2018
SUMMER HOUSING GUIDE
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Visit us on the Web at www.hfs.uw.edu
Consider the convenience of living on campus—close to classrooms, libraries and recreational facilities. Summer quarter residents will live in Elm Hall and in Stevens Court buildings A, B and M.

**Eligibility for Summer Housing**

You are eligible for summer quarter housing if:

- You are registered for summer quarter classes.
- You are a current spring quarter residence hall resident and you have signed up to live on campus during autumn quarter 2018, even if you are not taking summer quarter classes.
- You are currently enrolled at UW’s Seattle campus or are enrolled for autumn quarter, even if you are not 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. The following priorities are used in assigning students to available residence hall spaces.

**Priority 1** Students who apply by April 16 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 16. Priority 2 applicants will be assigned to available spaces based on application date.

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

### 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</td>
<td>$1,647</td>
<td>$1,020</td>
<td>$824</td>
<td>$510</td>
</tr>
<tr>
<td>Elm Hall Double</td>
<td>$2,074</td>
<td>$1,020</td>
<td>$1,037</td>
<td>$510</td>
</tr>
<tr>
<td>Elm Hall Super-Single</td>
<td>$3,233</td>
<td>$1,020</td>
<td>$1,617</td>
<td>$510</td>
</tr>
<tr>
<td>Stevens Court Single</td>
<td>$2,196</td>
<td>Optional</td>
<td>$1,098</td>
<td>Optional</td>
</tr>
</tbody>
</table>

If you are assigned to a studio in Elm Hall or a single room in Stevens Court, you are not required to have a dining account. However, you may have one if you wish.

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](https://www.huskycards.washington.edu) webpage 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).

### Making Payments

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

**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

Resident log in
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 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 would like to use financial aid funds to pay for summer quarter housing and dining, you may request a payment due date extension by emailing hfsinfo@uw.edu. Your summer payment will then be due on June 20.

PAYMENT DUE DATE: JUNE 1
Agreement Cancellation

If you wish to cancel your housing application before you move in, you must do so via your Application and Assignment 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, 2018</td>
<td>$150</td>
</tr>
<tr>
<td>June 1–16, 2018</td>
<td>$500</td>
</tr>
<tr>
<td>On or after June 17, 2018</td>
<td>$500 + full summer quarter 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, 2018</td>
<td>$150</td>
</tr>
<tr>
<td>July 1–17, 2018</td>
<td>$500</td>
</tr>
<tr>
<td>On or after July 18, 2018</td>
<td>$500 + full B-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, 2018</td>
<td>$150</td>
</tr>
<tr>
<td>June 1–17, 2018</td>
<td>$500</td>
</tr>
<tr>
<td>On or after June 17, 2018</td>
<td>$500 + full A-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>$1,020</td>
<td>June 17–August 18</td>
</tr>
<tr>
<td>A-Term only</td>
<td>$510</td>
<td>June 17–July 18</td>
</tr>
<tr>
<td>B-Term only</td>
<td>$510</td>
<td>July 18–August 18</td>
</tr>
</tbody>
</table>

Students assigned to studio apartments in Elm Hall and 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 express 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>Price</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

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.
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.
Summer Housing Guide

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.

See Residence Hall Addresses to determine your mailing address.

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. Please see Residence Hall Front Desks to determine your front desk.

PACKAGE DELIVERY TO ROOM BEFORE YOU ARRIVE

Depending on package volume prior to move in, 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 residents 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 with your name, room number and residence hall name. 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.
MOVING IN

**Summer Move-In is Sunday, June 17***
You will be notified of your room assignment by email in mid-May.

*Residents continuing from spring quarter will move by Sunday, June 10, 2018. Check your email for details.

*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 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.

**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.

*Note: Friends and family cannot check in and receive keys on your behalf.*
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 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 18, 2018, 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 on or before August 18, 2018 (or July 18, 2018, 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 2018–19 academic year.

Application and Assignment

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

If you apply for both summer and interim housing by April 16, we will attempt to assign you to the same room for the entire 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 18, 2018, 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 2018 summer housing agreement.

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, 2018.

<table>
<thead>
<tr>
<th>HALL/ROOM</th>
<th>RATE</th>
<th>DINING*</th>
<th>LAUNDRY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elm Hall Triple</td>
<td>$1,122</td>
<td>$561</td>
<td>$36</td>
</tr>
<tr>
<td>Elm Hall Double</td>
<td>$1,419</td>
<td>$561</td>
<td>$36</td>
</tr>
<tr>
<td>Elm Hall Super-Single</td>
<td>$1,749</td>
<td>$561</td>
<td>$36</td>
</tr>
<tr>
<td>Stevens Court Single</td>
<td>$1,287</td>
<td>Optional</td>
<td>$36</td>
</tr>
</tbody>
</table>

*Stevens Court residents and residents of Elm Hall studios will have the option to cancel the interim dining account. To do so, email your request from your UW email account to the HFS Student Services Office by August 10, 2018.

End of Interim Housing

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

If you are 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 on the morning of Sunday, September 16, 2018, by noon.

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.

If you are assigned a room in the 12-month apartments for autumn quarter, you must move from your interim housing room to your autumn quarter room on the morning of Sunday, September 9, 2018, by noon.

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.

Your interim housing and dining charges will be prorated as of your move-out date.

Interim residents will be charged the 2018–19 rate for the month of September.
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 HFS Application and Assignment home page.
Your profile determines what housing you are eligible for and uploads your application on the appropriate date.

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.

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 May 15, 2018, will be able to select their own room.
• HFS will email you your selection time.
• Students who apply after May 15, 2018, will be assigned based on their stated preferences to available spaces.

Other Things You Can Do
• Add hfsinfo@uw.edu to your email contacts
• Check out the Resident Handbook (PDF)
## RESIDENCE HALL FRONT DESKS

<table>
<thead>
<tr>
<th>Assigned Residence Hall</th>
<th>Desk Location</th>
<th>Contact Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Haggett Hall</td>
<td>Haggett Desk, Haggett Hall</td>
<td>206-543-7164</td>
</tr>
<tr>
<td>Alder Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elm Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lander Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maple Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mercer Court</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poplar Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stevens Court</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Terry Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hansee Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>McMahon Hall</td>
<td>McMahon Desk, McMahon Hall</td>
<td>206-543-7101</td>
</tr>
</tbody>
</table>

Visit us on the Web at [www.hfs.uw.edu](http://www.hfs.uw.edu)
## RESIDENCE HALL ADDRESSES

<table>
<thead>
<tr>
<th>Hall Name</th>
<th>Mailing Address</th>
</tr>
</thead>
</table>
| Alder Hall        | Resident Name 1315 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                  |
| Elm Hall          | Resident Name 1218 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                  |
| Haggett Hall      | Resident Name Haggett Hall 4000 15th Avenue NE  
                               Seattle, WA 98195-0042                              |
| Hansee Hall       | Resident Name Hansee Hall, Wing Name  
                               4000 15th Avenue NE  
                               Seattle, WA 98195-0044                               |
| Lander Hall       | Resident Name 1201 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                    |
| Maple Hall        | Resident Name 1135 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                    |
| McMahon Hall      | Resident Name McMahon Hall, Room ###  
                               4000 15th Avenue NE  
                               Seattle, WA 98195-0041                                |
| Mercer Court Building A | Resident Name 3925 Adams Lane NE  
                               # (pound sign) #-### (building-apartment-room number)  
                               Seattle, WA 98105                                    |
| Mercer Court Buildings B and C | Resident Name 3927 Adams Lane NE  
                               # (pound sign) #-### (building-apartment-room number)  
                               Seattle, WA 98105                                    |
| Poplar Hall       | Resident Name 1302 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                    |
| Stevens Court     | Resident Name 3801 Brooklyn Avenue NE #--# (apartment-room number)  
                               Seattle, WA 98105                                    |
| Terry Hall        | Resident Name 1035 NE Campus Parkway ### (room number)  
                               Seattle, WA 98105                                    |
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 to apply for UW housing. In addition, the student will then register with UW’s Disability Resources for Students (DRS) by the deadline shown below.

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 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 housing accommodation deadline below 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>