Welcome to Illinois Tech! We are are excited that you will be joining our community this year! 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 2019–20 academic year will be full of exciting opportunities and experiences that begin when you move into your new living community. The Office of Residence 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 Monday, August 12.

We hope that you, your family, and your new Illinois Tech classmates will join us for convocation at 3 p.m. in the Hermann Hall Auditorium. Convocation will be followed by a Welcome Barbecue in Gunsaulus Field for students.

Returning student move-in will begin at 9 a.m. on Thursday, August 15.

Please feel free to contact us with any questions!

Jeanette Konieczka
Associate Vice Provost of Residence Life and Housing
MEETING NEW PEOPLE AND GETTING INVOLVED

PEOPLE YOU WILL MEET

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. The RAs serve as a resource while you stay in the residence halls.

Your Community Desk Assistant (CDA) staff is composed of 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.

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 support your learning outside of the classroom.

Your Assistant Director of Residence Life and Conferences assists in functions of residence life and oversees all aspects of conference housing.

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

Your Assistant Director of Residential Operations oversees room assignments, billing, and other operational functions for the office.

Your Associate Vice Provost oversees the functions of the Office of Residence Life.

Your Office of Residence Life Administrative Associate oversees the student staff at the front desk and is available to assist you with any questions you may have.
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 of 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 a haunted house. The association 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. Members work closely with the Office of Residence Life to make on-campus living a great experience for everyone. The association is a great way for residents to get involved. Its executive team can be contacted at rha.iit.edu or rha@iit.edu, or on HawkLink.
Welcome Home! By now you should have received your housing assignment that includes your residence hall, room type, and roommate information. Housing assignments are made based on your application preferences, including gender and date of application.

**ASSIGNMENTS AND ROOMMATES**

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.

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

**CONTACTING YOUR ROOMMATE**

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 myroom.iit.edu.
Checking In and Moving In

New residents move in on Monday, August 12. Returning residents move in on Thursday, August 15.

August 12

Housing check-in will be held between 9 a.m.–3 p.m. and will resume at 5 p.m. after convocation. Please report directly to your assigned hall for check-in. Moving volunteers will be available from 9 a.m.–3 p.m.

Students needing to obtain their Hawk ID card or international students needing to check in with the International Center should do so PRIOR to checking in for housing.*

August 13–19

Please report directly to your assigned hall for check-in. Moving volunteers will be available on August 12 from 9 a.m.–3 p.m.

August 19

8:30 a.m.–5 p.m.: Check-in at the Office of Residence Life in MSV

After 5 p.m.: Check-in directly at your building’s community desk

Students needing to arrive later than 5 p.m. on Monday, August 19, should complete the Late Arrival Form, found at web.iit.edu/housing/moving-in. We will communicate with you via email your instructions for checking in!

Please consult the Move-In Map in this guide for further details.

*International Center Check-in and Hawk ID Picture and Pick-up Dates, Times, and Locations

Obtain your Hawk ID picture and pick up: MTCC Color Rooms

Monday, August 12, 10 a.m.–4 p.m.

International Center check-in:
MTCC Color Rooms

August 5–23, Monday–Friday 10 a.m.–4 p.m. and Saturday–Sunday 10 a.m.–3 p.m.

Make Your Move-In Experience Quick and Easy

Five Easy Steps for Moving In!

1. Park your vehicle in a designated spot. There are 30-minute designated unloading zones in Lots A5, A6, or D3. If you are staying more than 30 minutes, park in Lots A3, D1, or D3. Remember, parking is prohibited on State Street.

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 complimentary full-day parking in lots A3, D1, and D2.

3. To access your Room Condition Form, visit web.iit.edu/housing/facilities-and-maintenance#. Be sure to submit this on the day you move in!

4. Pick up your mailbox key at the MTCC post office! Keys will be available beginning on August 12!

5. Unpack! Meet your new roommate! Meet your floor’s Resident Advisor! 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 with your full name, building, and room number! 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 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.

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

The Office of Residence Life encourages all new residents to arrive on Monday, August 12, between 9 a.m.–3 p.m.

Returning students are encouraged to move in starting on Thursday, August 15.

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.

**LATE ARRIVALS**

If you plan to arrive after August 19 at 5 p.m., please complete the Late Arrival Form found at [web.iit.edu/housing/moving-in](http://web.iit.edu/housing/moving-in).

**ACCESSIBILITY**

The Office of Residence Life partners with the Center for Disability Resources 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.

**CANCELLATIONS**

If your plans change and you will not be enrolling for the fall semester, you must notify both Residence 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 [web.iit.edu/housing/cancellation](http://web.iit.edu/housing/cancellation).
RESIDENCE HALL AMENITIES

LAUNDRY
Washing machines and dryers are located in the basements of MSV, Gunsaulus, and Carman, and on most floors of SSV. And it’s free!

REFRIGERATORS
MicroFridges 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 bedloft.com. All orders placed by Thursday, July 25, 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 MicroFridge per room or apartment. Microwaves are permitted only in units with kitchens (unless it is a rented BedLoft MicroFridge); microwaves are available in public spaces throughout the residence halls.

FITNESS ROOMS
As a resident you will be able to use the fitness rooms located in MSV, SSV, and Gunsaulus Hall. 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!

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 Life website at iit.edu/housing.

LOFTS
Place your order for a lofted bed online at bedloft.com. Lofts are optional but are popular among students, as they allow for more floor space in the rooms. All orders placed by Thursday, July 25, will be delivered
to your residence hall room before you arrive. Only residents living in MSV, Gunsaulus Hall, and SSV South may rent lofts. Lofts are not available for SSV Middle, SSV North, or Carman Hall.

Only lofted beds from Bedloft are allowed in the residence halls. Any non-approved lofts are prohibited and residents may incur fines. Residents cannot construct their own lofts. No furniture can be removed to accommodate lofts.

**DINING SERVICES**

The Commons cafeteria is the primary dining resource for residents living on campus. Meal exchanges, TechCash, and bonus points can be used at other venues throughout campus including The Bog! 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, and the Keating Sports Center, as well as library equipment check-out, meal information, and TechCash balances.

**SHIPPING PACKAGES/MAILBOX KEY**

If you are shipping personal belongings, please have them arrive after Monday, August 5. Illinois Tech is not able to accept resident packages prior to Monday, August 5. All packages are delivered to the MTCC post office.

**MSV/SSV/Carman/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 at myroom.iit.edu. You will be able to pick up your mailbox key beginning Monday, August 12, at the MTCC post office.
The 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 iit.edu/ots.

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 ots.iit.edu/classrooms-labs/computer-labs-classrooms.

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 ots.iit.edu/pc-mac/student-pcs-macs.

DATA NETWORK

All students have access to on-campus WiFi. For instructions on how to connect to the university’s WiFi network, visit ots.iit.edu/connect.

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. Carman Hall and Gunsaulus Hall are equipped with one phone jack per apartment. To activate your phone line, contact OTS through myIIT 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.

MYROOM.IIT.EDU

Residents can view their housing assignments and board plans online at myroom.iit.edu.

CAMPUS CABLE

All of Illinois Tech’s residence halls have access to free Xfinity cable. Various programming is available, and feedback about channel selections is always welcome. View the programming options at housing.iit.edu.
**STAYING INFORMED**

**HEALTH INSURANCE AND IMMUNIZATIONS**

Residents should turn in their completed immunization forms to the Student Health and Wellness Center by the first week of class. Class registration holds will be placed on student accounts that are non-compliant with Illinois Tech’s immunization requirement. The SHWC now utilizes a company by the name of Med+Proctor to track immunization compliance. Residents can review the immunization requirements at [web.iit.edu/shwc/immunizations](http://web.iit.edu/shwc/immunizations).

Residents are automatically added to the Student Health Insurance Plan. Any student interested in waiving the health insurance plan must submit a waiver form online. The waiver can be accessed at [aetnastudenthealth.com/en/school/724532/members/enroll-waive-coverage.html](http://aetnastudenthealth.com/en/school/724532/members/enroll-waive-coverage.html). 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.

**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 overloading, 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 and personal emails.

Sign up for IIT Alert at [iit.edu/iitalert](http://iit.edu/iitalert).

**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 at 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 Life Handbook. The handbook has important information regarding the residence halls. You can view a copy of the handbook at [housing.iit.edu](http://housing.iit.edu).
MOVE-IN MAP
DIRECTIONS TO ILLINOIS TECH

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. 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. 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 (“L”) 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

For schedules and routes, view the CTA home page, transitchicago.com.

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 12–16
- Complimentary Welcome Week Day Pass. This one-time use parking pass will become available beginning August 1, 2019, through MyParking for students to select their day of arrival to campus. Thereafter, all students are encouraged to purchase a fall semester parking permit, which is available for sale through MyParking (link listed under Campus Links). Fall semester permits are valid beginning August 12, 2019, and the semester rate is $261.

- Complimentary 30-minute move-in parking will be supported in lots A5, A6, D1-D2, and D3 in designated spaces during Welcome Week, and all spaces referenced above on first-year and returning student move-in days.

- Fall 2019 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?

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

WHAT TO BRING / WHAT NOT TO BRING

WHAT TO BRING

**Clothing**
- Bathrobe
- Comfortable shoes
- Dress shoes
- Gloves
- Hat
- Light jacket
- Pajamas/long underwear
- Pants/jeans
- Running shoes
- Sweaters/sweatshirts
- Swimsuit
- Winter jacket

**Bedding**
- Earplugs
- Extra-long twin sheet set *(Dimensions: 39” x 80” x 9”)*
- Heavy and lightweight blankets
- Pillowcase(s)
- Pillow(s)
- Clothes hangers
- Detergent
- Fabric softener/dryer sheets
- Laundry bag/basket/hamper
- Sewing kit

**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
- Batteries
- Telephone
- TV
- Floor lamp *(recommended for: SSV, GU, and CA)*
- Desk lamp
- Coaxial cable
- Computer/laptop
- Software
- Surge protector
- Ethernet cable
- Thumb drive/USB

**Food/Drink**
- Can opener
- Mugs
- Napkins
- Cups/plates
- Paper towels
- Utensils
- Snack food
- Water bottle
- Dish soap and sponge
**Personal Health and Hygiene**

- Personal toiletries
- Bath towels
- Shower shoes
- First-aid kit
- Prescription medication
- Shower caddy
- Hair dryer

**Miscellaneous**

- Bookends
- Umbrella
- Plunger (SSV, GU, and CA only)
- School supplies
- Cleaning Supplies
  - (Recommended for: SSV, GU, and CA)

**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 Hall and Gunsaulus Hall are permitted to bring microwaves)*
- Music amplifiers
- Pets, with the exception of **fish** in a tank holding fewer than 5 gallons of water
- 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!