2018
EARLY FALL START
HOUSING GUIDE

HOUSING & FOOD SERVICES
UNIVERSITY of WASHINGTON
Division of Student Life
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Visit us on the Web at [www.hfs.uw.edu](http://www.hfs.uw.edu)
Early Fall Start (EFS), an elective program that runs from August 21–September 14, 2018, is designed to give freshmen an early start to the academic year. Students take one intensive four-week course prior to the beginning of the 2018–19 academic year and earn five credits. Students also participate in related academic and social events and may choose to live in the UW residence halls.

Residence hall housing is available to UW students registered for the EFS program. EFS housing will be located in Lander and Alder Hall.

We expect to have space available for all eligible students who apply for EFS housing.

The EFS priority application deadline is May 31. Students applying before that date will have a better chance of being assigned to their preferred area and with their mutually requested roommate.

Eligibility for Campus Housing

Any student registered for EFS is eligible to live on campus during EFS. You are eligible for EFS housing even if you are not planning to live in on-campus housing during the 2018–19 academic year.

Rates

<table>
<thead>
<tr>
<th>ROOM TYPE</th>
<th>RATE</th>
<th>DINING</th>
<th>LAUNDRY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triple</td>
<td>$1,122</td>
<td>$561</td>
<td>$36</td>
<td>$1,719</td>
</tr>
<tr>
<td>Double</td>
<td>$1,419</td>
<td>$561</td>
<td>$36</td>
<td>$2,016</td>
</tr>
<tr>
<td>Single</td>
<td>$1,650</td>
<td>$561</td>
<td>$36</td>
<td>$2,247</td>
</tr>
<tr>
<td>Studio</td>
<td>$1,683</td>
<td>$561</td>
<td>$36</td>
<td>$2,280</td>
</tr>
</tbody>
</table>
PAYING FOR EFS HOUSING AND DINING

Housing payments should always be made directly to HFS, never to the tuition account.

Payment Due Date: September 1

PAY ONLINE
You may make housing payments online with a Visa or MasterCard. HFS does not charge a convenience charge for using a debit/credit card online.

Pay on Behalf of a Resident

Resident Log In

PAY BY MAIL
To submit a payment via check, write the UW student number and last name of the student you are paying on behalf of.

Please mail the check and a completed Check Remittance Form to:

University of Washington
Housing & Food Services
Financial Services Office
1045 NE Campus Parkway, Box 355607
Seattle, WA 98195-5607

PAY IN PERSON
You may make payments with cash or check at the HFS Student Services Office, 210 Lander Hall, or in the Husky Card Account & ID Center located on the ground floor of Odegaard Undergraduate Library, Monday–Friday, 8:30 a.m.–4:30 p.m.

PAY WITH FINANCIAL AID
If you will be living on campus during autumn quarter and would like to use financial aid funds to pay for EFS housing and dining, you may request an extension. Your EFS payment will then be due with autumn quarter charges on October 12, 2018.

Assignment Notification
We will begin sending EFS assignment information in late July. Throughout the summer and academic year, we will be sending correspondence to you via your UW email account. Please check your UW email account regularly.
If you wish to cancel your housing application before moving in, you must do so via your Application and Assignment home page.

If you submit your cancellation within one week of submitting your application, you will not be assessed a cancellation charge as long as you have not yet been assigned to a room.

If you cancel your application after one week or if you have been assigned, for any reason, including the fact that you have decided not to attend the UW, you are subject to a cancellation charge as outlined in your housing agreement. The charge increases as the beginning of the quarter approaches. Please review the agreement before cancelling.

**Cancellation Charges**

If you cancel your EFS and academic year housing at the same time, you will be assessed only one cancellation charge, based on the greater of the two amounts. If you cancel the two applications separately, you will be assessed cancellation charges for each.

<table>
<thead>
<tr>
<th>CANCELLATION RECEIVED</th>
<th>CHARGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of submitting application</td>
<td>$0</td>
</tr>
<tr>
<td>On or before May 15, 2018</td>
<td>$150</td>
</tr>
<tr>
<td>May 16-31, 2018</td>
<td>$200</td>
</tr>
<tr>
<td>June 1-30, 2018</td>
<td>$300</td>
</tr>
<tr>
<td>July 1-31, 2018</td>
<td>$400</td>
</tr>
<tr>
<td>August 1-18, 2018</td>
<td>$500</td>
</tr>
<tr>
<td>On or after August 19, 2018</td>
<td>$500 + full housing charges</td>
</tr>
</tbody>
</table>
EFS students may use their dining account at any campus location. For more information on dining locations including restaurants, cafés, food trucks and express markets, see our Dining Locations page on our website. In the summer time, Local Point in Lander Hall provides a student-rate, all-you-care-to-eat service.

The dining account for EFS residents is $561. The entire amount is available at the beginning of the EFS period.

<table>
<thead>
<tr>
<th>TERM</th>
<th>ACCOUNT</th>
<th>AVAILABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Fall Start</td>
<td>$561</td>
<td>August 18–September 20, 2018</td>
</tr>
</tbody>
</table>

Meals at Local Point will be served during specific meal hours at a flat rate. To purchase meals at the student rates shown below, you must present your Husky Card at the cash register.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$7.38</td>
</tr>
<tr>
<td>Lunch</td>
<td>8.53</td>
</tr>
<tr>
<td>Dinner</td>
<td>10.79</td>
</tr>
</tbody>
</table>

Dining Account Balance

If you will move off campus at the end of EFS: Your dining account will be terminated at the end of the EFS period. Any unused balance on your dining account will expire. Funds are nonrefundable, cannot be transferred to your Husky Card Account, and will not carry over to autumn quarter. Therefore, it is important that you plan your dining account spending accordingly.

If you will continue living on campus at the end of EFS: Unused dining account funds will carry over to autumn quarter.
BEFORE YOU ARRIVE

Here are a few helpful things to do before you arrive on campus:

• Contact your roommates to start planning
• Add hfsinfo@uw.edu to your email contacts
• Read our Resident Handbook. There is a lot to discover about living on campus, and you probably have questions that haven’t been answered here. If you don’t find what you’re looking for there, call us at 206-543-4059 or email us, and we’ll be happy to help!

Mail and Packages

While you are a resident on campus, you may have mail and packages delivered to you. These items will be delivered to your residence hall front desk and processed accordingly. In order to properly direct mail and packages, your items must be addressed correctly and include:

• Your name (your legal name or the name in the preferred nickname field in your My HFS profile)
• Your assigned room number
• The name of your residence hall

Note: Items without the above information will be delayed and may be returned to the sender.

<table>
<thead>
<tr>
<th>Hall Name</th>
<th>Mailing Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alder Hall</td>
<td>Resident Name&lt;br&gt;1315 NE Campus Parkway ### (room number)&lt;br&gt;Seattle, WA 98105</td>
</tr>
<tr>
<td>Lander Hall</td>
<td>Resident Name&lt;br&gt;1201 NE Campus Parkway ### (room number)&lt;br&gt;Seattle, WA 98105</td>
</tr>
</tbody>
</table>

Shipping Items Ahead of Time

Packages can be sent to your residence hall up to seven days prior to your scheduled move-in. These items will not be returned to the sender. You will receive a notification to your UW email from HFS Desk Services when your package is received by HFS Desk Services. Upon move-in, any packages that were not previously delivered to your room will be available for pickup at Lander Regional Desk during EFS.

PACKAGE DELIVERY TO YOUR ROOM BEFORE YOU ARRIVE

Depending on package volume prior to EFS, HFS Desk Services may deliver some packages directly to the rooms of some incoming residents. Please be sure to check your room in case some of your packages were delivered there before coming to your residence hall front desk to retrieve packages.

Be aware that if packages are delivered to your room, they may be for any resident in your room. It is important that you check the shipping label and verify ownership before opening any packages delivered to your room. It is also important that you confirm that a package does not belong to any of your roommates before returning it to your residence hall front desk. Should you discover a package that has been delivered to your room in error, please return that item to your residence hall front desk for appropriate handling.

RECEIVING MAIL

Letter mail will be delivered to your mailbox. Mailboxes are assigned based on your room assignment. If you have roommates, you will share the mailbox. Ensure your correspondents know to address mail to you correctly with your name, residence hall name, and room number. Improperly addressed mail may be delayed or returned to the sender. Check your mailbox often after your arrival. Mailboxes are located next to your residence hall front desk.

Please pass this information along to your friends and family: do not send cash and gift cards via regular letter mail. It is advisable to send items of a valuable, sensitive or timely nature with a tracking number and insurance.

<table>
<thead>
<tr>
<th>Assigned Residence Hall</th>
<th>Desk Location</th>
<th>Contact Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alder Hall</td>
<td>Lander Regional Desk, Lander Hall</td>
<td>206-543-0235</td>
</tr>
<tr>
<td>Lander Hall</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EFS Move-In is Saturday, August 18, 2018

Official move-in is 7:30 a.m. to 4:30 p.m. You will find your 1-hour move-in appointment with your assignment information. If you can’t move in during your assigned time you may change your appointment, or you may move in during desk hours.

Early arrival housing for EFS may be accommodated through our Conference Services Office. Housing availability is limited. Guest housing requests must be submitted at least seven days before arrival.

Are you attending First Year Programs’ advising and orientation session #16 on August 15–16, 2018? Please inquire about the First Year Programs-to-EFS housing package by Wednesday, August 8, 2018.

Check-In

**Husky Card:** Your UW student ID card allows you access to your residence hall, dining facilities and amenity spaces. You will be asked to present it at check-in. You may check in by showing another form of photo ID; however, the Husky Card is your key card for access to your building. If you don’t receive your card before you move in, you will need to obtain one from the Husky Card Account & ID Center (Husky Card Office), located on the ground floor of Odegaard Undergraduate Library, Monday–Friday, 8 a.m.–5 p.m.

If you sent in your picture to the Husky Card Office prior to check-in, you may be able to receive your Husky Card at your residence hall front desk.

If you arrive to check in after the Husky Card Office is closed, you will receive a temporary building access card and meal card to purchase food for the evening from your residence hall front desk. You must go to the Husky Card Office to obtain your Husky Card the following day when they are open and return your meal card and building access card to your residence hall front desk.

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**Keys:** You will be given your room and mailbox keys when you check in. The keys are assigned to you uniquely; avoid switching keys with a roommate. Report lost or stolen keys to your residence hall front desk immediately. Once you have received your keys, you may begin moving into your room.

**Red Emergency Backpack:** New residents are provided with a red emergency backpack when they first check into their residential community. This comprehensive kit includes water, food rations and other emergency supplies. The contents will remain viable for several years. Please keep your red emergency backpack for as long as you live with us.

**Arriving in a Private Vehicle**

- Print out and complete the Vehicle Information Placard at the end of this guide.
- Drive to your check-in waiting area using the directions below.
- Wait in your car until you are directed to your building to get your keys and unload your car.

**DRIVING DIRECTIONS**

From I-5, take the NE 45th Street exit and proceed east on NE 45th Street for several blocks. After a few blocks move to the right lane. Turn right on 15th Avenue NE and proceed straight for several blocks. Turn right onto NE 40th Street and proceed one block, then turn left onto University Way NE. Proceed approximately one block and turn right into the W-12 parking lot.

**Arriving in a Taxi, Care Share or Shuttle**

Go straight to the Lander Desk. If you are coming to campus directly from Sea-Tac Airport, there are several transportation options. Please look at Sea-Tac Airport’s main transportation page to figure out the best way for you to travel.
MOVING OUT

Agreement Termination

If you will move out before the end of the EFS agreement period, please submit an Agreement Termination Notice prior to your vacate.

You are responsible for paying housing and dining charges for the entire EFS period even if you move out before the end of the agreement period. You will not receive a prorated refund for any charges.

Please review the following information carefully as you make your plans for moving out of the residence halls. If you have questions, please contact one of the following offices.

YOUR RESIDENTIAL LIFE OFFICE
• Room inspection
• Cleaning

HFS STUDENT SERVICES OFFICE
• Agreement Termination Notice (ATN)
• Agreement termination charge
• Late notice charge
• Your agreement
• Priority retention

YOUR RESIDENCE HALL FRONT DESK
• Mail and packages
• Checking out of your room

Checkout Process

• You will be assigned a room inspection and checkout appointment on the day you are scheduled to move.
• Remove all personal belongings, thoroughly clean your room, and return all furniture to its original configuration and location. No personal possessions should be in the room when you check out.
• In addition to following the standard cleaning guidelines, roommates are responsible for cleaning their bathroom and the chalkboard wall surrounding their residence hall doorway. Any damage or cleaning charges for these areas will be divided equally among the roommates.
• Meet with a staff member at the appointed time for your room inspection and checkout appointment. You will be given a copy of your Room Condition Report to sign.
• Return your keys to the Lander Desk after your room inspection. Failure to return keys and any temporary building access cards by your checkout deadline will result in charges being placed on your account.

CARTS

To assist in your move-out, carts and vacuums will be available for temporary checkout during Finals Week. Times and locations of cart and vacuum checkout are different in many buildings. Check with your building's Residential Life staff or your residence hall front desk to learn specific details. Carts for move-out are not available at the Lander Desk.

UPDATE YOUR MAILING ADDRESS

Please update your mailing address online via MyUW on or before Sept. 14, 2018. Failure to do so may result in items being delayed or returned to sender, or refunds being misdirected to an incorrect address. Mail will be forwarded for 180 days after you check out. You are encouraged to notify your correspondents of your new address to expedite the delivery of your mail.
Early Fall Start Housing Guide

HOW TO APPLY

What You’ll Be Asked for When Applying

• Your building preferences
• Your room type preferences
• What method you will use to pay your quarterly housing and dining balance
• Roommate request (You will need to provide their UW student number.)

You Will Also Need To

• Agree to the application terms
• Electronically sign the agreement
• Pay a $500 refundable deposit (unless you have already paid it as part of a previous application)

A $500 refundable deposit is required for on-campus housing. Paying the deposit is the last step in submitting your application. Some students with financial need may submit the application without a deposit and pay it later.

1. SET UP YOUR UW NETID AND EMAIL ACCOUNT
   The information required for set-up is included with your UW offer of admission.
   Complete this step at least five days before you apply for housing.

2. FILL OUT YOUR HFS STUDENT PROFILE
   Go to the HFS Application and Assignment home page.
   Your profile determines what housing you are eligible for and uploads your application on the appropriate date.
   While you are waiting for your housing application to open, here are a few things you can do:
   • Add hfsinfo@uw.edu to your email contacts
   • Read the Housing Agreement
   • Plan your budget for the upcoming year
   • Investigate personal property insurance options
   • Read about Greek chapter recruitment
   • Learn about campus disability accommodations

3. COMPLETE YOUR HOUSING APPLICATION
   Return to the HFS Application and Assignment home page.
   When your application is available you will see it listed on your home page. You are now ready to complete your housing application.

Visit us on the Web at www.hfs.uw.edu
SELECTING A ROOM

Many students will be able to select their own room during their selection appointment. There are a couple of variations on room selection:

<table>
<thead>
<tr>
<th>Applying for EFS only</th>
<th>HFS will assign you to a room for EFS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applying for EFS and the academic year with no Living Learning Community preference for the academic year</td>
<td>HFS will assign you to the same room for both EFS and the academic year</td>
</tr>
<tr>
<td>Applying for EFS and the academic year with a Living Learning Community preference for the academic year</td>
<td>You will select your academic year room in your preferred Living Learning Community (This means you will move after EFS.), and we will assign you to an EFS room</td>
</tr>
</tbody>
</table>

We will contact you in late June with more information about room selection process.

Room Selection Process

- Search for your room based on your preferences.
- You may choose to assign your mutually requested roommates with you, provided they are not already assigned.

Changing Your Room Choice

- You may search and select as many times as you like during your room selection period.
- You can only change your own assignment, not the assignment of your mutually requested roommates.

Mutually Requested Roommates

- You will only be given search results for areas that you are all eligible for and that you all have selected as preferences.
- If your roommates aren't eligible for the area you are trying to assign yourself to, you will not be given any search results.
- If one of the mutually requested roommates is a smoker, the group can only be assigned together if all other members selected Smoker or No Preference on the application.
- If one of the mutually requested roommates has submitted a substance-free pledge, the group can only be assigned together if all other members have submitted the substance-free pledge on the application.

Roommate Assignments

You may assign yourself and one or more other people as long as:

- The other person is not already assigned; and,
- All group members enter the UW student numbers of all other members on the application; and,

Roommate requests must be made using UW student numbers, not names. Be sure to have the UW student numbers of all students you want to be assigned with before you submit your application.

Room Selection Tips

- For the best chance of assigning yourself to one of your preferred rooms, log in to the room selection website as soon as you can after your appointment time begins.
- Have a backup plan. If there isn't space available in your preferred building, room or apartment type, what are your other choices?

Next Steps

Assignment confirmations will be emailed after room selection ends. Please contact us if you have any questions.
Your transition process from EFS to autumn quarter will depend on a number of things. HFS will email you in early September with details about what you will need to do and when you need to do it. Here’s a snapshot to give you an idea of what to expect. We’ll give you lots more information after you move in.

<table>
<thead>
<tr>
<th>Continuing in the same room?</th>
<th>You can stay in the room between EFS and autumn quarter if you would like.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moving to a different room on campus?</td>
<td>Apartment: Move on September 9</td>
</tr>
<tr>
<td></td>
<td>North Campus residence hall: Move on September 15; we’ll move your boxes</td>
</tr>
<tr>
<td></td>
<td>West Campus residence hall: Move on September 15; you can borrow a cart to help with your boxes</td>
</tr>
<tr>
<td>Moving off campus?</td>
<td>Move on September 14</td>
</tr>
<tr>
<td>Moving to a fraternity?</td>
<td>Move on September 14</td>
</tr>
<tr>
<td>Moving to a sorority?</td>
<td>Move on September 15</td>
</tr>
</tbody>
</table>

If your academic year space is not available on September 15, you will move on September 16.
HFS adheres to the UW's Reasonable Accommodation of Students with Disabilities policy, which is in compliance with Title II of the Americans with Disabilities Act (ADA) of 1990 as amended; the Rehabilitation Act of 1973 (P.L. 93-11) and 45 C.F.R. Part 84; Fair Housing Act of 1968 42 U.S.C. Sec. 3601 et seq., Chapter 49.60 RCW; and Chapter 28B.10 RCW.

Students with individual accommodation, accessibility or dietary needs will follow the same housing application process as all students who apply for UW housing. If the disability or need requires some accommodation (e.g., accessible shower, visual fire alarm, single room, therapy animal) in order to create equal access to the living facility and/or program, the student will then register with Disability Resources for Students (DRS) and provide documentation to support the accommodation request. DRS will review the documentation provided and determine what accommodations are reasonable for HFS to provide. Information about housing assistance provided by DRS is available on at Disability Resources for Students—Housing. DRS can be contacted at 206-543-8924 (V)/206-543-8925 (TTY) or uwdrs@u.washington.edu.

Requests for housing accommodation received by DRS after the deadline will be accepted and processed and, if approved, DRS will notify the HFS Student Services Office in writing of any approved housing accommodation. Late requests will be accommodated as soon as space becomes available, but there is no guarantee that the accommodation will be provided for the requested quarter.

Family Housing applicants with a disabled family member may follow the same guidelines for application and registration with DRS.

Students with disabilities desiring to return to live on campus who were approved for housing accommodation on a temporary rather than permanent basis must notify DRS of their need for continued accommodation by the below housing accommodation deadline for returning student requests. DRS will review the documentation of the disability on file and the student's requested accommodation to determine if the need for housing accommodation is still necessary. DRS will notify the HFS Student Services Office in writing of any approved housing accommodation. The deadlines noted below apply to the deadline in which DRS must formally notify HFS of approved accommodations. DRS may require up to three months advance notice to review accommodation needs, so please contact them just as soon as you possibly can.

### Housing Accommodation Deadlines

<table>
<thead>
<tr>
<th>QUARTER</th>
<th>DEADLINE FOR ACCOMMODATION APPROVAL BY DRS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autumn (including Early Fall Start)</td>
<td>June 15</td>
</tr>
<tr>
<td>Winter</td>
<td>November 1</td>
</tr>
<tr>
<td>Spring</td>
<td>February 1</td>
</tr>
<tr>
<td>Summer</td>
<td>May 1</td>
</tr>
</tbody>
</table>

**Special Dietary needs**

UW Dining provides many options in our venues for customers who choose to eat a vegetarian, vegan or gluten-sensitive diet. More importantly, we strive to ensure that residents with any special dietary needs are able to dine safely in our facilities. If you have any challenges navigating our menu offerings, or are in need of additional support, please schedule a dining consultation with our UW Dining Wellness Specialist, Joyce Bumgarner, at joyceb@uw.edu or 206-543-6023.

**Please note:** Having a special dietary need does not waive the dining account requirement for residence hall residents.
VEHICLE INFORMATION PLACARD

Student Name:___________________________________________________________________________

Building/Room Number:____________________________________________________________________

Cell Phone Number:_______________________________________________________________________

Assigned Move-in Day:____________________________________________________________________

Assigned Move-in Time:___________________________________________________________________

Vehicle Make:____________________________________________________________________________

Vehicle Model:____________________________________________________________________________

Please complete this form, (write large and legibly), and place it on your vehicle dash for the duration of the move-in process.

Have one person stay with your vehicle at all times.

Thank you!

PRINT FOR Move-In Day!