the answers to as many of your questions as possible, but we also know that some of you may have additional questions or concerns. If so, please contact us via phone, at 773.325.7196, or stop by our offices in Centennial Hall, Suite 301 (above Dominick's). We thank you for visiting our site, and invite you to come again soon for further updates and housing news.

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# University Center of Chicago

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**525 South State Street, Chicago, IL 60605**

**Building Capacity: 1680**

**DePaul Capacity: 680**

The University Center opened its doors for the first time during the summer of 2004. Jointly developed by DePaul, Roosevelt University and Columbia College, University Center of Chicago (UCC) offers a great value for adult living in the South Loop's thriving education corridor. With particular appeal to upperclassmen and graduate students, UCC features private, quiet studios and apartments as well as traditional residence-style units. Mingle with students from all three schools as part of this unique residential community.

**Sign up has begun for Fall 2005!**

Both new and returning DePaul students have already begun to sign up for the 2005-2006 academic term.

Current DePaul students should stop by the Department of Housing Services (Centennial Hall suite 301 on the Lincoln Park campus) for a 2005-2006 Housing Agreement.

Act quickly, spaces have already filled up in deluxe doubles, studio apartments, and two-bedroom/four-person apartments.

### UCC Tours Weekly

UCC housing tours are offered from now until the end of June! The tours will be held every Friday at 11 a. m. Those interested should meet in the UCC's lobby at 525 S. State Street (no appointment is necessary).

The UCC tour will visit a semi-suite deluxe and a 4-person, 4-bedroom apartment, as well as the building's state-of-the-art amenities floors.

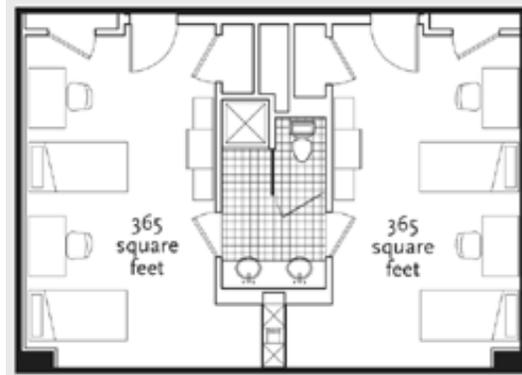
### Graduate Living

Graduate students live on floors 15 - 18, the UCC's top three floors and enjoy premium amenities over and above the building's amenities for all residents. The premium floors offer: separate laundry facilities on each floor; high-speed Internet (3 MB); door locks on the bedroom doors of the apartment-style units, and locks on the closets for the suite-style units; extended visitation policies; and gorgeous views of Lake Michigan.

### Undergraduate Living

Undergraduate residents of the UCC live in a variety of unit types, from quad semi-suites to studio apartments. DePaul UCC residents are not required to live in certain room types based on their academic class standing, however some of the more limited apartment styles, such as the studio and the 4-person, 2-bedroom apartment, are generally filled by returning residents.

**Quad Semi-Suite Room Layout**



**4-Bedroom/4-Person Room Layout**



**Quad Semi-Suite**



**Floor Lounge**



**Third Floor Great Room**



**Second Floor Cafeteria**



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# Off-Campus

Chicago, home to so many neighborhoods including, Lincoln Park, Lake View, Wrigleyville, Diversey Harbor Sheffield, Old Town, The Gold Coast, and so many more surrounding DePaul University are home to DePaul University residents. This page offers a few resources for you in locating a new home for you, and your friends.

## Available Housing Resources

[Lincoln Park Housing Resource Center](#)  
[Temporary Housing Options](#)

## Helpful Guides

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## Our Mission

We provide facilities and services that create the premiere residential experience at DePaul University.

## Our Vision

We devote our time, talent and resources to the creation and support of learning communities characterized by academic excellence and respect for human diversity. Through partnerships with students and others, we strive to support the University's Catholic, Urban, and Vincentian heritage in a caring and responsible manner.

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# Staff

## Professional Staff



**Mary Atkinson**  
Director



**Rick Moreci**  
Associate Director for Operations



**Lauren Schielke**  
Manager, Marketing & Communications



**Katie Rhoads**  
Assistant Manager, Marketing &  
Communications



**Frederico Setti**  
Secretary



**Natalyn Williams**  
Receptionist



**Diana Flores**  
Administrative Assistant

Picture  
To Come

**Karen Moore-Wright**  
Security Coordinator



**Jennifer Fox**  
Assistant Director of Housing Occupancy



**Abe Reising**  
UCC Manager of Housing Occupancy



**Tim Schenck**  
Housing Assignments Coordinator



**Bill Doyel**  
Housing Assignments Coordinator



**Jennifer Komrosky**  
Assistant Director for Housing Facilities



**Jennifer Hart**  
Manager of Housing Facilities



**John Sebby**  
Facility Resident Director  
West Side of Campus



**Chris Sowa**  
Facility Resident Director  
East Side of Campus

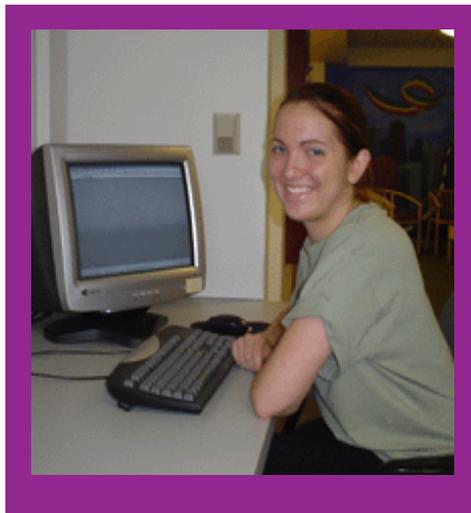
**Central Office Student Staff**



**Kuo-Lun Tye**  
Webmaster



**Isabel Chu**  
Housing Assignments Office Assistant



**Rosemary Naeger**  
Housing Assignments Office Assistant

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# Current News

## Lincoln Park All Housing Tours to Return in the Winter

Tours of Lincoln Park campus housing will resume in the winter. Please check back with us in December for upcoming tour dates.

## Fall Move-in September 3 and 4!

New first year students will begin moving to campus on Saturday September 3 at 9 a.m. Returning and transfer students begin moving to campus on Sunday September 4, 2005 at 9 a.m.

New first year students who have not yet applied for housing are encouraged to contact our office directly to discuss their options.

If you have any questions, please feel free to contact us directly by email at [housing@depaul.edu](mailto:housing@depaul.edu) or by phone at 773.325.7196.

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# Frequently Asked Questions

## When are assignments coming out?

Assignments will be coming out in the end of June.

## Why are students wait listed?

We only have beds for around 2,500 residents on campus and only have allocated space for 1,500 freshman, 600 sophomores, 300 juniors, and 100 seniors. After all our spaces are filled we have begin to place applicants on a wait list.

## What is the size of the beds?

**Clifton/Fullerton, Corcoran & Belden/Racine:** Extra long twin

**All other halls:** Regular twin

## Does DePaul have a curfew for the residents?

No, there is no curfew set for the students. Your student is now 18 years old and is by law a legal adult. The Department of Residential Education manages behavioral issues in the halls. Please visit their [web site](#).

## Are the halls co-ed?

Yes, all halls are co-ed with the exception of a few floors with single sex residents in Seton and Corcoran halls, which have community bathrooms.

## Where can I get a housing application?

**Transfer Residents & New Students:** You should receive a Housing Agreement with your acceptance letter, from the Admissions Office. If you need a replacement Agreement, you can contact the Office of Admissions at 312-362-5006.

**Current Students:** You can pick up an Agreement in the Department of Housing Services located at 2345 N. Sheffield Ave, Suite 301.

## Can I bring my car?

Yes, all students may bring a car, however it is strongly discouraged, especially if you are living on campus. Both Lincoln Park and Loop campuses have a small radius. It only takes ten minutes to walk from the two farthest points on either campus. Parking on streets here in Lincoln Park is also limited and we like to keep as many spots open for commuters as possible.

## What happens if I do not get housing?

You can find an apartment on our [off-campus housing](#) web site or some students find it convenient to commute from home and remain on the wait list.

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# Work Orders

To ensure the best possible service, please select the appropriate University department from the list below:

Computer & Phone	For problems with phones, data jacks, and University computer systems, please visit the online Technology Assistance Center through logging in to Campus Connection or call them directly at: x28765
Meal Plan	For refunds and problems with the snack and beverage vending machines in your residence halls, please contact DePaul Student Centers or contact the Information Desk at: x57400
Laundry	To report a problem with residence hall and apartment laundry equipment, please contact Automatic Apartment Laundries.
Room Repairs	To report non-emergency general maintenance and repair issues as well as appliance, cable TV or furniture issues in your residence hall room or apartment, please submit an online work order to Facility Operations.
Room Repairs (After Hours)	To report an emergency maintenance issue Monday through Friday 7:30am-4:30 pm, please call Facility Operations at: x57650. To report an after-hours, weekend or holiday emergency maintenance issue, please call Public Safety at: x57777.

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# 4D-TV

## Movies on 4DTV

4DTV, also known as Channel 4, is DePaul's Lincoln Park student movie channel. We currently show 4 new movies per week for the months of September through June of every year. We take breaks only for the months of December, July and August, during student breaks.

We always encourage student movie requests, which can be submitted via our e-mail address, [channel4@depaul.edu](mailto:channel4@depaul.edu). If you would like to see which movies are available to us through our movie vendor, please visit their Web site, at: <http://www.reslife.com> and do a "movie search."

## Advertising on 4DTV

Want to get the word out about your campus event or your student group? Advertise on Channel 4!

Between movies, and in addition to our weekly movie schedule, Channel 4 runs advertisements for campus groups and events. If you would like to advertise for your DePaul-affiliated group or event, please send a horizontal PowerPoint slide (limit one per topic, please) to [channel4@depaul.edu](mailto:channel4@depaul.edu). We will post the slide as soon as possible, but please allow 3-4 business days. We generally leave slides up for 2 weeks, so please keep that in mind when timing your submission.

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# Contact Us

## Address:

2345 N. Sheffield Ave.  
Suite 301  
Chicago, IL. 60614

## E-Mail Address

[housing@depaul.edu](mailto:housing@depaul.edu)

## Phone Number:

773.325.7196

## Fax Number:

773.325.7221

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# Room Rates 2005-2006

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Residence Hall	Unit Type	2005-2006 F/W/S Rate
Belden/Racine	Double Room	\$6,672
	Super Double	\$7,437
	Single Room	\$8,664
Clifton Fullerton	Super Single	\$8,877
Corcoran Hall	Double Room	\$5,265
McCabe Hall	1 Bedroom Double	\$7,500
	2 Bedroom Quad	\$6,930
	4-Person Suite	\$6,636
Munroe Hall	Double Room	\$6,507
	Super Double	\$7,242
	Single Room	\$7,488
Sanctuary Hall	Studio	\$6,636
	Regular	\$7,749
	Large	\$8,079
	Townhome	\$8,079
Seton Hall	Double Room	\$6,180
	Super Double	\$6,930
	Triple Room	\$5,838
University Hall	Double Room	\$6,504
	Super Double	\$7,242
	Triple Room	\$6,210

University Apartment Community	Unit Type	2005-2006 F/W/S Rate
Belden Apartments	Garden	\$7,158
	Regular	\$8,043
Centennial Hall	Corner Quad	\$8,385
	1 Bedroom Double	\$8,385
	Regular Quad	\$8,043
	Studio Double	\$7,749
Courtside Apartments	Regular Quad	\$8,043
	5-Person	\$7,749
Kenmore Apartments	Garden/5-Person	\$7,383
	Regular	\$8,043
Sheffield Square	Garden	\$7,749
	Regular	\$8,043

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# Meal Plan Rates 2005-2006

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Meal Plan Rollover Policy

Meal Plan Change Form

Plan Name	Annual Rate	Quarterly Rate	Plan Information
<b>Apartment Plan</b>	\$999	\$333	This plan is available to all individuals living in University apartments and is the require minimum for those living in Sanctuary and the McCabe Apartments.
<b>Lite</b>	\$1,863	\$621	The Lite plan is designed for the infrequent diner and someone who spends very few weekends on campus. This plan is the minimum for students in residence halls.
<b>DePaul</b>	\$2,358	\$786	The DePaul plan is designed for the more frequent diner and is the minimum plan for new students.
<b>Red</b>	\$2,769	\$923	The Red plan is the recommended plan for most students.
<b>Blue</b>	\$3,213	\$1,071	This plan provides enough purchasing power for a students who also likes to snack outside of meal times. This plan also will meet the needs of those who plan on spending weekends on campus.
<b>Gold</b>	\$3,573	\$1,191	The Gold plan should give a student the ability to eat regular meals, make frequent snack purchases, and have money left to spend at Brownstones Coffee Bar and the farmer's Market.
<b>Demon</b>	\$3,888	\$1,296	This is the "Max" plan recommended for student athletes and other very active students. This plan meets all a resident's needs without running short of meal money at the end of the quarter.

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# Lincoln Park Residence Halls

DePaul's housing represents some of the nation's most up-to-date university facilities. The facilities reflect a wide variety of architectural styles and offer numerous floor plans. All residence halls are co-ed by wing or floor; apartment communities are co-ed by apartment. Each residence hall has an on-site laundry facility and security that includes a 24-hour front desk service. Most apartment-style buildings have an on-site laundry facility. The University Apartment Communities (UAC) office has 24-hour desk service.

Furnishings in all rooms include window covering, beds, desks, dressers or closet organizers, chairs and trash cans. Ethernet and voice-mail service is provided for each resident student, although telephone units are not provided. Additionally, a cable TV hook-up is provided in each residence hall room, and in each apartment bedroom and living room.

Please browse through the links below to view photos and/or detailed descriptions of DePaul's 14 facilities. QuickTime virtual reality tours of typical rooms are also available for some of the buildings.

## Traditional-Style Residence Halls

Traditional-style residence halls on our Lincoln Park campus are available to freshmen and sophomores. Each of these halls has a 24-hour staffed desk, and key card swipe entry. Students are only given access to their own residence hall in this system, and all guests must present a photo I.D. and be signed in by a resident. Rates are included for every room style under each building description.

Six of DePaul's Lincoln Park traditional-style residence halls feature suite-style bathrooms, in which two rooms of students of the same sex living next door to each other share an adjoining or adjacent bathroom. Our other two traditional-style residence halls, Corcoran and Seton Halls, offer spacious community bathrooms for students of the same gender living on the same floor. Buildings with suite-style bathrooms are co-ed by suite, while those with community bathrooms are co-ed by wing. All Lincoln Park traditional-style residence hall rooms come furnished with a bed, desk and dresser for each resident. Instead of dressers, Clifton-Fullerton and Belden-Racine feature compartmentalized closets with drawers and shelves.

Residents of all the traditional-style halls must participate in a meal plan. The minimum for the first two quarters for freshmen is the DePaul Plan, while all other residents must purchase at least the Lite Plan. Please see the Meal Plans section in this brochure for more specific information. All of DePaul's Lincoln Park residence halls also offer Ethernet connections and a private phone line for each resident. Every room features a cable television hook-up, including 4DTV, DePaul's campus movie channel, which also keeps students up-to-date on campus-wide activities and events.

## Residence Hall Apartments

McCabe Hall and Sanctuary Hall, along with the Sanctuary Townhomes, make up our "Residence Hall Apartments" and must purchase at least the Apartment Meal Plan. McCabe and Sanctuary Hall, unlike the Townhomes and other units in the University Apartment Communities, are available to all students.

McCabe is made primarily of apartment units featuring a full kitchen, separate bedrooms and a private bathroom. A limited number of McCabe units, the four-person suites, do not offer a full kitchen but do have separate bedrooms and a private bathroom. Students living in these units must purchase at least the Lite Meal Plan, but can always upgrade at Suite 303 of the Student Center. McCabe has a 24-hour staffed desk and key card swipe entry. Students have access to their building only. Guests must present a photo I.D. and be signed in by a building resident.

Sanctuary Hall is home to the administrative offices of the University Apartment Communities (UAC), and features a 24-hour staffed desk along with key card swipe entry. Guests of Sanctuary Hall residents must

present a photo I.D. and be signed in by a resident.

Residents of the Sanctuary Townhomes access the gated entrance on Kenmore via a key card swipe, but they do not sign in their guests. All of DePaul's Lincoln Park semi-apartments also offer Ethernet connection and a private phone line for each resident as well as at least one cable television hook-up. All rooms also get 4DTV, DePaul's movie channel, which also keeps students up-to-date on campus-wide events.

### University Apartment Community

The University Apartment Communities are available to juniors and seniors only with the exception of Sheffield Square and Townhomes which permit sophomores. Students living in UAC do not have to sign in guests and live more independently than residents of the traditional-style halls. The 24-hour Sanctuary desk offers assistance as well as package acceptance for other UAC buildings.

Unit styles vary greatly in UAC, from Lincoln Park house-style living to Chicago courtyard apartments to three-flats separated into apartments, and more. UAC residents are not required to purchase a meal plan, but the Apartment Plan is suggested and convenient for students on-the-go. Students can upgrade their meal plans at any time in Suite 303 of the Student Center. All University apartments include additional furniture where space permits. Rates are included for every room style under each building description.

All of the UAC apartments offer Ethernet connection and a private phone line for each resident as well as at least one cable television hook-up. All units also get 4DTV, DePaul's campus movie channel, which also keeps students up-to-date on campus-wide activities and events.

### All Rooms Include

- Phone Line for each student (Voicemail, 3-way calling, call-forwarding included)
- Water, Electricity, Heat
- Desk & Chair
- Bed
- Closet
- Storage space

### Lincoln Park Housing Tours 2005

For more information, please visit our [news page](#).

[Comparison Chart of DePaul Housing \(PDF\)](#)

Traditional Halls	Apartments	New In 2004
<ul style="list-style-type: none"> <li>• <a href="#">Belden/Racine</a></li> <li>• <a href="#">Clifton/Fullerton</a></li> <li>• <a href="#">Corcoran</a></li> <li>• <a href="#">Munroe</a></li> <li>• <a href="#">Seton</a></li> <li>• <a href="#">University</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Amate House</a></li> <li>• <a href="#">Belden</a></li> <li>• <a href="#">Centennial</a></li> <li>• <a href="#">Courtside</a></li> <li>• <a href="#">Kenmore</a></li> <li>• <a href="#">McCabe</a></li> <li>• <a href="#">Sanctuary</a></li> <li>• <a href="#">Sheffield Square</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">University Center of Chicago</a></li> </ul>

[Amate](#) | [Belden](#) | [Belden/Racine](#) | [Centennial Hall](#) | [Clifton/Fullerton](#)  
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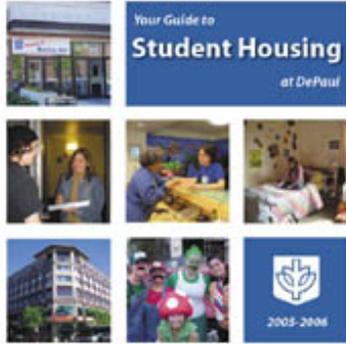
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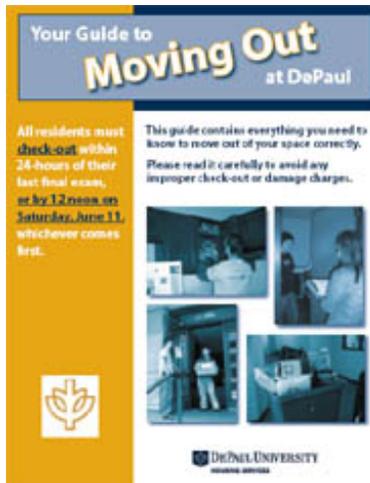
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Guide to Student Housing



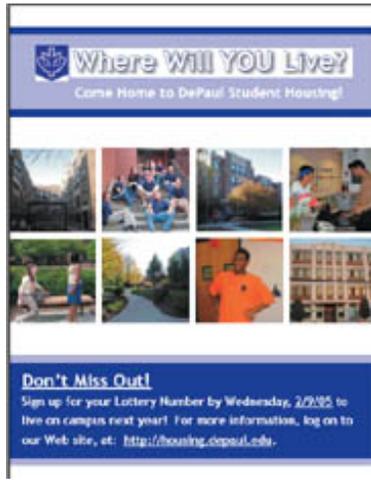
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Guide to moving out



Spring 2005 newsletter



Room Res 2005-2006



Winter 2005 newsletter



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# Move In 2005-2006

## Move-In Dates

- New and returning residents move in weekend for both DePaul's Lincoln Park and Loop housing is **Saturday, September 3** for new first year students and **Sunday, September 4**, for returning and transfer students.
- Move-In times are between 9 a.m. -5 p.m. CST on the resident's designated day, please keep this in mind when making any travel arrangements.
- The Guide to Moving In at DePaul will be available for download here beginning June 1, 2005. All residents are also mailed a copy to their home address that includes their fall assignment and roommate(s) information.

[Download](#) the "Guide to Moving in at DePaul"

[Temporary Housing Information](#)

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# Belden-Racine Hall

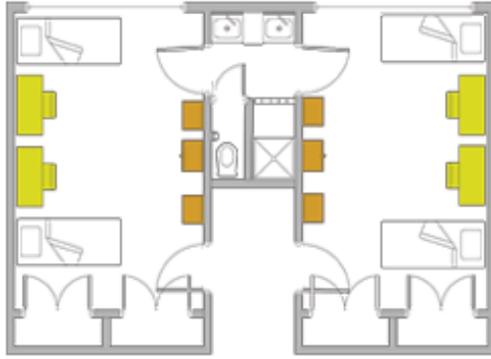
## 2312 N. Clifton Avenue

Built in 2000, this five-story, air-conditioned community offers students double occupancy semi-suite rooms that share adjoining bathrooms. Four students (two in each double room) share a bathroom in a regular semi-suite. Two students in a super double may share a bathroom with one other student, but most super double rooms feature a private bathroom.

Residents enter through Munroe Hall via a beautiful community courtyard. Belden-Racine has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident. All Belden-Racine rooms feature extra-long twin beds.

- Study rooms, kitchenettes and lounges are available on each floor for student use
- Laundry room located on the first floor of each building
- Individually controlled air-conditioning

### A Typical Room Layout



### Take A Virtual Tour

(Quicktime 2.0 plug-in required)

### Laundry Room



### Study Lounge



### Lobby



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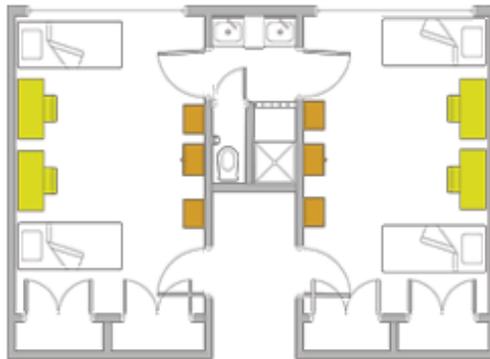
# Clifton-Fullerton Hall

2350 N. Clifton Avenue

Built in 2000, this spacious six-story community offers students single and double occupancy semi-suite rooms that share adjoining bathrooms. Four students (two in each double room) share a bathroom in a regular semi-suite. Two students in a super double share a bathroom with one student in a regular single room. Two residents in their own super single rooms share an adjoining bathroom. All rooms feature extra-long twin beds. Clifton-Fullerton has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident.

- Study rooms, kitchenettes and lounges are available on each floor for student use
- Laundry room located on the first floor of each building
- Individually controlled air-conditioning

### A Typical Room Layout



### Take A Virtual Tour

(Quicktime 2.0 plug-in required)

### Laundry Room



### Kitchen



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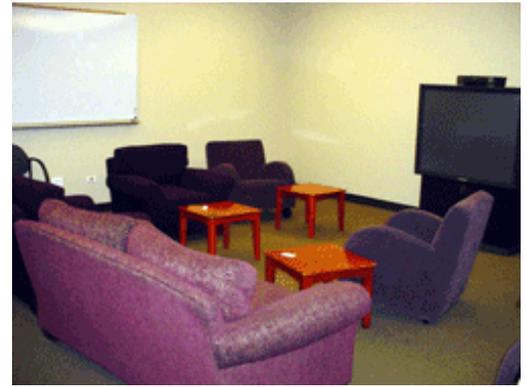
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Lounge



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# Corcoran Hall

## 910 W. Belden

Overlooking the brand-new Cacciatore Stadium, this vibrant four-story community provides double occupancy housing in a traditional-style residence hall with community restrooms. Residence hall rooms in Corcoran received new furniture in 2005, including extra-long twin beds.

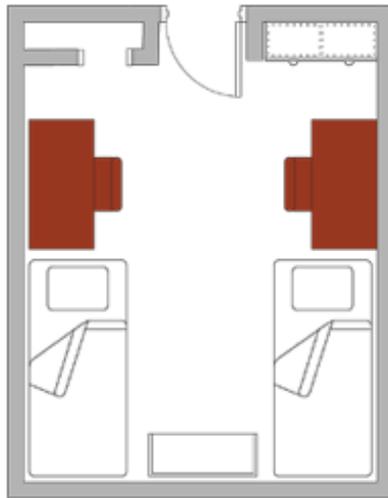
Originally built in the 1950s as housing for McCormick Seminary, Corcoran Hall is not air-conditioned, but does offer a large air-conditioned first-floor lounge. This community has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident. Corcoran consistently has one of the strongest communities on campus and is the closest residence hall to the School of Music.

- Full kitchens, laundry rooms and study rooms available for student use
- Large air-conditioned lounge available on the first floor open to all students, based on availability.

[A Typical Room Layout](#)

[Take A Virtual Tour](#)

(Quicktime 2.0 plug-in required)



Laundry Room



Lounge



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# McCabe Apartments

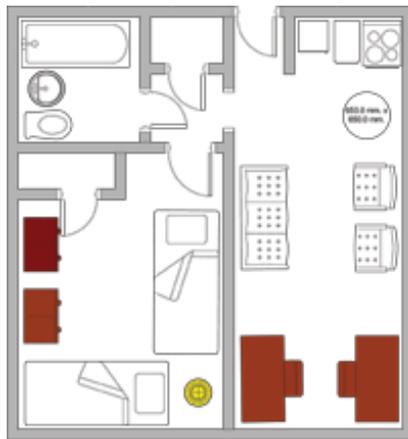
**900 W. Belden**

Students living in this residence hall enjoy apartment and suite-style living. An air-conditioned lounge and study room are on the first of its seven stories. McCabe Hall has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident. is not air-conditioned.

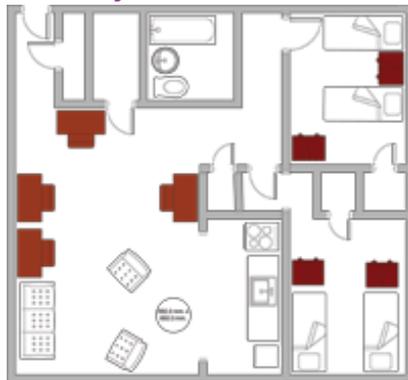
- One bedroom double and two bedroom quad apartments, plus three-bedroom quad suites.
- Each apartment has a living room, kitchenette and private bath. Suites have no kitchen.
- Open to sophomores, juniors and seniors.
- Several closets in each apartment.
- Laundry rooms located within the building.

[A Typical McCabe Double Apartment Layout](#)

[Take A Virtual Tour](#)  
(Quicktime 2.0 plug-in required)



**A Typical McCabe Quad Apartment  
Layout With Kitchen**



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# Munroe Hall

**2312 N. Clifton Ave.**

This six-story, air-conditioned community houses students in single and double rooms. Residents share adjacent or adjoining bathrooms. Some rooms on the upper floors provide dramatic views of the Chicago skyline. Opened in 1970, Munroe Hall was DePaul's first residence hall. It was completely renovated in 2000 and the rooms received new furniture in 2005. Four students (two in each double room) share a bathroom in a regular semi-suite. Two students in a super double typically share a bathroom with one student in a regular single room. There are six single rooms per floor in Munroe. Munroe has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident.

- Kitchens, study rooms and lounges on each floor.
- Individually controlled air-conditioning in each room.
- Open to returning students only, based on availability.
- TV lounge and laundry facilities on the first floor.
- Limited availability of single rooms for returning residents.

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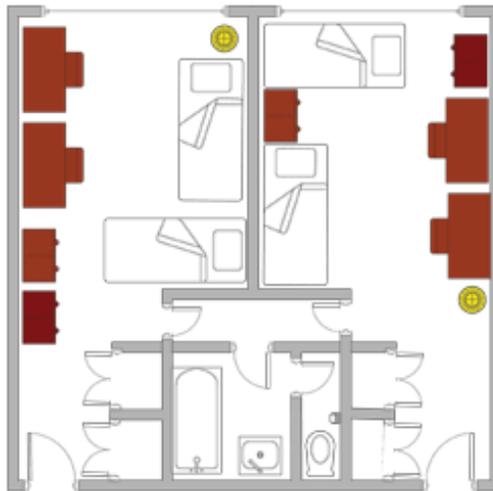
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**A Typical Room Layout**



**Take A Virtual Tour**

(Quicktime 2.0 plug-in required)

**Laundry Room**



**Kitchen**



Lobby



Study Lounge



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# Sanctuary Hall



## 2347 N. Kenmore

In 1989, DePaul acquired the five-story historic building and began using it to house students in air-conditioned studio, one, two and three bedroom apartments. Floor plans vary throughout the building. Students enter Sanctuary Hall through a gated entrance on Kenmore Ave. All Sanctuary apartments have a full kitchen, at least one private bathroom, and include a dishwasher. There is a common lounge area in the lobby on the second floor, a study area on the first floor, and a laundry room located in the basement. Sanctuary also features a 24-hour staffed desk along with a key card swipe entry. Guests of Sanctuary Hall must present a photo I.D. and be signed in by a resident. Each apartment in Sanctuary is unique with various features including exposed brick, spiral staircases and large picture windows.

- Each apartment has a full kitchen and private bath(s).
- Common lounge on second floor; study area and laundry room on first floor.
- Individually controlled air-conditioning in each apartment.
- Floor plans vary for each apartment.

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# Sanctuary Apartments

## 2345 N. Kenmore

This complex is a mixture of historic and new. The historic building was privately renovated into condominiums in 1984. In 1988, 17 additional townhouses were added to the development. In 1989, DePaul acquired the five-story historic building and began using it to house 215 students in studio, one, two and three bedroom apartments. In 1993, DePaul renovated the 17 townhomes to accommodate 119 additional students. Each townhome is a 4 bedroom, 3-bathroom unit housing eight students, with a private entrance off a gated courtyard.

- Each apartment has a full kitchen and private bath(s).
- Common lounge on second floor; study area and laundry room on first floor.
- Open to sophomores, juniors and seniors, based on availability.
- Individually controlled air-conditioning in each apartment.
- Floor plans vary for each apartment.

### Take A Virtual Tour

(Quicktime 2.0 **plug-in required**)

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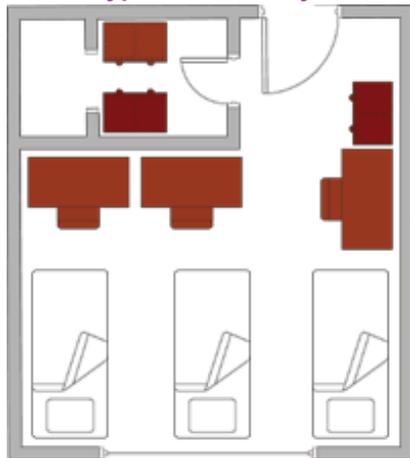
# Seton Hall

**2425 N. Sheffield Ave.**

In 1989, this four-story structure was completely renovated. The top three floors were converted to post-modern loft-style rooms with high ceilings, and the first floor to DePaul's campus bookstore. Seton Hall's residents are comfortably housed in air-conditioned double, super double, and triple occupancy rooms, most of which have walk-in closets. The bathrooms on each floor offer a level of privacy uncommon for community bathrooms, with separate entrances for sinks, toilets and showers, each provided with individual stalls. Each floor has a full kitchen, lounge, laundry room and study rooms.

- Two community restrooms on each floor.
- Full kitchens, lounges, laundry rooms and study rooms on each floor.
- Individually controlled air-conditioning in each room.
- Open to all students, based on availability.

### A Typical Room Layout



### Take A Virtual Tour

(Quicktime 2.0 plug-in required)

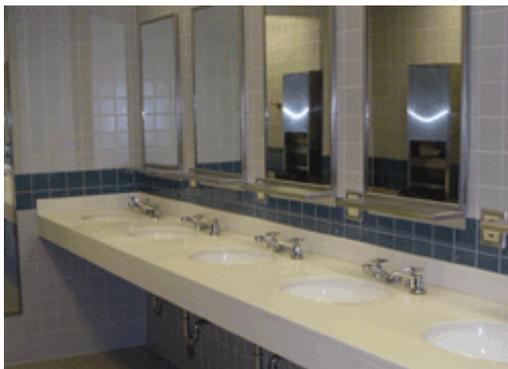
### Lobby



### Laundry



### Bathroom



### Lounge



### Kitchen



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# University Hall

**2345 N. Clifton Ave.**

Constructed in 1986, this four-story, air-conditioned residence hall offers semi-suite style double rooms with shared adjacent bathrooms. Bathroom entrances are located in the hallway just outside the semi-suite doors. This community's central laundry room is in the basement, while full kitchens, lounges, and study rooms are located on each floor. University hall offers regular double rooms, triple rooms, and super double rooms. All rooms feature large closets.

- Full kitchens, lounges and study rooms on each floor.
- Central laundry room in basement
- Large closets in each room.
- Individually controlled air-conditioning.
- Open to all students, based on availability.
- Residence Hall Council offices are located in the basement of University Hall

**[A Typical Room Layout](#)**

**[Take A Virtual Tour](#)**

**(Quicktime 2.0 plug-in required)**



**Kitchen**



**Laundry Room**



**Lobby**



**Fishbowl (Lounge)**



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# Cable Information

## Cable Installation

You will need a cable ready Television, VCR (optional), and CAT-5 or CAT-6 Coax Cable (2 male ends). We provide the cable outlet and the basic cable service including 4D-DePaul Television. For help on installing it please follow this link.

[INSTALLATION HELP](#)

## Cable Channel Line-Up

4 - 4-DePaul TV	40 - TLC
6 - CBS	41 - Vh1
8 - NBC	42 - WGN
10 - ABC	43 - ESPN Classic
12 - PBS (WTTW)	45 - AMC
13 - BET	46 - MTV
<b>14 - HBO *</b>	47 - Fox News Channel
<b>15 - HBO Plus *</b>	48 - CMT
<b>16 - HBO Signature *</b>	49 - M2
<b>17 - HBO Family *</b>	50 - Tech TV
19 - PAX	51 - Game Show Network
20 - PBS	52 - SpikeTV
21 - Nickelodeon	53 - Cartoon Network
22 - CNBC	54 - History Channel
23 - C-SPAN	55 - Weather Channel
24 - C-SPAN II	56 - MSNBC
25 - Comedy Central	57 - TNT
26 - WCIU	58 - ESPNNews
28 - ESPN	59 - USA
29 - Discovery	60 - Comcast SportsNet
30 - A&E	61 - Headline News
31 - TBS	63 - WJYS 62
32 - CNN	65 - MTVU
33 - Fox	
34 - Lifetime	
35 - ESPN 2	
36 - E!	
37 - UPN	
38 - Univision	
39 - SCI-FI	

**\* PREMIUM CHANNEL**

## Premium Channels

At the beginning of each quarter you have the option of purchasing 4 HBO channels. The price for these channels ranges from \$30-\$60 a quarter depending on the number of students who purchase the channel.

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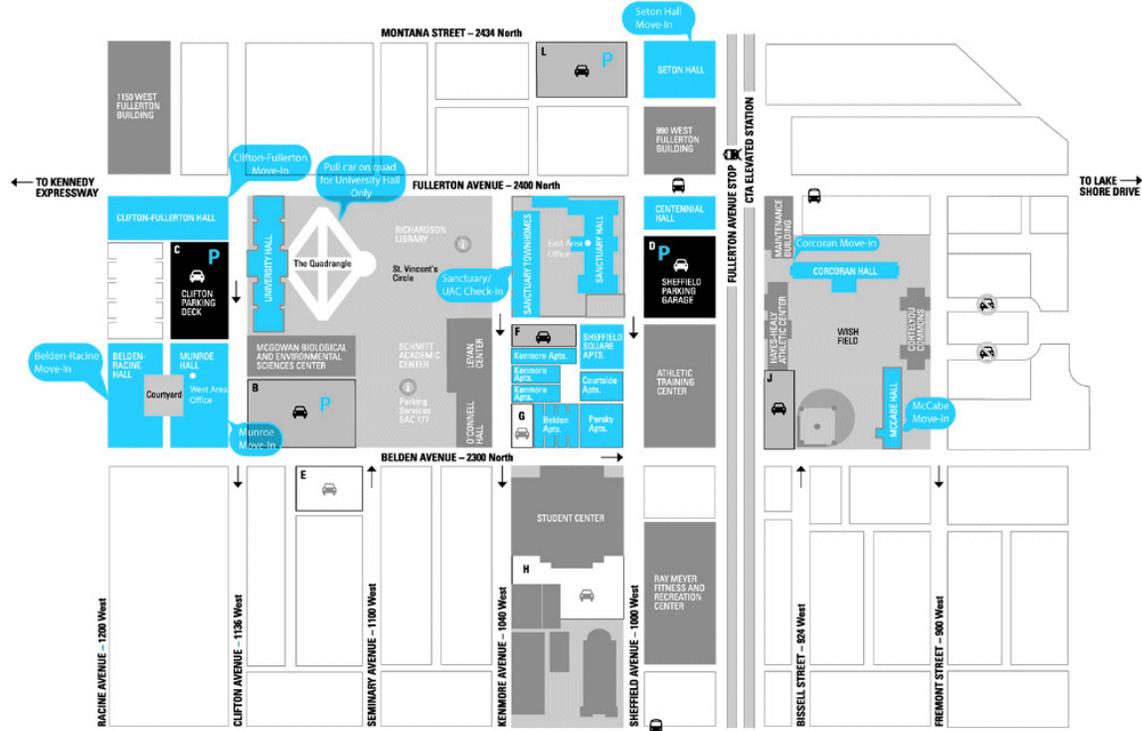
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# DePaul Residence Hall Location Map

[Printable Copy of Map \(GIF\)](#)



- STUDENT LOTS - B, F, J, L  
Parking also available in Visitor Parking Lots
- FACULTY/STAFF LOTS - E, G, H, K  
Parking also available in Visitor Parking Lots
- VISITOR PARKING LOTS - C, D  
Sheffield Parking Facility and Clifton Parking Deck. Parking validation stamp available in all major campus buildings
- CTA ELEVATED STATION  
Reverend (Brown Line)  
Howard/Ogan Ryan (Red Line)  
Creston Express (Purple Line)
- CTA BUS STOP
- HANDICAPPED PARKING  
Available at all lots
- Move-In Parking
- ONE WAY STREET

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# Your Guide to the Guide.

## Welcome to DePaul's Lincoln Park Campus!

Life in a residence hall is an important aspect of a college education. Residence halls are more than just dorms or places to eat and sleep. They are places where students develop meaningful friendships, explore new ideas and get involved with the University community. Living in campus housing provides the opportunity to learn to balance the academic and social aspects of life at DePaul. However, residents are reminded that living in campus housing is a privilege, not a right.

As such, there are certain standards of behavior that all residential students and their guests must follow. Students should critically evaluate the policies and procedures included in this document that govern campus housing. Student Housing policies and procedures exist in order to allow the entire residential community to fulfill academic, social, and personal goals.

Living successfully on campus is contingent upon balancing individual freedoms with sensitivity and respect for the rights of others. A willingness to discuss, negotiate, and compromise is essential. Individual and cultural differences make up the unique texture of the residence halls, and students are encouraged to learn from one another. Living on campus is a learning process that builds on life lessons. It is an integral part of the educational experience, forms lasting friendships and contributes to academic achievement and interpersonal development.

## Your Student Housing Staff *Pages 3 - 7*

This *Guide* contains contact information and descriptions for the departments and staff who work together to provide you with the best possible housing experience at DePaul.

## Your Agreement with DePaul *Pages 8 - 11*

Here you will find DePaul policies as well as the policies you agreed to when you signed your Housing Agreement. In addition, this section explains the terms and conditions involved with living in DePaul campus housing.

## Your Room *Pages 12 - 16*

Look here for details about everything involved with your room including: how you can decorate it; appropriate furnishings and appliances to personalize your space; and who to contact should your room need repairs.

## Your Building *Pages 17 - 19*

If you have questions about community areas in your building, or actions specifically affecting your neighbors, this portion of the *Guide* will provide answers.

## Your Safety *Pages 20 - 21*

All emergency procedures, safety issues, personal illness and severe weather conditions are detailed in this section.

## Your Dining Information *Pages 22 - 23*

Everything you need to know about DePaul's dining services is described in this section.

## Your Actions *Page 24*

This section covers the disciplinary process that begins if a resident is alleged to be in violation of the policies set forth in this *Guide* or the *Code of Student Responsibility*.



# Your Student Housing Staff.

## Superseded by Code of Student Responsibility and state & federal law

DePaul University reserves the right to change policies or procedures maintained herein at any time during a student's enrollment period provided such changes are announced throughout the residential community via official bulletin boards, office publications, mailings to residential students, or DePaul Web-based technology. In the event of discrepancies between this document and the Student Handbook (on the Web at <http://studentaffairs.depaul.edu/handbook/>), the latter document shall supersede.

## Department of Housing Services

The Department of Housing Services is committed to providing our residents with a premiere residential experience. Housing Services is responsible for many aspects of living on campus including: billing, assignments, work orders, card swipes, 4DTV, building access, and the Room Reservation process, among other things.

If you have questions about any of these items, or about your housing in general, please contact Housing Services.

### Centennial Hall

2345 N. Sheffield, Suite 301

Chicago, IL 60614

Ph: 773-325-7196; Fax: 773-325-7221

E-mail: [housing@depaul.edu](mailto:housing@depaul.edu)

Web: <http://housing.depaul.edu>



## Department of Residential Education

"Res Ed" connects students with learning opportunities in the residential community. Through connections with students and others, Residential Education supports the University's Vincentian values. The professional and student staff devotes time, talent, and resources to the pursuit of academic excellence, respect for diversity, and civic responsibility.

The residence hall is Res Ed's "classroom" which provides an excellent setting for them to assist in the educational process. Cultivating additional opportunities for residents to participate in activities and programs that are both fun and educational, students become more involved with their neighbors, classes, faculty, campus resources, and ultimately, with learning.

### Centennial Hall (Central Office)

2345 N. Sheffield, Suite 301

Chicago, IL 60614

Ph: 773-325-7196; Fax: 773-325-7221

E-mail: [resed@depaul.edu](mailto:resed@depaul.edu)

Web: <http://studentaffairs.depaul.edu/resed>



# Your Hall Staff.

**Your Housing Facilities Residence Director (FRD)** - is a professional staff member responsible for the facility management and administration of your housing area. He or she lives on campus and manages a specific housing area and the Facility Assistants (FAs) within that area. The FRD coordinates all housing inspections, clarifies standards of acceptable living conditions for residents and manages most access-related issues. The FRD also responds to major facility-related emergencies outside of normal business hours.



Housing Facilities Residence Director

**Christopher Sowa**

East Side (Belden Apartments, Centennial Hall, Corcoran Hall, Courtside Apartments, Kenmore Apartments, McCabe Hall, Persky, Sanctuary Hall & Townhomes, Seton Hall, Sheffield Square).

csowa2@depaul.edu



Housing Facilities Residence Director

**John Sebby**

West Side (Belden-Racine Hall, Clifton-Fullerton Hall, Munroe Hall, University Hall).

jsebby@depaul.edu

**Your Housing Facilities Assistant (FA)** - is a student staff member who lives on campus and works in a specific housing area, performing frequent building inspections and quarterly in-unit inspections of all campus housing spaces. The FA also handles lock-outs and responds to facility emergencies after hours. If you have questions about a work order, please contact your area office (please see next page).

Interested in becoming an FA next year? Contact your area office!

East Side - 773-325-1899  
Sanctuary Hall Lobby Office

West Side - 773-325-7202  
Munroe Hall Office #107



**FA conducting a facility inspection**

**Your Area Office** - is either on the east or west side of campus (please see the box below). Housing Facilities staff works in or near the Area Office from 9 a.m. - 5 p.m. Monday - Friday. You should contact or go to your Area Office if:

- You need to check-in or check-out of your residence hall unit.
- You have a question about how to place a work order, or need to follow up on a work order request.
- You need bunk bed pins or light bulbs.
- You have lost your key and/or have had your locks changed.
- You need to turn in your Housing Condition Report.
- You have questions about your facility inspection or about a facility project in your residence hall unit.
- You want to turn in an application to be a facility assistant.



**East Area Office**



**West Area Office**

**East Area Office** - Manages issues pertaining to: Belden Apartments, Centennial Hall, Corcoran, Courtside Apartments, Kenmore Apartments, McCabe Hall, Persky Apartments, Sanctuary Hall & Townhomes, Seton Hall, & Sheffield Square. Sanctuary Hall Lobby Office  
Ph: 773-325-1899

**West Area Office** - Manages issues pertaining to: Belden-Racine Hall, Clifton-Fullerton Hall, Munroe Hall & University Hall. Munroe Hall Office #107  
Ph: 773-325-7202

**Your Hall Desk Receptionist (DR)** - is responsible for monitoring the card swipe access at building front desks. The DR checks identification and maintains the visitation log during his or her shift and acts as a friendly campus resource for students and their guests. Front desks are staffed by trained student desk receptionists between the hours of 7 a.m. and 11 p.m. and professional attendants from 11 p.m. to 7 a.m. If you are interested in becoming a desk receptionist, please contact Housing Services in Centennial Hall.

## Mail

All students living on campus are assigned mailboxes in the Student Housing Mail Center on the third floor of the Student Center in Suite 317. All residents are required to check their residential mailbox a minimum of once per week. Residents are held accountable for the information sent to them via their residential mailbox. Each resident is provided with a mailbox for her/his use.

**Mail should be sent to the resident's attention in the following way:**

### Name

**Student Housing Mail Center, Mailbox #**  
**2250 N. Sheffield Ave., Suite 317**  
**Chicago, IL 60614**

Mail notices are placed in mailboxes to notify residents of packages and other mail that cannot be placed in a mailbox. Residents must present the notice and their DePaul ID to the mailroom's service desk during desk service hours in order to obtain the items. Residents are responsible for changing their addresses with the U.S. Post Office upon move-out.



**The Student Mail Center**

**Attention UAC residents, excluding Sanctuary Hall and the Townhomes:** Your regular U.S. mail can still be delivered directly to your building. However, you and your roommates will also have a mailbox on the third floor of the Student Center. UAC residents will receive all of their registered letters, packages, and University notices at the Student Housing mailroom. All mail from Housing Services will be delivered to your campus mailbox.

# Your Hall Staff.



## Roommate Issues

Even the most respectful roommates may experience a communications breakdown at some point during the year. There are steps you can take to maintain open lines of communication. All campus residents are encouraged to complete the Roommate Agreement form. Your resident advisor (RA) will assist you and your roommate(s) with the Roommate Agreement form so that an equal consensus on important issues can be reached. How well it works depends on the quality of communication you have with your roommate(s) when completing it. **It is important to remember that the *Roommate Agreement* is negotiable at any time.**

## Useful Tips for Getting Along with Your Roommate

- Don't expect too much ... roommates don't have to be best friends.
- Getting along with each other is all that is necessary.
- Be open – ask, listen, discuss. Don't wait until things get out of hand. Learn to talk it out before you are ready to blow up. Tell your roommate in a mature fashion what is bothering you and help her or him understand why.
- Be sensitive to each other's moods. Everybody has bad days, so try to understand when your roommate has one, too.
- The room belongs to both of you. Decorate together so it meets both of your needs.
- When things can't be worked out between the two of you, seek assistance from your RA. In short, to have a good roommate, be a good roommate. Think about how you can be fair, honest, and considerate, and how you'd like to see the same from him or her.

**Your Residence Director (RD)** - supervises the student Resident Advisor (RA) staff and activities in your building. He or she is a professional staff member who is available for support and advice and lives in an apartment in your building or complex. Along with the RAs, your RD is responsible for responding to policy violations and providing emergency response to student incidents which occur outside of normal business hours.



Residence Director  
Belden-Racine and Munroe Halls  
**Matthew Herek**  
mherek@depaul.edu  
773-325-7195



Residence Director  
Seton Hall  
**Tracey Gibson-Jackson**  
tgibsonj@depaul.edu  
773-325-7845



Residence Director  
Clifton-Fullerton Hall  
**Joe Timson**  
jtimson@depaul.edu  
773-325-7175



Residence Director  
University Apartment Communities  
Sanctuary Hall & Townhomes  
**Sarah Johnson**  
sjohns53@depaul.edu  
773-325-4585



Residence Director  
Corcoran and McCabe Halls  
**Qiana Green**  
qgreen@depaul.edu  
773-325-7207



Residence Director  
University Hall  
**TBA**  
@depaul.edu  
773-325-7191



RAs

**Your Resident Advisor (RA)** - is a student just like you who lives on your floor and has been selected and trained to assist and support you. He or she helps create community by providing programming opportunities and referral information. He or she can also help you with roommate conflicts and adjusting to college life. To find your RA's room or apartment number, please visit Res Ed's Web site at: <http://studentaffairs.depaul.edu/resed>.

**Your Academic Support Resident (ASR)** – is a student staff member who helps residents find appropriate academic resources within the residence halls and in the University community. All ASRs are sophomores, juniors or seniors and have a minimum GPA of 2.75. The Academic Resource Room (ARR) is located in Belden-Racine Hall room 140. The ARR is open Sunday - Thursday from 3:00 p.m. - 10:00 p.m. For more information, please call 773-687-5779.

**Residence Hall Council (RHC)** - consists of current campus housing residents who have been elected by their peers. The purpose of RHC is to: facilitate the social, educational and personal growth of all residents; act as a liaison between residents and the administration; and aid in maintaining the best possible environment for all residents. The RHC office is located in the basement of University Hall (B-14). Ph: 773-325-7233; Web site: <http://www.depaul.edu/~rhc>.

## Loft & Refrigerator Rental

Lofts may only be leased through RHC (please see description above). All other loft systems are prohibited. Fridges are only available for use in the traditional halls, which excludes UAC, McCabe and Sanctuary. Please contact the RHC Office at 773-325-7233 for more information.

- **Loft and Fridge Return Policy** - Students will be notified of the pick up dates for lofts and fridges. Students are responsible for returning their own lofts; failure to do so may result in replacement charges.
- **Room Changes** - Students are responsible for taking the loft and/or fridge with them to their new space. If a student no longer needs a loft, he/she should contact RHC.
- **Abandoned Lofts or Fridges** - are subject to charges both by Housing Services and the loft supplier.

**Programming - Get Involved!** Programming has its place in the community-building efforts of each residence hall staff. The philosophy of residence hall programming is to develop a community. In-hall programming addresses issues such as: social, educational, cultural, community service, physical, and spiritual events. It is important that students be open to new ideas and experiences and that they get involved in their living communities; the greater the involvement, the greater the reward. Consult your Resident Advisor (RA), RHC hall representative, or an ASR for more details.

Interested in becoming an RA next year? Log on to Residential Education's Web site for more information!



ASRs



RHC Members

# Your Agreement with DePaul.



Housing Services staff

## The Housing Application and Agreement

Once a student is confirmed for housing at DePaul, their financial commitment is formalized to the Department of Housing Services and the University. Once the *Housing Application & Agreement* begins, it runs through the end of spring quarter in June for a residence hall student and through mid-August for a resident of the University Apartment Communities (UAC).

## Term Length of Your Agreement

**Students living in Belden-Racine, Clifton-Fullerton, Corcoran, McCabe, Munroe, Seton, and University Halls** - are required to vacate their rooms 24-hours after their last final exam or by the last day of final exams for fall term (11/23/05 at 5 p.m.) and spring term (6/10/06 at 12 noon), whichever comes first. At the end of fall term, residents may leave their belongings in their room and they can return beginning on Sunday, January 1, 2006 at 9 a.m. when the residence halls re-open.

**Sanctuary Hall and Townhomes** - Housing in Sanctuary Hall and the Townhomes is included for winter break, and residents are able to remain in their apartment between the end of fall term and the beginning of winter term. At the end of spring term, Sanctuary residents are required to vacate their rooms 24-hours after their last final exam or by June 10, 2006 at 12 noon, whichever comes first.

**University Apartment Communities (UAC)** - Kenmore Apartments, Centennial Hall, Sheffield Square, Belden Apartments, Vincent & Louise House and Courtside Apartments residents' Agreements are 50-weeks in length and include Winter break. The effective dates for the *Housing Agreement* for UAC residents shall be the approximate 50-week period, or remaining portion thereof, beginning September 3, 2005. This *Agreement* shall terminate on Saturday, August 19, 2006 at 12 noon.

Residents of UAC (does not apply to Sanctuary residents) may request an effective cancellation date for the period between June 12, 2006 and August 19, 2006 without any cancellation fee if 60-day advance notice is provided to the Department of Housing Services.

**Housing Services will consolidate all summer UAC residents to maintain efficient operation of the premises.**

**All spaces not claimed within 48-hours after the opening of the halls for the term may be reassigned to other students.**

## Room Reservation Process

Campus housing for next year will be a lottery process during winter quarter. Housing Services will make information available in January on the process for current students to sign up for a space for next year. Students will be able to sign up for lottery numbers beginning in late-January via the Housing Services Web site.

Lottery numbers will be distributed in February including date and time of Room Reservation appointment. Residents with low lottery numbers have a better chance of securing the space they want for next year. Check your campus mailbox in January for all the details on the Room Reservation process!

## Cancellation

After April 15 for returners and May 1 for new students, cancellations are subject to the cancellation fees listed below. All cancellation requests must be made in writing to the Department of Housing Services, and after the deadline are subject to pro-rated weekly room charges and cancellation fees as follows.

- NONE for students who are on the housing wait list and have NOT been confirmed for a space.
- \$500 for students who have been confirmed and request to cancel after their respective deadline.
- 50% of housing charges for the remainder of the FULL LENGTH of this *Agreement* for students who have either been confirmed or have already occupied a space after September 2, 2005.

Residents of UAC (does not apply to Sanctuary residents) may request an effective cancellation date for the period between June 12, 2006 and August 19, 2006 without any cancellation fee if 60-days advance notice is provided in writing to the Department of Housing Services. Full room charges will continue to accrue until the Department of Housing Services releases a resident in writing, and the student has properly completed the check-out process as outlined in this *Guide*. If you are no longer enrolled at DePaul University and cancel your Housing Agreement after occupancy or after September 2, 2005, you will be responsible for the \$500 cancellation fee.

## Additional Cancellation Information

DePaul University, and the Department of Housing Services acting on its behalf, requires that students sign a *Housing Agreement* to secure a space on campus. By requiring students to sign this document, we can conclude that these students have intentions to live on campus and therefore a space should be reserved in their name.

Due to the overwhelming demand for DePaul housing, the cancellation policy assists us in only reserving spaces for those students who intend to live on campus for the full academic year. By enforcing a cancellation deadline, we are encouraging students to inform us of their plans in advance so we can use the space for another student. We want to avoid having students wait until the last minute to cancel, which puts students on our wait list at a disadvantage. **Please note:** students cannot cancel their Agreement with two weeks or less left in spring quarter.

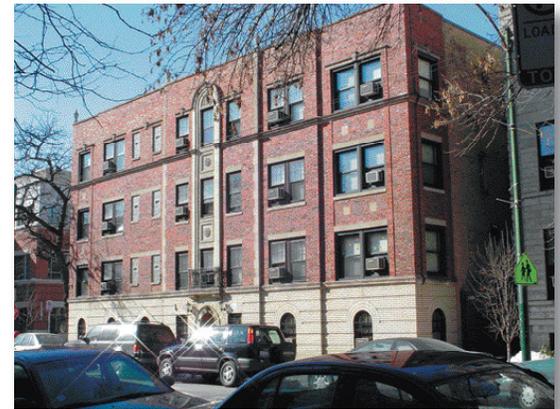
## Persky Hall Information

Residents of Persky are responsible for the policies listed in this *Guide*. Residents may contact the East Area office at 773-325-1899 for facility-related issues.

**Persky Agreement Length** - Persky residents move in September 3, 2005 and move out on August 19, 2006.

**Utilities** - Residents of Persky are responsible for payment of all electric utilities and telephone bills, which will be separately billed by the providing utility companies.

**Persky Mail Service** - Persky residents will be given a mail key for their apartment upon move-in. Residents are encouraged to also pick up a mail key for the Student Mail Center in Suite 317 of the Student Center for convenient package delivery.



Persky Hall

Students cannot cancel their Agreement with two weeks or less left in spring quarter.

# Your Agreement with DePaul.

## What happens if ... your roommate moves out?

1. You may be assigned a new roommate(s) at the discretion of Housing Services.
2. You may be reassigned a new room elsewhere on campus as part of the consolidation policy included on this page.
3. You may request a new roommate from within student housing. Another DePaul student not currently in housing may also be considered.
4. You may request a room change. Priority will be given to students requesting a room change to vacate an entire unit.
5. Upon approval by Housing Services, you may request to keep your room or apartment at a lower occupancy, and pay an additional charge.

## Assignments

Placements are made by Housing Services based on full occupancy of each room, suite, and apartment, which range from one to eight students, depending upon size, the number of bathrooms, and other factors. All rates are based on full occupancy.

## Reassignment

The University, whose judgment shall be final, retains the right to reassign students to other campus accommodations to provide repairs or improvements as is occasionally necessary to maintain efficient operation of the premises and protection of the occupants. In no case will the University make assignments based upon race, sexual orientation, age, national origin, religion, or disability.

**In no case will the University make assignments based upon race, sexual orientation, age, national origin, religion, or disability.**

## Consolidation

Residents who occupy space at below the designed capacity shall be assigned additional roommates if available, or must move to fill other vacancies to avoid additional housing charges. All residents who do not have a full capacity of roommates (per design by Housing Services) are eligible for "consolidation." The remaining resident(s) of a room or apartment that drops below the designated capacity must either contract for the additional space at an additional cost, if space allows, or be reassigned a new roommate(s) by Housing Services. The resident(s) of a space that is below the designated capacity may also be reassigned a new space by Housing Services. Once residents receive written notification from Housing Services, they are responsible for the higher housing rate established for reduced room/apartment occupancy until the University reassigns another (others) to the vacant space(s). **Housing Services consolidates all summer UAC residents to maintain efficient operation of the premises.**

## If You Would Like to Change Rooms

Resident requested room changes can take place at any time after the end of the second week of each term provided all temporary housing assignments have been eliminated.

- Priority for moving will be determined on a first-come, first-served basis as space is available.
- All room change requests must be submitted in writing to Housing Services.
- Forms are available at the Student Housing central office front desk and must be signed by a residence director.

## Expanded/Temporary Housing

If demand for University housing exceeds supply, some confirmed and/or waitlisted applicants may be temporarily assigned to overflow or expanded housing spaces. Some campus rooms, including study lounges, may be used as temporary housing for an additional student. Each student residing in a temporary housing location is entitled to a 20% discount for housing charges, until a permanent space is available to the temporarily-housed occupant. Furniture will not be removed from temporary rooms until the temporary student has moved to a permanent space.

## Winter Break Housing for Approved Students - 11/24/05 - 12/17/05

Residents of University Hall are able to apply with the Department of Housing Services to remain in their current assignment over the period of the end of fall term until the end of the December Intercession. The housing charge for students remaining in University Hall for the 2005 December Intercession period is \$723. University Hall will close at 5 p.m. on December 16, 2005 for all Intercession residents. All residents may return on January 1, 2006 beginning at 9 a.m.

Students who require December Intercession housing but are not residents of UAC or Sanctuary must apply for a room change with the Department of Housing Services by October 15, 2005 during the fall term. Housing Services will make every effort to accommodate these requests as space permits.

## Release of Student Information

Directory information about a student living on campus will not be released without prior written consent from the respective student. Such information will be released, however, to University staff and faculty in the performance of their duties. Students have the right to examine their own records within a reasonable period of time by submitting a written request to Housing Services or Residential Education.

## Non-Discrimination

The staff of Student Housing is committed to providing and maintaining a healthy living, learning and working environment for all students, staff and faculty members, free of harassment, discrimination and/or behavior of any kind against any person or group of individuals based on race, gender, sexual orientation, age, national origin, religion, marital status or disability.



Students in a Centennial Apartment

## Entry into Student Rooms by Occupant

Students will be issued keys to their room, and are responsible for their safekeeping and for all lock changes and replacement charges if keys are lost, stolen, or broken. (See *Keys*, page 15)



Students on the Quad

## Entry into Student Rooms by University and Law Enforcement Officials

The privacy of each resident's room is an important component of campus housing. The entry into or search of living quarters will only be conducted for the following purposes:

1. If there is an apparent emergency or danger to a resident's or guest's life, safety, health, or property;
2. By law enforcement officers in the performance of statutory duties and in accordance with legally defined procedures governing search and seizure;
3. To perform quarterly inspections and to close the buildings over break periods;
4. When there is reasonable cause to believe a violation of University policy is being committed;
5. To perform needed maintenance or repair service in or around a possibly affected area.

Housing Facilities staff will attempt whenever possible to provide residents with 24-hours notice before entering a unit for scheduled maintenance. This notice may be via voice mail, e-mail, the Housing Services Web site, or written communication.

Residents are responsible for responding to any official e-mail, voice mail or regular mail sent to them by the University, and for updating their information in Campus Connect. Failure to regularly check one's e-mail, voice mail, or U.S. mail will not excuse a resident from responding to a message from the University.

# Your Room.

## Alcohol

**Use & Possession** - Responsible alcohol use and possession is permitted within campus housing for those students and guests who are age 21 or over, in accordance with state law. Alcohol may only be consumed in the privacy of a resident's room or apartment when the door is closed and no one under 21 is present in the unit. Transport of alcoholic beverages to a resident's room from outside the building is allowed only by students who are age 21 or over. Beverage containers must be closed. Transport of open alcohol from room to room or apartment to apartment is prohibited. All individuals present in a room or apartment that contains alcohol and person(s) under 21 may be found in violation of the alcohol policy.

### Prohibited

- Large quantities of alcohol are not permitted in any campus housing.
- The use or possession of paraphernalia and/or containers is prohibited including, but not limited to: kegs, punch bowls, funnels, beer balls, beer bong, coolers used as a community source.
- Display of empty alcohol containers is prohibited in any campus housing. No drug or alcohol advertisements may be displayed in any public area of a room, including all doors and windows.
- Empty alcohol containers must be disposed of immediately after use.

If these guidelines are not met, alcohol must be disposed of by the individual found in possession or by a staff member in the presence of the individual.

## Appliances

Fire and smoke present dangers to the safety of the campus housing community and require all residents to be cautious. Residents using hair dryers or hot irons are not permitted to leave them unattended while plugged in. **For fire safety reasons, and to prevent electrical overloading, the following items are prohibited in all campus housing. Please note that should hall staff discover these items in a student room, they may remove them on-site:**

- The use of any electrical appliance without a UL label approved for safety.
- The use of refrigerator units exceeding 4.6 cubic feet or of multiple refrigerators in a unit.
- The use of halogen bulbs.
- The use of extension cords or multiple plugs, except for power strips with built-in circuit breakers.
- The use or storage of any electrical appliance in residents' rooms that is rated higher than 900 watts or that has an exposed heating element.

**Prohibited Appliances** - The following is a non-exhaustive list of prohibited appliances in Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, Seton, and University halls:

- The use of toasters, toaster ovens, popcorn poppers, percolators, coffee makers, electric grills, George Foreman grills, and irons anywhere but in kitchens or laundry rooms;
- When using these items in the designated places, please monitor them at all times, and remember to unplug and remove them when finished.

## Candles & Open Flames

With the exception of University-provided gas stoves, open flames and candles are prohibited within all residence halls.

All individuals present in a room or apartment that contains alcohol and person(s) under 21 may be found in violation of the alcohol policy.



Student in a Belden Apartment Kitchen

## Candles & Open Flames

With the exception of University-provided gas stoves, open flames and candles are prohibited within all residence halls.

## Check-In Procedure

Each resident is issued a room key and access to a Housing Condition Report (HCR). It is the resident's responsibility to:

- Carefully examine his/her unit and its contents;
- Assess issues already noted by Housing Facilities staff;
- Indicate the housing condition and note the absence or presence and quantity of furnishings;
- And return the signed room, suite or apartment HCR to the Housing Facilities area office within 48-hours of check-in.

Residents will be held responsible for conditions, damages, or shortages which did not exist prior to the time she or he assumed occupancy provided these items are not noted on the *Housing Condition Report* (HCR) at the time of check-in. Failure to return the completed form as indicated above may result in a resident being charged for room/suite/apartment damages which preceded her/his time of occupancy and an improper check-in fee. Once the resident has moved out, all damages not noted on the HCR will be charged to the student's account by Housing Services.

## Check-Out Procedure

Residents who plan to vacate their rooms are expected to check-out properly. The proper check-out method includes:

- Turning in all assigned keys and providing a signature;
- All belongings must be removed and the room and bathroom or entire apartment cleaned prior to check-out;
- All residents are jointly responsible for the care, cleanliness, and protection of the common areas of their suite and/or apartment.

After the resident has moved out, housing facilities staff will conduct an inspection, noting check-in condition and current existing condition upon resident's departure. Each resident should also fill out a forwarding address card at the mail room so mail can be properly routed.

- Failure to check out properly will result in an improper check-out charge.
- Charges for damage in room/suite/apartment common areas and those locations where no resident accepts responsibility will be split among all current residents for that unit.
- Furniture must be assembled and arranged as it was found upon move-in.
- All damage billing decisions are final.
- Students' private property left after vacating or upon the expiration of the *Housing Agreement* will be considered abandoned and disposed of at the expense of the resident.

## Community Damage Billing

When damages in common areas occur and Student Housing staff do not know who caused the damage, charges will be split among the community. Charges will be divided on a case-by-case basis (residents of entire building, or a floor, wing, suite, etc.) Student Housing staff will investigate each incident. If a student or students are found responsible for the damage/vandalism, they will be subject to repair fees and judicial action.

Students who have information about who might be responsible for damage in common areas should contact their residence director, facility residence director, or resident advisor. Community Damage fees being assessed to the residents of a wing, floor, or building, will be placed directly on each residents' Student Account; residents will receive an e-mail notification if they are billed.

## Damage & Theft

**Personal Property** – Residence halls and apartments are high traffic areas and it is therefore important that residents take steps to safeguard their personal property. Residents should store valuables in secure places, be watchful of suspicious behaviors, and always lock their doors when leaving their rooms. Residents are encouraged to have the proper insurance to cover lost, stolen, or damaged personal property. In the event a theft or damage occurs, notify Public Safety in order to file a report. Public Safety can also assist you in contacting the Chicago Police Department. The University is not liable for damaged, stolen or missing property.

**University Property** – University property in residence hall common areas may not be moved from its original location. Disciplinary action and/or financial responsibility for staff time to relocate items may be assessed to residents. For any damages occurring in a common area of their building, residents should file a Public Safety Report. Damages to common areas may be considered community damages and charged to all residents of a building.



## Internet Access & Hook-Up

### To connect to the University Network, you will need the following:

- 10/100 Mbit Ethernet card or built-in port (sometimes referred to as a network interface card or NIC).
- 1 standard RJ-45 Ethernet cable (8 pins on both ends, see picture at right) NOT a RJ-11 PHONE CABLE.
- It is **STRONGLY RECOMMENDED** that you have or install anti-virus software on your computer and that you enable the Windows XP built-in firewall, or a third party firewall software is recommended (see instructions below).

### Connecting Your Computer:

1. Go to [http://is.depaul.edu/computers/residence/resnet\\_setup.asp](http://is.depaul.edu/computers/residence/resnet_setup.asp) and follow the instructions for your operating system.
2. If you experience difficulties, you can call the Technology Contact Center (x28765) for further assistance.

### Windows Users:

Once connected to the network, please visit Microsoft's Windows Update Web site, and download all of the available *Critical Updates* and security patches. The Windows Update Web site can be found online at <http://windowsupdate.microsoft.com>. Connecting to Windows Update, and downloading any available *Critical Updates* should be performed frequently, as new security patches are released all the time.

### Enabling the Windows XP Firewall:

If you are running Windows XP, it is also recommended that you activate Windows XP's built-in Firewall software. To activate the software:

1. Click on the Start menu; 2. Select Settings; 3. Select Control Panel; 4. Double click on Network Connections; 5. Right click on Local Area Connection; 6. Select Properties; 7. Select the Advanced tab on the window that appears; 8. Place a check in the check box for Protect my computer and network by limiting or preventing access to this computer from the Internet; 9. Select OK.

## Keys & Lock-Outs

All residents are issued a key to their living space. If you are locked out of your room contact your building's front desk staff who can contact FA staff to assist you with entry into your room. A fee will be assessed for this service. If a lock change is necessary for a room, complete a work order (please see *Repairs & Maintenance* on page 16). The new keys may be picked up at your respective area office between 9 a.m. and 5 p.m. Monday - Friday, excluding holidays. If residents do not pick up new keys within one week of notice, a fee and/or disciplinary action may be assessed for failure to abide by this policy. If it is determined that an emergency lock change needs to occur, residents may be assessed an additional fee for this procedure. Copying of campus housing keys by students is prohibited.

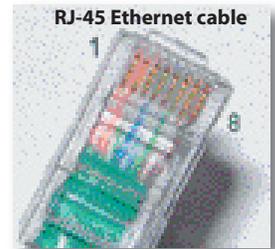
## Offensive Displays

Displays that Student Housing staff decide are not in keeping with the University's mission, departmental objective, or good taste will be removed from view. Residents who have questions about this policy should contact their residence director before displaying materials.

### The following is a non-exhaustive list of the types of displays that are not permitted:

- Offensive, suggestive, distasteful, or lewd pictures, activities or print material that by its design, language, or suggestion is discriminatory, harassing, or inflammatory.
- Alcohol or drug products.
- Advertisements for commercial products or services.
- Material that advocates an opinion that may be disruptive to the community environment or does not support the university mission.
- Any other material that in the opinion of Student Housing staff is not suitable for public display.

Student Housing staff will determine whether or not a display needs to be removed. Items that residents do not remove when requested to do so may be removed by Student Housing staff.



**Residents are encouraged to have their own insurance to cover lost, stolen, or damaged personal property.**

# Your Room.

## Pets

For health and sanitation reasons, students are not permitted to have pets, with the exception of fish, in campus housing. The following guidelines apply to the possession of fish and fish tanks:

- One fish tank per room/apartment (maximum 10-gallon capacity) will be allowed.
- Any aquarium life, other than fish, and any poisonous and carnivorous fish are strictly prohibited.
- All electrical apparatuses used in conjunction with an aquarium must be UL approved for safety.

## Repairs & Maintenance/Work Orders

Repair requests and extermination concerns can be sent via work order forms located on the Housing Services Web site at <http://housing.depaul.edu>. Facility Operations receives these forms and assigns personnel or vendors to perform the service needed, as warranted. To expedite service, please be as detailed as possible when filling out the request form and send no more than one work order/repair request per form. If Facilities staff corrects a tripped breaker (caused by an overloaded circuit), residents must unplug items from the outlet.

**Emergency Room Repairs & Maintenance** - A repair or maintenance emergency should be reported to the Facility Operations central office which is open from 7:30 a.m. - 4:30 p.m., Monday - Friday at 773.325.7650. When the Facility Operations office is closed, please call Public Safety at 773.325.7777.

**Extermination** - A regular schedule is maintained for this service. It is the resident's responsibility to prepare the room/apartment for exterminating. Failure to maintain a unit in satisfactory condition may be grounds for a fee assessment to the resident's student account.

## Telephone & Voice Mail

**Your Phone Number:** Your telephone number is: 773-687-XXXX. The last five digits are printed on a label next to your telephone jack. For instance, if you have a five-digit number printed next to your jack, such as 7-9999, that number is your extension, and 773-687-9999 is your full phone number. Student Housing staff will use this number and voice mail to contact residents, unless the student provides his/her residence director with a different telephone number that includes either voice mail or an answering machine.

**Dialing Instructions:** On campus calls: dial the five digit extension to call any University employee, student room, office, or department. All calls between University extensions are free. Local and long distance calls: local: 9 + 7-digit number + wait for tone + PBN (your Pae-Tec pin number).

### Your Voice mail:

1. Dial the access number 773-687-3000 (or x73000 on campus).
2. When the first prompt asks you to enter your mailbox, enter your extension. (If calling from your extension, press #.)
3. The next prompt asks for your password.
4. When you access your voice mail for the first time, your password will be the same as your extension. Enter your password and press the # sign.
5. You will be asked to change your password right away if you are a first time user. For assistance, visit the Web site at <http://is.depaul.edu/communication/telephone/student.asp>.

For PaeTec customer service, rates, and long distance information: call 1-800-962-4772 or visit <http://campuslink.paetec.com>. For help with University-related phone problems such as no dial tone or voice mail password resets during business hours, call x28765 or visit the Web site at <http://helpdesk.depaul.edu>.



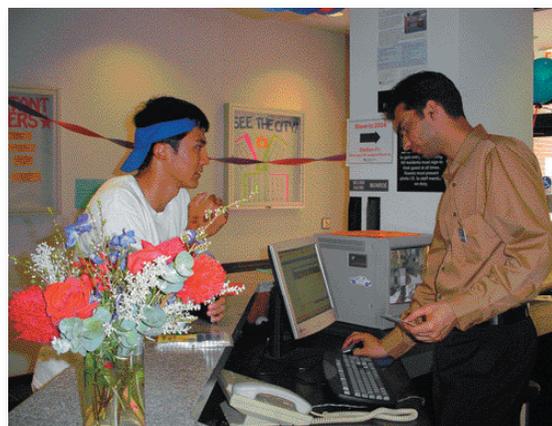
Students in a Seton Hall Room

# Your Building.

## Access to Your Building

Enrolled students may access the campus housing unit to which they are assigned at any time while classes are in session. All DePaul residence halls plus Sanctuary and Centennial Hall require a card swipe to enter. Additionally, University Apartment Communities buildings are keyed entrances, requiring the University-issued key.

- Every time a resident enters his or her residence hall, he/she swipes his/her University-issued I.D. card at the readers in order to enter a building.
- Residents only have access privileges for the hall in which they live.
- The desk staff on-duty (traditional halls and Sanctuary Main) will verify that the I.D. card belongs to the person using it.
- If the desk staff believes there is a discrepancy, the person will not be allowed to enter the building and the I.D. may be confiscated.
- Should you have any problems associated with your building access, please contact Housing Services' central office in 301 Centennial Hall.



Munroe Hall Front Desk

## Community Areas

Campus housing has a variety of community areas throughout its buildings. Study lounges, community kitchens, and laundry facilities are located in every traditional residence hall and either in the buildings in the University Apartment Communities or in a building nearby.

**Study Lounges** - Study areas are located on every floor in Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, Centennial, Seton, and University Halls, and on the lobby levels of McCabe and Sanctuary Halls.

**Computer Labs** - Community computer labs are located throughout campus housing for the exclusive use of residents. While in the computer labs please observe the following policies: no food or drink allowed while working on the computers; no cell phone usage is permitted; please maintain a quiet environment; and inform the Technology Contact Center (312-362-8765) of any problems.

**Community Kitchens** - Kitchens are provided in all campus housing for resident use. A small stove/oven, microwave oven, sink, and refrigerator are usually provided in community kitchens. **Residents using any kitchen facilities must not leave the facility while cooking and are responsible for ensuring that all safety precautions are followed.** The University is not responsible for replacement of food that becomes spoiled due to damage or normal wear and tear of kitchen appliances. Residents are responsible for cleaning their dishes, pots, and pans, and the facility immediately after use. Hall staff will dispose of food left unattended and throw out dirty dishes, pots and pans left in community areas.

## Elevators

The following halls offer elevators for day-to-day student use: Belden-Racine, Centennial, Clifton-Fullerton, McCabe, Munroe, and Sanctuary halls.

## Events

All events that take place within campus housing or outside in surrounding areas must be approved 48-hours in advance by the residence director in the building or location where the event is to be held.

## Front Desks

All of DePaul's traditional residence halls have 24-hour desk operations. Sanctuary Hall has a 24-hour desk for residents of the University Apartment Communities (UAC). All hall desks are monitored by student staff from 7 a.m. until 11 p.m., and professional staff from 11 p.m. until 7 a.m. Vacuums are available for loan at the front desks from 7 a.m. until 11 p.m. daily.

# Your Building.

## Guests & Visitation



Seton Hall front desk

Guests are welcome to visit any time of the day. A guest is defined as anyone who is not an assigned resident of that building. Each resident may sign in a maximum of two guests at any given time, unless prior approval is granted by Residential Education staff.

**Overnight Guests** – Residents are allowed to host overnight guests *with the prior permission of their roommate(s)*. However, the length of stay may be no more than two consecutive nights. Overnight guests must wait at least 14 days before visiting the same room/apartment overnight. This limitation is designed to prevent abuse of roommate rights. Residents found violating the spirit of this policy may be subject to disciplinary action. Students whose *Housing Agreements* have been revoked may not be guests in campus housing.

**Host Responsibility** – The host is personally and financially responsible for the actions and behaviors of all of her/his guest(s). The host is responsible for informing guest(s) of the policies and procedures of campus housing. Guests must abide by University and residential policies and procedures at all times. The host is accountable and is subject to disciplinary action if her/his guest violates a policy or procedure. Guests who exhibit inappropriate behavior may be required to leave campus housing. Residents must be present when signing guests in and out at the front desk.

**Registration (sign-in/out)** – Any guest(s) who is/are not an assigned resident of the host's building, must be signed in by the host.

- Guests must present a state, government or University-issued photo ID at the front desk and be signed in by a resident host onto the guest register.
- The desk staff will verify the identity of the guest on the register before allowing the visitor beyond the lobby.
- The correct full name of both the guest and the host, the room being visited, the time and the initials of the desk receptionist must be clearly listed.
- Residents must also physically sign their guests out of the building with the time clearly listed.



Clifton-Fullerton Laundry Room

## Laundry

Coin and/or card-operated washing machines and clothes dryers are located throughout campus housing. Most campus laundry rooms feature extra-large capacity washers and dryers. Residents encountering difficulties with these machines, including refunds for lost money in the laundry machines or damaged clothing, should contact the company (AAL) via the number in each laundry room.

## Noise

Residents are not permitted to make noise that disturbs others or to exhibit disorderly conduct (as defined by the *Code of Student Responsibility*) within campus housing.

**Consideration** – Courtesy hours are in effect 24-hours a day. All residents are expected to confront any noise problems that are of concern to them, or respond politely if asked to be quiet. If assistance is needed, a resident may call upon Residential Education staff or Public Safety.

**Quiet Hours** – Minimum quiet hours are scheduled from 10:00 p.m. - 9:00 a.m. during Sunday through Thursday and from 12 midnight - 9 a.m. Friday and Saturday.

- During quiet hours, no sustained noise should be heard beyond the closed door of a resident's room.
- 24-hour quiet hours begin the day before the first day of any final exam period.

## Grills

**Charcoal or gas grills are not allowed anywhere in or around campus housing for public or student use under any circumstances.**

## Odors

An offensive odor is any of such intensity that it becomes apparent to or bothersome to others.

- When offensive odors can be localized to a particular room, the residents(s) and/or guests may be in violation of the odor policy.
- Student Housing has the right to rid the room of the odor at a cost to the student if he/she does not comply.
- Incense and hookah pipes are expressly prohibited because of the intensity of the odor and the fire hazard.

## Posting

Student organizations are required to follow proper procedures for posting in campus housing, including UAC. All organizations must first get approval from the Department of Residential Education. For more information, visit Residential Education's Web site: <http://studentaffairs.depaul.edu/resed>.

## Recycling

Each hall has a series of recycling stations, depending on the hall structure and size. Paper recycling bins are provided at each Intelli-Print station.

Facilities staff removes all trash and recycling from the halls each day, and takes it to a central pick up station for National Recycling Corporation. In addition to daily trash pick ups, National Waste picks up all recycling on Wednesdays. All trash and recycling is again sorted (depending upon the color of the plastic bag) at the National Waste plant. Student Housing appreciates your taking the time to recycle your rubbish.

## Smoking

Smoking is not permitted anywhere in campus housing.

## Sports

The playing of sports is not permitted in any hallways or lounges within campus housing. Examples of such activities include but are not limited to: Frisbee, football, roller blading, basketball, baseball, bowling, hockey, soccer, bicycle riding, etc. Violations of this policy may result in disciplinary action and/or assessment of the *Housing Agreement*.

## Storage

Housing Services is not able to provide space for student storage of personal belongings, boxes, etc. at any time.

## Trash

Any trash, newspapers or other items left outside room or apartment doors may be disposed of by staff working in the building, resulting in a fee assessment to the residents of that room. Residents are encouraged to use the trash rooms/chutes and/or dumpsters outside the facilities provided throughout campus housing.

## Vending Machines

Vending machines are located throughout student housing, except for UAC. Problems with vending machines should be reported to the Student Centers administration office, in Student Center Suite 303 (773-325-7346).

## Windows & Screens

Windows, window bars, and frames are constructed to keep people and objects from falling out, and to keep people and insects from getting in. It is for these reasons that the following policies exist:

- Tampering with or taking out windows, screens, or window bars is prohibited.
- Throwing, dropping, or launching objects from a window is prohibited.

Violations of this policy may warrant immediate removal from campus housing, pending disciplinary actions and/or assessment of the *Housing Agreement*. In addition, work time, materials and fees may be assessed to residents of the room or apartment involved.

**Smoking is not permitted  
anywhere in  
campus housing.**

# Your Safety.

**To contact Public Safety on the Lincoln Park campus: x57777 from your University phone, or 773-325-7777.**

**To contact Public Safety on the Loop campus: x28400 from your University phone, or 312-362-8400.**

## Bicycles

All residents are asked to register their bikes with the Chicago Police Department. All bicycles not claimed at the end of the year become the property of the University. Any bikes that appear abandoned will be removed at the discretion of University staff.



**Munroe Bike Racks**

## Public Safety

The Public Safety office is a team of men and women working with the campus community to create a safe environment in which to work, live, and learn.

Public Safety is primarily a service-oriented department created to meet the specialized needs of a large urban university. Some of the duties of the officers include foot and vehicle patrols, record keeping, and medical emergency coordination. The Public Safety office operates 24-hours-a-day, 7-days-a-week, to serve and protect students, faculty, and staff. To summon assistance on the Lincoln Park campus, call 773-325-7777. Students should not hesitate to report suspicious activities or persons

to the Public Safety office, located on the third floor of Centennial Hall (2345 N. Sheffield Avenue, Suite 304).



**Public Safety Officers**

## Severe Weather

**Thunderstorms or Tornadoes** - The following steps can help keep you safe in severe weather conditions.

- Close room windows and drapes to avoid damage from flying glass.
- Take a pillow, blanket, or coat to protect your head from flying debris.
- Leave the room, close and lock the door, and take your keys.
- DO NOT USE THE ELEVATORS.
- Go to the area instructed by a Student Housing staff member.
- Sit on the floor with your head covered.
- Remain in the area until you are notified that the danger has passed.

**If no Student Housing staff member is immediately present, also do the following:**

- Go at once to a windowless interior room or lowest level of the building.
- If there is no basement, go to an inner hallway or smaller inner room without windows, such as a bathroom or closet.
- Get away from the windows.
- Get under a piece of sturdy furniture such as a heavy table or desk and hold onto it.
- Use your arms to protect your head and neck.

## Balconies

Certain University Apartment Communities (UAC) buildings have rear stairways or balconies attached to them, but not all are open for student use. The balconies located on the west side of Sanctuary Main are closed to student use. The Belden, Courtside, Kenmore and Sheffield Square apartments have rear stairways for fire evacuation purposes only.

**The following is a non-exhaustive list of balcony and rear patio or stairway policies:**

- 1. Alcohol** – Alcohol is not permitted on any rear stairway, balcony, deck or patio.
- 2. Furniture/Items** – No furniture or other items may be used or stored on any balcony, rear deck or patio.
- 3. Number of People** – While the rear patios located in the Sanctuary Townhomes may be used for small gatherings, no more than 8 people may be on them at any one time. The rear patio may only be accessed through the Townhome itself. Access to and use privileges of the Sanctuary Townhomes' rear patios may be revoked if these policies are violated.

## Illness & Injury

**Minor Physical Illness & Injury** – A minor incident or illness is defined as a situation that does not require immediate emergency room treatment. The student is advised to see a Residential Education staff member for assistance or, if covered by MedCare, visit the designated health clinic.

**Serious Physical Illness & Injury** – A serious incident or illness is defined as one that needs immediate professional emergency care. The student is advised to dial 911. The student may also contact: Public Safety at 5-7777; their building's front desk; or a member of the Residential Education staff.

## Fire Safety & Evacuation

### If the Alarm Sounds ...

1. Feel the door to your room.
2. If your door is hot, DO NOT open it. Instead, do the following:
  - a. Block all openings with wet towels or other available materials;
  - b. Call 911 and advise the dispatcher of your location;
  - c. Stay close to a window holding a wet towel (if possible) to your face;
  - d. Open the windows only wide enough to alert rescue workers by hanging a white sheet or cloth out the window.
3. If the door to your room is NOT hot, partially open it while standing behind it for protection. Survey your surroundings before exiting.

If your passage is blocked and you CANNOT exit, follow 2.

If you CAN exit:

4. Wear a jacket and shoes.
5. Close and lock the door when you leave.
6. If smoke is present, crawl low to the floor.
7. ONLY use stairways; NEVER use an elevator.
8. Once outside, follow a staff member's instructions.
9. Do not re-enter the building until instructed to by University or fire department officials.

### Reporting a Fire

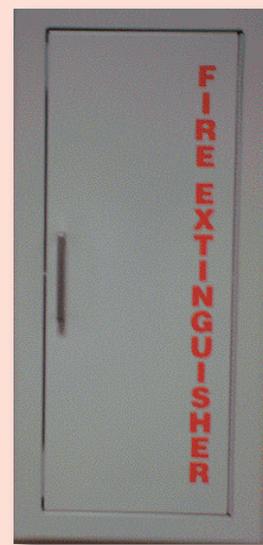
1. Pull the nearest fire alarm.
2. Call 911.
3. Report the fire to the front desk.
4. Get out of the building.

### Know Your Escape!

- Learn the locations of the two fire exits nearest to your room.
- Study the exit route map on the back of your room or apartment door.
- A student with a disability who lives in the residence halls and needs evacuation assistance must register with the Office of Students with Disabilities (OSD) in Student Center Suite 307; Ph: 773-325-7290; Web: <http://www.studentaffairs.depaul.edu/studentswithdisabilities>.

## Fire Drills

Student Housing conducts drills and monitors all fire alarm evacuations. DePaul's alarms are connected to the Public Safety department. Under normal drill/alarm conditions, all students must evacuate from the residence halls in under three minutes. Students who fail to leave their rooms or apartments during a fire drill **MAY FACE JUDICIAL ACTION**.



# Your Dining Info.

**DePaul Dining Services**  
**Student Centers Administration Office**  
**Student Center Suite 303**  
**Ph: 773-325-7346**  
**Fx: 773-325-7347**  
**E-mail: [studentcenters@depaul.edu](mailto:studentcenters@depaul.edu)**  
**Web site: <http://studentcenter.depaul.edu>**

## Lincoln Park Dining Hours for the Academic Year\*

Dining options are available beginning from 7:30 a.m. until midnight every day. All specialty stations have hours that are appropriate to the food options offered.

## Loop Dining Hours for the Academic Year\*

DePaul Center 11th Floor  
Monday - Thursday 7:45 a.m. - 8 p.m.  
Friday 7:45 a.m. - 2:30 p.m.  
Saturday and Sunday: Closed

\*Dining hours are subject to change. Service hours differ during holidays, break periods, and summer.

## Dining Locations

Aside from the main dining room on the second floor of the Lincoln Park Student Center, residents can visit: the DePaul Marketplace in the Loop's DePaul Center; the Bean Caffé locations in the Ray Meyer Fitness Center and Schmitt Academic Center; and coming soon a **new café serving the east side of the Lincoln Park campus.**

## DePaul Dining Services and Meal Plans

DePaul Dining Services offers you a high quality, nutritional dining atmosphere, affordable meals, and dining stations open for as many as 16-hours per day.

### Meal Plan Requirements

All students living in traditional residence halls must be enrolled in a meal plan as agreed to in the Housing and Food Service Agreement. The minimum requirement for first-year students is the DePaul plan for each of the first two quarters and the Lite plan for spring quarter. The Lite plan is also the required minimum plan for returning students living in traditional residence halls, which are Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, Seton, and University Hall.

If you live in McCabe, Sanctuary or the Sanctuary Townhomes, your minimum requirement is the Apartment Plan. Meal plans are optional for residents of the University Apartment Communities (UAC).

### Declining Balance

Meal plans operate on a declining balance. Meal plan value is placed on your DePaul ID card before the beginning of each quarter. All purchases are made 'a la carte,' at all locations, except weekend buffets noted below.

### Weekend Buffet

From Friday afternoon to Sunday evening, the inner dining room on the second floor of the Lincoln Park Student Center is transformed to 'All You Care to Eat' buffet style dining. Pay one price as you enter.

### Changing Plans

If you would like to purchase a higher meal plan or add value to an existing meal plan, you can do so at any time by visiting the Student Centers administration office during business hours. You can also purchase a higher meal plan or add value on line by visiting the Student Centers Web site.

You may lower your meal plan as long as you do not drop below the required minimum for your building and academic class standing. The deadline for reducing your meal plan is the end of the second week of classes for each quarter. Meal plan reductions will not be accepted past the deadline.

### Remaining Balances

Any value on your meal plan left at the end of fall quarter continues through to winter quarter, and again any value remaining at the end of winter quarter continues through spring quarter. At the end of finals week each June, any unused value is forfeited, and the balance on your meal plan is reset to zero.

### Bulk Buying

Dining Services also provides bulk buying opportunities during the year in which you can use your meal plan to purchase non-perishable items, such as fridge packs of soda, chip and dips, bottled water, and many other snacks.



## The Lincoln Park Student Center

The Student Center's second floor is the perfect place to enjoy food, study or meet friends.

**Market Carvery:** Casseroles, rotisserie chicken dishes as well as many beef and fish dishes can be found at this station. **La Cocina:** Authentic Mexican menu specials are a regular feature. **Fresh Grille:** Hamburgers, chicken strips, hotdogs and fries are just some of the menu items offered at this traditional grill station. **Menutainment!:** Menu offerings here change on a daily basis, so, you never get bored. You choose the ingredients, the staff puts it together. **Trattoria:** Pizza served by the slice, delicious calzones as well as a pasta bar where you can build your own pasta dish. **Garden Emporium:** This is a salad bar station, where you build your own salad that can serve as a full meal or, as a side dish to another entrée. **Outtakes:** Stocked with freshly prepared salads, wraps and sandwiches, as well as a wide selection of bottled beverages, popular snack foods and a large variety of dessert items.

## Loop Campus DePaul Marketplace

Located on the 11th floor of the DePaul Center downtown, the DePaul Marketplace dining area serves up several delicious selections.

**DePaul Market Bakery:** Start your day with a cup of coffee and a breakfast parfait or Krispy Kreme donut at the bakery. **Market Fresh:** Deli style sandwiches made on the spot, served alongside soups and gourmet pizza. **Main Event:** Hot menu options include a daily vegetarian entrée. **The Grill:** Hamburgers, fries, grilled chicken sandwiches and other grill items are available at this station. **Salad Bar:** Build your own salad from a variety of fresh ingredients. **Outtakes:** Pre-packaged sandwiches, wraps and salads available to take with you.

## NEW This Year!

Watch as the Brownstone's Coffee Shop and Cyber Café expand both in seating capacity and menu offerings. A new cafe coming late in the fall allows students on the east side of campus allows students the convenience of purchasing a quick snack or beverage before class.

## Continuing This Fall! Balanced Choice Options on Campus

DePaul's Dining Services offers balanced choice options for health-conscious students. Look for Balanced Choice Options that will be labeled as Vegan, Vegetarian, Low Carb, Low-Fat and Non-Fat. We provide a comprehensive nutrition program that includes not only monitoring menus, but staff who will assist you in making the most of your meal plan. Brochures and flyers with nutritional information are always available for you in the dining areas.

## Tips for Healthy Eating

- If you don't know, please ask. The dining managers are happy to assist you with information on ingredients and nutritional content.
- Request that sauces and condiments be served on the side or not at all so you can regulate the amount you consume.

## If Your I.D. Card is Lost or Stolen

Contact I.D. Card Services immediately to report your card as lost or stolen. I.D. Card Services can be contacted at the Loop (312-362-5959) or in Lincoln Park (773-325-7466).

## Using Your Meal Plan for Friends & Family

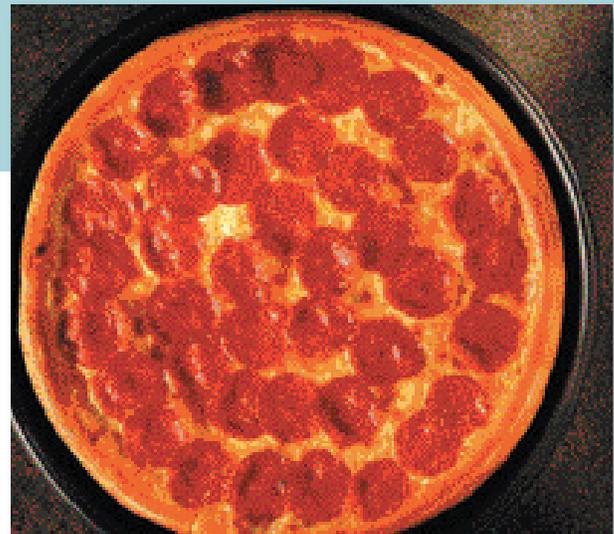
You are able to use your meal plan to purchase meals for your friends and family, but you must be present for this to happen. Cashiers are unable to allow a purchase on a meal card unless the owner is present. Unauthorized use of an I.D. card can result in the confiscation of the card.

## Balance Inquiries and Over-Rings

You can check your meal plan balance by asking the cashier at any dining platform to perform a 'balance inquiry.' If you believe there was an over-ring on a recent use of your card, see the dining service manager at the location you made the purchase for assistance.

## Special Needs Due to Diet and Religion

In addition to vegetarian and vegan options available at each meal, you may have needs due to your diet or religion. Call our dine line to discuss your needs with our dining manager, at **773-325-7476**.



# Your Actions.

## Disciplinary Procedures



Student Judicial Process

By voluntarily joining the residential community, a student assumes the responsibility for abiding by the standards that have been set forth in this *Guide*. Residents are expected to exercise good judgment and consideration in maintaining a living environment conducive to the achievement of the educational mission of the University. This includes accepting responsibility for one's behavior at all times and respecting the rights of other individuals.

**The following steps are in place (in accordance with the Code of Student Responsibility) to ensure a fair disciplinary process:**

1. The Assistant Director for Student Success (AD) receives documentation of an incident. The AD reads over the documentation, decides which policies may have been violated, and assigns charges.
2. The resident(s) involved receive a letter of judicial referral.
3. The resident reads the letter and chooses to have a hearing with an administrative hearing officer or to have a hearing with the RHC Judicial Board. The Judicial Board option is only available when the Board is in session. The AD also has the right to deny residents a choice of hearing options.
4. If the resident chooses the administrative hearing officer option, the resident goes to the Student Housing central office, where the Residential Education Office Assistant will schedule a hearing.
5. If the resident chooses the RHC Judicial Board option, the resident will e-mail the AD, who will notify the Chair of the Board to schedule a hearing and notify the resident.
6. Resident attends a hearing. The hearing officer or Board determines if the resident is responsible for violating the policy.
7. If the hearing officer or Board finds resident to be responsible for the policy violation, the hearing officer or Board assigns appropriate sanctions, usually with the resident's input.
8. The resident receives a decision letter following the hearing describing the sanctions, if any, and the required completion dates. Until the sanctions are completed, the case is open.
9. If a resident fails to schedule or appear at a hearing, a decision is made based on the available information and the student is held accountable for that decision.



Student Judicial Process with RD

**If you are notified of your administrative hearing and fail to attend it, the hearing will go on without you, a determination will be made, and sanctions will be assigned.**



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Lincoln Park

# Lincoln Park Facts

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Department of  
Residential Education

## Life in Historic Lincoln Park

Tree-lined streets. Historic brownstones. Legendary campus. Situated in a beautiful residential neighborhood, DePaul University's 30 acre Lincoln Park campus is also the site of 15 residence halls and apartment communities which house over 2,500 students.

Welcome to DePaul University, a private, Catholic institution of higher learning that has grown to be the largest Catholic university in the nation. Our student population of more than 20,000 students reflects a broad diversity of ethnic, religious, geographic and economic backgrounds.

Chicago, with its many resources, is an integral part of education at DePaul University. From renowned libraries and museums to world-class theater, music and sports, when you attend DePaul University, all of Chicago is your campus.

## A Rewarding Experience

Modeled after St. Vincent de Paul's teachings of being a full participant in one's community, our supportive residence hall community focuses on diversity, respect, community spirit, and leadership development. Collaborative relationships with students, faculty, and staff are our top priority. At first glance, DePaul University's major metropolitan setting might appear too large and overwhelming to students and their families, but we pride ourselves on developing and nurturing a positive, supportive, and caring housing environment.

A safe and secure community is also a top priority for DePaul. As members of the residence hall community, we believe in a shared responsibility for our living environment. In addition to DePaul's full-service Public Safety Office, each of our traditional residence halls has a 24-hour staffed lobby and an entrance card security system.

For security purposes, faculty, staff and students are also issued a DePaul University Photo Identification Card in order to gain access to residence halls, parking garages, food service, the Ray Meyer Fitness Center, and various university functions.

DePaul University's multicultural community is reflective of Chicago's diverse population, and one of the most rewarding aspects of the residential community. Special programs are offered to foster respect, awareness, and appreciation among all of our students, and celebrate our differences.

## Rated Number One!

At DePaul we are proud of our national reputation for academic excellence and our hard-working students. They are bright, talented, dedicated, and, according to the *Princeton Review Guide: The Best 331 Colleges*, DePaul University's young men and women rated themselves as "the happiest" in a survey of 59,000 students from across the United States.

Our residence hall students have every reason to be happy. A vast array of opportunities for student involvement includes: participating in the governance of the residence halls through Residence Hall Council (RHC); taking part in community service projects through the DePaul Community Service Association; and, among many other activities, working out in our state-of-the-art campus recreation center.

Now everyone knows what DePaul University students have been saying for over hundred years..."we're number one!"

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# Lincoln Park Mail

## DePaul's Centralized Mailroom

DePaul's Lincoln Park campus features one central mail center for all mail service for the traditional residence halls plus Sanctuary and the Townhomes (but not including any other UAC buildings). The mail center is located in suite 317 of the Student Center.

To avoid delay of mail service, have your mail addressed correctly and completely as shown below:

**Your Name**  
**Student Housing Mail Center, Mailbox #**  
**2250 N. Sheffield Ave., Suite 317**  
**Chicago, IL 60614**

Please click on your hall name below to look up your mailbox number, listed by room number.

[Belden-Racine](#)

[Munroe Hall](#)

[Clifton-Fullerton](#)

[Sanctuary Hall & Townhomes](#)

[Corcoran Hall](#)

[Seton Hall](#)

[McCabe Hall](#)

[University Hall](#)

[University Apartments](#)

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# Campus Computers

DePaul residents are encouraged to bring their own computers to campus. Most computer retailers offer leasing discounts to students, some are listed below. Students who are unable to bring a computer to campus can use the University's computer labs.

DePaul staff will remain available to help residents register their personal computer. All residents must register their personal computers online with DePaul to take advantage of the high-speed Internet access. DePaul staff will offer information during move-in to help residents access their Internet connection.

## **IBM** (DePaul University Strategic Supplier)

[Affiliate Web Page](#)

Customer # 2797284

[http://www-1.ibm.com/industries/education/doc/jsp/indseg/highereducation/877-222-6426, option 1, ext 8282](http://www-1.ibm.com/industries/education/doc/jsp/indseg/highereducation/877-222-6426,option1,ext8282)

## **Dell**

[Premier Web Page](#)

[http://www1.us.dell.com/content/topics/segtopic.aspx/dpa\\_payment\\_options?c=us&cs=2231&l=en&s=eep&~ck=mn](http://www1.us.dell.com/content/topics/segtopic.aspx/dpa_payment_options?c=us&cs=2231&l=en&s=eep&~ck=mn)

1-888-987-3355

Member ID #US32044302

## **HP/Compaq**

[Education Sales](#)

<http://government.hp.com/howtobuy.asp?agencyid=0>

1-877-480-HiEd (877-480-4433)

## **Apple**

[Education Sales](#)

[www.store.apple.com](http://www.store.apple.com) and select "Find Your College or University"

800-MY-APPLE (800-692-7753)

## **Sony**

Call for product information and pricing.

Education Sales, Kevin Kray

800-254-1430, x7394

## **CDW-G**

Call for product information and pricing.

Rusty Singer

877-325-3359 ext 77485

[rustsin@cdwg.com](mailto:rustsin@cdwg.com)

## **University Salvage Program**

From time to time, DePaul makes available for purchase older computers no longer used within the University. Generally, these computers are at least three years old (Pentium III 500 MHz or older). For information about current pricing and availability, please contact Natalie Max in Procurement Services at [nmax@depaul.edu](mailto:nmax@depaul.edu).

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University Hall

## University Hall, Sanctuary & UAC Home to Winter Residents

### University Hall

Residents of University Hall are able to apply with the Department of Housing Services to remain in their current assignment over the period of the end of fall term (11/24/04) until the end of December Intercession\* (12/17/04).

The housing charge for all students remaining in University Hall for the 2004 December Intercession period is \$702. Students living in traditional-style residence halls who are interested in staying over December Intercession must apply for a permanent room change with the Department of Housing Services by October 22, 2004.

Students living in University Hall who wish to stay over Winter Intercession must apply at the Student Housing office, Centennial Hall Suite 301 by 5 p.m. on Friday, November 12, 2004 and be approved in order to stay.

University Hall will close at 5 p.m. on December 17, 2004 for all Intercession residents. All residents may return on January 2, 2005 beginning at 9 a.m.

### Sanctuary & UAC

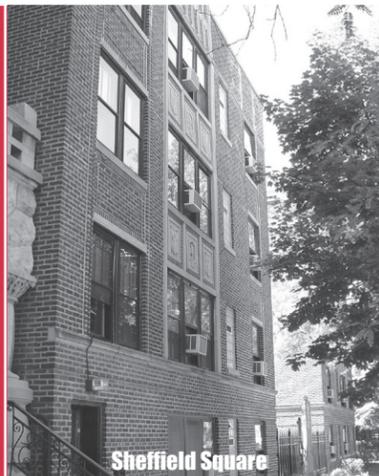
Residents of the University Apartment Communities (UAC), which includes the Belden Apartments, Centennial Hall, Courtside Apartments, Kenmore Apartments, Racine Apartments and Sheffield Square as well as Sanctuary Hall and Townhomes residents, do not need to apply for winter break\*\* housing, since it is included in their original Housing Agreement. The cost of staying over winter break is also included in the rate for Sanctuary Hall, Townhome, and UAC residents.

### These Buildings are Closed from 11/25/04 - 1/2/05

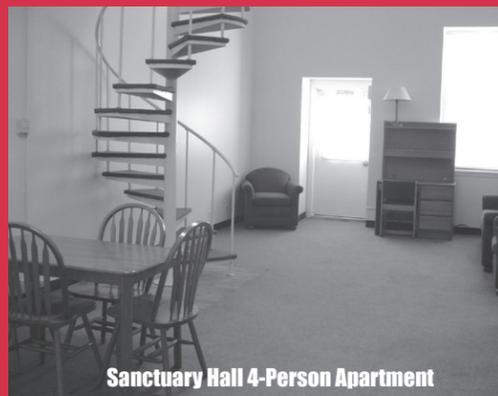
Belden-Racine, Clifton-Fullerton, Corcoran, McCabe, Munroe and Seton halls are closed on 11/24 at 5 p.m. During this time, no residents are permitted inside these halls. Residents may begin moving back into their halls at 9 a.m. on January 2, 2005.

\***December Intercession** is the academic period from 11/25/04 until 12/17/04.

\*\***Winter break** is the entire period between the end of fall quarter (11/24/04) and move-in for winter quarter (1/2/05).



Sheffield Square



Sanctuary Hall 4-Person Apartment

## Your Student's Housing Agreement

### New for the 2004-05 Academic Year: 60-Days Advance Cancellation Notice

We would like to make you aware of a change in your student's 2004-2005 Housing Agreement regarding the financial obligation of living on campus in Lincoln Park.

All residents requesting a cancellation from their Housing Agreement for academic reasons (i.e. study abroad, student teaching, and graduation) must submit it in writing a full 60-days prior to the requested date of cancellation.

Cancellation requests for winter quarter must be in writing with the Department of Housing Services prior to November 3 at 5 p.m. Requests to cancel the Housing Agreement prior to spring quarter must be in writing with the Department of Housing Services prior to January 18, 2005.

Documentation supporting cancellation requests is required and due prior to the deadline. Early termination (cancellation) fees will be waived ONLY UNDER THE FOLLOWING CONDITIONS:

- 1. Study Abroad** – Student has provided 60-day notice prior to the start of the Agreement or prior to the move-in date for the affected term, and provides a letter from the Study Abroad Office indicating the student will conduct foreign studies.
- 2. Student Teaching** – Student has provided 60-day notice prior to the start of the Agreement or prior to the move-in date for the affected term, and provides a letter or notification from the School of Education regarding participation in DePaul's student teaching program.
- 3. Graduation** – Student has provided 60-day notice prior to the start of the Agreement or prior to the move-in date for the affected term, and provides a letter or notification of (anticipated) completion of degree.

Please have your student review the Guide to Student Housing and his or her copy of the signed Housing Agreement for more information. Please contact Housing Services if you have specific questions regarding this information.

**Summer UAC Cancellation:** Residents of UAC (does not apply to Sanctuary or Townhome residents) may request an effective cancellation date for the period between June 13, 2005 and August 20, 2005 without any cancellation fee if 60-days advance notice (cancellation received by April 14, 2005) is provided to the Department of Housing Services.

## Residential Education Corner

### Transitions May Be Tough for Students and Parents the First Year

Whether your son or daughter is the first one to leave home or the last, it's an adjustment. There are bound to be some mixed emotions. "Many parents are torn between wanting their children to stay young forever and encouraging them to leave as quickly as they can," says Deb Schmidt-Rogers, director of Residential Education for DePaul. "Both sets of emotions are equally natural. Just because your student is living on campus at DePaul, it doesn't mean they don't still need you."

Here are some suggestions from Residential Education staff for getting through the first year (or subsequent years) your student is away:



04-05 Resident Advisors

- Allow your student to make his or her own decisions -- even if they feel like mistakes to you. Part of becoming an adult is making those mistakes and learning from them.
- Students will accept more challenges if they feel supported by you. Of course, when they are putting themselves in danger, it is your role as a parent to step in and speak up.
- Believe in your student's ability to succeed. Everything he/she has done prior to DePaul has prepared your child to be a successful student.
- Remind your student that you are proud of his/her accomplishments and that you look forward to developing this new relationship with them.

The Department of Residential Education has both in-hall staff to assist students and parents and Student Housing central office staff. Keep in mind that the staff of Residential Education is here to assist your student in achieving success. Please do not hesitate to contact them if they can assist you in any way.

Phone: **773.325.7196** • Web: <http://studentaffairs.depaul.edu/resed> • E-mail: [resed@depaul.edu](mailto:resed@depaul.edu)



Schmidt-Rogers (back center) and staff

## The Dish on Dining

### Welcome!

By now, the quarter is well underway for your student. Classes are in full swing and extra-curricular activities have started off with a bang! Dining Services has been busy keeping meal times full of variety with new options.

### New Dining Options Excite Students

The Kenmore Market station has the new *Greek Odyssey Café*, and with a wide selection of Mediterranean style dishes, this is a popular addition! Menu options include: traditional-style gyros served on a pita; Greek salads and wraps; and more popular Greek dishes. Opa!

Kenmore Market also offers *Sandella's Wraps and Sandwiches*. Hot and cold wraps as well as traditional deli sandwiches are made to order with choices including chicken, beef, and vegetarian.

Also new this year is the Asian-style cuisine and sushi made to order at the new *Asian Origins* dining area. The menu features dishes such as Kung Pao beef, sweet and sour chicken and popular sushi offerings prepared on the spot.

### Balanced Choices Provide Nutritional Information

DePaul's Dining Services offers balanced choice options for the health-conscious student. Balanced Choice Options are labeled as Vegan, Vegetarian, Low Carb, Low-Fat and Non-Fat. Students can monitor their menu choices with careful attention to the daily menu offerings. Nutritional information is always available for students in the dining areas. Remind your student that all menu items can fit into a healthy lifestyle as long as they are eaten in moderation.

### Changing Plans

Your student can purchase a higher meal plan or add value to an existing meal plan at any time by visiting the Student Centers administration office (Student Center Suite 303) during business hours or by logging on to <http://studentcenter.depaul.edu>.

Students may lower their meal plan as long as it does not drop below the required minimum for their residence hall and academic class standing. The deadline for reducing the meal plan is the end of the second week of classes for each quarter. Meal plan charges are automatically placed on their student account.

### Meal Plan Requirements

As agreed to in the *Housing and Food Service Agreement*, the minimum requirement for first-year students is the DePaul plan for the first two quarters and the Lite plan for spring quarter. The Lite plan is also the required minimum for returning students living in Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, Seton, and University halls.

The minimum requirement for McCabe, Sanctuary and Townhomes residents is the Apartment Plan. Meal plans are optional for residents of the University Apartment Communities (UAC).

### Remaining Balances

Meal plan value left at the end each quarter rolls over to the next quarter in the same academic year. At the end of finals each June, any unused value is forfeited, and the balance on your student's meal plan is reset to zero.

### Bulk Buying

Dining Services provides bulk buying opportunities during the year in which students can use their meal plans to purchase items such as fridge packs of soda, chips, cheese, bottled water, and bulk meats.

### DePaul Country Market

In its second year, the popularity of the DePaul Country Market continues to grow. The market runs Tuesdays and Fridays in the Student Center from 11a.m. - 3p.m. during fall, winter, and spring quarters. It provides your student with the convenience and affordability to "grocery shop" for fruits, vegetables, bakery items, and even flowers on campus.



**DEPAUL UNIVERSITY**  
 Department of Housing Services  
 2345 N. Sheffield Avenue, Suite 301  
 Chicago, IL 60614

PRE-SORT  
 FIRST CLASS  
 U.S. POSTAGE  
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 PERMIT NO. 7366  
 CHICAGO, IL

# UNDER OUR ROOF



## Housing Services

### Inside This Issue:

- Fall 2004 Move-In
- Winter Break Housing
- Building Spotlight: Corcoran
- Residential Education Corner
- The Dish on Dining

### Our Next Issue:

2005-2006 Housing Lottery Info

### Dates to Note:

**October 22** - Deadline to submit room change forms if students want to stay during Winter Intersession (see inside).

**November 2** - 60-day deadline for winter quarter housing cancellation. Please see *Your Student's Housing Agreement* inside.

**November 12** - Winter break housing applications are due for current University Hall residents who wish to stay over Winter Intersession.

**November 24** - All halls close. Residents must be moved out by 5 p.m.

**January 2, 2005** - Residents may begin moving in at 9 a.m.

### Letter from the Director:

Dear DePaul Parent or Guardian:

Welcome! We've spent the summer getting ready for your student's arrival. We are delighted that your son/daughter chose to live in DePaul's campus housing.

Living on campus is a unique and worthwhile experience. It provides opportunities to expand students' personal horizons through involvement in numerous academic, social, educational, leadership, cultural and recreational programs. Plus, on-campus living is convenient and cost-effective.

By the time you read this, your student will be settled into his or her home-away-from-home at DePaul. DePaul's Student Housing staff remains committed to providing our residents with a premiere residential experience. Please let us know if any questions or concerns arise during your student's stay on campus. Many common questions can be answered on our Web site, at <http://housing.depaul.edu>. You can also reach us via phone, 773.325.7196, or send an e-mail to [housing@depaul.edu](mailto:housing@depaul.edu).

We're looking forward to another great year!

Sincerely,  
 Mary Atkinson  
 Director of Housing Services

### Fall 2004 Move-In a Success!

Move-in this year went smoothly with 2,500 students moving to the Lincoln Park campus between August 29 and September 5. DePaul staff ranging from resident advisors to maintenance staff to professional movers helped carry students' belongings up to their new homes with little, if any, waiting on the part of the students and their parents.

DePaul student staff played critical roles during the Move-in days on September 4 and 5. Student facilities crew was on-hand to adjust furniture as needed. Facility Assistants and Desk Receptionists made the check-in process as efficient as possible, checking IDs and handing out keys.

Facility Assistants also handed out Housing Condition Reports (HCRs), which allow new residents to assess the state of their room upon move-in. This provides our staff with feedback so we can make any necessary repairs as promptly as possible.

Some new residents were surprised to see cars unloading on the quad for University Hall residents. Housing Services has found this method to be helpful in clearing up the congestion on Clifton Avenue, which had up to four halls unloading there on busy Move-in days. Housing Services also worked with the City of Chicago to restrict parking on Lincoln Park streets. This helped create "unloading zones" in close proximity to the halls, for convenience.

In addition, Students were provided with the *Guide to Student Housing*, which details the policies and procedures of DePaul Student Housing, that students agree to when they sign the *Housing & Food Service Agreement*.



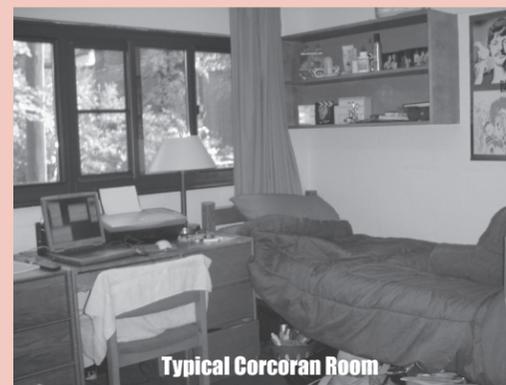
### Don't Sweat it ... Corcoran Hall is a Great Place to Live!

Corcoran Hall, home to first-year students and a few sophomores in Lincoln Park, features double-occupancy, traditional-style rooms and community bathrooms. Corcoran is not air-conditioned, but does offer a spacious, air-conditioned community lounge on the first floor. Corcoran is also undergoing a "face-lift" next year, with fresh paint, new draperies and some new furniture.

There are 166 residents living in this four-story hall, which has community kitchens on every other floor, and laundry rooms and study rooms on every floor for student use. Corcoran is also the residence hall closest to the music school. Additionally, Wish Field is Corcoran's back yard. DePaul soccer and softball teams, among others, host NCAA games there in the fall and spring.

Students living in Corcoran tend to meet more of their neighbors and see them more frequently than many of the other residence halls, due to the first-floor lounge where students gather to beat the heat and socialize.

Andrea Cohen, a first-year student, selected Corcoran as her first choice due to its affordability and social atmosphere. "I spent the first two days trying to be outgoing and friendly without being intrusive, and it worked," she says, "I've met so many awesome people and already have close friends after two weeks. Corcoran is really interesting, too, because we have Theater, Music, Education, Business, and undecided majors. The realm of personalities is awesome."



Typical Corcoran Room

### Upcoming Corcoran Programs Include:

- Weekly Meditation . . . . . Mondays fall quarter
- Collegiate Alcohol Awareness Week. . . . . 10/20
- Mexican Fine Arts Museum . . . . . 10/24
- Kickball Tournament:*
- Corcoran vs. McCabe . . . . . 10/TBA
- Election Night Coverage. . . . . 11/2
- Chicago Ghost Tours. . . . . 11/6
- Managing Personal Finance . . . . . 11/10

# 2005-2006 Housing and Food Service Terms and Conditions

**1. PAYMENT.** Student accepts responsibility for payment at the rates established by the University, which shall be available from the Department of Housing Services by March 30, 2005. An initial pre-payment of \$500 is payable with this Application/Agreement for new DePaul students. Applications will not be processed without the pre-payment. The entire pre-payment will be applied to future charges posted to the student's University account.

**2. TERMS.** The effective dates for this Agreement shall be the Fall, Winter and Spring terms, or remaining portion thereof, beginning September 3, 2005. This Agreement shall terminate 24 hours after the student's last examination, unless such student is participating in graduation ceremonies and has notified the Department of Housing Services. It is understood that housing is not included during the four-week period between the end of Fall Term and the start of Winter Term, except for the residents of UAC, Sanctuary Hall and Townhomes. University Apartment Communities (UAC): The effective dates for this Agreement shall be the approximate 50-week period, or remaining portion thereof, beginning September 3, 2005. This Agreement shall terminate on August 19, 2006 at 12 p.m. (Winter break housing included in the terms of this Agreement for residents of UAC.)

**3. INCORPORATED CONDITIONS.** All the conditions specified in this Agreement and the Guide to Student Housing (available on-line at <http://housing.depaul.edu>) constitute the full and complete terms and conditions. Residents must abide by all rules and policies, which may be promulgated from time to time by Student Housing in the interests of health, safety, the proper conduct of residents, and the orderly and efficient operations of residence facilities. Student Housing has the right to modify the Guide to Student Housing at its discretion. Your signature below acknowledges that your name and contact information can be released to your assigned roommates.

**4. LEGAL AND BINDING.** This Agreement requires full payment for the entire academic year (or remaining portion from the effective date) as indicated in #1 above. If the student does not check-in and assume occupancy of the assigned space by the first day of classes for the first term in which this Agreement shall be in effect, the student may be reassigned to another space but remains obligated for full room and board payment. (See #5.) Students who must arrive late, may hold the original space by notifying the Department of Housing Services in writing prior to the effective date of this Agreement.

**5. CANCELLATION.** After May 1, 2005 (New Freshmen Students); April 15, 2005 (Returning Students); June 15, 2005 (Transfer Students); cancellations are subject to the fees listed below. All cancellation requests must be made in writing to the Department of Housing Services, and if approved after the cancellation deadline are subject to pro-rated daily room and board charges and cancellation fees as follows.

- NONE for students who are on the housing wait list or have NOT been confirmed for a space.
- \$500 for students who have been confirmed and request a cancellation after their respective cancellation deadline.
- 50% of housing charges for the remainder of the FULL LENGTH of this Agreement for students who have been confirmed and submit a cancellation after September 2, 2005.
- 50% of housing charges for the remainder of the FULL LENGTH of this Agreement for students who request a cancellation after occupying a fall space.

Residents of UAC (does not apply to Sanctuary residents) may request an effective cancellation date for the period between June 12, 2006 and August 19, 2006 without any cancellation fee if 60-days advance notice is provided to the Department of Housing Services.

Full room and board charges will continue to accrue until the Department of Housing Services specifically releases residents in writing, and the student has completed the check-out process.

**6. ELIGIBILITY.** On-campus housing is not guaranteed for any student. Additionally, neither the University nor the student has ANY obligation to renew this Agreement. DePaul residence halls are for the exclusive use of single, full-time, undergraduate students. However, part-time and non-undergraduate students may be accommodated as space permits. Applicants or residents who lose their academic or judicial eligibility must inform the Department of Housing Services within two business days and are subject to cancellation charges.

**7. MEAL PLANS.** Quarterly meal plans are required for students living in certain residence halls. Lincoln Park resident meal plans operate on a declining balance as purchases are made. First year students must purchase the DePaul Plan as a minimum for the first two quarters and the Lite Plan as a minimum for spring quarter. Upperclassmen in residence halls must purchase the minimum of a Lite Plan each quarter. Meal plan values roll forward from quarter to quarter within an academic year, but any remaining value will be forfeited at the end of each Spring Quarter. Students are encouraged to pick up and read a brochure that details all guidelines.

**8. ASSIGNMENTS.** Placements are made by Housing Services based on full occupancy of each room, suite, and apartment, which range from one to 8 students, depending upon size, the number of bathrooms, and other factors. All rates are based on full occupancy. Residents who occupy space at below the designated capacity shall be assigned additional roommates if available, or must move to fill other vacancies to avoid additional housing charges. See "consolidation" policy in the Guide to Student Housing.

The University, whose judgment shall be final, retains the right to reassign students to other campus accommodations to provide repairs or improvements as is occasionally necessary to maintain efficient operation of the premises and protection of the occupants. In no case will the University make assignments based upon race, sexual orientation, age, national origin, religion, or disability.

Housing Services will consolidate all summer UAC residents to maintain efficient operation of the premises.

**9. EXPANDED HOUSING.** If demand for University housing exceeds supply, some confirmed and/or waitlisted applicants may be temporarily assigned to overflow or expanded housing spaces. Some campus rooms, including study lounges, may be used as temporary housing for additional students during all or part of the fall quarter. Each student in temporary housing is entitled to a 20% discount for housing charges, until a permanent space is available. The 20% discount is only applicable while a student is occupying a temporary space.

**10. ACCESS.** The University reserves the right to enter the student's housing space: in order to inspect; make necessary repairs, alterations or improvements; supply necessary services; when reasonable cause to believe violation of University policy is in progress; exhibit the premises to service personnel or contractors; or as is otherwise necessary in the operation and protection of the premises or occupants therein. In case of apparent or actual emergency or violation of University policy, the University may enter the student's housing space at any time without prior notice. For non-emergency situations, entry shall be by arrangement with or invitation by one or more occupants of the room, suite or apartment, or if reasonable arrangements are impractical or refused, entry shall be made only upon prior twenty-four (24) hours notice.

**11. CARE OF FACILITIES.** The University shall keep the premises in reasonable repair during the term of this Agreement, and maintain the premises in compliance with applicable regulations imposed by appropriate governmental authority. The University will make all necessary repairs to the housing space within a reasonable time after receipt of written notice from the student of the need for repairs.

The student shall maintain the housing space in a clean and orderly condition and make no alterations to the premises, such as, but not limited to, installing locks, erecting partitions or attaching anything to ceilings, walls, floors or exteriors without prior written consent of the Department of Housing Services. Permission is provided for hanging occasional pictures by using bulldog-type picture hangers on drywall or plaster only. (Such picture hangers should remain on walls upon checkout. Samples are available at the Department of Housing Services). Students agree to pay for any damage and cleaning charges, as well as missing items to their rooms, suites, or apartments (less reasonable wear and tear).

**12. HOLD HARMLESS.** The student agrees to hold the University, its agents and employees harmless from all damages, liability, or loss sustained from others by their negligent or illegal conduct, or misuse of the premises. Additionally, the student understands that the University does not provide protection against lost, damaged or stolen personal property, and has been advised to obtain appropriate renter's insurance should such protection be sought.

**13. STUDENT WELFARE.** The University, in its opinion, reserves the right to require a resident to seek physical or psychological evaluation if the resident demonstrates behaviors that put himself/herself or others at risk. In such instances, as well as other potentially serious conditions affecting a dependent student's welfare, the University may advise the student's parents or legal guardians of the situation.

**14. NON-DISCRIMINATION.** DePaul University is committed to the exploration of values and new ideas. The University, therefore, seeks to provide a learning environment free of harassment, discrimination or assaulting behavior of any kind, against any person or group, based on race, gender, sexual orientation, age, national origin, religion, marital status or disability. It is understood that such discriminatory behavior shall be an example of a material breach of this Agreement.

# The Room Reservation Process

## What is Room Res?

The Room Reservation Process gives your student the opportunity to select a space, in person, in the building, unit, or room that best suits his/her needs and preferences, including meal plan.

The process will be a lottery giving students with lower lottery numbers a better chance of securing their preferred space. No guarantee can be made, however, that the space your student wishes to reside in, or any space, will be available for selection.

Any returning undergraduate resident who wishes to reside on the Lincoln Park campus, including Persky Hall, is eligible for Room Res. Any current Lincoln Park or University Center (UCC) residents with less than three years of living in on campus housing who apply by 2/9/05 are also eligible.

## Lottery Numbers:

Eligible campus residents who apply to participate in the process will be given a random, computer-generated lottery number. Every academic class will have its own sequence of lottery numbers. For example, there will be a freshmen # 1, sophomore # 1, and a junior # 1. Lottery numbers were distributed to all eligible residents the week of 2/21/05. Your student's lottery information letter will note the date and time of his/her appointment.

## Lottery Appointment:

The day and time listed on the lottery information letter is the earliest your student can attend the process. The only exception to this is if you are being "pulled-in" by a prospective roommate whose lottery number is lower than yours or whose class standing is higher. If you cannot attend your lottery appointment time, you may ask a friend to attend in your place as your proxy or attend the process at a later time.

## What is a Proxy?

A student may designate a proxy to act on his or her behalf with regard to the Room Reservation. This proxy must present the signed proxy form and *Housing Agreement* at lottery appointment time. Proxy forms will be distributed along with lottery information letters the week of 2/21/05.

## Why Your Student Should Attend an Information Session:

Housing Services offers several Information Session dates to help make sure students understand the Room Reservation Process and to answer any questions students have about the housing lottery. Attending an information session ensures that your student knows everything needed regarding his/her housing for next year.

## The Wait List:

Students who attend their lottery appointment times and find that no spaces are left for their class standing or sex, should know that there is still a strong possibility they will be able to live in campus housing.

We request that all students committed to living on campus not assigned during the Room Reservation Process fill out a wait list form, available at the Housing office and during the Room Reservation Process in the Munroe Conference Center. They should also remain on our wait list at least past the cancellation deadline of April 15, 2005. Last year we had over 300 returning student cancellations. Also keep in mind most Chicago landlords do not have vacancies until two months before the lease start date.

If your student is on the wait list and decides to cancel he/she must notify the Department of Housing Services in writing. There is no cancellation fee for wait-listed students. However, if your student turns down a space once he/she is on the wait list, he/she is subject to cancellation fees as high as 50% of the full year's housing charges. For more specific cancellation information, please see the highlighted section of the *Housing Agreement*, on the opposite page.



**Student Signing Up for Housing During Last Year's Room Res**

## Information Sessions:

**1/19/05** - General information session at 6 p.m. in Student Center 313.

**1/25/05** - General information session at 6 p.m. in Student Center 314.

**2/23/05** - General information session at 6 p.m. in Student Center 314.

# Students Sign-Up for Lottery Numbers Online

This year, current residents are signing up online for a lottery number. In years past all residents no matter their interest in returning to campus, have received a lottery number. It is our hope that this will give students a more accurate idea of their chances of getting their preferred space since only interested students will apply online.

All current campus residents received step-by-step instructions regarding how to complete the online sign-up process in the Room Reservation booklet that was mailed to their campus address. This may be completed any time between January 19 and February 9, 2005.

Additionally, Housing Services staff will be on-hand in the residence halls during the sign-up period to help students with the online process the following times.

January 20, 2005

Clifton-Fullerton: 1 p.m. - 2:30 p.m.

University Hall: 2:30 p.m. - 4 p.m.

January 25, 2005

Corcoran: 1 p.m. - 2:30 p.m.

McCabe: 2:30 p.m. - 4 p.m.

January 24, 2005

Munroe: 1 p.m. - 2:30 p.m.

Belden-Racine: 2:30 p.m. - 4 p.m.

January 26, 2005

Seton: 1 p.m. - 2:30 p.m.

Sanctuary: 5 p.m. - 7 p.m.

# UNDER OUR ROOF



The Department of Housing Services

## Inside This Issue:

- 2005-2006 Room Reservation Process Details
- Online Lottery Numbers Sign Up
- Finding Next Year's Roommate(s)
- Affiliated Housing Options

## Dates to Note:

- 1/19/05** - General information session at 6 p.m. in Student Center 313.
- 1/19 - 2/9/05** - Online lottery number sign-up for students who wish to participate in Room Res.
- 1/25/05** - General information session at 6 p.m. in Student Center 314.
- 2/23/05** - General information session at 6 p.m. in Student Center 314.
- 2/28/05** - Current juniors participate in the Room Reservation Process in Munroe Conference Center.
- 3/1/05** - Current sophomores participate in the process in Munroe Conference Center.
- 3/3/05 & 3/4/05** - Current freshmen participate in the process in Munroe Conference Center.
- 6/10/05** - Students need to be moved out of their 2004-2005 assignments by 5 p.m.

## Letter from the Director:

Dear DePaul Parent or Guardian,

This special edition of *Under Our Roof* is designed to inform you directly about our upcoming Room Reservation Process. The process is a lottery for students to select a housing space for the next academic year.

This year students must apply online for their lottery number. In years past all residents no matter their interest in returning to campus, have received a lottery number. This should give students a more accurate idea of their chances of getting their preferred space since only interested ones will apply online.

Students can apply online for lottery numbers beginning January 19 until February 9, 2005. We know this will give residents ample time to enter their information into our system. Online entries will be randomized and given lottery numbers by our computer system.

The week of February 21, all students who have indicated interest through our Web site will receive their lottery number and appointment time in the mail. The following week they will use their appointment time to select their space for next year in person. For students who have academic or work conflicts during their appointment time, someone may attend on their behalf by completing a proxy form.

We encourage you to talk to your student about their housing plans for next year. If you have additional questions or concerns, please feel free to have your student contact us, or contact us yourself. You can e-mail us at [housing@depaul.edu](mailto:housing@depaul.edu), visit our Web site at <http://housing.depaul.edu>, or call us at (773) 325-7196.

Sincerely,  
 Mary Atkinson  
 Director of Housing Services

## The VALUE of On-Campus Housing

1. All utilities and fees are included with the original rate.
2. Housing is billed quarterly to each student's account.
3. On-campus living is convenient to both classes and activities.
4. Fellow DePaul students create a community atmosphere.
5. All campus housing comes fully furnished. No need to lug heavy furniture up the stairs!
6. Responsive maintenance staff for any repair/maintenance issues.
7. No security deposit or pre-payment required for returning students.
8. Professional hall staff members are available during off-hours and on weekends for emergencies.
9. Even amenities like high-speed Internet and 60 cable channels are included in Lincoln Park!
10. Students have access to programming and events specifically held for residential students.
11. DePaul Housing Services provides flexible contract lengths.
12. Close to Ray Meyer Fitness Center.
13. The Mail Center is a convenient package delivery location, with extended business hours, including weekends.
14. Public Safety is just a phone call away to help campus residents and its escort service is a great way to get around the Lincoln Park campus at night.



Campus Halloween Party

## Affiliated Housing Options in Lincoln Park and the Loop!

### Persky Hall in Lincoln Park for Upperclassmen and Graduate Students

Persky is a DePaul-affiliated courtyard-style apartment building located at the corner of Belden and Sheffield. It is an independent-living facility similar to an off-campus apartment. No professional or student staff reside in the building, but the management office is open during regular business hours for reporting of maintenance requests. After hours, the building manager is available for emergencies via pager.

Persky offers single, double, and triple-occupancy units varying in size and floor plan. If your student is interested in living in Persky, they should go through the Room Reservation process described in this newsletter. If you have questions, please feel free to contact the Persky management office, at 773.348.8181.



Persky Hall in Lincoln Park

### The UCC in the Loop for Freshmen through Graduate Students

The University Center of Chicago (UCC) opened in the fall of 2004 and is just steps from DePaul's downtown Loop campus. This brand-new 18-story residence hall is affiliated housing and also houses Roosevelt University and Columbia College of Chicago students in the nation's first residence hall of its kind.

The UCC offers apartments that include a full kitchen and do not require a meal plan (i.e. four-bedroom/ four-person with two bathrooms). The UCC also offers traditional-style student housing, with quad semi-suites in which students are two to a room and four to a bathroom, and semi-suite deluxes, in which two students share a room and a bathroom. Residents in these units, which have no kitchen, are assigned a UCC meal plan. The required meal plan can only be used in the UCC building, but students can also purchase additional DePaul meal plans for use in DePaul campus buildings.

All residents are provided with a bed, desk and compartmentalized closet, with additional furniture where space permits. The UCC also features numerous amenities, which can be found via our Web site, at <http://housing.depaul.edu>.



UCC in the Loop

# Room Inspections & Your Student's Safety!

Housing Services staff performs in-unit inspections on a quarterly basis to help ensure the health of all students living on campus. These assessments of unit conditions are commonly referred to as Facility Inspections. Residents of units found in violation of policies and healthy standards of living are subject to disciplinary action.

The policies and standards upheld by the Housing Services staff are available in the *Guide to Student Housing*, which students were given upon move-in and are available upon request in the East and West Area Offices. The *Guide* is also available on the Housing Services Web site, at <http://housing.depaul.edu>. In addition to ensuring a safe living environment for students, Facility Inspections provide an opportunity for students to report issues or damages in their unit.

At the end of spring quarter, Housing Services staff will again inspect all units after students have moved out. Staff will compare the end-condition of the unit with the condition of the unit at move-in as noted on the Housing Condition Report (HCR), which is the document listing any damages in the unit during Housing Services staff inspections prior to move-in. Residents had the opportunity to note issues with their space on their unit HCR when they moved in. If an issue was not noted on the HCR, the entire unit will be charged for the damage/cleaning issue, with the fee being split amongst all residents living in that space. For more information on common damages, and tips on what *not* to do, please see the box below.



Extension Cords

## Common Facility Inspection Violations

**Electrical:** Use of banned electrical items (extension cords/outlet expanders); misuse of approved electrical aids such as plugging a surge protector into another surge protector.

**Appliances:** Failing to unplug appliances such as hair curling irons or clothing irons after use; too many refrigerators in a unit (1 small fridge per unit is permitted).

**Cleanliness:** Neglecting to maintain a clean standard in a bathroom or bedroom.

**Flammable:** Use of lit candles or cigarettes.

**Furniture:** Use of common area lounge furniture by an individual unit, or the removal of University-provided furniture from a unit.

## Common Year-End Billing Charges

- Cleaning charges for bedroom, bathrooms, and kitchens
- Removal of abandoned items
- Removal of garbage
- Damage to walls



Candles



Halogen Lamps

## Examples of Properly Cleaned Spaces Upon Check-Out



# Student Affairs' Department of Residential Education

## Keeping Parents Informed

By living on campus your student has hopefully met life-long friends and begun to learn how to live independently in a group environment. Your student has been encouraged to grow and develop through encountering people and situations that are different than what they have known before they moved into the residence halls.

Since the growth and development of your student is a primary interest to the Department of Residential Education staff, we work to encourage your student to handle situations on his/her own, as it is through this process that life skills develop. We understand that most students have parents, families, guardians and/or other adults that share a vested interest in the student's success at DePaul. We welcome your support and involvement as a healthy part of your student's development. From time to time as a parent, we know you want to help, however your student will learn a great deal from their experiences, and we will work to encourage that learning. By letting them work through situations with the assistance of trained staff, you will also share in the process of helping your student to acquire important life skills.

You may find, upon your students return home this coming summer, that they have changed in ways that surprise you. Their newly found independence can occasionally cause tension at home. We try to prepare your student for this time in their life by encouraging them to talk with you about the changes they have undergone and by planning intentional ways to connect with you as parents. We want them to demonstrate the life skills they have learned in positive ways. We hope you find new ways to enjoy interacting with your student this summer!



Residential Education Staff

## Wait List Update

### Lincoln Park

**Freshmen** - We have just begun a wait list for housing for freshmen in Lincoln Park. This number will continue to fluctuate as cancellations are received.

**Returning Students** - There are also current DePaul students on the wait list for housing in Lincoln Park. We expect this number to shift dramatically after we process the cancellations received around the April 15 deadline.



UCC

### University Center (UCC)

**Freshmen** - We are still confirming new students for UCC. Freshman students have the choice between semi-suites and 4-bedroom/4-person apartment-style units in the Loop campus residence hall. The building, which opened in August 2004, currently houses close to 600 DePaul students and features its own cafeteria and fitness center.

**Returning Students** - Current UCC and Lincoln Park residents quickly filled up the studio singles, semi-suite singles, and 4-person/2-bedroom units during the Room Reservation Process. Units still available include traditional quad semi-suites and 4-person/4-bedroom apartments.

Upperclassmen have found the new Premiere Floor option very appealing because it includes upgraded cable packages, bedroom door locks, and laundry rooms on every floor. These floors (15-18) have been set aside for students 21 and over and those enrolled in graduate programs.

## Summer Housing Information

### Is Your Student Leaving for the Summer?

If your student lives in a traditional residence hall and is leaving over the summer, or lives in the University Apartment Communities (UAC) and has chosen to cancel his or her summer housing, **your student must make arrangements to move out of his or her current housing within 24-hours after his or her last final exam, or by 12 noon on Saturday, June 11, 2005, whichever comes first.**

If your student is participating in graduation ceremonies and needs to stay beyond this time, he or she must submit an e-mail or letter in writing to the Department of Housing Services by May 16, 2005. This will extend his or her stay until Sunday, June 12 at 5 p.m.

If your student lives in UAC and does not want to stay on campus for summer 2005, he or she should have canceled summer housing **in writing** by April 11, 2005 with the Department of Housing Services. Housing charges will be pro-rated daily after that date. All UAC residents staying for summer will be consolidated into Centennial Hall.

Summer housing is included as part of the UAC contract in the Housing Agreement, but there will be no fees for canceling if your student has done so by April 11, 2005.

### Is Your Student Staying for the Summer?

Current DePaul students who are planning on staying in Chicago this summer have various options when it comes to housing.

On the Lincoln Park campus, students currently living in traditional halls can stay in double semi-suite rooms in Munroe Hall and current UAC residents can stay in 4-person apartments in Centennial Hall. Students who prefer Lincoln Park should keep in mind all rates are for the period June 13-August 20, 2005 and there is no pro-rated daily room rate. Munroe Hall has a limited number of single rooms available that will be assigned in the order the Summer Housing Agreements are received.

On the Loop campus the new University Center (UCC) offers students the flexibility of weekly rates all summer long. The UCC offers varying unit types from semi-suites to 4-person apartments and also has summer meals plans included for units without kitchens. The UCC is just 3 blocks west of Chicago's Grant Park which hosts numerous events all summer long.

Housing Services encourages DePaul parents to talk to their students early about summer plans, to ensure the student's preferred space is available.



Centennial Hall

# UNDER OUR ROOF



The Department of Housing Services

## Inside This Issue:

Summer Housing Information

Wait List Update

Residence Hall Safety & Inspections

Attention Parents of Newly  
Admitted Students!  
(Please see back page)

## Dates to Note:

**4/15/05** - Cancellation deadline for  
returning students for 2005-2006.

**5/1/05** - Cancellation deadline for  
new first-year students for 2005-2006.

**6/15/05** - Cancellation deadline for  
transfer students for 2005-2006.

**Saturday, 6/11/05 by 12 noon** -  
Residents not staying for summer must  
be moved out of their 04-05 spaces.

**Monday, 6/13/05** - Summer resi-  
dents move into their summer spaces.

**Saturday, 8/20/05** - Summer  
residents must be moved out of their  
summer spaces by 12 noon.

**Saturday, 9/3/05** - First-Year Student  
Move-In Day for 2005-2006.

**Sunday, 9/4/05** - Transfer &  
Returning Student Move-In Day for  
2005-2006.

## Letter from the Director:

Dear DePaul Parent or Guardian,

Greetings!

This issue is a special one for me because it is reaching both current DePaul residential parents and future ones. Under Our Roof is an important tool for us to educate our parents about housing issues and keep them informed of important dates and policies.

Spring is always a busy, active time for Housing Services. We are currently preparing for the end of the academic year, solidifying summer plans, and coordinating efforts for 2005-2006 Housing. I look forward to having your students on campus with us this fall and beyond.

If you have additional questions or concerns, please feel free to have your student contact us, or contact us yourself. You can e-mail us at [housing@depaul.edu](mailto:housing@depaul.edu), visit our Web site at <http://housing.depaul.edu>, or call us at (773) 325-7196.

Sincerely,  
Mary Atkinson  
Director of Housing Services

## Questions about Your Admitted Student's Housing for Next Year?

### When Will My Student Receive His/Her Housing Assignment?

First-year students who have been assigned housing will receive their housing assignments and roommate contact information via U.S. mail by late June or earlier.

### Where Can I Find Out More About the Residence Halls?

Virtual tours, photos, and specific details about all the residence halls and apartments are available on our Web site, at <http://housing.depaul.edu>.

All-housing tours of the Lincoln Park campus are also available, for students and/or parents who are interested in viewing campus spaces first-hand. The schedule is as follows:  
**April 15, 22, 29; May 13, 27; June 3** (all dates are Fridays).

The buildings and rooms shown will vary, but tour participants get to see at least four residence halls/apartments during this tour. Tours meet at 3 p.m. in the Lincoln Park Admissions office (located in the Student Center, on the corner of Belden and Sheffield) on the days listed; there is no need to RSVP. Please note that these tours are given by Housing Services and are different from the general campus tours provided by Admissions staff.

If you have questions, please feel free to contact Housing Services via e-mail at [housing@depaul.edu](mailto:housing@depaul.edu) or by calling our office at **773.325.7196**.



Move-In Day 2004

## Corcoran & Munroe Get New Furniture!

This summer, in accordance with our commitment to keep campus housing up-to-date and pristine for our students, a number of residence halls will be updated with new furniture. "Corcoran Hall will receive new extra-long beds, dressers, desks and study chairs," says Jennifer Komrosky, Assistant Director of Housing Facilities.

"Many of the halls will be repainted and new drapes will be installed in Corcoran. Munroe and McCabe halls will receive new dressers, and Munroe will get new extra-long beds as well. The Courtside Apartments will get new beds, dressers, desks and study chairs." Across campus, many units will also get new couches and side chairs.



Corcoran Hall



Munroe Hall



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Lincoln Park

# Room Rates 2003-2004

Current Resident

Prospective  
Resident

Parents

UCC

Lake Forest

Affiliate Properties

Off-Campus

Mission

Staff

News

FAQ

Work Order

Meal Plan Change

Department of  
Residential Education

[Printer Friendly PDF](#)

Residence Hall	Unit Type	2003-2004 F/W/S Rate
Belden/Racine Clifton Fullerton	Double Room	\$6,120
	Supper Double	\$6,825
	Single Room	\$7,950
	Super Single	\$8,145
Corcoran Hall	Double Room	\$4,830
	Single Room	\$6,870
McCabe Hall	1 Bedroom Double	\$6,885
	2 Bedroom Quad	\$6,360
	4-Person Suite	\$6,090
Munroe Hall	Double Room	\$5,970
	Super Double	\$6,645
	Single Room	\$6,870
Sanctuary Hall	Studio	\$6,090
	Regular	\$7,110
	Large	\$7,410
	Townhome	\$7,410
Seton Hall	Double Room	\$5,670
	Super Double	\$6,360
	Triple Room	\$5,355
University Hall	Double Room	\$5,970
	Super Double	\$6,645
	Triple Room	\$5,700

University Apartment Community	Unit Type	2003-2004 F/W/S Rate
Belden Apartments	Garden	\$6,774
	Regular	\$7,380
Centennial Hall	Corner Quad	\$7,695
	1 Bedroom Double	\$7,695
	Regular Quad	\$7,380
	Studio Double	\$7,110
Courtside Apartments	Regular Quad	\$7,380
	5-Person	\$7,110
Kenmore Apartments	Garden/5-Person	\$6,570
	Regular	\$7,380
Racine Apartments	Regular	\$7,410
Sheffield Square	Garden	\$7,110
	Regular	\$7,380

[Back to top](#)





# Where Will YOU Live?

Come Home to DePaul Student Housing!



## Don't Miss Out!

Sign up for your Lottery Number by Wednesday, 2/9/05 to live on campus next year! For more information, log on to our Web site, at: <http://housing.depaul.edu>.

## Dates to Remember:

**1/12** - Group Living applications available online and in the Student Housing office.

**1/19** - Group Living and general information session at 6 p.m. in Student Center 313.

**1/19 - 2/9/05** - Online sign-up for students who wish to live on campus next year (see p. 6 for more information).

**1/21** - Group Living applications due to Student Housing office by 5 p.m.

**1/25** - Information session at 6 p.m. in Student Center 314.

**2/21** - Lottery information letters, proxy forms, and *Housing Agreements* distributed via campus and U.S. mail.

**2/23** - Information session at 6 p.m. in Student Center 314.

**2/28** - Current juniors participate in the Room Reservation Process in Munroe Conference Center.

**3/1** - Current sophomores participate in the process in Munroe Conference Center.

**3/3 & 3/4** - Current freshmen participate in the process in Munroe Conference Center.

**3/9** - Make-up day for current sophomores and juniors who may have missed their room reservation appointment time.

**3/10** - Make-up day for current freshmen who may have missed their room reservation appointment time.

## Welcome Back!

Choosing where you live next year is a big decision. This booklet is your guide to the Room Reservation process. It will provide you with everything you need in order to make an informed decision about remaining on campus in DePaul Student Housing!

This year's Room Reservation Process will be a housing lottery for all students who have signed up via the Housing Services Web site, located at <http://housing.depaul.edu> between 1/19/05 and 2/9/05.

**Lottery information letters, including lottery numbers, proxy forms, and Housing Agreements will be distributed to eligible students on 2/21/05.**

The staff of Housing Services is committed to making this process as student-friendly as possible. Please contact us if you have any questions or concerns. We encourage every resident to attend an Information Session if possible.

We look forward to seeing you on campus next year!

Sincerely,

Department of Housing Services

2345 N. Sheffield Ave., Centennial Hall, Suite 301, Chicago, IL 60614

E-mail: [housing@depaul.edu](mailto:housing@depaul.edu); Phone: **773.325.7196**;

Fax: **773.325.7221**; Web site: <http://housing.depaul.edu>



### Inside this Booklet:

The VALUE of Campus Housing - 2-3

FAQs for Room Reservation - 4

Assignment Process Details - 5

How to Apply for Your Lottery # - 6

Group Living Information - 7

Building & Room Descriptions - 8-20

Proposed 05-06 Housing Rates - 22

# Living on Campus Has Its Advantages!

## Convenience

Live on campus and you're steps away from your classes and campus activities. In addition, where else can you be sure to be surrounded by fellow DePaul students with whom you may share classes, common interests, or become lifelong friends!

## Safety and Security

All of our traditional residence halls have 24-hour staffed desks and require guests to be signed in and out. In addition, there are both professional and student staff available during evening and weekend hours to address student issues. Public Safety is always just a phone call away to help campus residents and its escort service is a great way to get around the Lincoln Park campus at night.

## Need a Roommate?

It is very common for returning DePaul students to participate in the Room Reservation process without a roommate. If your friends or neighbors aren't returning to campus, there is no reason to be apprehensive. Consider attending one of our information sessions to meet other students living on campus next year. Also, ask your Resident Advisor if he or she knows any other residents looking for roommates for on-campus housing.

## Staying for Winter Break?

If you are interested in remaining on campus between the end of fall quarter and the beginning of winter quarter choose a space in Sanctuary Hall, the Townhomes, or anywhere in the University Apartment Communities (UAC). Keep in mind all our traditional residence halls including McCabe are closed during that time.

## Staying for Summer?

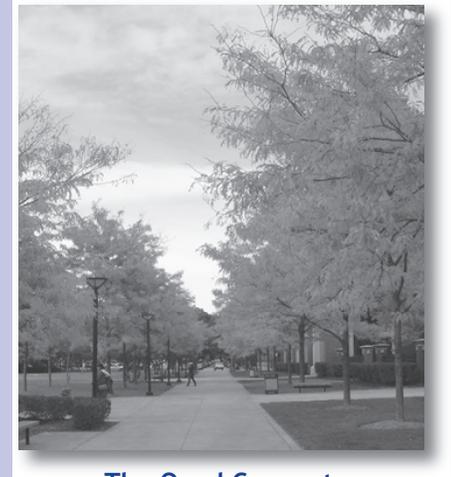
If you are interested in staying in Chicago and Lincoln Park during the summer of 2006 choose a housing space among the many options in UAC. Keep in mind there is an additional cost for the summer and the rate will be available in spring 2006.

## Looking for More Privacy?

If your own bedroom or fewer roommates sounds appealing to you, there are a couple of options in on campus housing. The University Center (UCC) in the Loop has a large number of 4-person/4-bedroom apartments available for DePaul students. Also, Sheffield Square has a large number of 3-person/2-bedroom apartments. Residents in those Sheffield Square apartments typically take turns each quarter having the single bedroom. If apartment living is not for you, there are a limited number of singles for upperclassmen in both Munroe and Clifton-Fullerton halls.

## Concerned About Noise?

We recommend looking for an available space on the top floor of a building that will keep the sound from your neighbor's place to a minimum.



**The Quad Connects  
Residence Halls with Classrooms**



**University Hall Stays Open  
for December Intercession**

# The VALUE of On-Campus Housing



4DTV is DePaul's campus movie channel and is included in the housing rate!



DePaul's campus maintenance staff responds quickly for room repairs!

1. All **utilities and fees are included** with your original rate.
2. Housing is **billed to your quarterly student account**.
3. On-campus living is **convenient to your classes**.
4. **Dynamic student community** not found in off-campus housing.
5. Be surrounded by **other DePaul students**.
6. All campus housing comes **fully furnished**. No need to lug heavy furniture up the stairs!
7. **Responsive maintenance staff** for any repair/maintenance issues.
8. **No security deposit or pre-payment required** for returning students.
9. Professional staff members are available during **off-hours and on weekends** for emergencies.
10. Even amenities like **high-speed Internet and 60 cable channels** are included!
11. You'll have **access to programming and events** specifically held for residential students.
12. DePaul Housing Services provides **flexible contract lengths**.
13. Close to **Ray Meyer Fitness Center**.
14. The Mail Center is a convenient **package delivery** location with extended business hours, including weekends.



Seton Residents at the Hall's Halloween Party

# Frequently Asked Questions

## 1. How do I sign up for the space I want?

When you receive your lottery information letter on 2/21/05 it will include your appointment time. Bring the list of building preferences that you entered online with you at your assigned day and time. To properly prepare yourself for Room Res, please see the blue box on the right.

## 2. Does it cost anything to sign up?

There is no charge for completing the 2005-2006 Housing Agreement, but if you are assigned a space please refer to the cancellation information on page 21 of this booklet.

## 3. How do I sign up with my friend(s) to be roommates or suitemates?

You have the option to “pull-in” your friend(s) or have them “pull” you in to a space. In your group, use the prospective roommate or suitemate with the lowest lottery number’s appointment time. Keep in mind you may “pull-in” roommates or suitemates with different class standings as long as they are eligible for that space.

## 4. What if I only want to live in one particular building or with one particular roommate?

It is okay to have a specific building or room preference, however if it is unavailable you should be open to other choices to increase your chances of living on campus next year.

## 5. When will I know my assignment, and can I change it after I receive it?

During the Room Reservation Process you will know immediately where and if you are assigned. If you decide you want to change your assignment, you can submit a “Request for Reassignment” form to the Housing office beginning at the start of spring quarter. Keep in mind there is no guarantee that this reassignment will occur.

## 6. Am I guaranteed housing?

Due to limited resources and high demand, DePaul students are not guaranteed housing. However, we will work with students interested in living on campus and provide resources for off-campus living.

## 7. Does class standing matter?

Yes. Certain spaces on campus are reserved for eligible students. Please see page 7 of this booklet for more information on how your credit hours could affect your housing options.

## 8. How are the Townhomes being squatted?

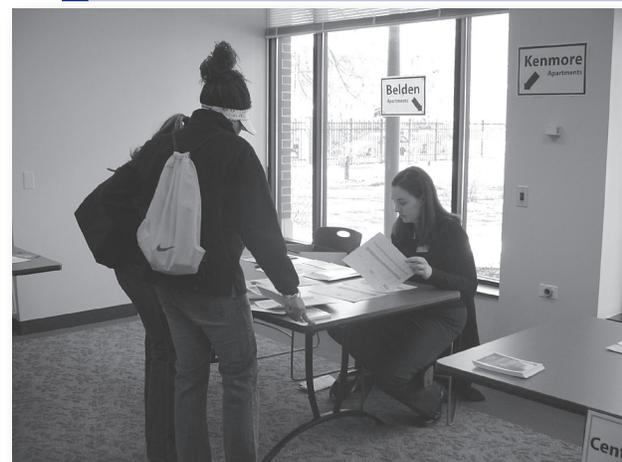
To encourage group living, we are allowing current campus residents of the Sanctuary Townhomes, and rooms 404 and 412 of Sanctuary Hall to pull in new roommates or keep the same roommates as long as the unit will be fully occupied as a result. Other campus residents who are interested in these units may still apply, but priority will be given to the current residents.

## 9. Why do some groups of students get pre-assigned housing?

Some students are part of programs or groups that require them to live in student housing. For example: student athletes; Egan Scholars; FA and RA staff; and executive board members of Residence Hall Council.

## Don't Forget to Bring These Items to Room Res!

1. Your completed Agreement.
2. Proxy form(s) or roommate(s).
3. Your lottery information letter.
4. Patience, it may take up to an hour.
5. At least three building choices.
6. A mobile phone to call your prospective roommates and agree on an assignment, if you have their proxies.



Students Signing Up for Housing During Last Year's Room Res

# Room Res, Step-By-Step

## Your Roommates:

You have the option to “pull in” your friend(s) or have them “pull” you in to a space.

In your group use the prospective roommate with the lowest lottery number’s appointment time. Keep in mind you may “pull in” roommates with different class standings as long as they are eligible for that space.

Everyone from your group must attend in order to be assigned together or have given you or someone else in your group their signed proxy form.

**The Department of Housing Services reserves the right to reassign any individual’s housing space at any time.**

## Process Overview:

The Room Reservation Process gives you the opportunity to select a space, in person, in the building, unit, or room that best suits your needs and preferences, including your meal plan. The process will be a lottery giving students with lower lottery numbers a better chance of securing their preferred space. No guarantee is made, however, that the space you wish to reside in, or any space, will be available for selection.

## Who Should Attend the Process:

Any returning undergraduate resident who wishes to reside on the Lincoln Park campus, including Persky Hall.

## Who is Eligible to Participate:

Any current Lincoln Park, or University Center (UCC) resident with less than three years of living in on campus housing who apply online by 2/9/05.

## Lottery Numbers:

Eligible campus residents who apply online to participate in the process will be given a random, computer-generated lottery number. Every academic class will have its own sequence of lottery numbers. For example, there will be a freshmen number 1, sophomore number 1, and a junior number 1.

Lottery numbers will be distributed to all eligible residents the week of 2/21/05. Your lottery information letter will inform you of the date and time of your appointment.

## Lottery Appointment:

The day and time listed on your lottery information letter is the earliest you can attend the process. The only exception to this is if you are being “pulled-in” by a prospective roommate whose lottery number is lower than yours or whose class standing is higher. If you cannot attend your lottery appointment time, you may ask a friend to attend in your place as your proxy or attend the process at a later time.

## What is a Proxy:

A student may designate a proxy to act on his or her behalf with regard to the Room Reservation. This proxy must present the signed proxy form and *Housing Agreement* at lottery appointment time. Proxy forms will be distributed along with lottery information letters the week of 2/21/05.

## Selecting Your Roommate:

This year’s Room Reservation Process allows students with lower lottery numbers to bring their friends who are current campus residents or their current resident friends’ proxy forms and “pull them in” to the available unit of their choice.

## Why Attend an Information Session:

Housing Services offers several Information Session dates to help make sure students understand the Room Reservation Process and to answer any questions students have about the housing lottery. Attending an information session ensures that you know everything you need to and enables you to make the best possible decisions regarding your housing for next year.



McCabe Hall

**By participating in Room Reservation and signing a *Housing Agreement*, you are agreeing to abide by all University rules and regulations.**

# How to Apply for Your Lottery Number

1. Log on to <http://rms.depaul.edu/studentweb>.
2. Enter your 7-digit Student ID number. (Example: 0123456)
3. Enter your Social Security number without the hyphens. (Example: 123456789)
4. Click the "Continue" button.
5. Click "Application" on the left side of the screen, then click "Reapply."
6. Select "2005-2006 Returner" from the drop down menu.
7. Review your profile information. If the information is not correct, please contact Housing Services once you complete the application.
8. Click the "Next" button.
9. Under Meal Plan Preferences, select your desired meal plan from the drop down menu. If you plan to live in UAC and do not want a meal plan, please leave this blank.
10. To enter your room preferences, click on "New" under the Room Preferences section.
11. In the pop-up window, select "Building," then under the preference field, select the building you would like to live in. For example, "Belden-Racine."
12. Then select a type of room in that building. For example, if you picked "Belden-Racine," you can choose either a "Single Room" or a "Double Room."
13. Click the "Continue" button when you have entered your preferences.
14. If you would like to enter another preference, click "New" again and repeat steps 10 - 13 until you have entered all of your preferences.
15. When you have finished entering your preferences click on the "Next" button.
16. If you have a specific roommate(s) that you would like to live with, enter their Student ID number(s) under the "Specific Roommates" section. Answer the "Roommate Matching" questions on the bottom of the screen.
17. Click on the "Continue" button.
18. Review the information that you have entered on the screen that appears.
19. If all information is correct, click on the "Continue" button to complete your application.

That's all you have to do. You have now successfully applied for your lottery number. You will be receiving more information from Housing Services in the next few weeks. Until then, if you have any questions, please feel free to contact our office.

## Need Help Applying for your Lottery Number Online?

For your convenience, **Housing Services staff will be on-hand in several residence halls on January 20, 24, 25 and 26 to help returning residents sign-up online for lottery numbers.** You may stop by an online tech support session in any residence hall. This process should only take 10-20 minutes. These dates fall during the week of lottery number sign-up, Wednesday, January 19 through Wednesday, January 26. The schedule will go as follows:

### Thursday, January 20, 2005

**Clifton-Fullerton Hall:** 1 p.m. - 2:30 p.m.

**University Hall:** 2:30 p.m. - 4 p.m.

### Monday, January 24, 2005

**Munroe Hall:** 1 p.m. - 2:30 p.m.

**Belden-Racine Hall:** 2:30 p.m. - 4 p.m.

### Tuesday, January 25, 2005

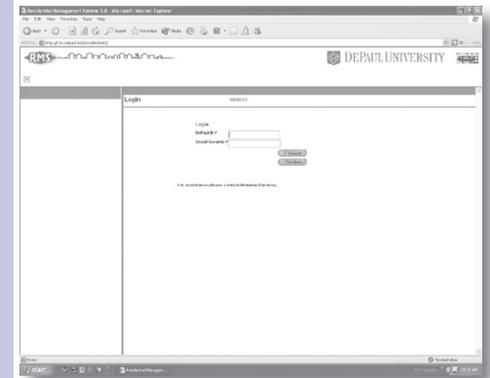
**Corcoran Hall:** 1 p.m. - 2:30 p.m.

**McCabe Hall:** 2:30 p.m. - 4 p.m.

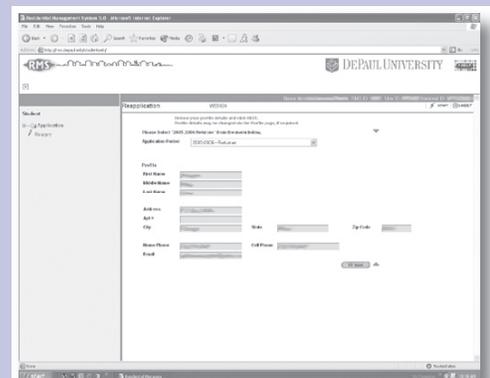
### Wednesday, January 26, 2005

**Seton Hall:** 1 p.m. - 2:30 p.m.

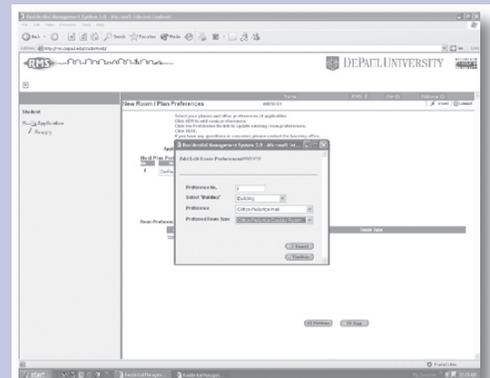
**Sanctuary Hall:** 5 p.m. - 7 p.m.



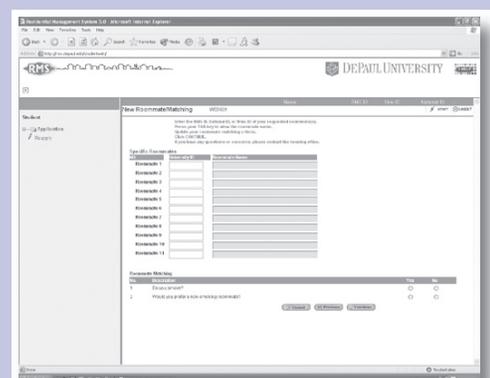
Log-In Screen



Personal Information Screen



Building Preference Screen



Roommate Preference Screen

## Class Standing by Credit Hours:

Class Standing	Credit Hours
Juniors	93-136
Sophomores	49-92
Freshmen	0-48

If you think your class standing due to AP or transfer credits may negatively affect your chances of getting housing, please contact your academic advisor.

The Department of Housing Services will accept letters from academic advisors stating the mislabeling of a student's class standing. However, all of this must occur prior to 2/25/05.



Sanctuary Townhomes

# Room Reservation Tips

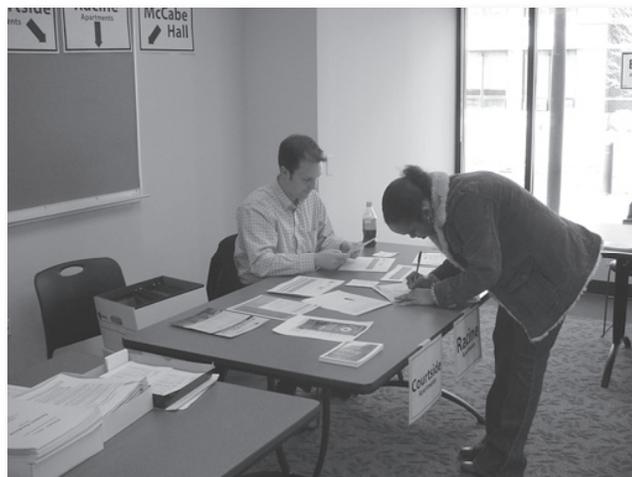
## The Wait List:

If you attend your lottery appointment time and no spaces are left for your class standing or sex, there is still a strong possibility you will be able to live in campus housing.

**For the past two years, we have been able to accommodate every returning student.**

We request that all students committed to living on campus not assigned during the Room Reservation Process fill out a wait list form. Wait list forms will be available at the Housing office and during the Room Reservation Process in the Munroe Conference Center.

If you are committed to living on-campus, please remain on our wait list at least past the cancellation deadline of April 15, 2005. Last year we had over 300 returning student cancellations. Also keep in mind most Chicago landlords do not have vacancies until two months before the lease start date.



Student Signing Up Last Year During Room Res

If you are on the wait list and decide to cancel you must notify the Department of Housing Services in writing. There is no cancellation fee if you are wait listed. However, if you turn down a space from the wait list you are subject to cancellation fees as high as 50% of the full year's housing charges.

## Group Living

### Do You Have 6 or More Prospective Roommates?

Try group living! There could be a Townhome or a Sanctuary Hall space perfect for you and your friends. Keep in mind all units will be same-sex, with 7 or more occupants, and priority will be given to current residents of those spaces. Please keep in mind that Housing Services can only place groups that fill the entire designated occupancy number of a space. In addition, Housing Services reserves the right to reassign a vacancy should one arise in a group living space.

### Squatting:

Current residents of the Group Living units can "squat" their room or apartment by either "pulling-in" their friends or remaining with their current roommates. In the event that more than one group has formed to "squat" a unit, Housing Services will give preference to the group who submitted their completed application first.

### Applications:

Group Living applications will be available the week of 1/10/05 in the Housing office in Centennial Hall and posted on the Housing Web site. Every member of the group must sign the application and include their student I.D. number. The application will require that the group select a representative to be the contact person with Housing Services staff. Group Living applications are due back to the Student Housing office by 5 p.m. on Friday, 1/21/05.

### Units Available for Group Living:

All 17 Sanctuary Townhomes, plus Sanctuary Hall rooms 404 and 412 are available for Group Living.

# Traditional Residence Halls

## Traditional-Style Residence Halls for Freshmen & Sophomores

Traditional-style residence halls on our Lincoln Park campus are available to freshmen and sophomores. Each of these halls has a 24-hour staffed desk, and key card swipe entry. Students are only given access to their own residence hall in this system, and all guests must present a photo I.D. and be signed in by a resident. Rates are included for every room style under each building description. More information can be found on our Web site, at <http://housing.depaul.edu>.

Six of DePaul's Lincoln Park traditional-style residence halls feature suite-style bathrooms, in which two rooms of students of the same sex living next door to each other share an adjoining or adjacent bathroom. Our other two traditional-style residence halls, Corcoran and Seton Halls, offer spacious community bathrooms for students of the same gender living on the same floor. Buildings with suite-style bathrooms are co-ed by suite, while those with community bathrooms are co-ed by wing. All Lincoln Park traditional-style residence hall rooms come furnished with a bed, desk and dresser for each resident. Instead of dressers, Clifton-Fullerton and Belden-Racine feature compartmentalized closets with drawers and shelves.

All of DePaul's Lincoln Park residence halls also offer Ethernet connections and a private phone line for each resident. Every room features a cable television hook-up, including 4DTV, DePaul's campus movie channel, which also keeps students up-to-date on campus-wide activities and events.



Munroe Hall



Seton Hall RA



Belden-Racine Hall



Clifton-Fullerton Hall

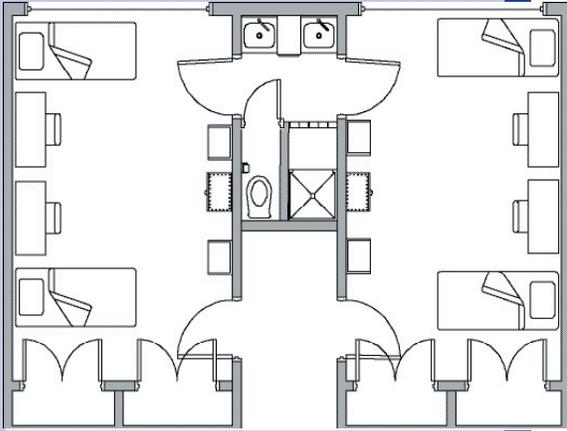
# Belden-Racine Hall

**Building Capacity: 253**

**Street Address: 2311 N. Racine Ave.**

**Description:** Built in 2000, this five-story building offers students double occupancy semi-suite rooms that share adjoining bathrooms. Study rooms, kitchenettes and lounges are available on each floor for student use, with the laundry room located on the first floor. Residents enter through Munroe Hall.

- Four students (two in each room) share a bathroom in a regular double.
- Two students in a super double share a bathroom with one student in a regular single room.
- Two residents in their own super single rooms share a bathroom.
- Individually controlled air-conditioning.
- Rooms feature extra-long twin beds.



**Typical Belden-Racine  
2 Double Rooms Sharing a Bathroom**



**Typical Belden-Racine Double**



**Belden-Racine Hall**

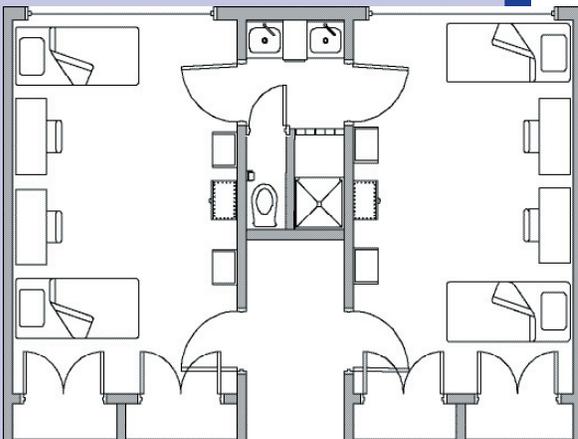
# Clifton-Fullerton Hall

**Building Capacity: 333**

**Street Address: 2350 N. Clifton Ave.**

**Description:** Built in 2000, this six-story building offers students single and double occupancy semi-suite rooms that share adjoining bathrooms very similar to those in Belden-Racine. Study rooms, kitchenettes and lounges are available on each floor for student use, and the laundry room is located on the second floor.

- Four students (two in each room) share a bathroom in a regular double.
- Two students in a super double share a bathroom with one student in a regular single room.
- Two residents in their own super single rooms share a bathroom.
- Individually controlled air-conditioning.
- Rooms feature extra-long twin beds.



**Typical Clifton-Fullerton  
2 Double Rooms Sharing a Bathroom**



**Clifton-Fullerton Hall**

# Corcoran Hall

**Building Capacity: 174**

**Street Address: 910 W. Belden Ave.**

**Description:** Overlooking Wish Athletic Field, this four-story building provides double occupancy housing in a traditional-style residence hall with community bathrooms. Corcoran Hall consistently has one of the strongest communities on campus. Additionally, Corcoran will offer brand-new furniture in its rooms for the fall of 2005. It is not air-conditioned. Limited space is available in this residence hall during the Room Reservation process.

- Full kitchens on every other floor.
- Laundry rooms and study rooms on every floor for student use.
- Large air-conditioned lounge on the first floor.
- Extra-long twin beds.



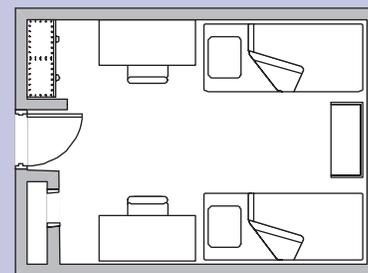
Typical Corcoran Room



Corcoran First-Floor Lounge



Corcoran Hall



Standard Corcoran Double

# Seton Hall

**Building Capacity: 219**

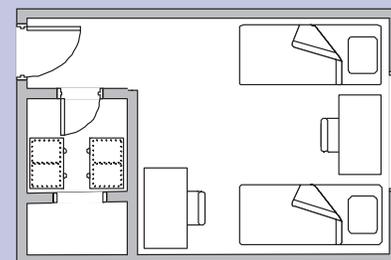
**Street Address: 2425 N. Sheffield Ave.**

**Description:** In 1989, this four-story structure was completely renovated with the top three floors converted to post-modern loft-style rooms, and the bottom floor as DePaul's campus bookstore. Seton's residents are comfortably housed in double, super double and triple occupancy rooms, most of which have walk-in closets. The bathrooms on each floor offer a level of privacy uncommon for community restrooms, with separate entrances for sinks, toilets and showers, each with individual stalls. **Please note that Seton Hall will not be available during the Room Reservation process, as it is reserved for incoming freshmen.**

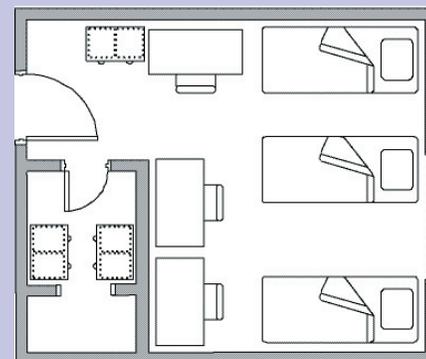
- Two community bathrooms on each floor.
- Full kitchens, lounges, laundry rooms and study rooms on each floor.
- Air-conditioning in each room.



Seton Hall



Standard Seton Double



Standard Seton Triple

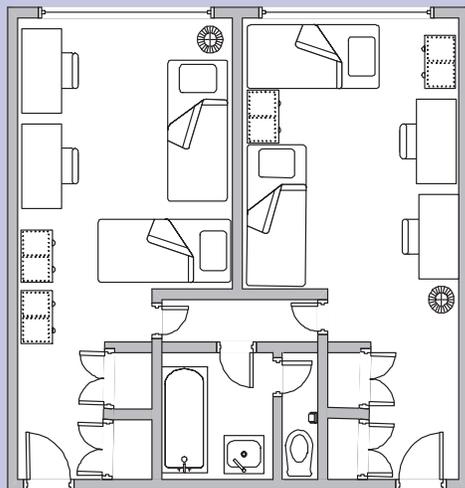
# Munroe Hall

**Building Capacity:** 322

**Street Address:** 2312 N. Clifton Ave.

**Description:** This six-story building houses students in single and double room semi-suites, sharing adjacent or adjoining bathrooms. Rooms on the upper floors provide dramatic views of the Chicago skyline. Opened in 1970, Munroe Hall was DePaul's first residence hall. Munroe was completely rehabbed in 2000. Kitchens, study rooms and lounges are on each floor, with a TV lounge and laundry facility on the first floor.

- Four students (two in each room) share a bathroom in a regular double.
- Two students in a super double share a bathroom with one student in a regular single room.
- Individually controlled air-conditioning in each room.
- Community Education Center located on first floor.



**Standard Munroe Suite  
with 2 Double Rooms**



**Munroe Lobby**



**Munroe Hall**

# University Hall

**Building Capacity:** 310

**Street Address:** 2345 N. Clifton Ave.

**Description:** Constructed in 1986, this four-story residence hall offers semi-suite style double rooms with shared adjacent bathrooms. Bathroom entrances are located in the hallway just outside the semi-suite doors. The central laundry room is in the basement, and full kitchens, lounges and study rooms are located on each floor. University hall offers regular double rooms, triple rooms and super double rooms, in which two students live in a triple-sized room. All rooms feature large closets. University Hall floor plans are available on our Web site.

- All rooms are air-conditioned.
- Residence Hall Council (RHC) offices are located in the basement of University Hall.



**University Hall**



**University Hall Front Desk**

# Residence Hall Apartments

## Residence Hall Apartments for All Students

McCabe Hall and Sanctuary Hall, along with the Sanctuary Townhomes, make up our “Residence Hall Apartments.” McCabe and Sanctuary Hall, and the Townhomes, unlike most units in the University Apartment Communities, are available to next year’s sophomores, juniors and seniors.

McCabe consists primarily of apartment units featuring a full kitchen, separate bedrooms and a private bathroom. A limited number of McCabe units, the four-person suites, do not offer a full kitchen but do have separate bedrooms (one double and two singles) as well as a private bathroom. McCabe has a 24-hour staffed desk and key card swipe entry. Guests must present a photo I.D. and be signed in by a building resident.

Sanctuary Hall is home to the administrative offices of the University Apartment Communities (UAC), and features a 24-hour staffed desk along with key card swipe entry. Guests of Sanctuary Hall residents must present a photo I.D. and be signed in by a resident.

Residents of the Sanctuary Townhomes access the gated entrance on Kenmore via a key card swipe, but they do not sign in their guests. All of DePaul’s Lincoln Park semi-apartments also offer Ethernet connection and a private phone line for each resident as well as at least one cable television hook-up. All rooms also get 4DTV, DePaul’s movie channel, which also keeps students up-to-date on campus-wide events.



Sanctuary Hall Lobby



Sanctuary Townhomes & Courtyard

## McCabe Hall

**Building Capacity: 188**

**Street Address:  
900 W. Belden Ave.**

**Description:** Students living in McCabe enjoy apartment and suite-style living. An air-conditioned lounge and study room are located on the first of its seven stories. All rooms are carpeted. McCabe Hall is not air-conditioned and is closed during winter break.

### McCabe Features:

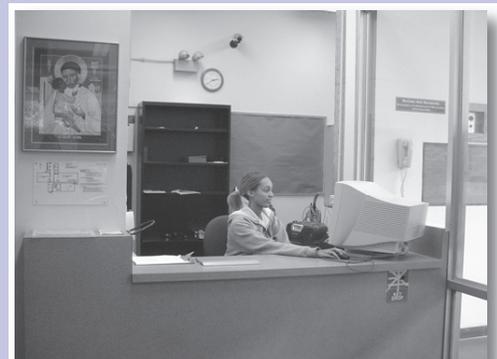
- One-bedroom double apartments house two students and include a private bathroom, a living room and a full kitchen.
- Two-bedroom quad apartments house four students and include a living room, full kitchen and private bathroom.
- Four-person quad suites feature two single bedrooms and one double, and do not have a full kitchen. Some offer a University-provided refrigerator.



McCabe Hall



McCabe 1-Bedroom Double



McCabe Front Desk

# Sanctuary Hall



Sanctuary 4-Person Apartment

**Building Capacity: 198**

**Street Address: 2345 N. Kenmore Ave.**

**Description:** In 1989, DePaul acquired this five-story historic building and began using it to house students in studio, one, two and three-bedroom apartments. Students enter Sanctuary through a gated entrance on Kenmore. All Sanctuary apartments include a dishwasher. Floor plans vary, and some are available on our Web site.

**Sanctuary Hall Features:**

- Each apartment has a full kitchen and a private bathroom.
- Common lounge and lobby on the second floor; study area on the first floor.
- Air-conditioning in each apartment.
- The laundry room is located in the basement.



Sanctuary Hall



Sanctuary Kitchen

Sanctuary Room by Room	3-Person		4-Person		5-Person	6-Person			7-Person	8-Person
	1 Bath	2 Baths	1 Bath	2 Baths	2 Baths	1.5 Baths	2.5 Baths	3 Baths	3 Baths	2 Baths
Studio	106, 111, 206, 212, 306, 309									
1-Bedroom	103, 104, 109, 113, 116, 203, 204, 214, 303, 304, 311									
1-Bedroom + Loft			406, 410	409	407			405		
2-Bedroom		120	102, 105, 107, 112, 201, 202, 207, 213, 215, 216, 301, 302, 307, 310, 312, 401, 402, 501, 502	101, 114, 115, 118, 313		117	209, 210			
2-Bedroom + Loft									412	404

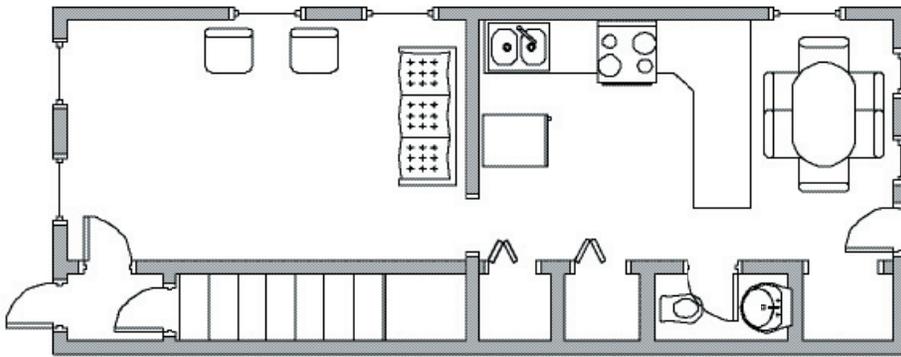
# Sanctuary Townhomes

**Building Capacity: 136**

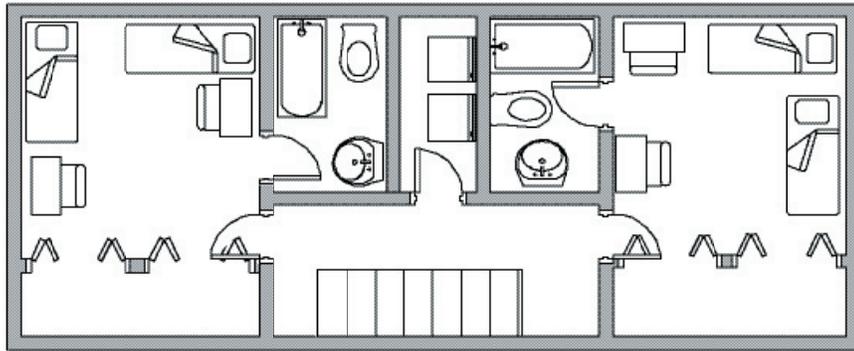
**Street Address: 2345 N. Kenmore Ave.**

**Description:** In 1988, these 17 townhomes were added to the Sanctuary development. Each townhome is a four-bedroom, three-bathroom unit housing eight students in two double rooms, one single and one triple. Each townhome features a private entrance off a gated courtyard. Townhomes are available to sophomores, juniors and seniors.

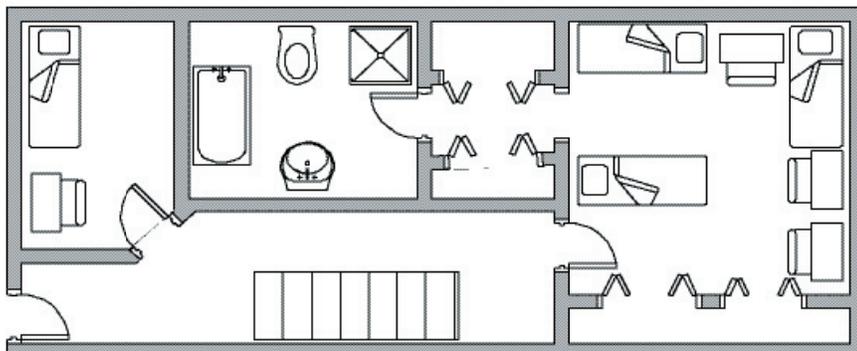
- Each townhome has a dishwasher, and a full kitchen.
- Townhome kitchens feature two refrigerators for student convenience.
- Each offers 3.5 private bathrooms.
- Spacious living room and kitchen area on the first floor.
- Laundry room is located on the second floor of each townhome.
- Common areas are typically hardwood floors, while bedrooms are carpeted.



**Typical Townhome First Floor**



**Typical Townhome Second Floor**



**Typical Townhome Third Floor**



**Sanctuary Townhomes & Courtyard**

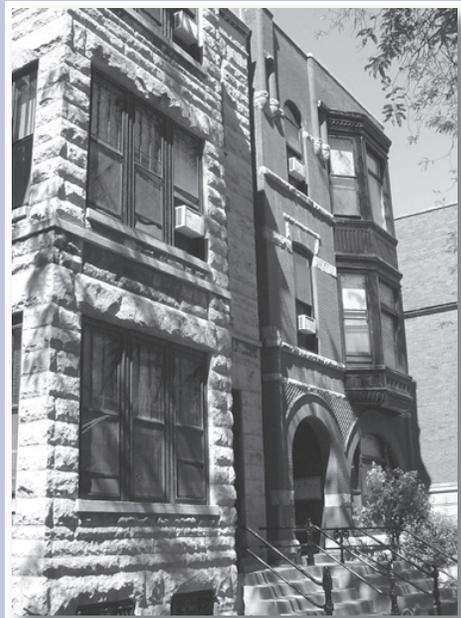


**Sanctuary Townhomes Entrance**

# University Apartment Communities



Sheffield Square



Belden Apartments

## UAC Spaces for Juniors and Seniors Unless Otherwise Specified.\*

Students living in UAC do not have to sign in guests and live more independently than residents of the traditional-style halls. The 24-hour Sanctuary desk offers assistance and is open throughout winter break.

Unit styles vary greatly in UAC, from Lincoln Park three-flats separated into apartments to Chicago courtyard apartments, and more. University apartments may include additional furniture where space permits. Rates are included for every room style under each building description.

All of the UAC apartments offer Ethernet connection and a private phone line for each resident as well as at least one cable television hook-up. All units also get 4DTV, DePaul's campus movie channel, which also keeps students up-to-date on campus-wide activities and events.

\*Sheffield Square is also available to students of sophomore standing.



Kenmore Living Room



Belden Apartment

# Amate House

**Capacity:** 10

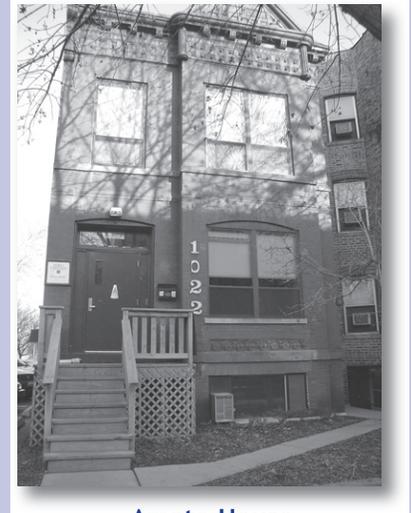
**Mailing Address:** 1022 W. Belden

**Description:** The Amate house is located in one of the Belden Apartments. The Amate program, sponsored by University Ministry, is rooted in a Catholic identity focusing on community living, and carrying out service and justice work.

There is an additional application process to participate in this faith-based program. Ten students are selected each year to live in this specialized house. It offers kitchen and living space on both floors, and includes washers and dryers in the basement.



Amate Residents Share a Meal



Amate House

# Courtside Apartments

**Capacity:** 13

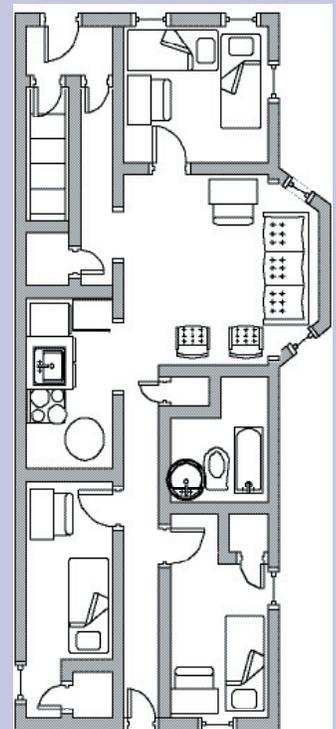
**Mailing Address:** 2308 N. Sheffield Ave.

**Description:** The Courtside Apartments feature 3 individual units in one rowhouse varying in style and layout. Each apartment has a full kitchen, living room and private bathroom, as well as individually controlled air-conditioning. Laundry is located in the basement level. Floor plans are available on our Web site.



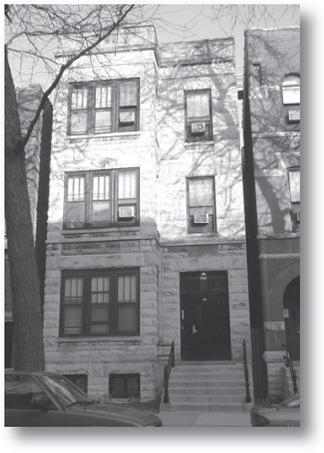
Courtside

Courtside Apartments	1-F	2-F	3-F
Occupancy	4	4	5
Bedrooms	3	3	3
Bathrooms	1	1	1



Courtside Apartment Floor Plan

# Belden Apartments



1016 W. Belden

1016 W. Belden	1-F	2-R	3-F
Occupancy	4	2	2
Bedrooms	3	1	2
Bathrooms	1	1	1



1014 W. Belden

1014 W. Belden	1-F	2-F	2-R	3-F	3-R
Occupancy	4	2	2	2	2
Bedrooms	3	1	1	1	1
Bathrooms	1	1	1	1	1



1020 W. Belden

1020 W. Belden	G	1-F	2-F	3-F
Occupancy	2	4	4	4
Bedrooms	1	2	2	2
Bathrooms	1.5	1.5	1.5	1.5



Belden Apartment



Belden Kitchen

**Capacity: 32**

**Mailing Address: 1014, 1016, 1020 W. Belden Ave.**

**Description:** The Belden Apartments offer a variety of apartment styles for 2 to four residents each. Floor plan examples are available on our Web site, though the unit layouts vary.

Each apartment has a full kitchen, living room, and private bath(s) as well as individually controlled air-conditioning. As with all DePaul campus housing, the Belden Apartments are fully-furnished, though students are welcomed to bring additional items that follow campus housing policy where space permits. Laundry rooms for these apartments are located in the basement level of 1022 Belden. Rates for 2005-06 include fall, winter and spring quarters.

# Kenmore Apartments

**Capacity: 38**

**Mailing Address:**

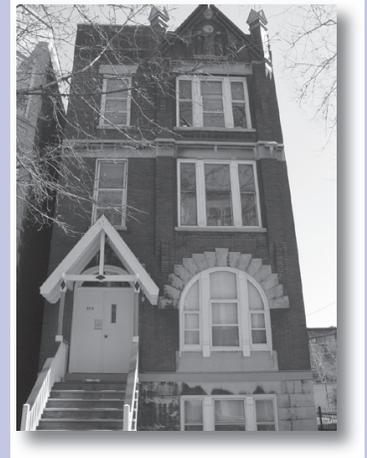
**2315, 2319, 2323 N. Kenmore Ave.**

Description: The Kenmore Apartments consist of three buildings, each divided into three to four apartments varying in style and layout. The typical Kenmore apartment houses two to four students who have junior or senior standing. Each apartment has a full kitchen, living room, and private bathroom(s). Rates for 2005-06 include fall, winter and spring quarters.



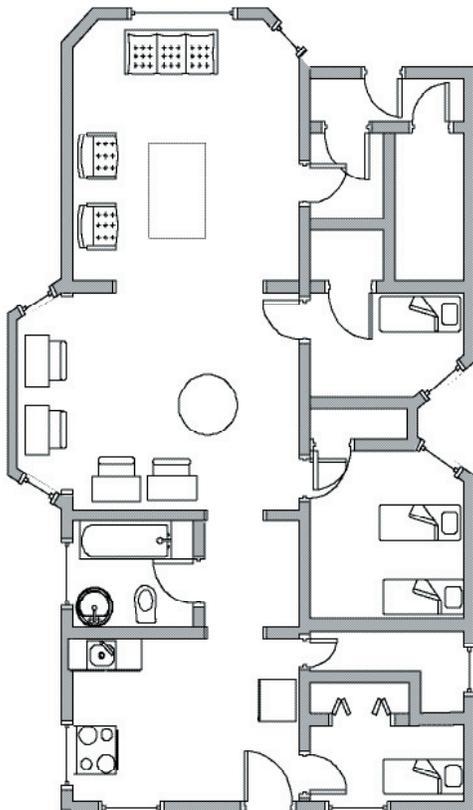
2315 N. Kenmore

2315 N. Kenmore	1-F	2-F	3-F
Occupancy	4	4	4
Bedrooms	3	2	3
Bathrooms	1.5	1.5	1.5



2319 N. Kenmore

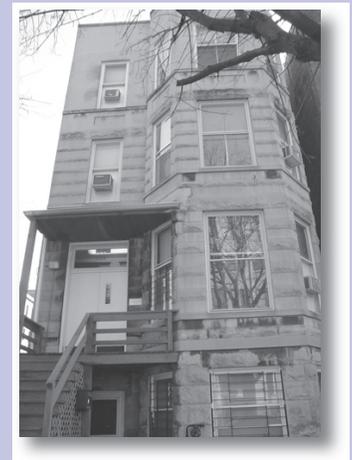
2319 N. Kenmore	G	1-F	2-F	3-F
Occupancy	2	4	4	4
Bedrooms	2	3	3	3
Bathrooms	1	1	1	1



Typical Kenmore 4-Person Apartment



Kenmore Kitchen



2323 N. Kenmore

2323 N. Kenmore	1-F	2-R	3-F
Occupancy	4	2	2
Bedrooms	3	1	2
Bathrooms	1	1	1

# Centennial Hall

**Building Capacity: 106**

**Mailing Address: 2345 N. Sheffield Ave.**

**Description:** This apartment-style building is one of the newest additions to the University Apartment Communities (UAC). Most of the apartments house four junior or senior students in a two-bedroom unit, and there are a limited number of one-bedroom units housing two students each.

Centennial Hall has the distinction of being home to a grocery store on its first two floors, with University offices (including Housing Services) on the third floor. Floor plans vary; more are available on our Web site. Centennial no longer offers additional student storage, effective June 12, 2005.

- Full kitchen, living room and private bathroom.
- Individually controlled air-conditioning.
- Laundry rooms, floor lounges and study rooms on each residential floor.
- Computer lounges on each residential floor.



**Centennial Study Lounge**



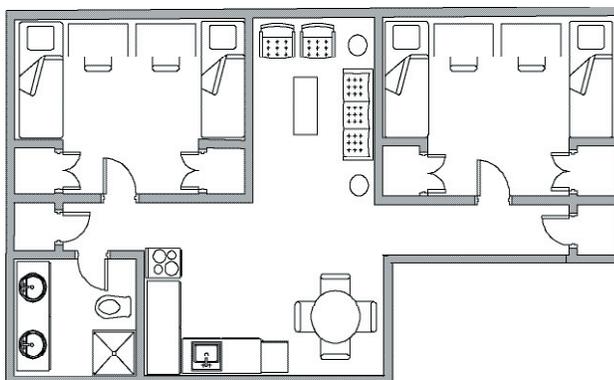
**Typical Centennial Living Room**



**Typical Centennial Bathroom**



**Centennial Hall**



**Typical Centennial Quad Apartment**

# Sheffield Square

**Building Capacity: 99**

**Mailing Address:**

**2318 - 2326 N. Sheffield Ave.**

**Description:** This former condominium complex was renovated in 1994 and houses residents in a variety of apartment styles. Sophomores through seniors are eligible to live in Sheffield Square.

There are two, three and four-person apartment units in this courtyard building. Sheffield Square is part of UAC.



**Sheffield Square Apartments**

Residents in 3-person/2-bedroom units are encouraged to take turns each quarter having the single bedroom. Laundry facilities are available on the garden level in back of 2322. Each apartment has a full kitchen, living room, and private bathroom. Rates for 2005-2006 include fall, winter and spring terms as well as winter break.



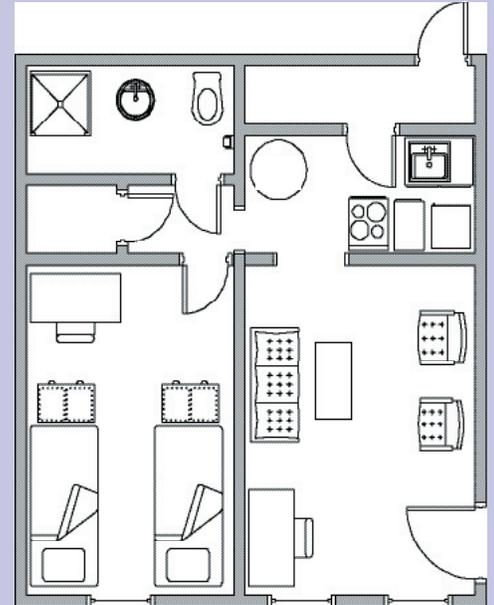
**Typical Sheffield Square Regular Triple**



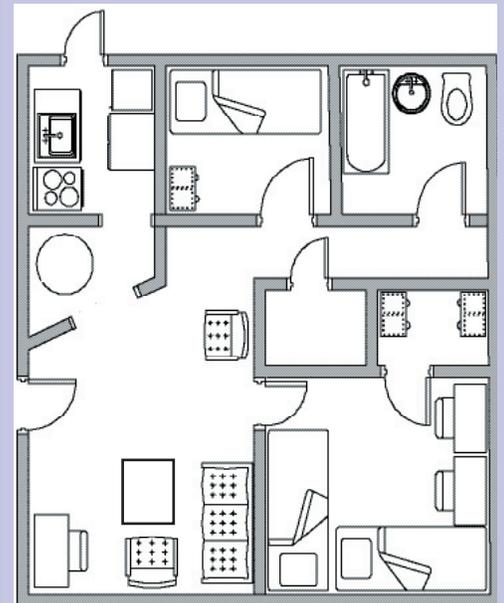
**Typical Sheffield Square Garden**



**Typical Sheffield Square Single Bedroom in a Regular Triple**



**Typical Sheffield Square Garden (2-Person) Apartment**



**Typical Sheffield Square Regular (3-Person) Apartment**

# 2005-2006 Housing and Food Service Terms and Conditions

**1. PAYMENT.** Student accepts responsibility for payment at the rates established by the University, which shall be available from the Department of Housing Services by March 30, 2005. An initial pre-payment of \$500 is payable with this Application/Agreement for new DePaul students. Applications will not be processed without the pre-payment. The entire pre-payment will be applied to future charges posted to the student's University account.

**2. TERMS.** The effective dates for this Agreement shall be the Fall, Winter and Spring terms, or remaining portion thereof, beginning September 3, 2005. This Agreement shall terminate 24 hours after the student's last examination, unless such student is participating in graduation ceremonies and has notified the Department of Housing Services. It is understood that housing is not included during the four-week period between the end of Fall Term and the start of Winter Term, except for the residents of UAC, Sanctuary Hall and Townhomes. University Apartment Communities (UAC): The effective dates for this Agreement shall be the approximate 50-week period, or remaining portion thereof, beginning September 3, 2005. This Agreement shall terminate on August 19, 2006 at 12 p.m. (Winter break housing included in the terms of this Agreement for residents of UAC.)

**3. INCORPORATED CONDITIONS.** All the conditions specified in this Agreement and the Guide to Student Housing (available on-line at <http://housing.depaul.edu>) constitute the full and complete terms and conditions. Residents must abide by all rules and policies, which may be promulgated from time to time by the Student Housing in the interests of health, safety, the proper conduct of residents, and the orderly and efficient operations of residence facilities. Student Housing has the right to modify the Guide to Student Housing at its discretion. Your signature below acknowledges that your name and contact information can be released to your assigned roommates.

**4. LEGAL AND BINDING.** This Agreement requires full payment for the entire academic year (or remaining portion from the effective date) as indicated in #1 above. If the student does not check-in and assume occupancy of the assigned space by the first day of classes for the first term in which this Agreement shall be in effect, the student may be reassigned to another space but remains obligated for full room and board payment. (See #5.) Students who must arrive late, may hold the original space by notifying the Department of Housing Services in writing prior to the effective date of this Agreement.

**5. CANCELLATION.** After May 1, 2005 (New Freshmen Students); April 15, 2005 (Returning Students); June 15, 2005 (Transfer Students); cancellations are subject to the fees listed below. All cancellation requests must be made in writing to the Department of Housing Services, and if approved after the cancellation deadline are subject to pro-rated daily room and board charges and cancellation fees as follows.

- NONE for students who are on the housing wait list or have NOT been confirmed for a space.
- \$500 for students who have been confirmed and request a cancellation after their respective cancellation deadline.
- 50% of housing charges for the remainder of the FULL LENGTH of this Agreement for students who have been confirmed and submit a cancellation after September 2, 2005.
- 50% of housing charges for the remainder of the FULL LENGTH of this Agreement for students who request a cancellation after occupying a fall space.

Residents of UAC (does not apply to Sanctuary residents) may request an effective cancellation date for the period between June 12, 2006 and August 19, 2006 without any cancellation fee if 60-days advance notice is provided to the Department of Housing Services.

Full room and board charges will continue to accrue until the Department of Housing Services specifically releases residents in writing, and the student has completed the check-out process.

**6. ELIGIBILITY.** On-campus housing is not guaranteed for any student. Additionally, neither the University nor the student has ANY obligation to renew this Agreement. DePaul residence halls are for the exclusive use of single, full-time, undergraduate students. However, part-time and non-undergraduate students may be accommodated as space permits. Applicants or residents who lose their academic or judicial eligibility must inform the Department of Housing Services within two business days and are subject to cancellation charges.

**7. MEAL PLANS.** Quarterly meal plans are required for students living in certain residence halls. Lincoln Park resident meal plans operate on a declining balance as purchases are made. First year students must purchase the DePaul Plan as a minimum for the first two quarters and the Lite Plan as a minimum for spring quarter. Upperclassmen in residence halls must purchase the minimum of a Lite Plan each quarter. Meal plan values roll forward from quarter to quarter within an academic year, but any remaining value will be forfeited at the end of each Spring Quarter. Students are encouraged to pick up and read a brochure that details all guidelines.

**8. ASSIGNMENTS.** Placements are made by Housing Services based on full occupancy of each room, suite, and apartment, which range from one to 8 students, depending upon size, the number of bathrooms, and other factors. All rates are based on full occupancy. Residents who occupy space at below the designated capacity shall be assigned additional roommates if available, or must move to fill other vacancies to avoid additional housing charges. See "consolidation" policy in the Guide to Student Housing.

The University, whose judgment shall be final, retains the right to reassign students to other campus accommodations to provide repairs or improvements as is occasionally necessary to maintain efficient operation of the premises and protection of the occupants. In no case will the University make assignments based upon race, sexual orientation, age, national origin, religion, or disability.

Housing Services will consolidate all summer UAC residents to maintain efficient operation of the premises.

**9. EXPANDED HOUSING.** If demand for University housing exceeds supply, some confirmed and/or waitlisted applicants may be temporarily assigned to overflow or expanded housing spaces. Some campus rooms, including study lounges, may be used as temporary housing for additional students during all or part of the fall quarter. Each student in temporary housing is entitled to a 20% discount for housing charges, until a permanent space is available. The 20% discount is only applicable while a student is occupying a temporary space.

**10. ACCESS.** The University reserves the right to enter the student's housing space: in order to inspect; make necessary repairs, alterations or improvements; supply necessary services; when reasonable cause to believe violation of University policy is in progress; exhibit the premises to service personnel or contractors; or as is otherwise necessary in the operation and protection of the premises or occupants therein. In case of apparent or actual emergency or violation of University policy, the University may enter the student's housing space at any time without prior notice. For non-emergency situations, entry shall be by arrangement with or invitation by one or more occupants of the room, suite or apartment, or if reasonable arrangements are impractical or refused, entry shall be made only upon prior twenty-four (24) hours notice.

**11. CARE OF FACILITIES.** The University shall keep the premises in reasonable repair during the term of this Agreement, and maintain the premises in compliance with applicable regulations imposed by appropriate governmental authority. The University will make all necessary repairs to the housing space within a reasonable time after receipt of written notice from the student of the need for repairs.

The student shall maintain the housing space in a clean and orderly condition and make no alterations to the premises, such as, but not limited to, installing locks, erecting partitions or attaching anything to ceilings, walls, floors or exteriors without prior written consent of the Department of Housing Services. Permission is provided for hanging occasional pictures by using bulldog-type picture hangers on drywall or plaster only. (Such picture hangers should remain on walls upon checkout. Samples are available at the Department of Housing Services). Students agree to pay for any damage and cleaning charges, as well as missing items to their rooms, suites, or apartments (less reasonable wear and tear).

**12. HOLD HARMLESS.** The student agrees to hold the University, its agents and employees harmless from all damages, liability, or loss sustained from others by their negligent or illegal conduct, or misuse of the premises. Additionally, the student understands that the University does not provide protection against lost, damaged or stolen personal property, and has been advised to obtain appropriate renter's insurance should such protection be sought.

**13. STUDENT WELFARE.** The University, in its opinion, reserves the right to require a resident to seek physical or psychological evaluation if the resident demonstrates behaviors that put himself/herself or others at risk. In such instances, as well as other potentially serious conditions affecting a dependent student's welfare, the University may advise the student's parents or legal guardians of the situation.

**14. NON-DISCRIMINATION.** DePaul University is committed to the exploration of values and new ideas. The University, therefore, seeks to provide a learning environment free of harassment, discrimination or assaulting behavior of any kind, against any person or group, based on race, gender, sexual orientation, age, national origin, religion, marital status or disability. It is understood that such discriminatory behavior shall be an example of a material breach of this Agreement.

# 2005-2006 Housing Rates

Lincoln Park Campus Proposed Housing Room Rates 2005-2006*			
Belden-Racine Hall^		Seton Hall^	
Double Room	\$6,672*	Double Room	\$6,180*
Super Double	\$7,437*	Super Double	\$6,930*
Clifton-Fullerton Hall^		Triple Room	\$5,838*
Double Room	\$6,672*	University Hall^	
Super Double	\$7,437*	Double Room	\$6,504*
Single Room	\$8,664*	Super Double	\$7,242*
Super Single	\$8,877*	Triple Room	\$6,210*
Corcoran Hall^		Belden Apartments	
Double Room	\$5,265*	Garden	\$7,158*
McCabe Hall^		Regular	\$8,043*
1-Bedroom Double	\$7,500*	Centennial Hall	
2-Bedroom Quad	\$6,930*	Corner Quad	\$8,385*
4-Person Suite	\$6,636*	1-Bedroom Double	\$8,385*
Munroe Hall^		Regular Quad	\$8,043*
Double Room	\$6,507*	Studio Double	\$7,749*
Super Double	\$7,242*	Courtside Apartments	
Single Room	\$7,488*	Regular Quad	\$8,043*
Sanctuary Hall & Townhomes^		5-Person	\$7,749*
Studio	\$6,636*	Kenmore Apartments	
Regular	\$7,749*	All 2315 & Gardens	\$7,383*
Large	\$8,079*	Regular	\$8,043*
Townhome	\$8,079*	Sheffield Square	
For individual Sanctuary room classifications, please see the chart below.		Garden	\$7,749*
		Regular	\$8,043*

\* Rates listed are proposed for the 2005-2006 academic year. Final rates will be available from Housing Services by March of 2005.

^ These halls require a meal plan through the Student Centers. The meal plan is not included in the listed housing rate. For more information on meal plans, please contact the Student Centers at 773.325.7346.

Sanctuary Room Classification	First Floor	Second Floor	Third Floor	Fourth & Fifth Floors
Studio (3-Person)	106, 111	206, 212	306, 309	
Regular (3-Person)	103, 104, 109, 113	203, 204, 214	303, 304, 311	
Regular (4-Person)	101, 102, 105, 107, 112, 114	201, 202, 205, 207, 213, 215	301, 302, 305, 307, 310, 312	401, 402, 410, 501, 502
Regular (6-Person)		209, 210		
Large	115 (4-Person), 116 (3-Person), 117 (6-Person), 118 (4-Person), 120 (3-Person)	216 (4-Person)	313 (4-Person)	403 (4-Person), 404 (8-Person), 405 (6-Person), 406 (4-Person), 407 (5-Person), 409 (4-Person), 411 (4-Person), 412 (7-Person)



**Centennial Hall**  
Home to the Student Housing office!



**Clifton-Fullerton Hall**



**Sanctuary Hall**

# Building Amenities by Residence Hall/ Apartment

		Air-Conditioned	Community Bathrooms	Bathrooms in Unit	Kitchen in Unit	Community Kitchens	Laundry in Building	Laundry in Neighboring Building	Elevators	Carpeted Rooms	Curtains	Mini-Blinds	Ethernet , Cable TV & Phone Line	Community Lounges	Computer Lab in Residence Hall	24-Hour Staffed Desk
Lincoln Park Campus	Belden-Racine Hall	●		●		●	●		●	●		●	●	●	●	●
	Clifton-Fullerton Hall	●		●		●	●		●	●		●	●	●	●	●
	Corcoran Hall		●			●	●			●	●		●	●	●	●
	Munroe Hall	●		●		●	●		●	●		●	●	●	●	●
	Seton Hall	●	●			●	●		^	●	●		●	●	●	●
	University Hall	●		●*		●	●		^	●	●		●	●	●	●
	McCabe Hall			●	●**		●		●	●	●		●	●	●	●
	Sanctuary Hall	●		●	●		●		●	#		●	●	●	●	●##
	Sanctuary Townhomes	●		●	●		●			#		●	●			
	Amate House	●		●	●		●			#		●	●			
	Belden Apartments	●		●	●			●		#		●	●			
	Courtside Apartments	●		●	●		●			#		●	●			
	Centennial Hall	●		●	●		●		●	#		●	●	●	●	
	Kenmore Apartments	●		●	●			●		#		●	●			
	Persky Apartments	●		●	●		●			^^		●	●			
	Sheffield Square	●		●	●		●			#		●	●			
Loop Campus	University Center (UCC)	●		●	Apartment Units	Semi-Suite Units	●		●	●		●	●	●		●

\* University Hall bathroom entrances are located in the hallway just outside the semi-suite doors.

\*\* Most rooms in McCabe feature full kitchens; two per floor offer a refrigerator only.

^ Seton and University Halls provide freight elevators for opening day, but not for everyday student use.

^^ Persky Hall apartments feature wood floors, except for apartment numbers 002, 003, and 008, which have carpeted floors.

# Most campus apartment units offer carpeted bedrooms, while common areas feature wood floors.

## The 24-hour-staffed desk in Sanctuary main is the desk for all of the University Apartment Communities (UAC).



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# UCC Rates 2005-2006

Unit Type	50-week rate	40-week rate
Quad Semi-Suite (Floors 3-14)*	\$8,290	7,160
Quad Semi-Suite (Floors 15-18)*	\$8,790	\$7,600
Semi-suite Deluxe Double (Floors 3-14)*	\$8,800	\$7,600
Semi-suite Deluxe Double (Floors 15-18)*	\$9,300	\$8,050
Private Residential Suite (Floors 3-14)*	\$11,441	\$9,981
Private Residential Suite (Floors 15-18)*	\$11,950	\$10,320
2-bedroom 4-person apartment (Floors 3-14)	\$9,870	\$8,530
2-bedroom 4-person apartment (Floors 15-18)	\$10,370	\$8,960
4-bedroom 4-person apartment (Floors 3-14)	\$11,440	\$9,890
4-bedroom 4-person apartment (Floors 3-14)	\$11,950	\$10,320
Studio Apartment (50-week contract only)	\$13,050	N/A

\*Room type requires meal plan

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# Amenities

Facilities in this 18-story building include:

- landscaped rooftop garden on the sheltered third floor
- workout center
- multimedia rooms
- music practice rooms
- art studio
- food court
- game room
- student lounge with kitchen on every floor
- study room on every floor
- meeting rooms
- bicycle storage
- laundry facilities
- 24-hour security and keycard access to the building and elevators

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# Room Rates 2005-2006

Rates subject to Change - Students are Billed Quarterly, directly to their University Account.

Apartment Type	Apartment Occupancy	Annual Rate
Studio	Small Single	\$9,611
	Single	\$13,731
Single	Small 1-bedroom	\$12,946
	1-bedroom	\$14,907
Double	1 Bedroom	\$9,808
Triple	3 Bedroom	\$10,396

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# Persky Hall Apartments

Located in Lincoln Park for Your Convenience!

**Building Capacity: 51**

**Mailing Address:**

**1000 - 1012 W. Belden Ave. & 2300 - 2302 N. Sheffield Ave.**

**Description:** Persky is a DePaul-affiliated courtyard-style apartment building located at the corner of Belden and Sheffield. It is an independent-living facility similar to an off-campus apartment. No professional or student staff reside in the building, but the management office is open during regular business hours for reporting of maintenance requests. After hours, the building manager is available for emergencies via pager.

Persky offers single, double, and triple-occupancy units varying in size and floor plan. The chart shown below details the bedroom and occupancy count of each Persky apartment, however, DePaul students who return to Persky have first priority to return to their space. Not all units may be available to new residents.

**Persky is available to juniors, seniors, and graduate students.**



Persky Apartments

Persky Hall Room by Room	1-Bedroom	2-Bedroom	3-Bedroom
Single Occupancy	002, 003, 008, 103, 104, 106, 107, 108, 203, 204, 205, 206, 207, 208, 303, 305, 306, 307, 308		
Double Occupancy	105, 304	001	
Triple Occupancy		101, 201, 202, 301, 302	102

Persky Hall Annual Rates 2005-2006	
Unit Type	Annual Rate
Small Studio Single	\$8,007*
Studio Single	\$11,442*
Small 1-Bedroom Single	\$10,788*
1-Bedroom Single	\$12,261*
1-Bedroom Double	\$8,175*
3-Bedroom Triple	\$8,664*

**Attention Graduate Students:**  
Interested in living in Persky?  
Please contact the Persky Management office at 773.348.8181 for more information.

Current campus residents who wish to reside in Persky for 2005-2006 should go through the Room Reservation process.



# University Center (UCC)

DePaul-Affiliated Housing in the Loop!

**Building Capacity: 1600 DePaul, Columbia & Roosevelt Students**

**Mailing Address: 525 S. State St., Chicago, IL 60605**

**Description:** The University Center of Chicago (UCC) opened in the fall of 2004 and is just steps from DePaul's downtown Loop campus. This brand-new 18-story residence hall is affiliated housing with DePaul and also houses Roosevelt University and Columbia College of Chicago students in the nation's first residence hall of its kind.

The UCC offers the following apartment types that include a full kitchen: studio singles, four-bedroom/four-person with two bathrooms, and two-bedroom/four-person with two bathrooms. Residents in the apartment units are not required to purchase a meal plan.

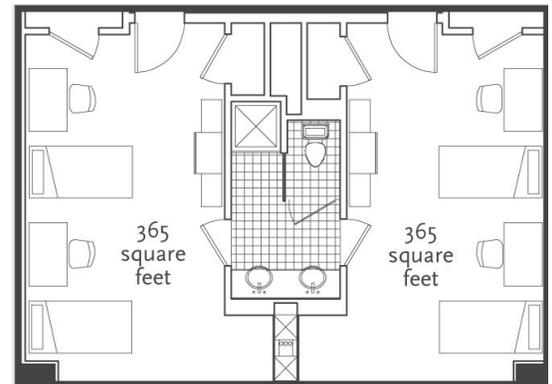
In addition, the UCC has traditional-style student housing, with quad semi-suites in which students are two to a room and four to a bathroom, and semi-suite deluxes, in which two students share a room and a bathroom. Residents in these units, which have no kitchen, are assigned a UCC meal plan. The required meal plan can only be used in the UCC building, but students can also purchase additional DePaul meal plans for use in DePaul campus buildings.

All residents are provided with a bed, desk and compartmentalized closet, with additional furniture where space permits. The UCC features a laundry room, air-conditioning, and dining services area, as well as a fitness center and a covered rooftop terrace garden located on the third floor, and has meeting rooms, music practice rooms and an art studio for resident use.

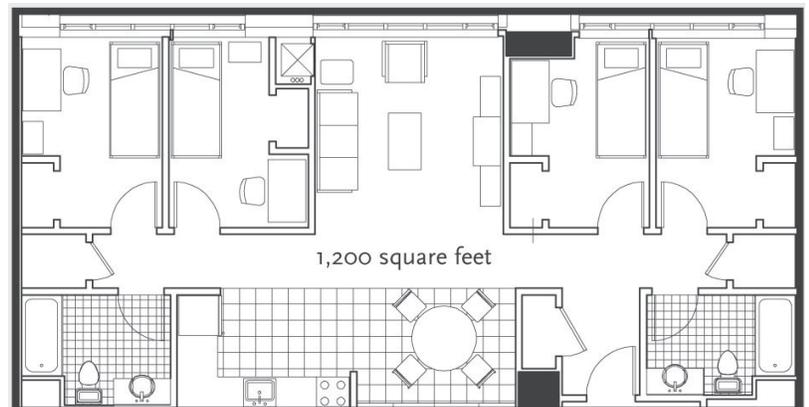
The UCC is available to freshmen through graduate students. For 2005-2006, floors 15-18 are designated 21 and over only, and will be home mainly to graduate and professional students who have an annual contract. In addition to the UCC's many amenities, these floors will offer laundry rooms on each floor, increased Internet speed (3 MB), individual bedroom door locks in the apartments and closet door locks in the suites, as well as enhanced visitation hours.



UCC



Standard Quad Semi-Suite



4-Person 4-Bedroom Apartment

UCC Rates 2005-2006		
Unit Type	50-Week Rate	40-Week Rate
Quad Semi-Suite (Floors 3-14)^	\$8,290	\$7,160
Quad Semi-Suite (Floors 15-18)^	\$8,790	\$7,600
Semi-Suite Deluxe Double (Floors 3-14)^	\$8,800	\$7,600
Semi-Suite Deluxe Double (Floors 15-18)^	\$9,300	N/A
2-Bedroom 4-Person Apartment (Floors 3-14)	\$9,870	\$8,530
2-Bedroom 4-Person Apartment (Floors 15-18)	\$10,370	N/A
4-Bedroom 4-Person Apartment (Floors 3-14)	\$11,440	\$9,890
4-Bedroom 4-Person Apartment (Floors 15-18)	\$11,950	N/A
Studio Apartment (50-Week Contract Only)	\$13,050	N/A

^Room Type requires UCC meal plan.



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# Temporary Housing Options

If you are not offered on-campus housing right away, a good option may be to consider private temporary housing. One of the benefits of living in a large city is that good temporary apartment options are available.

Getting temporary housing instead of signing a lease allows you to remain on the wait list for on-campus housing into the school year, rather than having to sign a lease and deciding to live off campus for the entire year.

## Hostel/Hotel

### Arlington House

616 West Arlington Place  
Chicago, IL 60614  
(773) 929-5380

Arlington House is an inexpensive options.

## Monthly Rentals

The following companies rent out for a monthly rate that includes maid service and full utilities, except telephone bill. Rates vary from affordable to expensive, depending on location and variety of amenities offered.

As with any apartment, do research and get all your questions answered before you sign!

### Just Passing Through Apartments

P.O. Box 481  
Dolton, IL 60419  
(312) 501-3310

No minimum stay required, full kitchen and bath.

### Manilow Suites

175 N. Harbor Dr.  
Chicago, IL. 60601  
(877) 626-4569

30-day minimum stay.

### Premier Luxury Suites

400 Skokie Blvd.  
Suite 235  
Northbrook, IL 60062  
(800) 864-2111

30-day minimum stay.

Royal Accommodations Apartment  
(773) 489-5335

No minimum stay.

### Smith Corporate Living

(888) 243-7829

30-day minimum stay.

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# Advertising Abbreviations

ac	air conditioning
avl immed	available immediately
ba/bth	bathroom
br	bedroom
convt to T	convenient to (near) subway
delead	delead (no lead paint)
DR	dining room
dshwr	dishwasher
eik	eat in kitchen (large kitchen)
fp	fireplace
gar	garage
grt loc	great location
hi ceils	high ceilings
htd	heated (heat is included in the rent)
hw fl	hardwood floors
icl ht/hw	rent includes heat & hot water
ldry	laundry room
LR	living room
mod	modern
nw	new
off st pkg	off street parking (parking lot / driveway)
pch	porch
renov	renovated
rm	room
spac	spacious (big)
stu	studio
+ utils	plus utilities (rent does not include utilities)

w&d hkup	washer and dryer hookup
w/w	wall-to-wall carpeting
yd	yard

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# Apartment Shopping Tips

So you think you've found the perfect place? Before you sign on the dotted line, it is a good idea to think twice and ask your potential landlord a few good questions and check out a few things. Check the apartment out completely and take notes on any issues for later use.

Make sure you:

- Check the water pressure and hot water.
- Check if the toilet is working.
- If the apartment is furnished, check the furniture.
- Check the lights, walls and locks.
- Check all appliances.
- Check the emergency exits.
- Check the heat and the fire alarms.
- Check the electrical meter.
- Find out how much the previous tenants paid the utilities. Some apartments are more energy efficient than others.
- Find out exactly what your deposit will be and what the terms for its return are. Will you have to clean the apartment yourself when you leave? What are the standards of cleanliness?
- Your landlord is required to place your deposit in an interest-bearing account and you should receive yearly the current rate of interest on the account minus a one-percent service charge. Verify that your landlord understands this.
- Ask what kind of repairs will be made to the apartment before you move in. Will it be painted? Cleaned? Re-carpeted?
- Once you check the apartment, discuss repairs with your landlord. All repair issues should be noted on your lease, including any damages, in order to avoid you getting charged for them later or losing your deposit.
- If your landlord refuses to place repair/damage items on the lease, put them in writing yourself, and send your landlord a copy certified mail and return receipt requested prior to accepting keys.
- Check with the landlord about subletting.
- Get the landlord's address and phone number.
- Discuss with your landlord how future repairs will be made. Will you call him/her for repairs, or should you contact a repair person yourself? How are emergency maintenance issues handled?
- Talk with the neighbors about the competency and reputation of the landlord.
- Don't give the landlord any money before you sign and are positive you want the apartment.

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# A Few Questions To Ask

Not sure what to ask a potential landlord or property manger when you go apartment hunting? Here's a few good questions to get you started.

1. Does this apartment have parking?
2. How old is the house/building?
3. For how long is the lease?
4. Does this apartment have air conditioning?
5. Is this apartment heated? How?
6. What repairs or changes will you make to my apartment before I move in?
7. Can my roommate and I sign separate leases?
8. Are the utilities included in the rent?
9. What is the rent cost?
10. How much did you charge your last tenant?
11. Do we have to pay a security deposit? How will I get it back?
12. Do I need to pay for parking? How much is it?
13. Is there storage?
14. How much is the electricity here?
15. Do I need to pay a key deposit?
16. Can I have pets? If so, what kind?
17. What kind of changes can I make to the apartment? Can I paint the walls?

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# University Center of Chicago

**525 South State Street, Chicago, IL 60604**

**Building Capacity:** 1680

**DePaul Capacity:** 680

The University Center opened its doors for the first time during the summer of 2004. Jointly developed by DePaul, Roosevelt University and Columbia College, University Center of Chicago (UCC) offers a great value for adult living in the South Loop's thriving education corridor. With particular appeal to upperclassmen and graduate students, UCC features private, quiet studios and apartments as well as traditional residence-style units. Mingle with students from all three schools as part of this unique residential community.

Shared spaces in this 18-story building include:

- landscaped rooftop garden on the sheltered third floor
- workout center
- multimedia rooms
- music practice rooms
- art studio
- food court
- game room
- student lounge with kitchen on every floor
- study room on every floor
- meeting rooms
- bicycle storage

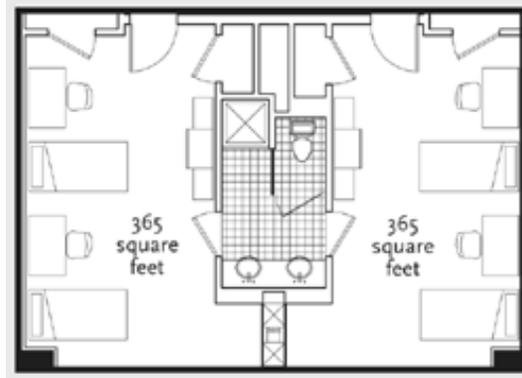
- laundry facilities
- 24-hour security and keycard access to the building and elevators

### UCC Tours Bi-Weekly

UCC housing tours are offered from now until the end of March! The tours will be held every other Friday beginning on January 7 at 11 a.m. Those interested should meet in the UCC's lobby at 525 S. State Street (no appointment is necessary).

UCC tours will be held every other week until the end of March (i.e. January 7, 21, February 4, 18, March 4, 18). The UCC tour will visit a quad semi-suite and a 4-person, 4-bedroom apartment, as well as the building's state-of-the-art amenities floors.

**Quad Semi-Suite Room Layout**



**4-Bedroom/4-Person Room Layout**



**Quad Semi-Suite**



**Floor Lounge**



**Third Floor Great Room**



**Second Floor Cafeteria**



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# Lake Forest

## Life in Lake Forest

On the Lake Forest campus, you will live in one of the most sought after communities in Illinois. Lake Forest is known for its beautiful streets and idyllic location on the scenic shores of Lake Michigan.

Lake Forest is the perfect setting for a small college. The town of nearly 20,000 offers thriving business and retail ventures less than two miles from campus. A variety of book and clothing shops, restaurants, cafes, and coffee houses line the streets of downtown.

Almost everything you would be interested in doing after class is right on campus. However, students often go to downtown Lake Forest, as well as explore the many things to do and see in Chicago -- Just 30 miles away.

**Shuttle service** is provided by the university to connect the Lake Forest campus to DePaul's other main campuses -- Lincoln Park and Loop, as well as to provide access to activities and shopping in the local north shore area. The shuttle van provides some direct routes and also supplements to public transportation options.

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# Meal Plan Rollover Policy

## Policy:

As the meal plan policy reads, "Resident meal plans operate on a declining balance as purchases are made. Remaining balances will continue to roll over from term to term during the academic year, as long as the student resides on campus in consecutive terms (except summer). All dollars remaining on meal plan accounts when residents vacate for one term or more, shall be forfeited."

## Examples:

Balances won't be refunded at the end of the year. You will **forfeit your balance** if you are current resident student who:

- Moves off campus
- Transfers to another college or university
- Leaves DePaul for any reason and not coming back to school and housing in the fall

Your meal plan **balance will NOT roll over** if you are a current resident student who will be returning to DePaul this fall and will be returning to campus housing.

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# Building Amenities by Residence Hall/ Apartment

		Air-Conditioned	Community Bathrooms	Bathrooms in Unit	Kitchen in Unit	Community Kitchens	Laundry in Building	Laundry in Neighboring Building	Elevators	Carpeted Rooms	Extra-Long Twin Beds (Other Units have Standard Twin Beds)	Curtains	Mini-Blinds	Ethernet, Cable TV and Phone Line	Community Lounges	24-Hour Staffed Desk
<b>Lincoln Park Campus</b>	Belden-Racine Hall	●		●		●	●		●	●	●		●	●	●	●
	Clifton-Fullerton Hall	●		●		●	●		●	●	●		●	●	●	●
	Corcoran Hall		●			●	●			●	●	●		●	●	●
	Munroe Hall	●		●		●	●		●	●			●	●	●	●
	Seton Hall	●	●			●	●		^	●			●	●	●	●
	University Hall	●		●*		●	●		^	●			●	●	●	●
	McCabe Hall			●	●**		●		●	●			●	●	●	●
	Sanctuary Hall	●		●	●		●		●	#			●	●	●	●##
	Sanctuary Townhomes	●		●	●		●			#			●	●		
	Belden Apartments	●		●	●			●		#			●	●		
	Courtside Apartments	●		●	●		●			#			●	●		
	Centennial Hall	●		●	●		●		●	#			●	●	●	
	Kenmore Apartments	●		●	●			●		#			●	●		
	Persky Apartments	●		●	●		●			#			●	●		
	Sheffield Square	●		●	●		●			#			●	●		
	Vincent & Louise House	●		●	●		●			#			●	●		
<b>Loop Campus</b>	University Center (UCC)	●		●	Apartment Units	Semi-Suite Units	●		●	●			●	●	●	●

- \* University Hall bathroom entrances are located in the hallway just outside the semi-suite doors.
- \*\* Most rooms in McCabe feature full kitchens; two per floor offer a refrigerator and microwave only.
- ^ Seton and University Halls provide freight elevators for opening day, but not for everyday student use.
- # Most campus apartment units offer carpeted bedrooms, while common areas feature wood floors.
- ## The 24-hour-staffed desk in Sanctuary main is the desk for all of the University Apartment Communities (UAC).



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# Amate House

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**1022 W. Belden**

**Bulding Capacity: 10**

The Amate house is located in one of the Belden Apartments. The Amate program, sponsored by University Ministry, is rooted in community living and carrying out service and justice work. Ten students are selected in spring quarter to live in this specialized house the following year. It offers kitchen and living space on both floors. A floor plan is available on our Web site.

[Amate](#) | [Belden](#) | [Belden/Racine](#) | [Centennial Hall](#) | [Clifton/Fullerton](#)  
[Corcoran](#) | [Courtside](#) | [Kenmore](#) | [McCabe](#) | [Munroe](#)  
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# Belden Apartments

**1014-1022 W. Belden Avenue**

These flats were renovated in the summer of 1995 and house 46 residents, including Amate House, the community service house sponsored by University Ministry. The buildings have a variety of apartment styles, ranging from 2-bedroom, 2 person apartments to 3-bedroom, 5 person units.

- Each apartment has a full kitchen, living room, and private bath(s)
- Individually controlled air-conditioning
- Open to juniors and seniors
- Laundry rooms are located in the basement level of 1022 Belden
- Floor plans vary for each apartment

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# Centennial Hall

## 2345 N. Sheffield Avenue

This apartment-style building is one of the newest additions to our University Apartment Communities and houses 108 students who have junior or senior standing. Most of the apartments house 4 students in a 2 bedroom unit, and there are a limited number of 1-bedroom units housing 2 students each. Centennial Hall has the distinction of being home to a Dominick's grocery store on its first two floors, and University offices (including Residence Life) on the third floor.

- Each apartment has a full kitchen, living room and private bathroom
- Individually controlled air-conditioning/heating
- Storage space, laundry rooms, floor lounges and study rooms available on each residential floor
- Floor plans vary for each apartment

[Take A Virtual Tour](#)

(Quicktime 2.0 **plug-in required**)

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# Courtside Apartments

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## 2308 N. Sheffield Avenue

Home to 13 students, the Courtside Apartments were renovated in the summer of 1995. The building has 3 apartments varying in style and layout. The typical apartment will house 4-5 students who have junior or senior standing.

- Each apartment has a full kitchen, living room and private bathroom
- Individually controlled air-conditioning
- Laundry room is located in the basement level
- Floor plans vary for each apartment

[Amate](#) | [Belden](#) | [Belden/Racine](#) | [Centennial Hall](#) | [Clifton/Fullerton](#)  
[Corcoran](#) | [Courtside](#) | [Kenmore](#) | [McCabe](#) | [Munroe](#)  
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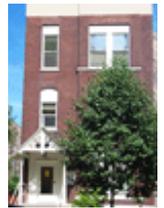


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# Kenmore Apartments

**2315, 2319, 2323 N. Kenmore**

The Kenmore Apartments were renovated during the summers of 1998 and 1999. Each of the buildings has 3-4 apartments varying in style and layout. The typical apartment houses 4-5 students who have junior or senior standing.

- Each apartment has a full kitchen, living room, and private bathrooms
- Individually controlled air-conditioning
- Floor plans vary for each apartment
- The Kenmore Apartments house several theme communities during the academic year

[Amate](#) | [Belden](#) | [Belden/Racine](#) | [Centennial Hall](#) | [Clifton/Fullerton](#)  
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# Sheffield Square Apartments

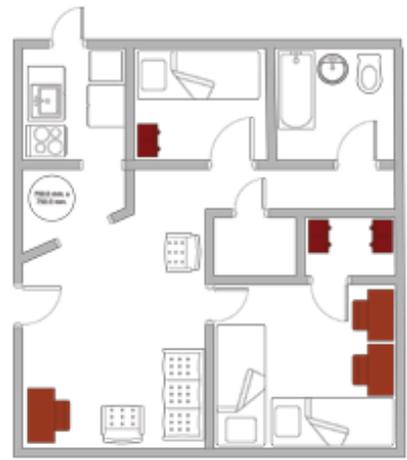
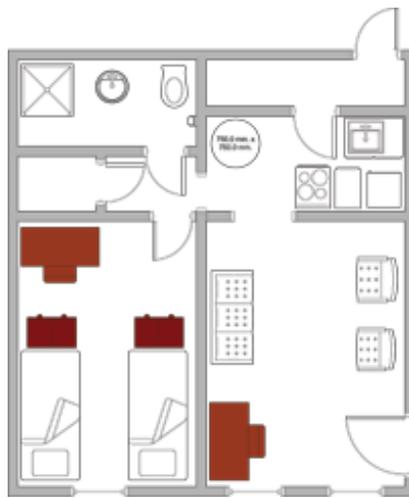
**2318 - 2326 N. Sheffield**

This former condominium complex was renovated in 1994 and houses 100 residents in a variety of apartment styles. There are two, three and four person apartment units in this complex. Sheffield Square is part of UAC. Laundry facilities are available on the garden level of 2322.

- Each apartment has a full kitchen, living room, and private bathroom, as well as individually controlled air-conditioning.
- Open to juniors, and seniors.
- Cable TV hook-up in each apartment.
- Individual phone line and the capability for ethernet connection for each student.
- Floor plans vary for each apartment.

**[A Typical Garden Apartment Layout](#)**

**[A Typical Tripple Apartment Layout](#)**



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# Lincoln Park Campus Map

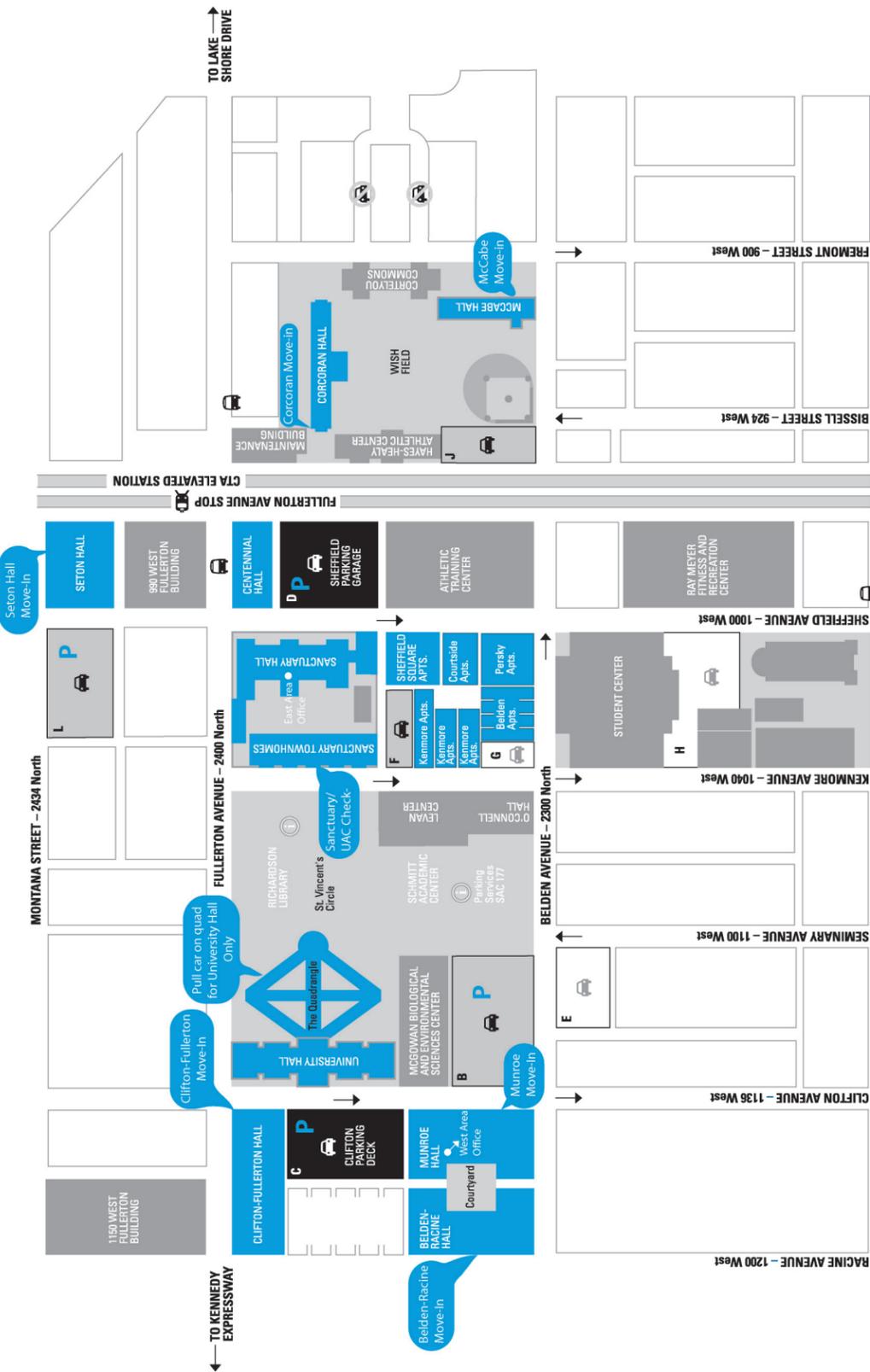


# Your Guide To Moving In at DePaul

Move-In Dates for Fall 2005:

September 3, 2005  
New First-Year Students

September 4, 2005  
Returning & Transfer Students



Locations for Move-In are available between 9 a.m. - 5 p.m. on September 3 and 4, 2005. Residents looking to move in outside of those dates and times should check-in at their assigned building's front desk. For the University Apartment Communities (UAC), the check-in location is the front desk of Sanctuary Hall.



## Welcome to DePaul Student Housing!

Nearly 2,500 students move to our Lincoln Park campus during Move-In. Sound like complete chaos? Not at DePaul! Student Housing has a wonderful system already in place that runs like a dream. Our staff will be up bright and early to meet, greet, direct traffic and provide overall assistance to the students moving in on September 3 & 4.

### Inside this Guide:

- Check-In Instructions
- Packing Tips
- Building Features
- Driving Directions
- Lincoln Park Campus Map
- Loft & Fridge Rental
- Expanded Housing
- Fire Safety Information

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## Dear Resident:

We are pleased to welcome you to DePaul University Student Housing! We hope that you will find this book helpful when planning your fall move to campus.

Right now our staff is preparing all of our buildings, apartments, and rooms for your arrival in a short time. Please take the time to review the information in this book; it is essential to making your transition to campus as easy as possible. Please feel free to contact us if you have any questions or concerns.

We encourage you to review the Guide to Student Housing closely. It is available on our Web site at <http://housing.depaul.edu>. The guide will help you understand the rights and responsibilities of all residents. It also provides insight into campus living not available anywhere else.

Thanks for choosing DePaul Student Housing! If you have any questions or concerns, please feel free to contact us via phone: 773.325.7196; e-mail: [housing@depaul.edu](mailto:housing@depaul.edu); or stop by our office in Centennial Hall Suite 301, at 2345 N. Sheffield Ave., open Monday - Friday, 9 a.m. - 5 p.m.

## Cancellations

If your plans change and you will not be enrolling for fall quarter, you must notify BOTH the Department of Housing Services and the Office of Admissions, separately, in writing (e-mail, fax, or letter). The *Housing Agreement* is valid for the entire academic year. In most situations, canceling your *Agreement* will result in financial penalty. See the *Agreement*, Section 5 for cancellation rules and deadlines.

## Building Amenities by Residence Hall/ Apartment

	Air-Conditioned	Community Bathrooms	Bathrooms in Unit	Kitchen in Unit	Community Kitchens	Laundry in Building	Laundry in Neighboring Building	Elevators	Carpeted Rooms	Extra-Long Twin Beds (Other Units have Standard Twin Beds)	Curtains	Mini-Blinds	Ethernet, Cable TV and Phone Line	Community Lounges	24-Hour Staffed Desk
Lincoln Park Campus	Belden-Racine Hall	●		●	●	●		●	●	●		●	●	●	●
	Clifton-Fullerton Hall	●		●	●	●		●	●	●		●	●	●	●
	Corcoran Hall		●		●	●			●	●	●		●	●	●
	Munroe Hall	●		●		●	●	●	●			●	●	●	●
	Seton Hall	●	●			●	●	^	●			●	●	●	●
	University Hall	●		●*		●	●	^	●			●	●	●	●
	McCabe Hall			●	●**		●	●	●		●		●	●	●
	Sanctuary Hall	●		●	●		●	●	#			●	●	●	●##
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	Belden Apartments	●		●	●		●		#			●	●		
	Courtside Apartments	●		●	●		●		#			●	●		
	Centennial Hall	●		●	●		●		●	#		●	●	●	
	Kenmore Apartments	●		●	●		●		#			●	●		
	Persky Apartments	●		●	●		●		#			●	●		
	Sheffield Square	●		●	●		●		#			●	●		
	Vincent & Louise House	●		●	●		●		#			●	●		
Loop Campus															
	University Center (UCC)	●		●	Apartment Units	Semi-Suite Units	●	●	●			●	●	●	●

\* University Hall bathroom entrances are located in the hallway just outside the semi-suite doors.

\*\* Most rooms in McCabe feature full kitchens; two per floor offer a refrigerator and microwave only.

^ Seton and University Halls provide freight elevators for opening day, but not for everyday student use.

# Most campus apartment units offer carpeted bedrooms, while common areas feature wood floors.

## The 24-hour-staffed desk in Sanctuary main is the desk for all of the University Apartment Communities (UAC).



Seton Residents on Halloween

## Your Room Assignment and Roommates

Your roommate contact information is listed in the letter from Housing Services included in this packet.

## How Hall and Roommate Assignments Are Made

We assign new students according to the date we receive their completed *Housing Agreement* and \$500 pre-payment. Roommates are assigned based on gender and smoking or non-smoking habits. Please keep in mind, though, that all of DePaul's residence halls and apartments are smoke-free, and no smoking is allowed in common areas or student rooms/apartments.

While Housing Services makes every attempt to place requested roommates together, due to the high demand for housing, we cannot always uphold roommate requests.

**Room and/or building changes will be considered after the first three weeks of the fall quarter (September 26, 2005) and on a space-available basis.**

## Contacting Your Roommate for the First Time

Meeting and living with your new roommate is an exciting event that can enhance your college experience. We encourage you to contact your new roommate(s) as soon as you receive their information.

Decide who will bring the DVD player, TV or stereo, etc. Will one of you be bringing a small refrigerator or do you want to rent one from DePaul's Residence Hall Council (RHC)? How about decorating your room or renting lofts from RHC to create more floor space? All of these decisions will be relevant to what you need to do over the summer to prepare for your move to campus in September.

Please review the information on page 5 regarding recommended items and prohibited items. Both lists are critical to helping you decide what to pack, what not to, and what to coordinate with your roommate.

## RHC

Residence Hall Council (RHC) provides a great way for residential students to get involved. RHC is made up of representatives from each hall on campus. Their fellow residents elect all the representatives of the Council and Executive Board. RHC was established as a means to voice the concerns of the student body living in residence halls. Here students can freely address issues on campus, such as security, food service, or any other needs students may feel could be enhanced by campus services.

RHC also takes an active role in providing programming ranging from Midnight BBQs to Dive-In Movies for students who live in the residence halls. The following services are offered by RHC as fundraising efforts. All funds are used for student activities and events that take place frequently throughout the academic year. For more information, feel free to contact the RHC office by phone at **773.325.7233**.

### Lofts

RHC coordinates with the exclusive vendor for renting lofts. Residents are not able to bring their own lofts to campus. RHC will mail you its offers and information later this summer. You can also find the information on RHC's Web site, at <http://www.depaul.edu/~rhc>.

### Refrigerators

RHC has a relationship with the vendor for microfridge units and has exclusive rights to do business on University property, renting combination refrigerator/microwave units to residents. You can find more information on RHC's Web site.

### Laundry & Linens

RHC sponsors the sale of linens and pick-up laundry service to residents. Package information and cost will be mailed out by their partner, On Campus Marketing, in the next few weeks. Laundry service information will be mailed out by RHC this summer. For more information, please visit RHC's Web site.

### Welcome Kits

RHC sponsors the sale of welcome kits for students. Package information and cost will be mailed to all residents from RHC later this summer.

## What are the Best Times to Move In?

No matter what time you arrive, you should expect to encounter delays of some sort due to traffic, the backup of students trying to move in or other factors. However, those who arrive in the late afternoon often encounter fewer delays and backups than those who arrive first thing in the morning.

## Can't Move on Move-In Day?

If a student cannot arrive on their designated move-in day between the hours of 9 a.m. - 5 p.m., and they wish to arrive on a later date, they may do so. However, they should expect to encounter pronounced delays and there may be difficulties associated with their off-day or off-hours move-in.

Due to the maintenance and cleaning of our rooms and apartments, we cannot accept any students prior to their move-in date. **Residents should plan to move in on their scheduled day between the hours of 9 a.m. - 5 p.m..**

## Shipping Prior to Move-In

If you are shipping boxes or trunks, you should arrange for your package(s) to arrive after you.

It is possible that you will not have immediate access to them when they arrive to the Student Housing Mail Center (please see page 12). If there are specific items that you require immediately upon arrival, you should bring them with you. As long as your packages arrive after September 4, you should experience limited, if any, delays in obtaining them.

## Discover Chicago Students

Students who are confirmed for Discover Chicago and Premiere DePaul sessions in late-August are permitted to move to campus prior to September 3. If you have questions about your participation in either of these programs, please contact those offices directly using the contact information below. Keep in mind students moving in on dates other than September 3 and 4 will not have the additional support provided on move-in weekend.

Discover - E-mail: [firstyr@depaul.edu](mailto:firstyr@depaul.edu); Phone: **1-866-ENTER-DP**

Premiere - E-mail: [oea@depaul.edu](mailto:oea@depaul.edu); Phone: **1-866-ENTER-DP**

## Expanded Housing

When the number of students to house exceeds the number of spaces available in freshmen housing, students may be placed in temporary quads, triples, or doubled up in converted study lounges. Students assigned to temporary housing are moved to a permanent housing space as quickly as possible.

If you are affected by this situation, the Department of Housing Services will notify you prior to the start of the academic year. As housing assignments are made based upon date of pre-payment, students who send their Agreement and \$500 in earlier are less likely to be placed in a temporary space. More information regarding expanded housing can be found on the Housing Services Web site, at <http://housing.depaul.edu>.



Residence Hall Council Members



## Discover Chicago & Premiere

If you have questions about your participation in either of these programs, please contact those offices directly.

### Discover

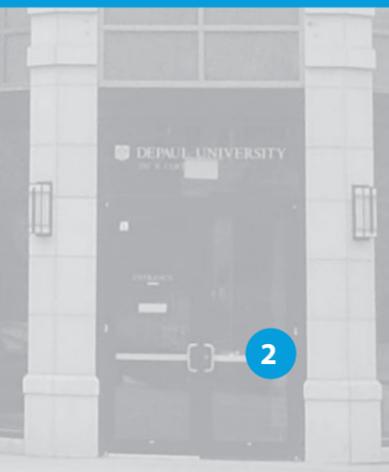
E-mail: [firstyr@depaul.edu](mailto:firstyr@depaul.edu)

Phone: **1-866-ENTER-DP**

### Premiere

E-mail: [oea@depaul.edu](mailto:oea@depaul.edu)

Phone: **1-866-ENTER-DP**



## Don't forget to pick up your *Guide to Student Housing* during move in!

The *Guide* contains all the information you are responsible for knowing, regarding DePaul Student Housing policies and procedures.

You can pick it up at the check-in table of your residence hall. (UAC residents should pick it up in Sanctuary Hall).

## Steps to Checking In

1. Pull your vehicle into a designated unloading zone for your building (see map on back cover) and follow the unloading procedures described below. If you are living in a University Apartment Community (UAC) unit, please go to Sanctuary Hall for check-in at 2345 N. Kenmore on or after September 4.
2. Parking will be prohibited on most campus streets to allow for unloading zones at all the residence halls and apartments.
3. Bring your student I.D. inside and check-in with the staff inside the building. Pick up your keys, Housing Condition Report (HCR - see number 5), *Guide to Student Housing*, and other materials.
4. After you pick up your keys, please see the tips below for unloading your belongings.
5. **Check your Housing Condition Report!** When you check-in you will receive a Housing Condition Report (HCR) which states the condition of items in your room at the time you move in. Take a few minutes to inspect your room to see if there are any discrepancies between the HCR and the actual condition of the room. If there are discrepancies, note them on the HCR. Return it to your area office (located in Sanctuary and Munroe halls) within 48-hours to ensure that you will not be financially accountable for pre-existing damages upon your check-out.

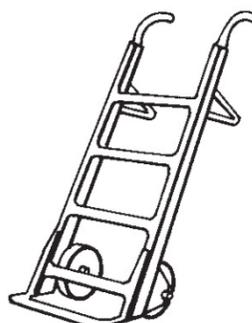
## Unloading Tips

When almost 2,500 students check-in to the residence halls in the middle of Chicago, moving can be chaotic. To make everyone's arrival as pleasant as possible, please:

1. Observe all parking restrictions and traffic patterns.
2. While you are checking in, park in the designated unloading areas for your building; please review the map on the back cover.
3. Quickly unload your belongings at the curb nearest to your residence hall. Student Housing staff will be available to assist students on September 3 and September 4 from 9 a.m. – 5 p.m.
4. Once your vehicle is unloaded, follow directions provided by Public Safety staff. Please move your vehicle to a parking lot. You will receive a parking voucher provided it is September 3 or September 4 when you move to campus.
5. Do not park in handicap spaces, fire lanes, service areas, driving lanes, roadway or any other area not designated for parking.

## Five Ways to Enhance Move-In Day!

1. Pack medium-sized boxes and label them correctly. Don't pack them too heavy. It is very common on Move-In day that there is a line for the elevators, and residents on the second or third floors take the stairs. In addition, not all buildings have elevators (please see chart on page 14).
2. Bring a hand truck or dolly (see picture at right) for stacking boxes and making each trip more productive.
3. Recruit strong helpers to assist you in unloading your car and getting your belongings up to your room quickly.
4. Bring your patience. Our staff will be at every building helping to move things along as quickly as possible.
5. Check weather forecasts and plan accordingly. Bring umbrellas and plastic for covering your belongings, if needed.



Hand Truck

Move-In Carts Provided on Move-In Day



The Student Mail Center

All students living on campus are assigned mailboxes in the Student Housing Mail Center on the third floor of the Student Center in Suite 317. All residents are required to check their residential mailbox a minimum of once per week. Residents are held accountable for the information sent to them via their residential mailbox. **Mail should be sent to the resident's attention in the following way:**

**Student's Name**  
**Student Housing Mail Center, Mailbox #**  
**2250 N. Sheffield Ave., Suite 317**  
**Chicago, IL 60614**

Mail notices are placed in mailboxes to notify residents of packages and other mail that cannot be placed in a mailbox. Residents must present the notice and their DePaul ID to the mailroom's service desk during desk service hours in order to obtain the items. Residents are responsible for changing their addresses with the U.S. Post Office upon vacating the hall.

**Attention UAC residents, excluding Sanctuary Hall and the Townhomes:** You have two mailboxes on campus. Your regular U.S. mail will be delivered directly to your building. However, you and your roommates will also have a mailbox on the third floor of the Student Center in the Student Housing Mail Center. UAC residents will also receive all of their registered letters, packages, and University notices at the Mail Center.

## University Apartment Communities (UAC) Mailing Addresses:

Student's Name  
 Street Address  
 Apartment #  
 Chicago, IL 60614

**Belden Apts.**  
 1014, 16, 20 W. Belden Ave.

**Centennial Hall**  
 2345 N. Sheffield Ave.

**Courtside Apts.**  
 2308 N. Sheffield Ave.

**Kenmore Apts.**  
 2315, 19, 23 N. Kenmore Ave.

**Sheffield Square**  
 2318 - 26 N. Sheffield Ave.

**Vincent & Louise House**  
 1022 W. Belden Ave.

# People in the Know ...

**Your Resident Advisor (RA)** - is a student just like you who lives on your floor and has been selected and trained to assist and support you. He or she helps create community by providing programming opportunities and referral information. He or she can also help you with roommate conflicts and adjusting to college life.

**Your Housing Facilities Assistant (FA)** - is a student staff member who works and lives in your housing area. He or she has day-to-day responsibility for identifying and responding to facility-related repair/maintenance issues. If you have questions about a work order, please contact your FA.

**Your Residence Director (RD)** - supervises the student Resident Advisor (RA) staff and activities in your building. He or she is a professional staff member available for support and advice and lives in an apartment in your building or complex. Along with the RAs, your RD is responsible for responding to policy violations and providing emergency response to student incidents occurring outside of normal business hours.

**Your Housing Facilities Resident Director (FRD)** - is a professional staff member responsible for the facility management of your housing area. He or she lives on campus and manages a specific housing area and the Facility Assistants (FAs) within that area. The FRD coordinates all housing inspections, clarifies standards of health and safety for residents and manages most access-related issues. The FRD also responds to major facility-related emergencies outside of normal business hours.

**Your Housing Services Staff** - In Centennial Hall (above Dominick's) the Department of Housing Services is ready to assist you with your administrative needs, including questions about your Housing Agreement, room change requests, or questions about your housing charges. The staff is available from 9 a.m. - 5 p.m. Monday - Friday, by phone: 773.325.7196, or E-mail: [housing@depaul.edu](mailto:housing@depaul.edu).

**Academic Support Residents (ASRs)** - are here to help you with your academic questions. ASRs facilitate programs on academic themes (such as study tips, note-taking, time management); conduct rounds in residence halls to talk with students about academic issues; and staff a resource room where students can gather information about campus resources or access books and brochures on academic topics.

## Student Housing

**Dept. of Housing Services**  
**Dept. of Residential Education**  
 Central Office  
 301 Centennial Hall  
 Ph: 773.325.7196

## Housing Facilities

**East Side Area Office**  
 Sanctuary Hall Lobby Office  
 Ph: 773.325.1899

**West Side Area Office**  
 Munroe Hall Office #107  
 Ph: 773.325.7202

## Special Move-In Dining Hours\*

### Monday, 8/29 to Friday, 9/2

**Brownstone's:** 8:00 a.m. - 6:00 p.m.  
**Outtakes:** 7:30 a.m. - 7:00 p.m.  
**Buffet:** Breakfast Closed  
 Lunch 11:30 a.m. - 1:00 p.m.  
 Dinner 5:00 p.m. - 6:45 p.m.

### Saturday, 9/3 to Monday, 9/5

**Brownstones:** 9:00 a.m. - 6:00 p.m.  
**Outtakes:** 9:00 a.m. - 7:00 p.m.  
**Buffet:** Breakfast Closed  
 Lunch 11:00 a.m. - 1:30 p.m.  
 Dinner 5:00 p.m. - 6:30 p.m.

### Tuesday, 9/6

**Brownstones:** 7:30 a.m. - 1:00 a.m.  
**Outtakes:** 7:30 a.m. - 12 midnight  
**Buffet:** Breakfast 7:30 a.m. - 9:30 a.m.  
 Lunch 11:00 a.m. - 1:30 p.m.  
 Dinner 4:30 a.m. - 6:30 p.m.

\*Dining hours and menu offerings are subject to change. Service hours and food choices may differ during holidays, break periods, and summer.

DePaul Dining Services is excited to offer you a high quality, affordable, nutritious dining program that will contribute to your undergraduate experience. A variety of our dining stations are open for as many as sixteen hours per day. Our staff strives to make your dining experience enjoyable.

For any questions regarding meal plans, dining locations, or adding money to your meal plan, visit the Student Center Administration office located in Suite 303. Find us by phone, 773-325-7346, or on our Web site: <http://studentcenter.depaul.edu>. Students can change to a higher plan or add money at any time. A resident may only change to a lower plan through the end of the first two weeks of an academic quarter.

## Meal Plan Requirements

The minimum requirement for first-year students is the DePaul Plan for the first two quarters and the Lite Plan for spring quarter. All returning students living in DePaul's traditional residence halls (Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, Seton, and University Hall) must have at least the Lite Plan. If you live in McCabe, Sanctuary or the Sanctuary Townhomes, you must still participate in a meal plan at the minimum level of the Apartment Plan. Meal plans are optional for residents in the University Apartment Communities (UAC).

## What Meal Plan is Best for You?

Please read carefully the list of meal plan options available to you. Decide which meal plan best suits your daily dining needs. All meal plan descriptions are based on our a la carte dining system with an all you care to eat brunch and dinner buffet available on weekends.

## Nutritional Eating on Campus

DePaul's Dining Services offer healthy choices plus nutritional information in the form of brochures and flyers that are always available in the dining areas. With careful attention to the menu choices offered daily, we provide a comprehensive nutrition program that includes monitoring menus and staff that will assist you in making the most of your meal plan.

## Making the Most of Your Meal Plan

Many meal plans are designed for students to eat meals on campus once or twice a day. Additionally, you can use your meal plans at DePaul's Country Market (pictured at left) each Tuesday and Friday from 11 a.m. to 3 p.m.; Brownstone's; and the Bean Caff  locations in the Ray Meyer Fitness Center and the Schmitt Academic Center.

**Apartment Plan: \$333/quarter.** Provides for infrequent dining and occasional a la carte snack purchases. This plan provides approximately \$30 per week in purchasing power.

**Lite: \$621/quarter.** Designed for the infrequent diner and someone who spends very few weekends on campus. This plan is the minimum for students in residence halls and provides \$8.00 per day in purchasing power.

**DePaul: \$786/quarter.** Designed for the more frequent diner and provides for limited purchases at the DePaul Country Market and Brownstone's Caf . This is the minimum plan for new students and provides over \$10.00 per day in purchasing power.

**Red: \$923/quarter.** Recommended plan for most students. This plan provides \$12.00 per day in purchasing power so it will support a regular diner on campus.

**Blue: \$1071/quarter.** At almost \$14.00 per day, this plan provides enough purchasing power for those with a heartier appetite who also like to snack outside of meal times.

**Gold: \$1191/quarter.** Provides almost \$15.50 per day in purchasing power which should give a student the ability to eat regular meals, make frequent snack purchases, and have enough left to spend at Brownstone's Caf  and the DePaul Country Market.

**Demon: \$1296/quarter.** Provides enough purchasing power to meet all of your high energy needs without running short at the end of the quarter. The Demon plan provides almost \$17.00 per day.



DePaul's Country Market

## By Car ...

### From the north and northwest:

From the Kennedy Expressway (I-90/I-94) exit at Fullerton Avenue and turn left (east). The Lincoln Park campus is approximately two miles from the expressway on Fullerton Avenue between Racine and Halsted.

### From the west:

From the Eisenhower Expressway (I-290), turn onto the Kennedy Expressway (I-90/I-94) heading toward Wisconsin. From the Kennedy Expressway (I-90/I-94) exit at Fullerton Avenue and turn right (east). The Lincoln Park campus is approximately two miles from the expressway on Fullerton Avenue between Racine and Halsted.

### From the south:

From the Dan Ryan Expressway (I-90/I-94) continue as the expressway becomes the Kennedy Expressway (I-90/I-94). Exit at Fullerton Avenue and turn right (east). The Lincoln Park campus is approximately two miles from the expressway on Fullerton Avenue between Racine and Halsted.

### From Lake Shore Drive (north or south):

Exit Lake Shore Drive at Fullerton Avenue. Head west for approximately one mile. The Lincoln Park campus is located on Fullerton Avenue between Halsted and Racine.

## By Public Transportation ...

### Chicago Transit Authority (CTA) Rapid Transit Lines:

Three rapid transit train lines provide service to DePaul's Lincoln Park campus. Exit at the Fullerton station. The following CTA train lines service the Lincoln Park campus:

- Howard (Northbound Red Line) or 95/Dan Ryan (Southbound Red Line)
- Linden (Purple Line)
- Kimball (Brown Line)



The Fullerton El Station

# Getting Around Chicago

Lincoln Park is a busy, urban neighborhood with an endless supply of great stores and restaurants. Coping with heavy traffic is easy, if you're not driving. Walking or riding a bike in Lincoln Park can be ten times faster and 100 times less frustrating than driving. Getting around in downtown Chicago is just an El ride away, and you can use your U-Pass for El and bus transportation via the Chicago Transit Authority (CTA).

## If You're Biking ...

### Chicago makes it easy for you to ride a bike!

- Bike racks are available throughout the city
- Bike paths are located along the lake and on major city streets
- Bikes are allowed on CTA trains during off-peak hours

## If You're Taking the El ...

### Use your CTA and U-Pass to get around Chicago!

- The Merle Reskin Theatre (for DePaul University Theatre School performances)
- Michigan Avenue, "The Magnificent Mile," and Water Tower Place
- Navy Pier
- The Grant Park Museum Campus
- Wrigley Field for Cubs games and U.S. Cellular Field for White Sox games
- O'Hare and Midway airports and the Amtrak service at Union Station



Munroe Hall

## Need a moving truck? You're bringing too much!

Packing for college can be tricky. You don't want to bring too much, but you don't want to leave anything important, either. By following the tips listed below, you can figure out what to bring to start the year with everything you need, and what you can leave at home.

### Things You'll Need:

- Lamp for desk (not halogen)
- Telephone (cordless phones are not recommended due to close proximity with so many other phones)
- Pillow, blankets, bed linens (extra-long twin for Belden-Racine, Clifton-Fullerton & Corcoran halls)
- Alarm clock
- Room decorations, pictures of family and friends
- Clothes hangers
- Towels, washcloths, soap, shampoo
- Laundry bag (baskets take up too much space), detergent, quarters
- Coffee mug, drinking cups, dishes and cutlery for snacks
- Assorted plastic containers with tight lids for storing snacks, etc.
- Headphones so your music does not disturb others
- A power strip, or several, with a 15-amp circuit breaker
- Poster putty for hanging decorations
- Flashlight
- Ethernet adapter to connect to the campus network & Internet for students bringing computers
- Garbage bags
- Cleaning supplies



Move-In Day at Belden-Racine

### Helpful Items to Have:

- A binder for your CDs - leave your jewel cases at home
- Detergent cubes - the perfect amount for every load of laundry
- An extra trash can with a lid - the one provided in each room is small

### Leave the Following Items at Home:

The following items are **prohibited** in all Lincoln Park campus housing.

- Candles
  - Incense
  - Pets (except for fish, in a tank no larger than 10-gallons, limit one per room)
  - Toasters
  - Popcorn poppers
  - Halogen lamps
  - Percolators or any coffee makers with a heating element
  - Irons (use in community kitchens and laundry rooms only)
- Extension cords, adapters and splitters**



Extension Cords



Candles



Halogen Lamps

## Telephone Services

On-campus phone service includes call waiting, voice mail, and a personal identification number (PIN) for off-campus and long-distance calls. Our local and long distance provider is PAETEC. Students will receive their authorization codes that enable them to make telephone calls from their residence hall room upon move-in to the residence halls in autumn. Visit PAETEC on the Web at [www.campuslink.paetec.com](http://www.campuslink.paetec.com) or contact their customer service center at 1-800-962-4772.

All residence hall students receive an annual allotment of 1600 free local minutes and 1200 free long distance minutes of telephone usage in their residence hall room. If a student exceeds his/her allotment of free minutes, the charge is \$.03 per minute for local calls and \$.06 per minute for long distance calls.

For information on how to set up your telephone and voicemail systems, please visit the Information Services Web site at <http://is.depaul.edu/communication/telephone/index.asp>.

## Turn Your DePaul ID into an ATM/Debit Card

Your DePaul ID Card is already essential to campus life. It's a photo ID, a library card, your building key and your cafeteria pass. Now you can use it to access ATMs and to make purchases through DePaul's new partnership with TCF Bank.

All new and returning students will receive a new DePaul ID Card this summer or fall. The new cards feature enhanced security and will provide the same access as previous cards.

In addition, you can choose to convert your new DePaul ID to an ATM and debit card by opening a TCF® Totally Free Student Checking Account. A TCF Bank checking account offers many benefits:

- No minimum balance requirements
- No monthly service charge
- A single photo ID card linked to your TCF and Demon Express accounts
- Free transactions at any of nearly 500 TCF Express Teller® ATMs throughout Chicagoland
- Two free withdrawals per statement period at non-TCF ATMs
- Free TCF Check Card to use anywhere VISA is accepted
- Free first order of TCF-style checks
- Free online banking and bill payment
- Free no-minimum-balance savings account
- Plus ... receive a free DePaul sweatshirt when you open your account!

TCF offers nearly 200 full-service Chicagoland locations, including a new branch in the Student Center in Lincoln Park. Use your ATM card at the six TCF Express Teller ATM machines at DePaul campuses as well as nearly 500 other locations in the metropolitan area. You also can access account information, check balances and transfer funds at TCF Bank's Web site, [www.tcfexpress.com](http://www.tcfexpress.com).

As part of its partnership, TCF will provide an annual donation to a DePaul scholarship fund and continue its strong sponsorship of athletic programs.

To open and link a TCF account to your new DePaul ID card, pick up an application at the TCF branch office in the Student Center.



DePaul Student I.D. Card



## Technology at DePaul

Information Services, commonly known as IS, is an administrative division of DePaul University with primary responsibility for the university's hardware, software, network infrastructure and telecommunications systems. A few of the technology resources that Information Services provide to students include computers/network connectivity, telephones, and ID cards.

For a brief introduction to the technology resources that are available to students at DePaul, please visit <http://is.depaul.edu/new/students/index.asp> or IS's website <http://is.depaul.edu/index.asp>.

## Computers on Campus

Students will have access to several computer labs located across campus as well as computers in group work stations and public areas in the residence halls. DePaul labs offer the use of PC and Mac computers and provide other computer services such as printing, CD authoring, and color scanning.

For more information on companies that offer leasing and/or buying plans for students, please visit our Web site, at <http://housing.depaul.edu>. For information on computer labs, please visit <http://is.depaul.edu/computers/labs/index.asp>.

## Your Computer and Internet Access

Computers will play a large part in your college life. The majority of students now bring a computer with them to school. Every room and apartment on campus features separate Internet access for each resident in the space. To take advantage of the high-speed Internet access in the residence halls, you will register your machine online with DePaul's Information Services (IS) upon move-in.

For more information on connecting to the Internet in your room, please visit <http://is.depaul.edu/computers/residence/resnet.asp>.

## Bringing Your Own Computer to Campus?

DePaul strongly recommends that students using the University's network install Anti-Virus Software on their personal computers. If students do not have Anti-Virus software, DePaul has a version available for download at <http://deactivated.is-net.depaul.edu/>.

Students are reminded to choose secure passwords for the user accounts on their personal computers. It is recommended that all passwords are 8 characters or longer, and contain a mixture of letters, numbers and/or special characters, such as "& \* % # @ ! ; { ", etc. Residents using a Windows operating system should run the "Windows Update" at least once a week, and install any critical updates available.

For information on computers in residence halls, visit <http://is.depaul.edu/computers/residence/index.asp>.

## Cdigix

Be smart about downloading, don't download illegally. DePaul has partnered with Cdigix to provide over 1.5 million songs to students, legally! The best part about it is that DePaul residential students have access to Cdigix's music service for FREE!



Cdigix is a digital media services provider that exclusively targets colleges and delivers music, movies, and other rich media directly to students. Cdigix also offers Cvillage, a community based service where students may interact and share their digital media with other Cdigix college peers around the country.

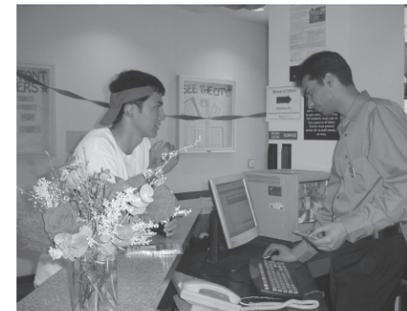
## Public Safety & the Campus Escort Service

DePaul University's Public Safety Office, guided by ethical, legal and professional standards, strives to maintain a peaceful and safe environment for the students, faculty, staff, visitors and neighbors, and to protect university property.

The DePaul University Public Safety Department provides an escort service for students, staff and faculty whose circumstances require them to travel alone on campus. Evening escorts are available between the hours of 6:00 p.m. until 6:00 a.m. everyday.

## Building Security

You can rest easy at night in your new campus home knowing that Public Safety and Housing Services are working together to make all the DePaul campuses safe for everyone.



Munroe Hall Front Desk

All students must show their DePaul University I.D. card upon entering the residence

halls. If a student does not have a photo I.D. the Desk Receptionist is not authorized to allow entry into the residence hall. Also, all guests must have a photo I.D. and sign in at the desk for entrance into the buildings and be escorted by a building resident at all times.

## Personal Property Protection

If your property is not already covered by insurance, it is wise to obtain coverage for the time you are living on campus.

- Lock your room whenever you are not in it.
- Do not lend your room key or your DePaul I.D. to anyone.
- Lock your room door whenever you are sleeping.
- Limit valuables in your room.
- Store your valuables out of sight.
- Do not leave your bike unattended or unlocked.
- Report all thefts or losses immediately to the Department of Public Safety at (773) 325-7777.

Please do what you can to help prevent thefts in your residence hall and elsewhere on campus. You'll be making it a safer and more pleasant environment for everyone.

## From the Dean of Students Office

Lincoln Park Campus  
Student Center 307  
773.325.7290

<http://studentaffairs.depaul.edu/dos/>

## Medcare

DePaul Health Services are available to all students at the University on a quarterly basis. The health service is for minor illnesses and minor injuries and is NOT a health insurance plan.

All resident students will be automatically billed for health service. In order to waive that fee, students must provide a copy of their insurance card to the Dean of Students Office, room 307 of the Lincoln Park Student Center within the first two weeks of the quarter.

## Meningitis Vaccine

We encourage all incoming freshmen, particularly those who will live in the residence halls, to consider Menactra vaccination against meningitis. (Menactra is the newer vaccine which is the more effective). To provide the greatest benefit, such vaccinations should be received one month before coming on campus.



Personal Computer in a Campus Apartment



University Hall Room

## 4DTV - Channel 4!

All of DePaul's Lincoln Park campus residents get 4DTV, DePaul's campus movie channel included in their housing rate!

In addition to showing four newly-released or student-requested movies each week, a slide show runs on Channel 4 between the movies, which run every 3 hours, 24-hours a day. The slide show is a way for campus organizations and departments to publicize upcoming events or important deadlines that students need to know.

For more information on Channel 4, or if you'd like to submit a PowerPoint slide to publicize your campus event, please e-mail [channel4@depaul.edu](mailto:channel4@depaul.edu).

## Furnishings in DePaul Housing

Amenities include: beds with mattresses; drapes or blinds; a dresser and/or closet space; personal Internet connection and phone line; shared, in-unit cable TV outlet; a desk and desk chair; a small trash can; and smoke detectors.

Students living in Belden-Racine and Clifton-Fullerton halls have an extra-long twin mattress and a compartmentalized closet instead of a dresser; Corcoran hall features an extra-long twin bed. All other residence halls feature standard twin beds.

Rooms in traditional-style residence halls feature carpeted rooms, with tiled bathrooms. Most campus apartments offer carpeted bedrooms. The Sanctuary townhomes feature carpeted bedrooms, while many common areas have wood floors and most of the kitchens offer tiled floors.



Belden-Racine Semi-Suite Room

## Decorating Your Room

Residents are encouraged to personalize their living areas in student housing. However, there are guidelines that must be followed when decorating a campus living space. Keep the following guidelines in mind when planning the decor for your new home:

1. Posting or applying any items to either side of room or apartment doors is prohibited (i.e. dry erase boards).
2. Windows are intended to provide natural light and ventilation and are not to serve as a display space for building residents.
3. Residents may post items to the doorjamb or wall immediately adjacent to the door by using masking tape or poster putty.
4. Residents may not paint their unit or make other alterations that affect the current condition of the walls, ceiling and flooring.
5. Students may choose to do the following: bring personal furniture and accessories to their unit; move or set up University-provided or personal furniture within their unit, so long as the set up is in keeping with other policies.
6. All window treatments (blinds, drapes) must remain in units. For safety reasons, residents may not install or hang other window treatments.
7. Students are not permitted to move community furniture (i.e. lounge furniture) into their rooms or to remove University-provided furniture from their rooms or apartments.
8. Only University-sanctioned lofts from the specified vendor may be used. For the academic term 2005-2006, please contact Residence Hall Council (see page 13 of this brochure).

## Laundry Facilities

Every DePaul residence hall has laundry facilities in the building that accept quarters. Some residence halls also offer a Demon Express swipe card option. Apartment style units offer either laundry facilities in the building or in one nearby. Please see the building chart inside the back cover for more information.

A load of laundry costs \$1.00 to wash, and \$1.00 to dry. Most campus laundry rooms feature extra-large capacity washing machines.



Belden-Racine Laundry Room

## Building Descriptions - Please see the amenities chart for a comparison of the different halls on page 14.

**Belden Apartments (1014, 1016, 1020 W. Belden Ave.):** The Belden Apartments have 47 residents and offer a variety of apartment styles. Floor plans are available on our Web site. Each apartment has a full kitchen, living room, and private bath(s) as well as individually controlled air-conditioning. Laundry rooms are located in the basement level of 1022 Belden. Garden apartments are \$6,951/student, while all other apartments are \$7,808/student.

**Belden-Racine Hall:** Built in 2000, this five-story air-conditioned building houses 252 students and offers students double occupancy semi-suite rooms that share adjoining bathrooms. Four students (two in each room) share a bathroom in a regular double (\$6,672). Two students in a super double (\$7,437), share a bathroom with, at most, one other student. All rooms feature extra-long twin beds.

**Centennial Hall (2345 N. Sheffield Ave.):** This apartment-style building houses 108 residents and is one of several newer buildings. Most of the apartments house four students in a two-bedroom unit (regular quad \$8,043/corner quad \$8,385), and there are also one-bedroom units housing two students each (studio double \$7,749/1-bedroom double \$8,385). Centennial Hall is home to a grocery store on its first two floors, and University offices (including Housing Services) on its third floor.

**Clifton-Fullerton Hall:** Built in 2000, this six-story air-conditioned building houses 333 students and offers students single and double occupancy semi-suite rooms that share adjoining bathrooms. Four students (two in each room) share a bathroom in a regular double (\$6,672). Two students in a super double (\$7,437) share a bathroom with one student in a regular single room (\$8,664). Two residents in their own super single (\$8,877) rooms share an adjoining bathroom. All rooms feature extra-long twin beds.

**Corcoran Hall:** Overlooking the brand-new Cacciatore Stadium, this four-story building provides 174 residents double occupancy housing in a traditional-style residence hall with community bathrooms and consistently has one of the strongest communities on campus. Corcoran will be refurbished in the summer of 2005 and features extra-long twin beds. Two residents share a traditional-style residence hall room (\$5,265). Corcoran is not air-conditioned, but offers a large air-conditioned lounge on its first floor.

**Courtside Apartments (2308 N. Sheffield Ave.):** The Courtside Apartments feature three apartments, housing 13 students in total, varying in style and layout. Each apartment has a full kitchen, living room and private bathroom, as well as individually controlled air-conditioning. Apartment 3-F is \$7,749 per student, while the other units are \$8,043 per student.

**Kenmore Apartments (2315, 2319, 2323 N. Kenmore Ave.):** These Apartments consist of three buildings housing a total of 39 students, and are each divided into three to four apartments varying in style and layout. Each apartment has a full kitchen, living room, and private bathroom(s). The rate for the academic year for all of 2315 and garden units is \$7,383 per student, and all other Kenmore units are \$8,043 per student.

**Munroe Hall:** This six-story air-conditioned building was completely renovated in 2000 and houses 322 students in single and double room semi-suites, sharing adjacent or adjoining bathrooms. Munroe Hall is receiving new room furniture during the summer of 2005. Four students (two in each room) share a bathroom in a regular double (\$6,507). Two students in a super double (\$7,242) typically share a bathroom with one student in a regular single room (\$7,488).

**Seton Hall:** In 1989, this four-story air-conditioned structure was completely renovated to loft-style rooms. All of Seton's 219 residents are comfortably housed in double (\$6,180), super double (\$6,930) and triple (\$5,838) occupancy rooms, most of which have walk-in closets. The community bathrooms on each floor offer a level of privacy uncommon for community restrooms, with separate entrances for sinks, toilets and showers, each with individual stalls.

**University Hall:** Constructed in 1986, this four-story air-conditioned residence hall houses 310 students and offers semi-suite style double rooms with shared adjacent bathrooms. Bathroom entrances are located in the hallway just outside the semi-suite doors. University hall offers regular double rooms (\$6,504), triple rooms (\$6,210) and super double rooms (\$7,242), in which two students live in a triple-sized room. All rooms feature large closets.

**McCabe Hall:** The 188 students living in McCabe enjoy apartment and suite-style living. One-bedroom double apartments (\$7,500) house two students and include a private bathroom, a living room and a full kitchen. Two-bedroom quad apartments (\$6,930) house four students and include a living room, full kitchen and private bath. Four-person quad suites (\$6,636) feature two single bedrooms and one double, and do not have a full kitchen.

**Sanctuary Hall:** In 1989, DePaul acquired this five-story historic building to house 218 students in air-conditioned studio, one, two and three-bedroom apartments. Students enter Sanctuary through a gated entrance on Kenmore. Floor plans vary throughout the building and all units include a dishwasher. All studios are \$6,636 per student; all regular units are \$7,749 per student; all large units are \$8,079 per student for the academic year.

**Sanctuary Townhomes:** In 1988, these 17 townhomes were added to the Sanctuary development and house 136 students. Each townhome is a four-bedroom, three-bathroom unit housing eight students in two double rooms, one single and one triple. All townhomes are \$8,079 per student for the academic year and have a dishwasher, a full kitchen, and laundry room.

**Sheffield Square Apartments (2318 - 2326 N. Sheffield Ave.):** This former condominium complex and courtyard building was renovated in 1994 and houses residents in two, three or four-person apartments. Rates for garden apartments are \$7,749 per student for the academic year. Regular apartments are \$8,043 per student for the academic year.

**Vincent & Louise House:** The Vincent and Louise House is located at 1022 W. Belden and falls under the Belden Apartment community of university housing. This program is a joint collaboration of University Ministry, the Office of Mission and Values and the Amate House of Chicago. Ten students live in the house each year and are committed to exploring the Catholic faith, intentional community living, service and justice work. These students are selected in the Spring quarter to live in this specialized house the following year. It offers kitchen and living space on both floors.

# Common Damages & Cleaning Charges\*

## Carpentry

Replace window screen.....	\$86
Change lock (each core) .....	\$25
Key cutting (each) .....	\$3

## Painting

Repair wall/ceiling damage less than 1 square foot .....	\$21
Repair wall/ceiling damage 1 - 4 square feet .....	\$53
Repair wall/ceiling damage 4 - 32 square feet .....	\$128
Paint one bedroom, bathroom, closet or interior hallway	\$131
Paint one living room .....	\$174
Paint typical door .....	\$44
Strip and varnish wooden door .....	\$106

## Cleaning

Excess trash removal (per room) .....	\$22
Excess tub/shower cleaning (per room) .....	\$25
Shampoo carpet.....	\$24
Replace carpet section.....	\$27
Shampoo couch or chair - excessive stains .....	\$24
Excess refrigerator cleaning .....	\$23
Excess range/microwave/dishwasher cleaning (each) .....	\$23
Dirty tables, counters, shelves or surfaces (each) .....	\$22
Reset furniture .....	\$22
Removal of heavy items (couches, tables, etc.) (each) .....	\$27

## Miscellaneous

Bed (head & foot boards & spring).....	\$250
Mattress .....	\$125
Closet Works drawer.....	\$35
Closet Works basket 18"/24".....	\$30
Dresser .....	\$400
Desk drawer.....	\$50
Desk .....	\$375
Overhead for desk.....	\$200
Desk chair .....	\$200
Couch.....	\$800
Upholstered chair .....	\$450
Kitchen table.....	\$450
Kitchen chair.....	\$200
Refrigerator .....	\$450
Stove .....	\$400
Microwave oven.....	\$200
Trash can for room.....	\$20
Table lamp .....	\$130
Floor lamp .....	\$150
Coffee table.....	\$250
End table.....	\$250
Improper check-out .....	\$25

\*Minimum charges listed.

\*Please note that this list is non-exhaustive. The charges listed are just examples of the most common charges students receive.

Each room will be inspected by students and professional staff members for damages and cleaning charges. If damages or cleaning issues are found, a fee will be assessed and a letter with this information will be sent to your permanent mailing address.

All damages will be split equally between roommates and/or suitemates (for common area charges), unless written notification that the responsible party/parties accepts the billing is provided to the Facility Residence Director for your side of campus (see Area Office locations on inside page). Written notification must be provided in person to the Facility Residence Director prior to your departure from the Residence Halls or by June 11, 2005 at the latest.

More information about damage billing can be found on page 8 of *The Guide to Student Housing* and on your *Housing Agreement* form.

The Housing Agreement form states, "The student shall maintain the housing space in a clean and orderly condition and make no alterations to the premises, such as, but not limited to, installing locks, erecting partitions or attaching anything to ceilings, walls, floors or exteriors without prior consent of the Department of Housing Services ... Students agree to pay for any damage and cleaning charges, as well as missing items to their rooms, suites, or

# Your Guide to Moving Out at DePaul

**All residents must check-out within 24-hours of their last final exam, or by 12 noon on Saturday, June 11, whichever comes first.**

**This guide contains everything you need to know to move out of your space correctly.**

**Please read it carefully to avoid any improper check-out or damage charges.**



# 1. How Do I Prepare My Room/Apartment for Check-Out?

- Wash your floors & vacuum your carpet(s) in all rooms.
- Clean your kitchen (sink, floor, counters & appliances).
- Clean your bathroom(s) (toilet, shower/tub, sink & floor).
- Remove garbage, papers and personal items from all rooms.
- Return your furniture to its proper position (unbunk & assemble beds).
- Make sure all your walls are free of posters, paper, tape, sticky tack, sticky pads, etc.
- Wipe your walls and furniture clean.
- Please be sure you return your rented loft or refrigerator to RHC (773-325-7233) in the proper manner or you will be charged both by DePaul and by the fridge or loft company for improper removal. For more information on when RHC will collect rented lofts and fridges, please watch for a letter in the mail and postings in your residence hall.
- Please remember to change your address with the Post Office.

### Examples of Properly Cleaned Spaces



# 2. How Do I Properly Check-Out?

1. Remove all personal items from your room/apartment.
2. Complete all items that apply to you on the above check-out list.
3. Go to your **designated checkout station** (please see list on facing page).
4. Fill out a check-out key packet - pictured at right - do not leave any fields blank!
5. Place the keys inside the packet and seal it.
6. Please do not place mail keys in this packet. Instead, take them to the Mail Center, Student Center Suite 317.
7. Drop the completed key packet in the drop box at your checkout station.

Name: \_\_\_\_\_

DPU ID: \_\_\_\_\_

Building: \_\_\_\_\_

Room/Apt: \_\_\_\_\_

Date: \_\_\_\_\_

**Check-Out Key Packet**

\*Failure to complete any step in this process will result in a fee\*

# 3. Where is My Designated Check-Out Station?

Please see *How Do I Properly Check-Out?* section for more information on when to visit your check-out station.

### Hall/Apartment You Live In • Your Check-Out Station

- Belden-Racine Hall • Munroe Hall lobby**
- Belden Apartments • Sanctuary Hall lobby**
- Centennial Hall • Sanctuary Hall lobby**
- Clifton-Fullerton Hall • Clifton-Fullerton lobby**
- Corcoran Hall • Corcoran Hall lobby**
- Courtside Apartments • Sanctuary Hall lobby**
- Kenmore Apartments • Sanctuary Hall lobby**
- McCabe Hall • McCabe Hall lobby**
- Munroe Hall • Munroe Hall lobby**
- Racine Apartments • Munroe Hall lobby**
- Sanctuary Hall • Sanctuary Hall lobby**
- Sanctuary Townhouses • Sanctuary Hall lobby**
- Seton Hall • Seton Hall lobby**
- Sheffield Square • Sanctuary Hall lobby**
- University Hall • University Hall lobby**

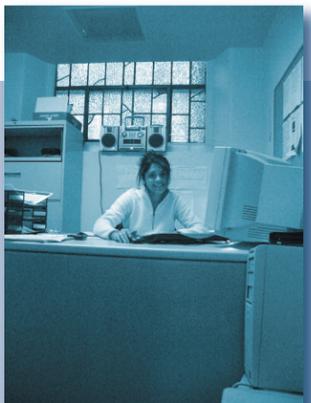


**A Key Drop like this is located at your check-out station.**

# 4. Where is My Area Office?

### East Area Office

(Belden Apartments, Centennial Hall, Corcoran Hall, Courtside Apartments, Kenmore Apartments, McCabe Hall, Persky Apartments, Sanctuary Hall & Townhomes, Seton Hall, Sheffield Square).  
 Sanctuary Hall Lobby Office  
 Ph: 773-325-1899



**East Area Office**

### West Area Office

(Belden-Racine Hall, Clifton-Fullerton Hall, Munroe Hall, Racine Apartments, University Hall).  
 Munroe Hall Office #107  
 Ph: 773-325-7202



**West Area Office**



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RHC

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# Temporary Housing Information

## Expanded Housing and Temporarily-Housed Residents

When the number of students to house exceeds the number of spaces available in freshmen housing, students may be placed in temporary quads, triples, or doubled up in converted study lounges. Students assigned to temporary housing are moved to a permanent housing space as quickly as possible. If you are affected by this situation, the Department of Housing Services will notify you prior to the start of the academic year. As housing assignments are made based upon date of pre-payment, students who send their Agreement and \$500 in earlier are less likely to be placed in a temporary space.

These temporary spaces include regular rooms that are larger than typical rooms and can temporarily accommodate one additional student and floor lounges or study spaces in the residence halls that have been converted into short-term student rooms.

There are temporary housing spaces in the following buildings: Belden-Racine, Clifton-Fullerton, Corcoran, Munroe, and Seton Halls. If you are assigned one of these spaces, either as a temporary resident or with a temporary resident, your housing fees during the period are discounted 20%. The discount is credited to your student account when you or your roommate is offered a permanent space. The 20% is pro-rated daily to reflect the duration of the temporary assignment.

## Room Set-Up

A temporary triple in Clifton-Fullerton or Munroe has three sets of furniture (excluding a third desk), three private phone lines, three Internet ports and a University-provided loft for the third bed. A temporary quad in Seton Hall has four sets of furniture, four private phone lines, and four Internet ports. Temporary rooms set-up in study lounges in Belden-Racine and Corcoran Halls feature a full set of furniture for each resident along with private phone lines and Internet ports.

## Packing for Campus

If you are notified by Housing Services that you have a temporary assignment, please keep this in mind when packing for campus. When possible, we encourage students to only bring required items to campus on move-in day. It is recommended that the student have a friend or family member bring their remaining items when they are reassigned to their permanent space.

## Moving to a Permanent Assignment

As vacancies develop throughout fall quarter, students will be notified a permanent space has become available. Temporary residents are given adequate advanced warning of their new assignment to make the moving process as convenient as possible. Our staff makes every effort to assign temporary residents to permanent spaces within their building or area of campus. Also, the 20% discount concludes when the student is offered an available permanent space.

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