LOYOLA UNIVERSITY MARYLAND
OFFICE OF STUDENT LIFE

The Fresh Halls of B’MORE

TRANSFER STUDENT HOUSING APPLICATION GUIDE

RESERVE YOUR BED FOR 2020-2021
A MESSAGE FROM STUDENT LIFE

Dear Students and Families,

As you begin to think about where you will live next year, we want you to know that there has never been a better time to live on campus at Loyola University Maryland. The University is committed to helping students develop the skills they need to become successful: academically, professionally, and personally. Creating a welcoming, inclusive, positive living experience on campus is a big part of our commitment. All Student Life staff understand the importance of a student’s positive living experience. Recently, through department programming and one-on-one conversations, we have not only received student feedback, but, as a result, have made changes that will ensure Loyola University housing feel more like a second home. We encourage you to explore everything on-campus housing has to offer and enjoy the many benefits of living here. If you have any questions about the housing selection process or living on-campus, please contact us.

CONTACT STUDENT LIFE

Phone: 410-617-5081
Email: Studentlife@loyola.edu
Mailing Address:
  Loyola University Maryland
  Office of Student Life
  4501 N. Charles Street
  Baltimore, MD, 21210

Facebook: LUMStudentLife
Twitter: LUMStudentLife
Instagram: LoyolaStudentLife
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<th>WHY LIVE ON CAMPUS</th>
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<td>1</td>
<td>Convenience</td>
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<td></td>
<td>Why drive to class when you can walk?</td>
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<tr>
<td>2</td>
<td>Parking</td>
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<td></td>
<td>Resident specific parking lots near your building.</td>
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<td>3</td>
<td>Hassle-free living</td>
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<tr>
<td></td>
<td>Everything is included: no paying monthly bills or hiring maintenance contractors.</td>
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<tr>
<td>4</td>
<td>Better grades</td>
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<td></td>
<td>Studies have shown students who live on campus get better grades, and are more likely to graduate in 4 years.</td>
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<tr>
<td>5</td>
<td>Friends</td>
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<tr>
<td></td>
<td>There is no easier way to meet friends than living on campus with more than 3000 residents.</td>
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<tr>
<td>6</td>
<td>Amenities</td>
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<td></td>
<td>Internet connection, fitness &amp; aquatic center, and more!</td>
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<tr>
<td>7</td>
<td>Access</td>
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<tr>
<td></td>
<td>Easily access local shopping centers on the shuttle.</td>
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<tr>
<td>8</td>
<td>Time management</td>
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<tr>
<td></td>
<td>It's easier to complete everything you need to do when you live within minutes of The Study, classrooms, and athletics.</td>
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<tr>
<td>9</td>
<td>Security</td>
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<tr>
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<td>The residence halls are secured and monitored 24/7.</td>
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<tr>
<td>10</td>
<td>One-on-one attention</td>
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<td>Our department structure allows for students to interact one-on-one with Resident Assistants and professional staff.</td>
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</tbody>
</table>
The next section will walk you through the step-by-step process to submit your application.
Instructions

The Transfer Housing Application open June 8, 2020
START HOUSING APPLICATION

To start your housing application for the 2020-2021 academic year:

1. Log into Inside.Loyola.edu.
2. Click RoomRez under applications.
3. Navigate to the RoomRez portal.
4. Click Housing Applications on the navigation bar on the home page.
5. Click "Apply for the 2020-2021 Academic Year".
UPDATE PERSONAL INFORMATION

The next three screens will ask you to verify and update your personal information, emergency contact, and missing person contact. Please follow the instructions on each page if you need to update your information.

**Personal Information**

Please review your personal information below. If changes are necessary, please contact the Records Office to complete a Change of Name/Address Form. You are unable to make the changes on this application. However, once you submit your updated information to the Records Office, your application will update. The only changes you can make here are: preferred name, pronouns, mobile phone number, and mobile phone carrier.

- Last Name: [Name]
- First Name: [Name]

**Emergency Contact**

A condition of being a Loyola University Maryland student is providing the university with updated emergency contact information each year so that in the event of an emergency we can contact your family/designated contact.

**Primary Emergency Contact Information**

- Contact Name: [Name]
- Relationship: [Relationship]

**Missing Person Contact**

According to the Higher Education Act of 2008, Loyola University Maryland is required to collect contact information for an individual who we would contact in the case that you are missing. This individual can be one of your emergency contacts, or a separate individual. To view the missing person policy please view the Community Standards handbook.

- Contact Name: [Name]
- Relationship: [Relationship]

To continue through the application click "Save & Continue" at the bottom of the page.
**INTENT TO LIVE ON CAMPUS**

All students are required to declare their Intent to Live on campus. Depending on your answer, you will be directed to the appropriate page.

**Intent to Live**

All Loyola University Maryland students are required to complete this form to inform the university of their living arrangements for the following academic year. By completing this form, we understand what kind of communication we need to send you in the future.

To learn more about the Intent to Return form, please visit the Returning Student Housing Selection webpage.

Intent to Live On-Campus

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**Do NOT intend to live on campus for the fall**

If you choose "Do NOT intend to live on campus" you will be taken to a page to answer the "living off-campus" questions and finally, a page to choose a meal plan. This is the end of your application.

**Do INTENT to live on campus in the fall**

If you choose "Intend to live on campus" you will continue the housing application.

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**SAVE & CONTINUE**
SIGN AND SUBMIT
HOUSING CONTRACT

All students are required to sign and agree to the terms and conditions of the housing contract before they can continue through the application. Information about cancelling your contract can be found on page: 53.

Once you have read the contract:
- Print or download a copy of the contract.
- Enter your 7 digit Student ID number to confirm you agree.
- Click Save and Continue.

Contract

Please read the contract in its entirety

Reminder that this legally binding contract is for the entire academic year and goes into affect once signed.

Enter your student number below to sign your contract.

ID Number

You must enter your 7 digit ID number. Please do not include the Es unless you do not have 7 numbers. For example if your ID card says 801234567 only type in 1234567.
SUBMIT ROOMMATE QUESTIONNAIRE

All students are required to submit their lifestyle/roommate questions. You should answer these honestly. Your answers will help Student Life match you with an appropriate roommate.

Roommate Questionnaire

Below are a series of questions relating to living with a roommate. Your responses are used to help identify potential well-matched roommates. It’s very important to be honest when answering the questions...and be sure you as the student are responding.

Sharing
When it comes to sharing...:
- What is mine is yours no need to ask

Academics
How important are academics to you?:
- Academics are important but I also want

Noise
What noise level do you prefer while sleeping?:
- If you wear headphones while watching

What noise level do you prefer while studying?:
- Music, TV, and people talking while I am

Use of Room
I want my room to be...:
- A quiet restful space for just my
SUBMIT TRANSFER HOUSING SPECIFIC QUESTIONS

To help learn more about you and your preferences, Student Life has designed transfer housing specific questions so that we can assign you accordingly. Please note, that these are preferences and Student Life will be placing transfer students in available spaces in our returning student buildings.

Transfer Specific Questions

Transfer Living Options
Loyola offers a substance free community where residents pledge to live a substance free lifestyle (no alcohol, drugs, or tobacco). Would you be interested in living in this community?:

(Please Select)

Resident Assistants have full size apartments with a private bedroom for the RA and shared bedroom (2 people) where you could live. Would you like this option?:

(Please Select)

Transfer students often prefer to live with other transfer students. Would you like this option?:

(Please Select)

Total number of roommates
I would like to live with the following number of roommates:

(Please Select)
All residents are expected to carry renters insurance. Loyola University has partnered with Grad Guard Renters Insurance to offer affordable insurance plans.

The University assumes no liability for bodily injury. The University is not responsible for theft, loss, or damage to a student’s personal property, and encourages all students to carry appropriate personal insurance.

Step 1: Read over the Grad Guard information page.
Step 2: Click continue to Step 2.
Step 3: Choose Start my Grad Guard Enrollment or Decline All Coverage.
Step 4: Answer the Grad Guard questions.
Step 5: Click "Continue" to resume with the housing application.

Depending on your response you will be given a "Decline" or "Success" message. Click "Save and Continue".
All residents are required to participate in the University meal plan program. To learn more about the meal plans visit www.loyola.edu/dining or visit page 47. When choosing your meal plan you will only be shown meal plans for which you are eligible.

You will choose your meal plan for both Fall and Spring semesters. Students will have the opportunity to change their meal plan for the Spring towards the end of the Fall semester.

Looking for a meal plan not shown? Contact Student Life at studentlife@loyola.edu
APPLICATION COMPLETE

Once you are at the "Transfer Application: Please Submit" page, you have successfully finished the application. Please click "Finish & Confirm" to submit your application.

Transfer Application: Please Submit

Thank you for completing your housing application for the upcoming academic year. Once you click "Confirm & Submit" your application will be received in our office. Afterwards, you should not need to access your housing application again. If you need changes to your housing assignment please contact Housing Life at studentlife@loyola.edu.

As you prepare to arrive to Loyola University Maryland we recommend you familiarize yourself with the following resources:

- Understanding Your Housing Assignment
- Transfer Student Webpage
- What To Bring To Loyola
- Approved Vendors
Find Your Space

Being on campus, in the heart of the community, is one of the most exciting parts of moving away to college. There are so many opportunities for cultural, recreational, social, and academic growth at Loyola. Visit the Loyola University Student Life website to learn more about each of our residence halls.
### OUR RESIDENCE HALLS

<table>
<thead>
<tr>
<th>EAST SIDE</th>
<th>2 residents per apartment</th>
<th>4 residents per apartment</th>
<th>6 residents per apartment</th>
<th>8 residents per apartment</th>
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</thead>
<tbody>
<tr>
<td>AHERN HALL</td>
<td><img src="https://www.loyola.edu/directory" alt="Circle" /> <img src="https://www.loyola.edu/directory" alt="Circle" /></td>
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<td>AQUINAS HALL</td>
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<tr>
<td>MCAULEY HALL</td>
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<td>RAHNER VILLAGE</td>
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<td>GARDENS</td>
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<td>AVILA HALL</td>
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<td>BELLARMINE HALL</td>
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<td>CLAVER HALL</td>
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<td>DOROTHY DAY HALL</td>
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<tr>
<td>CHARLESTON</td>
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<td>SETON HALL</td>
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<td>SOUTHWELL HALL</td>
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<td>LANGE HALL</td>
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<tr>
<td>CAMPION TOWER</td>
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<td>CAMPION TOWER</td>
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<tr>
<td>NEWMAN TOWERS</td>
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To learn more about each building please visit the Residence Hall page on the Student Life website:
https://www.loyola.edu/department/student-life/residence-halls
ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Loyola University Maryland and Student Life recognize the importance of providing reasonable accommodations for students with disabilities to access campus housing and fully participate in the residential experience. To be considered for an accommodation, contact the Office of Disability Support Services at 410-617-2750 or DSS@loyola.edu. The deadline for new accommodation requests is July 1, 2020. Visit the DSS site to learn more about the accommodation process.
Choose Your Meal Plan

All students living on campus are required to participate in a meal plan. We offer weekly plans and full semester plans.
MEAL PLAN OPTIONS

WEEKLY MEAL PLANS

- Greyhound 19 Plan: 19 Meal Swipes per Week + $200 Meal Points per semester
- Evergreen 14 Plan: 14 Meal Swipes per Week + $200 Meal Points per semester
- 9 Daily Diner Plan: 9 Meal Swipes per week + $325 Meal Points per semester

SEMESTER BLOCK PLANS

- 275 Block: 275 Meal Swipes per semester + $200 Meal points per semester
- 225 Block: 225 Meal Swipes per semester + $200 Meal points per semester
- 150 Block: 150 Meal Swipes per semester + $400 Meal points per semester
- 125 Block: 125 Meal Swipes per semester + $325 Meal points per semester

JUNIOR AND SENIOR SPECIFIC PLANS

- 4 Meal Swipes per Week + $425 Meal Points
- Juniors Points: $1060 Meal Points
- Seniors Points: $820 Meal Points

Weekly Plans include a designated number of idealMEAL swipes that reset every Saturday night into Sunday morning throughout the semester.

Semester Block Plans offer a set of number of idealMEAL swipes per semester and allow you to use your meals at any time.

Visit Loyola.edu/Dining to learn more about individual meal plans.
Living Off Campus
LIVING OFF CAMPUS APPLICATION

All students are required to complete a Transfer Housing Application to let us know your residential intent. If you plan to live off campus for the 2020-2021 academic year you, will be required to:

- Confirm your personal information
- Submit your Emergency Contact Information
- Submit your Missing Person Contact
- Complete your Intent To Live on Campus
- Complete the Living Off-Campus page

THINKING ABOUT LIVING OFF CAMPUS?

In a lot of cases, the cost of living on campus in a residence hall is more affordable than living off-campus in an apartment or rental home. The cost of living on campus includes utilities such as electricity, gas, water, air conditioning, heating, Wi-Fi, and cable. In most houses and apartments, you will have to pay for these in addition to your rent. most houses and some apartments don't come furnished; that's another expense. Living on campus also means you don't need a car and therefore won't incur gas and parking expenses. Plus, living on campus provides you with the convenience of walking to your classes in minutes. Most importantly, University housing provides 24/7 security while many off campus options do not.

HOW DOES LIVING OFF CAMPUS AFFECT FINANCIAL AID?

Your award considers whether you will be living on-campus or commuting based on the information provided to Student Life and your FAFSA. Your award indicates your housing status; if your housing plans change you must notify Financial Aid at financialaid@loyola.edu as it may impact your aid.
THINGS TO CONSIDER WHEN LIVING OFF CAMPUS

- You may feel disconnected from campus life. You likely won't have as many friends residing around the corner or down the hall and will need to plan more intentionally to attend and participate in campus events.

- You need to do research on the property management company and surrounding area.

- Apartment complexes may not be as flexible as the University when it comes to payment and working with student loan options.

- You need to build in time for travel and finding parking when planning your day.

- You have to stay more conscious of gas and electric usage; you will be paying monthly for these utilities.

QUESTIONS TO ASK YOURSELF ABOUT LIVING OFF CAMPUS

- What is my budget? What can I afford? What about a deposit? How much are utilities?

- What amenities are priorities and are they in my budget?

- How much are utilities? Will I be paying monthly for these utilities?

- What do I know about the area?

- How will this affect my financial aid and Loyola University bill?

- Do I have to purchase furniture? What will I do with it after this year?
Undergraduate students planning to live off-campus are required to register their local address before the start of classes. The address collection process takes place over the summer and all students without on-campus housing will receive information via email regarding this process.

The Community Standards still apply to students when they are not on Loyola’s campus. Further, Loyola has a specific set of standards for off-campus students. Information about off-campus policies and expectations can be found in the off-campus policies section in the Community Standards.

There are policies, guidelines, and expectations, including the Neighborhood Agreement and Community Standards, that shape your off-campus experience. Loyola has an agreement with the North Baltimore Neighborhood Coalition, which includes neighborhoods contiguous to the Evergreen campus. It states we will restrict our students from living and parking in those neighborhoods. Visit the Off-Campus Conduct page to learn more.

Contact Student Conduct with any questions regarding living off-campus!
The housing contract is a legally binding agreement between the student and the University. It is important that you read and understand its contents BEFORE you agree to it.
TOP TEN THINGS TO KNOW ABOUT THE HOUSING CONTRACT

1. You are agreeing to live in housing for the full Academic Year (August- May).

2. If your housing needs to change, you must cancel your housing prior to June 1 to avoid penalties.

3. You must be registered for at least 12 credits by the start of the semester to move in and no later than the end of Add/Drop to remain in campus housing.

4. Students requesting accommodations for a disability, must do so by July 1. After the deadline accommodations will be provided based on space availability.

5. All students are required to have a meal plan.

6. The housing contract goes into effect once it is signed.

7. By agreeing to the housing contract, students are also agreeing to the Loyola University Community Standards.

8. The University reserves the right to select the specific bedroom and building to be assigned to a student, to assign other occupants to the unit, and to move a student to another bedroom or unit, at any time, in the University's sole and absolute discretion.

9. Students with a need to remain on campus during University break periods must agree to complete a housing break extension request. Additional fees may apply.

10. A copy of the housing contract is available on the Student Life website and can be downloaded from the housing application.
The Terms and Conditions of the Housing Contract occur after students submit their signed contract. Once signed, students enter into a legally binding contract for the full academic year. We highly suggest that students and their families read the terms and conditions to fully understand our expectations. Copies of the contract are available for download in the housing application or on the Student Life website.

Cancellation Dates

If you need to cancel your housing, please submit a request to Student Life using the "Release from Housing Contract Request" form on the Student Life website under forms. Be aware that submitting a request is not an automatic approval. You will be notified via email once a decision is made. Loyola University highly recommends you do not sign an off campus lease until you are officially notified of a decision.

If a contract Cancellation Request is received by June 1 and approved, the advance payment and damage deposit will be credited to the Student's account, no cancellation fee will be assessed, and any housing room charges billed under this contract will be refunded.

If a contract Cancellation Request is received between June 1 and August 1 and approved, the advance payment and damage deposit will be forfeited, no cancellation fee will be assessed, and any other housing room charges billed under the contract will be refunded.

If a Contract Cancellation Request is received after August 1 and approved, the advance payment and the damage deposit will be forfeited, a $300 cancellation fee will be assessed, and any other housing room charges billed under this contract will be refunded.