

# UPPERCLASS RESIDENCE HALL MOVE-IN

## Saturday and Sunday, Aug. 15 & 16, 2020

*Please Note: Upperclass fall varsity athletes will move-in on Friday, Aug. 14, according to times provided by their coaches. Please contact your coach with any questions.*

Prior to your arrival, please review and adhere to all COVID-19 precautions and expectations set forth by the College. Details may be found at <https://www.stvincent.edu/student-life/campus-reopening>.

- Please plan to sanitize your belongings or allow 72 hours before packing them to eliminate any possible contamination.
- Once you arrive on campus, please first proceed to Lot A, where keys will be provided.
- Access to the residence halls is limited -- each student may be accompanied by no more than two persons to help. We ask that the people assisting you stay in the halls no more than one hour.
- Please bring personal protective equipment (PPE) such as masks and gloves and practice safe social distancing as much as possible while moving in.

### STUDENTS WITH FINANCIAL CLEARANCE

Upperclass residents may arrive on campus at the following designated arrival time:

#### Saturday, Aug. 15, 2020

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|--|-------------------------|
| ❖ Half 3 <sup>rd</sup> floor of Rooney Hall (Suites 302-323)<br>Half 3 <sup>rd</sup> floor of Gerard Hall (Even 302-334)<br>Half 3 <sup>rd</sup> floor of Bonaventure Hall (Odd 335-367)<br>6 <sup>th</sup> floor of Wimmer Hall   | 7:00 A.M. – 10:00 A.M.  |
| ❖ Half 1 <sup>st</sup> floor of Rooney Hall (Apartments 125-130)<br>Half 1 <sup>st</sup> floor of Gerard Hall (Odd 101-133)<br>Half 1 <sup>st</sup> floor of Bonaventure Hall (Even 136-168)<br>3 <sup>rd</sup> floor of Wimmer Hall<br>4 <sup>th</sup> floor of Aurelius Hall | 10:00 A.M. – 11:30 A.M. |
| ❖ Half 2 <sup>nd</sup> floor of Rooney Hall (Suites 202-223)<br>Half 2 <sup>nd</sup> floor of Gerard Hall (Even 202-234)<br>Half 2 <sup>nd</sup> floor of Bonaventure Hall (Odd 235-267)<br>2 <sup>nd</sup> floor of Wimmer Hall   | 12:00 P.M. – 2:00 P.M.  |
| ❖ Half 3 <sup>rd</sup> floor of Rooney Hall (Apartments 325-330)<br>Half 3 <sup>rd</sup> floor of Gerard Hall (Odd 301-333)<br>Half 3 <sup>rd</sup> floor of Bonaventure Hall (Even 336-368)<br>1 <sup>st</sup> floor of Wimmer Hall<br>5 <sup>th</sup> floor of Aurelius Hall | 2:30 P.M. – 5:00 P.M.   |

## Sunday, Aug. 16, 2020

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|--|------------------------|
| ❖ Half 1 <sup>st</sup> floor of Rooney Hall (Suites 102-123)<br>Half 1 <sup>st</sup> floor of Gerard Hall (Even 102-134)<br>Half 1 <sup>st</sup> floor of Bonaventure Hall (Odd 135-167)<br>4 <sup>th</sup> floor of Wimmer Hall | 12:00 P.M. – 2:00 P.M. |
| ❖ Half 2 <sup>nd</sup> floor of Rooney Hall (Apartments 225-230)<br>Half 2 <sup>nd</sup> floor of Gerard Hall (Odd 201-233)<br>Half 2 <sup>nd</sup> floor of Bonaventure Hall (Even 236-268)<br>Wimmer & Aurelius extras         | 2:30 P.M. – 5:00 P.M.  |

### Arriving and Unloading

Resident students will be directed to the Welcome Area in Lot A after arriving on campus, where Residence Hall room keys will be distributed. Staff will then direct cars to your residence hall for unloading.

- After proceeding to the unloading areas, please quickly unload your vehicle and staff members will be on-hand to direct you to your residence hall rooms.
- The driver of the vehicle should remain with the vehicle while unloading. As soon as the items have been removed from your vehicle, please follow the directions of the staff members and park in the designated lots.
- Due to the amount of luggage that will be unloaded in one area, it is important that ALL belongings are marked.

*Please move vehicles immediately after unloading in order to allow other vehicles to unload easily. Staff will direct vehicles to the parking locations.*

*Financial clearance must be obtained prior to moving into Residence Halls.*

Those students who have been financially cleared will be given their room key, and students who are not cleared will be directed to Fred Rogers Center to obtain their clearances.

If a student arrives after 4:30PM, students are expected to obtain financial clearance the next day or on Monday, Aug. 17 by Noon. Otherwise, the student's ID card will be deactivated and he/she will be required to leave the residence hall until clearance is obtained.

## **FINANCIAL CLEARANCE**

Student bills are due on July 31. You will be notified by the Business Office when you are financially cleared. Please make sure you have financial clearance prior to move-in. Students without financial clearance will not receive their room keys. If you have questions about financial clearance, please contact the Business Office at 724-805-2248.

## **EARLY ARRIVALS**

If you would like to move in prior to your assigned time, you MUST email [studentaffairs@stvincent.edu](mailto:studentaffairs@stvincent.edu) by Friday, July 24. Permission for early arrival will be granted on a case-by-case basis. If approved, you will receive an email authorizing your early arrival and providing instructions for move-in. Early arrivals will be billed \$25 per day. Additional fees will be charged for failing to register by the deadline.

## STUDENTS WITHOUT FINANCIAL CLEARANCE

Select administrative offices will be open between 8:30 a.m. and 4:30 p.m. to assist students in obtaining financial clearance. Lot A Welcome Area staff will direct any students not financially cleared to the Fred Rogers Center to complete the financial clearance process. You will not receive a room key until you are financially cleared. A staff member will direct you to an area to park then proceed into Fred Rogers Center to see:

- Room 1: Financial Aid - Financial aid questions/problems resolved  
(Stop only if your aid is not complete, otherwise proceed to station 2)
- Room 2: Business Office - Arrange payments and receive financial clearance
- Front desk: Student Affairs - Pick up room key. If you arrive after office hours, you'll need to check in at the booth for on-call assistance.

Once clearance is obtained, you should return to your car and a staff member will assist in directing you to your appropriate hall.

## ADMINISTRATIVE OFFICES

The following resources will be available on Saturday, Aug. 15 from 8:30 a.m. to 4:30 p.m., and Sunday, Aug. 16 from 12:30 p.m. to 4:30 p.m., or as noted otherwise. We encourage you to make appointments in advance if at all possible.

❖ Book Store	Carey Center, 1st floor
❖ Business Office	Fred Rogers Center, 1st floor
❖ Financial Aid	Fred Rogers Center, 1st floor
❖ Information Technology	Alfred Hall, ground floor
	Latimer Library, lower level
❖ Public Safety	Alfred Hall, ground floor
❖ Residence Life	Alfred Hall, 1st floor
❖ Student Affairs	Alfred Hall, 1st floor
❖ Dining Services Offices	Placid Hall, 1st floor
❖ Dining Locations	Various - <i>NOTE: Hours will be posted</i>
❖ Post Office	Placid Hall, ground floor - <i>NOTE: 9a.m. - 4p.m.</i>

## PARKING PERMITS

Parking permits will be delivered to campus mailboxes. To request a parking permit, please sign up on the Public Safety page on the SVC Portal. Students are required to display their permit no later than Wednesday, Sept. 4. Cars without permits will be ticketed starting Sept. 5.

## MEAL PLANS

Early arrival students may pay cash at the door for meals, unless other prior arrangements have been made. Meal plans for upperclass students are active beginning with dinner in the Community Center on Friday, Aug. 14. Brunch and dinner will be served on Saturday and Sunday. Hours of operation for the Shack and Community Center will be posted for move-in weekend. Changes to meal plan levels may be made up to two weeks from the start of classes by contacting the Student Affairs Office at x2564.