Welcome to Illinois Tech! We are busy preparing for your campus arrival and look forward to welcoming you soon. Whether you are a new or returning resident, we hope you find this brochure helpful when planning your move to campus. Please take the time to review this important information.

The 2016–2017 academic year will be full of exciting new opportunities and experiences that begin when you move into your new living community. The staff of Residence and Greek Life is eager to help you make a smooth transition. Our staff will be up bright and early to help make your move in just right! In addition, we have a team of student leaders, staff and faculty volunteers who are available to assist with your move.

First-year student move in will begin at 9 a.m. on Friday, August 12. Students needing to obtain their Hawk ID card or international students needing to check-in with the International Center should do so FIRST at the McCormick Tribute Campus Center (MTCC) prior to checking in for housing.

We hope that you, your family, and your new Illinois Tech classmates will join us for Convocation at 4 p.m. in the Hermann Hall Auditorium. Convocation will be followed by a picnic and games. The Residence Hall Association will sponsor an ice cream social for students at 7 p.m. followed by your opening floor meeting with your Resident Advisor (RA) at 8 p.m.

Please feel free to contact us with any questions!

Slandie Dieujuste
Associate Vice Provost for Residence and Greek Life

Nikki Dunham
Director of Residence Life

MEETING NEW PEOPLE AND GETTING INVOLVED

The staff at Illinois Tech strives to maintain an on-campus environment that fosters both the academic and personal growth of its residents. There are many opportunities for involvement and leadership in the residence halls. By taking advantage of such opportunities, you have a chance to grow through the development of new friendships, exploration of new ideas, and involvement in new activities.

Your Resident Advisor (RA) is a student staff member who is trained to help you acclimate to community life and to assist you with your needs. RAs lead floor meetings and plan social and educational programming to help unite your community. There are 45 RAs to serve as resources while you stay in the residence halls.

Your Community Desk Assistant (CDA) staff comprises more than 100 student staff members. The team works to greet you when you return to the halls and to keep the residence halls secure. CDA staff offer residents support by managing the front desks in our residence halls.

Your Residence Hall Director (RHD) is a professional staff member who supervises the RAs and also lives in the residence halls. The RHDs work to build strong communities and supports your learning outside of the classroom.

Your Assistant Director for Community Standards and Greek Life assists in the oversight of our student discipline process and supervises the seven fraternities and three sororities on campus.

Your Facilities and Maintenance Crew maintains the housing facilities and cleans common areas such as lounges and common bathrooms and kitchens.

Your Director of Residence Life oversees the residential functions of RGL, including room assignments, meal plans, and billing processes.

Your Associate Provost oversees the functions of RGL and is a great resource for Title IX, sexual harassment, and other concerns.
GETTING INVOLVED

There are endless opportunities for involvement with your floor or hall community. Additionally, you can create an organization to match your interests, passions, curiosities, needs, and leadership skills. Your RA can help you learn more about all the possibilities!

Residents are encouraged to contribute to the vibrancy of his or her floor community by becoming active with Floor Leadership Teams. Your RA will provide additional information about Floor Leadership Teams at your opening floor meeting.

The Residence Hall Association (RHA) is a student organization that promotes resident interests and fosters a sense of community within McCormick Student Village (MSV), State Street Village (SSV), Gunsaulus Hall (GU), and Carman Hall (CA). All residents who live in MSV, SSV, GU, and CA are automatically members of RHA. Everyone is encouraged to participate as a floor representative or active member by attending general body meetings, planning social and educational events, and participating in local, regional, and national conferences.

In past years, RHA has planned popular events such as the Boat Cruise, conferences, and Floor of Horrors. RHA also provides a voice for residents living in the residence halls to give constructive feedback about relevant concerns such as housing improvements and dining options. RHA members work closely with Residence and Greek Life to make on-campus living a great experience for everyone. RHA is a great way for residents to get involved. Its executive team can be contacted online at http://rha.iit.edu or by email at rha@iit.edu or on HawkLink.

ASSIGNMENTS AND ROOMMATES

Housing assignments are made based on your application preferences, including gender and date of application. Residence and Greek Life makes every attempt to honor roommate requests. However, due to the high demand for campus housing, we cannot honor all roommate requests.

You may contact your roommate and get details on your room assignment using the information found in your roommate’s profile in MyRoom, viewable at http://myroom.iit.edu.

CONTACTING YOUR ROOMMATE

We encourage you to take time to get to know your new roommate. The Roommate Agreement provided by your Resident Advisor (RA) during your opening floor meeting can assist you and your roommate in having conversations about potential areas of conflict. Your RA serves as a resource to help you navigate these tough conversations and is your first stop for mediation. Details about this process can be found in the Residence Hall Handbook at http://iit.edu/housing.

Meeting and living with your new roommate is an exciting part of your college experience. We encourage you to contact your new roommate as soon as possible. In your initial phone call or email with your new roommate be sure to coordinate which items to bring to your room.

GETTING TO KNOW EACH OTHER

You don’t need to find out everything about your roommate in this first call or email; after all, you have a whole year to get to know one another. Sometimes it’s hard to get the conversation rolling, so here are a few topics you may want to discuss before arriving on campus:

- What sort of activities do you want to get involved with on campus?
- What do you plan on studying?
- What do you like to do for fun?
- Who will bring what to campus (TV, fridge, etc.)?

The Roommate Agreement serves as a prompt to begin conversations about some basic aspects of living together and potential sources of conflict. Some of the topics include: How do you like to study? Are you a morning or night person? Do you prefer an organized room or a more casual room? How do you feel about visitors in the room? If I do something you’re not happy about, how would you like us to handle it? What happens if you have a disagreement with your roommate? Talk to him or her. Most disagreements can be resolved with open communication. Your RA can assist you in preparing for a conversation with your roommate. If you still have trouble after the conversation, your RA may assist you in mediating your conflict.
CHECKING IN AND MOVING IN

New residents move in on August 12th. Returning residents move in on August 17th.

AUGUST 12
Students needing to obtain their Hawk ID card or international students needing to check-in with the International Center should do so FIRST prior to checking in for housing.

Housing check-in will be held between 9am-3pm and will resume at 5pm after Convocation. Please report directly to your assigned hall for check-in. Moving volunteers will be available from 9am-3pm.

AUGUST 13-21
Please report directly to your assigned hall for check-in. Moving volunteers will be available on August 17th from 9am-2pm and August 21st from 12-4pm.

AUGUST 22+
8:30AM-5PM: Check-in at the Residence & Greek Life office in MSV
AFTER 5PM: Check-in directly at your building’s community desk

Students needing to arrive later than 5pm on August 22 should complete the Late Arrival Form, found at housing.iit.edu. Please consult the Move-In Map in this guide for further details.

*HAWK ID AND/OR INTERNATIONAL CENTER
August 12-19 from 9am-4pm
Obtain your Hawk Card: Executive Conference Room (MTCC)
International Center: Color Room (MTCC)

Students arriving on August 20+ should proceed directly to those offices’ main office locations.

MAKE YOUR MOVE-IN EXPERIENCE QUICK AND EASY

FIVE EASY STEPS TO MOVE IN!

1. Park your vehicle in a 30-minute designated unloading zone in Lots A5, A6, or D3. Remember, parking is prohibited on State Street.

   Visit the Executive Conference Room (located in the McCormick Tribune Campus Center) if you need to obtain your Hawk ID or are an international student who needs to check-in with the International Center.

2. Bring your Hawk ID to your designated residence hall check in location. Pick up your room key. Once your vehicle is unloaded, move it to one of the complimentary full day parking in Lots in A3 or D1-D2.

3. To access your Room Condition Form, visit web.iit.edu/rgl/maintenance. Submit the form the day you move in. Failure to submit the form may result in you being assessed for damages when you move out of the room/apartment.

4. Pick up your mailbox key beginning August 12 at the MTCC post office.

5. Unpack! Meet your new roommate! Get to know your residence hall! Get involved!

MOVE-IN DAY TIPS

1. Manage your belongings. If you need a moving truck, you are bringing too much! However, a dolly or hand truck will be helpful for a quick move in.

2. Label your boxes! Pack smaller boxes that are not too heavy. Not all buildings have elevators, and it is common for lines to be very long when waiting for the elevator.

3. Recruit family and friends to assist you. In order to unload your car and move your belongings into your room quickly, it is beneficial to have helping hands.

4. Bring your patience. Residence and Greek Life staff will be at all buildings to make your Move-In Day seamless. Traffic can be heavy with nearly 1,500 residents and families participating in move in.

5. Observe all parking restrictions and traffic patterns. Don’t park in fire lanes, service areas, driving lanes, roadways, or other areas not designated for parking.

Residence and Greek Life encourages all new residents to arrive on Friday, August 12 between 9 a.m.–3 p.m. Residents will not be able to move in earlier than Friday, August 12.

Returning students may begin moving in on August 17.

If you are participating in a sports or academic program that necessitates an early arrival, please contact the department you are working with so that it can work with us directly. We are unable to provide early arrivals for individual students.

LATE ARRIVALS

Residents who do not arrive by the first day of classes, on Monday, August 22, risk having their contracts cancelled and being billed for the full academic-year cancellation fees. If you plan to arrive after August 22 at 5 p.m., please complete the Late Arrival Form found at housing.iit.edu.

CANCELLATIONS

If your plans change and you will not be enrolling for the fall semester, you must notify separately both Residence and Greek Life at housing@iit.edu and the Office of Undergraduate Admission at admission@iit.edu, in writing. The Room and Board Contract is valid for the entire academic year. Cancelling your contract may result in financial penalties. Please review the Room and Board Contract for cancellation terms and policies. More information about cancellation terms can be found by viewing http://housing.iit.edu.

ACCESSIBILITY

Residence and Greek Life works with residents to provide accommodations and to support residents with disabilities so that they are able to fully participate in programs and services that are available at Illinois Tech. Residence and Greek Life partners with the Center for Disability Resources.
FURNISHINGS AT ILLINOIS TECH
Room amenities include bunkable bed frames with XL-twin mattresses, drapes or mini-blinds, dressers, study desks and chairs, a telephone jack, and access to a wireless network. Apartment-style housing may include additional furnishings. Room layouts and dimensions for standard room types are available on the Residence and Greek Life website at http://iit.edu/housing.

FITNESS ROOMS
As a resident you will be able to use the fitness rooms located in MSV, SSV, GU, and Carman. All campus residents can access the fitness rooms during regular building hours. A variety of fitness machines and open floor space make up these convenient facilities!

REFRIGERATORS
Micro-fridges are available for semester and academic-year rentals. Many residents find it convenient to have a microwave and refrigerator in their rooms to accommodate for snacks and late night meals. Place your order online at https://www.bedloft.com. All orders placed by July 26 will be delivered to your residence hall room before you arrive. Refrigerators allowed in resident rooms are subject to restrictions dictated by safety and health considerations. Approved refrigerators should not exceed 3.0 cubic feet (or 4.0 cubic feet if Energy Star rated) and should not draw more than 2.0 amps. All wiring should be UL-approved and properly grounded. There is a maximum of one refrigerator or micro-fridge per room or apartment. Microwaves are permitted only in units with kitchens (unless it is a rented room or apartment). Microwaves are permitted for semester and academic-year rentals. Many residents find it convenient to have a microwave and refrigerator in their rooms to accommodate for snacks and late night meals.

DINING SERVICES
The Commons Cafeteria is the primary dining resource for residents living on campus. Residents can choose from a number of meal plan options, many of which come with an allotment of bonus points each semester. Bonus points give you convenient access to meals or snacks at any Illinois Tech dining outlet, whereas meals must be used during designated meal periods in the Commons Cafeteria. If you wish to change your meal plan, you can do so online at http://iit.edu/housing. You may change your meal plan only once. For campus dining information, please visit dining.iit.edu.

HAWKCARD
The HawkCard is your photo identification card given to you by Illinois Tech. It not only serves as your ID, but also gives you access to the residence and dining halls, SSV student rooms, laundry and vending, parking lots, computer labs, Keating Hall athletic facilities, and the shuttle bus, as well as library equipment check out, meal information, and TechCash balances. Use of a HawkCard by anyone other than the person to whom it is issued is prohibited. Unauthorized alteration of a HawkCard for any purpose is also strictly prohibited.

SHIPPING PACKAGES/MAILBOX KEY
If you are shipping personal belongings, please have them arrive after Tuesday, August 9th. IIT is not able to accept resident packages prior to Tuesday, August 9. All packages are delivered to the MTCC post office.

MSV/SSV/Carmen/Gunsaulus mailing address*
3201 South State Street
Box # ___
Chicago, IL 60616
You can find your mailing address and mailbox number in your profile in MyRoom viewable at http://myroom.iit.edu. You will be able to pick up your mailbox key beginning August 12 at the MTCC post office.

*The MTCC post office may convert to a key-free pick-up system, in which case all residents will pick up their mail in the MTCC. The mailing address will remain the same.
SCARLET HAWK TECHNOLOGY

Office of Technology Services, commonly known as OTS, is an administrative division of Illinois Tech with primary responsibility for the university's hardware, software, network, and telecommunications systems. A few of the most commonly used services are listed below. You can learn more about OTS online at www.iit.edu/ots.

Some residence technologies, such as myroom.iit.edu and campus cable, are managed through Residence and Greek Life. You can learn more about RGL online at http://housing.iit.edu.

TELEPHONE SERVICES
Each resident room in MSV is equipped with one live phone jack for you to plug in your personal analog or touch-tone phone. Each room in SSV is equipped with one phone jack per person living in the room. Carman Hall and Gunsaulus Hall are equipped with one phone jack per apartment. To activate your phone line, contact OTS through myIT or via email at supportdesk@iit.edu.

Free services include campus-wide dialing and toll-free numbers (800, 866, 877, and 888). A phone card is required for outgoing calls. Collect calls may not be accepted. For your convenience, “campus-only” wall phones are in the main common areas of MSV.

MY.IIT.EDU
My.IIT.edu is the web portal that you will use to access your tuition account information, register for classes, update your demographic information, view your grades, and perform a majority of university-related tasks. For more information, view https://my.iit.edu.

DATA NETWORK
Illinois Tech provides each resident with access to the Internet. Residents are also able to connect to the Internet in their rooms via the wireless ‘N’ network. Visit www.iit.edu/ots for more information about wireless Internet.

CAMPUS CABLE
All of Illinois Tech’s residence halls have access to free campus cable. Various programming is available, and feedback about channel selections is always welcome. View the programming options at http://housing.iit.edu. Residence and Greek Life manages this service.

COMPUTERS ON CAMPUS
Residents have access to multiple computer labs across campus. Illinois Tech labs offer the use of PC and Mac computers, and provide other services such as printing and scanning. A computer lab is also offered in the MSV Center Lounge. For information about computer labs, please visit www.iit.edu/ots/computer_labs.shtml.

COMPUTING RECOMMENDATIONS
Many students will update their computers and software in preparation for coursework at Illinois Tech. We recommend that you speak with your academic advisor prior to making any purchases. Additional recommendations can be found at www.iit.edu/ots.

STAYING INFORMED
HEALTH INSURANCE AND IMMUNIZATIONS
Residents should turn in their completed immunization forms or a copy of their immunization records to the Student Health and Wellness Center by September 1. Class registration holds will be placed on student accounts that are non-compliant with Illinois Tech’s immunization requirement. Residents can access the immunization form at www.iit.edu/student.health. Residents who are on an F1 or J1 visa are not eligible to waive the student health insurance plan. Other residents who are interested in waiving the health insurance plan may submit a waiver form online. The waiver will not be available until mid-July. The waiver will be available starting July 1 at www.iit.edu/health. It must be submitted by September 1. Questions regarding health insurance and immunizations should be directed to the Student Health and Wellness Center at student.health@iit.edu or 312.567.7550.

RESIDENT SAFETY AND PROHIBITED ITEMS
Fire and smoke present dangers to the campus housing community. All residents are required to be cautious about potential fire hazards. Residents who use hair dryers or hot irons are not permitted to leave the devices unattended while plugged in.

For fire safety reasons and to prevent electrical overloadage, the following items are prohibited in all campus housing:

- Electrical appliances without a UL label approved for safety
- Refrigerator units exceeding 3.0 cubic feet (or 4.0 cubic feet if Energy Star rated) or multiple refrigerators in a unit
- Halogen bulbs
- Extension cords, outlet splitters, or multiple plugs, except for power strips with built-in circuit breakers
- Electrical appliances that are rated higher than 900 watts or that have an exposed heating element

The above items will be confiscated and available for return only upon move out.

CAMPUS SAFETY
Safety in the residence halls is everyone’s responsibility. All residents must show their HawkCard upon entering the residence halls. If a resident does not have a government-issued photo ID or HawkCard, the community desk assistant will not authorize entry into the residence hall. Guests also must have and show a government-issued photo ID prior to being granted entry. Additionally, residents must not prop open main entrance doors.

IIT ALERT
IIT Alert is a self-service, web-based, mass-notification system that enables the university to send instant alerts simultaneously to all students, faculty, and staff, no matter where they are. This system allows Illinois Tech to communicate emergency broadcasts and school closings immediately to individuals’ cell phones, BlackBerry smart phones, wireless PDAs, text pagers, and personal emails, and via RSS reader.

Sign up for IIT Alert at www.iit.edu/italert.

PERSONAL PROPERTY
We strongly recommend that residents obtain renter’s insurance for their personal property. Illinois Tech will not reimburse you for lost, stolen, or damaged items. Make note of these useful tips to further protect your belongings:

- Lock your room whenever you are not home
- Do not lend your room key or ID to anyone
- Limit valuables in your room
- Get to know your neighbors
- Store your valuables out of sight
- Report maintenance concerns as soon as you notice them

Contact Public Safety for any safety concerns. Make your safety a priority!

IMPORTANT
Don’t forget to review the Residence Hall Handbook. The handbook has important information regarding the residence halls. You can view a copy of the handbook at http://housing.iit.edu.
AIRPORTS
Illinois Tech and Chicago are served by O’Hare International Airport and Midway International Airport. Public transportation is available from O’Hare and Midway airports, and limousine or taxi services will take you from all airports to Illinois Tech’s Mies Campus.

AMTRAK
Take Amtrak trains to Union Station in Chicago, then public transportation or taxi to Mies Campus. www.amtrak.com

METRA
Take the commuter Metra Rock Island District line to the 35th Street/“Lou” Jones/Bronzeville station, which is located right next to Mies Campus. www.metrarail.com

BUS
Take buses to the Greyhound or Continental Trailways terminals, then taxi or public transportation to Mies Campus.

RAPID TRANSIT
Chicago Transit Authority (CTA) elevated (“EL”) trains and local buses can take you directly to Mies Campus. Train options include:
- CTA Red Line to Sox-35th station
- CTA Green Line to 35th-Bronzeville-IIT station
- CTA bus lines stop on State Street (#29 or #35) or Michigan Avenue (#4) on Mies Campus.


AUTOMOBILE
From the north
Dan Ryan Expressway east to 31st Street exit; continue south to 33rd Street, turn left (east) to State Street at 33rd. Parking is available behind State Street Village in lots D1 and D2 (follow signs). Metered parking is located in the Visitor’s Parking Lot (Lot A4) at 32nd Street and State Street.

From the south
Dan Ryan Expressway west to 35th Street exit; continue north to 33rd Street, turn right (east) to State Street at 33rd. Parking is available behind State Street Village in lots D1 and D2 (follow signs). Metered parking is located in the Visitor’s Parking Lot (Lot A4) located at 32nd Street and State Street, on the east side of State Street.

From Lake Shore Drive
Exit at 31st Street; go inland (west) to State Street; turn left (south) to 33rd Street. Parking is available behind State Street Village in lots D1 and D2 (follow signs). Metered parking is available in the Visitor’s Parking Lot (Lot A4) located at 32nd Street and State Street, on the east side of State Street.

CAMPUS PARKING
August 12-19:
- Complementary 30-minute parking in designated parking spaces (near MSV, SSV, Carman, and Gunsaulus in Lots A5, A6, and D3)
- Complementary full day parking in Lots A3 and D1-D2
- Fall 2016 parking permits are valid in their respective lots
WHO’S BRINGING WHAT?

Speak with your roommate(s) and decide who will bring the TV, phone, etc. Will one of you be bringing a small refrigerator, or do you want to rent one? How about decorating your room? Do you want an area rug? Please see the included list of what to bring and what not to bring.

Below is a suggested checklist of items to consider bringing with you to campus. For more information about prohibited items, please view the Residence and Greek Life website at http://housing.iit.edu.

<table>
<thead>
<tr>
<th>WHAT TO BRING</th>
<th>WHAT NOT TO BRING</th>
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<tbody>
<tr>
<td><strong>Clothing</strong></td>
<td><strong>Food/Drink</strong></td>
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<tr>
<td>Bathrobe</td>
<td>Can opener</td>
</tr>
<tr>
<td>Comfortable shoes</td>
<td>Mugs</td>
</tr>
<tr>
<td>Dress shoes</td>
<td>Napkins</td>
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<tr>
<td>Gloves</td>
<td>Cups/plates</td>
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<tr>
<td>Hat</td>
<td>Paper towels</td>
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<tr>
<td>Light jacket</td>
<td>Umbrella</td>
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<tr>
<td>Pajamas/long underwear</td>
<td>Snack food</td>
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<tr>
<td>Pants/jeans</td>
<td>Water bottle</td>
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<tr>
<td>Running shoes</td>
<td>Dish soap and sponge</td>
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<tr>
<td>Sweater/sweatshirts</td>
<td>Personal Health and Hygiene</td>
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<tr>
<td>Swimsuit</td>
<td>Personal toiletries</td>
</tr>
<tr>
<td>Winter jacket</td>
<td>Shower shoes</td>
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</tbody>
</table>

**Recreation**
- Bicycle, U-lock, and helmet
- Books
- Playing cards and other games

**Decoration**
- Posters
- Whiteboard
- Dry erase markers
- Removable adhesive strips (Command, 3M, etc.)

**Electronics**
- Alarm clock
- MP3 device/headphones
- Batteries
- Telephone
- TV
- DVD player
- Scientific calculator
- Floor lamp (especially in SSV, GU, and CA)
- Desk lamp
- Camera
- Coaxial cable
- Small fan (Fowler Hall in MSV, GU, and CA are not air conditioned, and it can get warm in August and September)
- Computer/laptop
- Printer/paper
- Software
- Surge protector
- Ethernet cable
- Thumb drive/USB

**Personal Health and Hygiene**
- First aid kit
- Prescription medication
- Shower caddy
- Hair dryer

**Miscellaneous**
- Bookends
- Umbrella
- Plunger (SSV, GU, and CA only)
- School supplies

**WHAT NOT TO BRING**
- These items are NOT allowed in the residence halls.
- Alcohol (if you’re under 21)
- Appliances with an exposed heating element
- Candles/incense
- Drum sets
- Explosives
- Extension cords and outlet splitters
- Fire propellants, including fireworks, charcoal, and lighter fluid
- Hookahs
- Hot plates
- Illegal drugs, banned substances, and paraphernalia
- Microwaves (SSV apartments are equipped with microwaves; residents of Carman and Gunsaulus are permitted to bring microwaves)
- Music amplifiers
- Pets, with the exception of fish in a tank holding fewer than 5 gallons
- Refrigerators more than 3.0 cubic feet (or 4.0 cubic feet if Energy Star rated), drawing more than 2.0 amps
- Multiple refrigerators in a room or apartment
- Space heaters
- Toasters/toaster ovens (permitted only in Gunsaulus Hall, Carman Hall, and SSV apartments)
- Waterbeds
- Weapons
Contact us with any questions regarding your future home at Illinois Tech. We look forward to meeting you in August and working with you throughout your time here!