CONTENTS

Housing rates .................................................................3
Assignment and cancellation policies .........................4
Dining on campus ............................................................5
Before you arrive ..........................................................6
Moving in ......................................................................7
Moving out .................................................................8
Interim housing ............................................................9
How to apply ..............................................................11
Making payments ..........................................................12
Consider the convenience of living on campus—close to classrooms, libraries and recreational facilities. Summer quarter residents will live in Elm Hall floors 3, 4 and 5 and in Stevens Court buildings A and B.

Eligibility for summer housing
You are eligible for summer quarter housing if:

- You’re currently enrolled at UW’s Seattle campus or are enrolled for autumn quarter, even if you aren’t taking summer classes.

We expect to have space available for all students who apply for residence hall housing for summer quarter.

Assignment priority
All assignments to the residence halls are made in priority group order:

- **Priority 1** Students who apply by April 10 based on quarters in residence. Priority 1 applicants will be able to select their own rooms, with priority for earlier room selection times going to current residents.
- **Priority 2** Students who apply after April 10. Priority 2 applicants will be assigned to available spaces based on application date.

Room assignment notifications will be sent starting in mid-May.

Summer housing application
The summer housing application will open on March 5, 2020.

Apply on your MyHFS Homepage.

### Housing and dining rates

<table>
<thead>
<tr>
<th>HALL/ROOM</th>
<th>HOUSING FULL TERM</th>
<th>DINING FULL TERM</th>
<th>HOUSING A- OR B-TERM</th>
<th>DINING A- OR B-TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elm Hall triple with private bath</td>
<td>$2,229</td>
<td>$1,055</td>
<td>$1,115</td>
<td>$528</td>
</tr>
<tr>
<td>Elm Hall double with private bath</td>
<td>$2,775</td>
<td>$1,055</td>
<td>$1,388</td>
<td>$528</td>
</tr>
<tr>
<td>Stevens Court single room in 6-bedroom</td>
<td>$2,589</td>
<td>Optional</td>
<td>$1,295</td>
<td>Optional</td>
</tr>
<tr>
<td>Stevens Court single room in 4-bedroom</td>
<td>$2,602</td>
<td>Optional</td>
<td>$1,301</td>
<td>Optional</td>
</tr>
</tbody>
</table>

Your summer payment includes $36, which will be put into your Husky Card Account for use in the residence hall laundry rooms. You may add money to this account during the summer if needed. Visit the [Husky Card Account webpage](https://www.husky.washington.edu/husky-card-account) for information about how to add money to your account and for a list of Husky Card Account uses.

New residents will be assessed a one-time charge of $25 with their first bill for an emergency kit (red emergency backpack).
Assignment and Cancellation Policies

Agreement cancellation
If you wish to cancel your housing application before you move in, you must do so via your MyHFS Homepage.

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, you are subject to a cancellation charge as outlined in your housing agreement. The charge increases as the beginning of the quarter approaches.

Deadlines and charges for cancellation
You will be subject to cancellation charges as shown.

<table>
<thead>
<tr>
<th>SUMMER FULL TERM</th>
<th>CHARGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of application submission*</td>
<td>$0</td>
</tr>
<tr>
<td>On or before May 31, 2020</td>
<td>$150</td>
</tr>
<tr>
<td>June 1–20, 2020</td>
<td>$500</td>
</tr>
<tr>
<td>On or after June 21, 2020</td>
<td>$500 + full summer term housing charges</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMER A-TERM ONLY</th>
<th>CHARGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of application submission*</td>
<td>$0</td>
</tr>
<tr>
<td>On or before May 31, 2020</td>
<td>$150</td>
</tr>
<tr>
<td>June 1–20, 2020</td>
<td>$500</td>
</tr>
<tr>
<td>On or after June 21, 2020</td>
<td>$500 + full A-Term housing charges</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMER B-TERM ONLY</th>
<th>CHARGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within one week of application submission*</td>
<td>$0</td>
</tr>
<tr>
<td>On or before June 30, 2020</td>
<td>$150</td>
</tr>
<tr>
<td>July 1–21, 2020</td>
<td>$500</td>
</tr>
<tr>
<td>On or after July 22, 2020</td>
<td>$500 + full B-Term housing charges</td>
</tr>
</tbody>
</table>

*Applies only if you have not yet been assigned to a room
Dining on Campus

The dining account for summer residents depends on which term you applied for. The entire allotment will be available at the beginning of your assigned term. This allotment allows you about $15 per day to spend on dining.

<table>
<thead>
<tr>
<th>TERM</th>
<th>ACCOUNT</th>
<th>AVAILABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Term</td>
<td>$1,055</td>
<td>June 21–August 22</td>
</tr>
<tr>
<td>A-Term only</td>
<td>$528</td>
<td>June 21–July 22</td>
</tr>
<tr>
<td>B-Term only</td>
<td>$528</td>
<td>July 22–August 22</td>
</tr>
</tbody>
</table>

Students assigned to single rooms in Stevens Court will be able to opt in to the dining account after assignment notifications are sent.

Dining options

Local Point in Lander Hall is the designated dining location for summer quarter residents. Students may also use their dining account at any campus location that is open during summer quarter. For more information on dining locations including markets, cafés and food trucks, see the Dining Locations page on our website.

Meals at Local Point will be served during specific hours and are provided at a flat rate for an all-you-care-to-eat service. To purchase meals at the student rates shown below, you must present your Husky Card at the cash register.

<table>
<thead>
<tr>
<th>Meal</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$8.03</td>
</tr>
<tr>
<td>Lunch</td>
<td>$9.25</td>
</tr>
<tr>
<td>Dinner</td>
<td>$11.72</td>
</tr>
</tbody>
</table>

Dining Account balance

Your dining account will be terminated at the end of your assigned term. Any unused balance on your dining account will expire. Dining funds are nonrefundable, cannot be transferred to your Husky Card Account, and will not carry over to future terms.

To ensure that your dining funds last you throughout your stay with us, and to avoid forfeiting excess funds, we recommend you monitor your spending habits and adjust if necessary.

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 206-221-0516.

Please note: Having a special dietary need does not waive the dining account requirement for residence hall residents.
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 for Residence Halls. 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 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.

Each building page on our website includes the building address.

- For the Elm Hall address, go to the Elm Hall building page
- For your address at Stevens Court, go to the Stevens Court building page

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 in your UW email from HFS Desk Services when your package is received. Upon move in, any packages that were not previously delivered to your room will be available for pick up at your residence hall's front desk.

RECEIVING MAIL

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.

LETTER MAIL

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.
Moving in early

If your academic program requires you to arrive on campus before your assigned check-in date or if you are participating in summer quarter orientation, you may apply for Early Arrival Housing. A link to apply will be provided in your assignment email.

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 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 am–5 pm.

If you arrive to check in after the Husky Card Office is closed, you will receive a temporary building access card 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 building access card to your residence hall front desk.

Note: Friends and family cannot check in and receive keys on your behalf.

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 emergency kit for as long as you live with us.

Agreement termination

If you will move out before the end of the summer agreement period, we request that you submit an Agreement Termination Notice prior to your vacate.

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

Spring to summer transition

Thank you for choosing to continue to reside in the UW residence halls for summer quarter. The following information is presented to make your transition as easy as possible, and it applies to anyone who is assigned to summer housing.

LIVING IN THE SAME ROOM DURING SPRING AND SUMMER QUARTERS?

You are not required to check out of your spring room nor into your summer room.

MOVING TO A NEW ROOM FOR SUMMER QUARTER?

The deadline to check out of your spring quarter room is noon on Sunday, June 14. We strongly encourage you to move as soon as your new room is ready. Many rooms will be ready before noon on June 14, and the front desk will post ready rooms on a Catalyst message board. Please do not move out of your current room until you see that your summer room is ready.

HOW DO I CHECK OUT OF MY CURRENT ROOM?

Regardless of which day you move, you must complete an inspection and return your keys to your residence hall front desk. Work with your RA to schedule an appropriate inspection time based on your move to your new summer room. At the time of your inspection, your spring quarter room should be fully cleaned and empty of all your belongings.
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 RESIDENCE HALL FRONT DESK**
- Mail and packages
- Checking out of your room

### Checkout process

- Sign up for a room inspection and checkout appointment at least 24 hours before checking out.
- 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 Resident Adviser at the appointed time for your room inspection and checkout appointment. You will be given a copy of your Room Condition Report that you will need to sign.
- Return your keys to your residence hall front desk after your room inspection. Failure to return keys and any temporary building access cards by Saturday, August 22, 2020 (July 24 for A-Term only), 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 staff 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](https://myuw.uw.edu) on or before August 22 (or July 24 for A-Term only). 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.
INTERIM HOUSING

You are eligible to live in the residence halls during the period between summer quarter and autumn quarter (interim housing) if you have an active application for the 2020–21 academic year.

Application and assignment

After you have applied for both summer quarter housing and academic year housing, you will be able to see the interim housing application on your MyHFS Homepage.

Interim housing will be located in Elm Hall and Stevens Court.

We will attempt to assign you to your summer quarter room for the interim period. If you are assigned to a different room for the interim housing period, you will be required to move to your Interim room on the morning of Saturday, August 22, and you must complete your room change by noon.

If you choose to cancel your interim housing application, you may do so with no cancellation charge within one week of submitting your application provided you have not already been assigned to a room. If you cancel after one week or if you have already been assigned, cancellation charges will apply as shown in the 2020 Summer Housing Agreement.

<table>
<thead>
<tr>
<th>HALL/ROOM</th>
<th>RATE</th>
<th>DINING</th>
<th>LAUNEY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elm Hall triple with private bath</td>
<td>$1,240</td>
<td>$583</td>
<td>$36</td>
</tr>
<tr>
<td>Elm Hall double with private bath</td>
<td>$1,545</td>
<td>$583</td>
<td>$36</td>
</tr>
<tr>
<td>Stevens Court single room in 6-bedroom apartment with 2 baths</td>
<td>$1,441</td>
<td>Optional</td>
<td></td>
</tr>
<tr>
<td>Stevens Court single room in 4-bedroom apartment with 1 bath</td>
<td>$1,448</td>
<td>Optional</td>
<td></td>
</tr>
<tr>
<td>Stevens Court single room in 4-bedroom apartment with 2 baths</td>
<td>$1,483</td>
<td>Optional</td>
<td></td>
</tr>
</tbody>
</table>

If you are assigned to a single room in Stevens Court, you aren’t required to have a dining account. However, you may have one if you wish.

Charges

Your interim housing and dining charges will be based on your assigned room type and the Interim dining account. Your interim housing and dining payment will be due on August 1, 2020.
End of Interim Housing

If you are assigned to the same room for interim housing and autumn quarter, you aren’t required to take any action at the end of the interim housing period.

If you’re assigned to a different room in the residence halls for autumn quarter, you must move from your interim housing room to your autumn quarter room by 12 noon on Saturday, September 19.

If you’re assigned to a room in the 12-month apartments for autumn quarter, you must move from your interim housing room to your autumn quarter room by 12 noon on Sunday, September 13.

Detailed instructions on how to complete your room change will be emailed to you. If you do not receive a room change email or if you have questions, please contact the HFS Student Services Office at 206-543-4059 or hfsinfo@uw.edu.
HOW TO APPLY

1. SET UP YOUR UW NETID AND EMAIL ACCOUNT
The information required for setup 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 MyHFS 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
• Learn about campus disability accommodations

3. COMPLETE YOUR HOUSING APPLICATION
Return to the MyHFS 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.

Application details
You need to agree to the application terms and agreement to apply.
You may indicate any roommate request.
You will be asked to pay a deposit:
• A $500 deposit is required for on-campus housing.
• Paying the deposit is the last step in submitting your application.

Assignments
• Students who apply by April 5 will be able to select their own room.
• HFS will email you your selection time. Room selection will begin on April 14.
• Students who apply after April 5 will be assigned based on their stated preferences to available spaces.

Other things you can do
• Check out the Resident Handbook (PDF)
• Read our Financial Information for Residents document (PDF)
• Find out what you should do if you need a disability accommodation.
Housing payments should always be made directly to HFS, never to the tuition account. The summer quarter housing and dining payment is due on July 10. The interim housing and dining payment is due on October 16.

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

**Pay on Behalf of a Resident**

**Pay by mail**
To submit a payment via check, write the UW student ID 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 a check at the HFS Student Services Office, 210 Lander Hall, Monday–Friday, 8:30 am–4:30 pm

**Pay with financial aid**
Some or all of your housing charges may be paid automatically from your financial aid when aid is released. You are responsible for any remaining balance on your HFS account after the financial aid payment has been applied.