2019 EARLY FALL START HOUSING GUIDE
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Early Fall Start (EFS), an elective program that runs from August 27–September 20, 2019, 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 2019–20 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 Hall and McCarty Hall.

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

The EFS priority application deadline is June 9. 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 2019–20 academic year. If you do not have an academic year assignment, you will need to check out of your EFS space by September 13, even though the EFS academic program runs through September 20.

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>$936</td>
<td>$468</td>
<td>$36</td>
<td>$1,492</td>
</tr>
<tr>
<td>Double</td>
<td>$1,170</td>
<td>$468</td>
<td>$36</td>
<td>$1,440</td>
</tr>
<tr>
<td>Single</td>
<td>$1,378</td>
<td>$468</td>
<td>$36</td>
<td>$1,882</td>
</tr>
<tr>
<td>Studio</td>
<td>$1,534</td>
<td>$468</td>
<td>$36</td>
<td>$2,038</td>
</tr>
</tbody>
</table>
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.
Early Fall Start Housing Guide

**ASSIGNMENT PROCESS**

<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, and we will assign you to an EFS room. (This means you will move after EFS.) We will assign you to the same room for both EFS and the academic year if your preferred Living Learning Community is not available.</td>
</tr>
</tbody>
</table>

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

**Assignment Notification**

We will begin sending EFS assignment information in late July. Throughout the summer and academic year, we will send correspondence to you via your UW email account. Please check your UW email account regularly.
Housing payments should always be made directly to HFS, never to the tuition account.

**Payment Due Date**
- If you are moving off campus after EFS: September 1
- If you will live on campus for autumn quarter: October 11
  
  *(with autumn quarter housing and dining charges)*

**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, Monday–Friday, 8:30 am–4:30 pm.

**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 11, 2019.
If you wish to cancel your housing application before moving in, you must do so via your MyHFS home page. (If you want to cancel for both EFS and the academic year, you must cancel each application separately.)

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 CHARGE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of submitting application</td>
<td>$0</td>
</tr>
<tr>
<td>On or before May 15, 2019</td>
<td>$150</td>
</tr>
<tr>
<td>May 16–31, 2019</td>
<td>$200</td>
</tr>
<tr>
<td>June 1–30, 2019</td>
<td>$300</td>
</tr>
<tr>
<td>July 1–31, 2019</td>
<td>$400</td>
</tr>
<tr>
<td>August 1–23, 2019</td>
<td>$500</td>
</tr>
<tr>
<td>On or after August 24, 2019</td>
<td>$500 + full housing charges</td>
</tr>
</tbody>
</table>
DINING OPTIONS

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 and Center Table in Willow Hall provide student-rate, all-you-care-to-eat service.

The dining account for EFS residents is $468. 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>$468</td>
<td>August 24–September 21, 2019</td>
</tr>
</tbody>
</table>

Meals at Local Point and Center Table 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>$7.60</td>
</tr>
<tr>
<td>Lunch</td>
<td>$8.80</td>
</tr>
<tr>
<td>Dinner</td>
<td>$11.12</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.
Here are a few helpful things to do before you arrive on campus:

- Contact your roommates to start planning
- Add hfsinfo@uw.edu and DeskServices@hfs.washington.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 regional front desk and processed accordingly. To properly direct mail and packages, your items must be addressed correctly and include:

- Your name (your legal name or your preferred name)
- 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>Residence Hall Name</th>
<th>Mailing Address</th>
</tr>
</thead>
</table>
| Lander Hall         | Resident Name
                    | 1201 NE Campus Parkway ### (room number)
                    | Seattle, WA 98105                                               |
| McCarty Hall        | Resident Name
                    | 2100 Whitman Lane NE ### (room number)
                    | Seattle, WA 98195                                               |

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 your regional front 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 regional 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 regional front desk. Should you discover a package that has been delivered to your room in error, please return that item to your regional front desk for appropriate handling.
RECEIVING MAIL

Lander Hall Residents: Letter mail will be delivered to your mailbox, which is located near the Lander Desk. Mailboxes are assigned based on your room assignment. If you have roommates, you will share the mailbox.

McCarty Hall Residents: Letter mail will be sorted and stored at the Willow Desk. You will receive an email notification from HFS Desk Services when letter mail arrives for you. Once you receive the email from HFS Desk Services, please go to the Willow Desk to retrieve your item(s).

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.

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>Front Desk Location</th>
<th>Contact Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lander Hall</td>
<td>Lander Desk, Lander Hall</td>
<td>206-543-0235</td>
</tr>
<tr>
<td>McCarty Hall</td>
<td>Willow Desk, Willow Hall</td>
<td>206-685-2959</td>
</tr>
</tbody>
</table>
EFS Move-In is Saturday, August 24, 2019

Official move-in is 7:30 a.m.–4:30 p.m. You will find your one-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 front 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 22–23, 2019? Please inquire about the First Year Programs-to-EFS housing package by Wednesday, August 7, 2018.

Check-In

**Husky Card:** Your UW student ID card (Husky 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 Husky 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 photo to the Husky Card Office prior to check-in, you may be able to receive your Husky Card at your regional front desk. Information about how to send a photo will be emailed to you during the summer.

If you do not have your Husky Card prior to check-in and have not sent in your photo to the Husky Card Office, you will receive a temporary building-access card and meal card to purchase food for the evening from your regional front desk. You must go to the Husky Card Office to obtain your Husky Card when they are open and return your meal card and building-access card to your regional front desk.

**Keys:** You will be given your room key and mailbox key (if applicable) when you check in. The keys are assigned to you uniquely; avoid switching keys with a roommate. Report lost or stolen keys to your regional front desk immediately. Once you have received your key(s), you may begin moving into your room. Note: Friends and family cannot check-in and receive keys on your behalf.

**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 FOR LENDER HALL RESIDENTS

From I-5, take the NE 45th Street exit and proceed east toward the University of Washington campus 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.

DRIVING DIRECTIONS FOR MCCARTY HALL RESIDENTS

From I-5, take the NE 45th Street exit and proceed east toward the University of Washington on NE 45th Street for several blocks. After a few blocks move to the right lane. Turn right on Memorial Way NE. Proceed straight past the parking gatehouse and then take a left onto E Stevens Way NE. You will see signs for EFS move-in. Follow E Stevens Way NE for approximately one-quarter mile then take a left on Whitman Court NE. Proceed straight past McMahon Hall and Haggett Hall. At the fork, stay left to drive up to the Willow Desk to check in for McCarty Hall EFS.

Arriving in a Taxi, Car Share or Shuttle

Go straight to your regional front 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.
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
- Agreement termination charge
- Late notice charge
- Your agreement
- Priority retention

YOUR REGIONAL 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 your regional front 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 regional front desk to learn specific details. Carts for move-out are not available at the regional front desks.

UPDATE YOUR MAILING ADDRESS

Please update your mailing address online via MyUW on or before September 20, 2019. 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.
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>
</table>
| Moving to a different room on campus? | **Apartment**: Move on September 8  
**North Campus residence hall**: Move on September 14; we’ll move your boxes  
**West Campus residence hall**: Move on September 14; you can borrow a cart to help with your boxes |
| Moving off campus? | Move on September 13 |
| Moving to a fraternity? | Move on September 13 |
| Moving to a sorority? | Move on September 14 |

If your academic year space is not available on September 14, you will move on September 15. You will receive an additional communication about the moving process in September.
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 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.

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.

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.

<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 or vegan 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 206-221-0516.

Please note: Having a special dietary need does not waive the dining account requirement for residence hall residents.
Please complete this form, (write large and legibly), and place it on your vehicle dashboard for the duration of the move-in process.

Have one person stay with your vehicle at all times.

Thank you!

Student Name: ____________________________________________________________

Building/Room Number: ____________________________________________________

Cell Phone Number: _______________________________________________________

Assigned Move-In Day: ____________________________________________________

Assigned Move-In Time: __________________________________________________

Vehicle Make: ____________________________________________________________

Vehicle Model: ___________________________________________________________