

LOYOLA UNIVERSITY MARYLAND
OFFICE OF STUDENT LIFE



INCOMING TRANSFER HOUSING GUIDE



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 succeed 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 feels more like a second home. We encourage you to explore everything on-campus housing offers and enjoy the many benefits of living here. Please contact us with any questions about the housing application process or living on campus.

CONTACT STUDENT LIFE

Phone: 410-617-5081

Email: Studentlife@loyola.edu

Mailing Address:

Loyola University Maryland
Office of Student Life
4501 N. Charles Street
Seton08B
Baltimore, MD, 21210

Facebook: [LUMStudentLife](#)

Twitter: [LUMStudentLife](#)

Instagram: [LoyolaStudentLife](#)

CONTENTS

Why live on campus	5
The Application	6
Instructions	7
Start housing application	8
Update personal information	9
Residential Intent	10
Sign and submit housing contract	11
Submit roommate questionnaire	12
Submit transfer housing questions	13
Renters insurance	14
Choose meal plan	15
Find your space	18
Our residence halls	19
Accommodations for students with disabilities	20
Choose your meal plan	21
Meal plan options	22
Living off campus	23
Living off campus application instructions	24
Thinking about living off campus	25
Register your address	26
Off campus conduct policies	26
The housing contract	27
Top ten things to know about the housing contract	28
Terms and conditions	29
Cancellation dates	29
Questions	30

WHY LIVE ON CAMPUS

1

Convenience

Why drive to class when you can walk?

2

Parking

Resident specific parking lots near your building.

3

Hassle-free living

Everything is included: no paying monthly bills or hiring maintenance contractors.

4

Better grades

Studies have shown students who live on campus get better grades, and are more likely to graduate in 4 years.

5

Friends

There is no easier way to meet friends than living on campus with more than 3000 residents.

6

Amenities

Internet connection, fitness & aquatic center, and more!

7

Access

Easily access local shopping centers on the shuttle.

8

Time management

It's easier to complete everything you need to do when you live within minutes of The Study, classrooms, and athletics.

9

Security

The residence halls are secured and monitored 24/7.

10

One-on-one attention

Our department structure allows for students to interact one-on-one with Resident Assistants and professional staff.

The Application

The following section will walk you through the step-by-step process to submit your application.

Instructions

The Transfer Housing Application open [June 5, 2023](#)

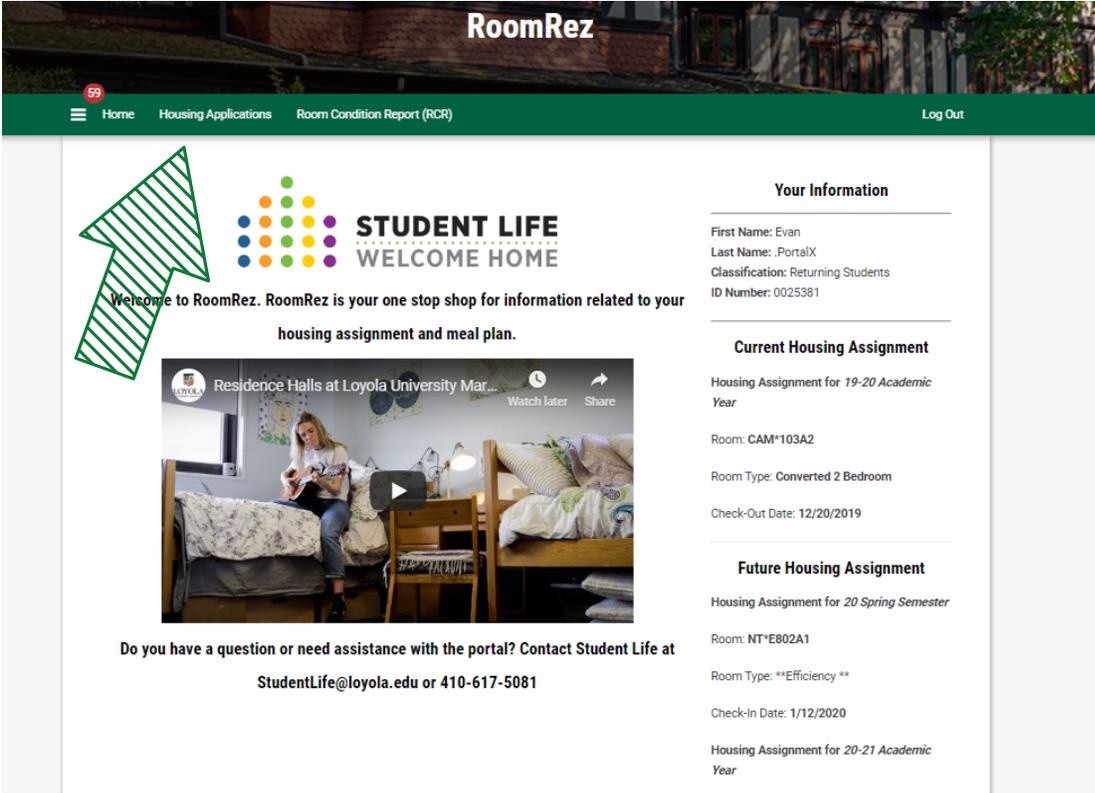
The Transfer Housing Application is due no later than [Friday, July 14, or 72 hours after depositing](#) to Loyola, whichever date is later.

All students must complete Phase One of the housing application to confirm their residential intent (on-campus, off-campus, or commuting) for the academic year. Please do this by the deadline below to avoid a registration hold which will prevent you from registering for Fall classes.

START HOUSING APPLICATION

To start your housing application for the 2023-2024 academic year:

- 1. Log into Inside.Loyola.edu.
- 2. Click RoomRez under Around Campus.
- 3. Navigate to the RoomRez portal.
- 4. Click Applications on the navigation bar on the home page.
- 5. Click "Apply for the 2023-2024 Academic Year".



Please select which semester(s) you are applying for

Please select a semester or academic year below to start or continue with your application.

<p>20-21 Academic Year Application (8/30/2020 - 5/7/2021)</p>		<p>APPLY</p>
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UPDATE PERSONAL INFORMATION

The following 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

.PortalX

First Name

.Helen

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

<empty> ⓘ

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

<empty> ⓘ

Relationship

⌵ ⓘ

To continue through the application click "Save & Continue" at the bottom of the page.

SAVE & CONTINUE

RESIDENTIAL INTENT

All students are required to declare their residential intent (on-campus, off-campus, commuting). Depending on your answer, you will be directed to the appropriate page.

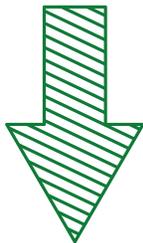
All Loyola University Maryland students are required to complete this form to inform the university of their living arrangements for the following academic year. By completing this form, we understand what kind of communication we need to send you in the future.

To learn more about the Intent to Return form, please visit the [Returning Student Housing Selection](#) webpage.

Intent to Live On-Campus

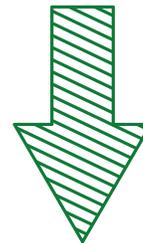
 ⓘ

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.

SAVE & CONTINUE

SIGN AND SUBMIT HOUSING CONTRACT

All students must sign and agree to the terms and conditions of the housing contract before they can continue through the application. Information about canceling your contract can be found on page: 27. Once you have read the contract:

- Print or download a copy of the contract.
- Enter your seven digit Student ID number to confirm you agree.
- Do not include the 00 before your ID number
- 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.

**2019-2020 RESIDENCE CONTRACT
LOYOLA UNIVERSITY MARYLAND
THE OFFICE OF STUDENT LIFE**

1. PARTIES

A. This Contract is made between the student or prospective student and (if student is under 18 years of age) his/her parent, guardian or guarantor (hereafter referred to collectively as Student), and Loyola University Maryland, Inc. (the University).

2. DURATION AND BINDING NATURE OF THE CONTRACT

A. This Contract will be deemed binding on both parties when the completed and signed (or digitally agreed upon) document is returned to the Loyola University Office of Student Life (Office of Student Life) by the Student, and is approved and executed by the Office of Student Life. This Contract is not a residential lease.

B. **CONTRACT PERIOD.** Except as otherwise agreed upon in a writing signed by both Parties, the term of this Contract shall be the entire academic year set forth in the title of this Contract. First year students may move into their residence the Thursday before classes begin in the fall. All other students may move into their residence on the Sunday before classes begin in the fall. All students must completely check out of their space by the earlier of noon the day after their last scheduled examination or noon on the day the residences close, except that graduating seniors who have spring housing will be permitted to stay in residence until 8:00pm the day of commencement.

C. **BREAK PERIODS.** Residences are closed during break periods (Thanksgiving Break, Christmas/Semester Break, Spring Break, and Easter Break).

D. **DATES.** Applicable dates for this Contract Period (such as when students may move-in, when the residences close, and when break periods occur), may be found on the Loyola University Maryland Office of Student Life website within the Housing Process section.

E. **EARLY ARRIVALS.** Requests for early arrivals are discouraged, unless extenuating circumstances necessitate additional move-in time or the student is a part of an approved university program. Early arrivals must be approved by the Associate Director for Housing Operations or the Director of Student Life. An additional per day charge will be assessed for early occupancy.

F. **CONTRACT EXTENSIONS.** Contract extensions may be granted upon approval by the Office of Student Life in response to a Student's written request that complies with the procedures established by the Office of Student Life and the Residence Hall Policies and Procedures in the Loyola University Community Standards handbook. The Student will be responsible for payment of additional fees that apply for such extensions.

3. TERMS

A. **APPLICATION.** Students must submit a completed Housing Application to the Office of Student Life along with this Contract.

Enter your student number below to sign your contract.

ID Number

You must enter your 7 digit ID number. Please do not include the 0's unless you do not have 7 numbers. For example if your ID card says 001234567 only type in 1234567.

ID Number:

<empty>



SAVE & CONTINUE

SUBMIT ROOMMATE QUESTIONNAIRE

All students are required to submit their lifestyle/roommate answers. 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 ▾

SAVE & CONTINUE

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 assign 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?:

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?:

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

Total number of roommates

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

DECIDE ON RENTERS INSURANCE

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 to Start my Grad Guard Enrollment or Decline All Coverage.

Step 4: Answer the Grad Guard questions.

Step 5: Click "Continue" to resume the housing application.

Depending on your response, you will be given a "Decline" or "Success" message. Click "Save and Continue."



CHOOSE MEAL PLAN

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 21. 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 can change their meal plan for the Spring towards the end of the Fall semester.

Fall 2020 (20-21 Academic Year):

 ▼ ⓘ

Spring 2021 (20-21 Academic Year):

 ▼ ⓘ

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 completed 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 submitted to our office. Afterwards, you should not need to access your housing application again. If you need changes to your housing assignment please contact Student 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. Loyola has many opportunities for cultural, recreational, social, and academic growth. Visit the Loyola University Student Life website to learn more about each of our residence halls.

OUR RESIDENCE HALLS

Residence Hall	2 Person Units	4 Person Units	6 Person Units	8 Person Units
Ahern	✓	✓		
Aquinas	✓	✓		
McAuley		✓		
Rahner Village		✓		
Avila, Bellarmine, Claver, Dorothy Day			✓	
Seton Court		✓	✓	
Southwell		✓		
Lange Court		✓	✓	✓
Campion Tower		✓	✓	
Newman Towers	✓	✓	✓	✓

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 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, 2023. 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 must complete a Transfer Housing Application to let us know their residential intent. If you plan to live off-campus for the 2023-2024 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 many cases, 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. You must pay for these in addition to your rent in most houses and apartments. Most homes and some apartments don't come furnished; that's another expense. Living on campus also means you don't need a car and won't incur gas and parking expenses. Plus, living on campus allows you to walk 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 will have fewer friends residing around the corner or down the hall and need to plan more intentionally to attend and participate in campus events.
- You need to research 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 time for travel and finding parking when planning your day.
- You have to stay more conscious of gas and electric usage; you will pay these utilities monthly.

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 do I know about the area?
- Do I have to purchase furniture? What will I do with it after this year?
- What amenities are priorities and are they in my budget?
- How will this affect my financial aid and Loyola University bill?

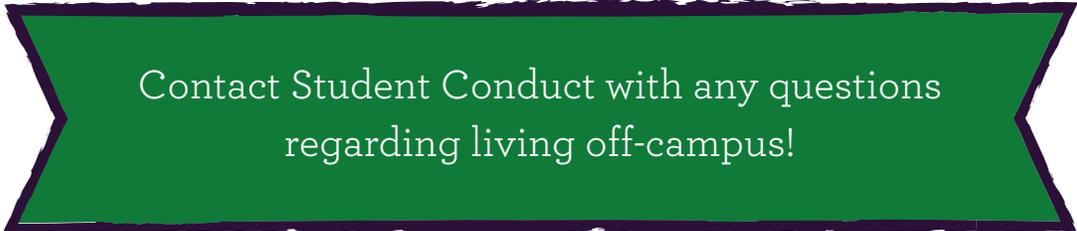
REGISTER YOUR ADDRESS

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.

OFF CAMPUS CONDUCT POLICIES

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 [that 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

The housing contract is a legally binding agreement between the student and the University. It is essential 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). **7** By agreeing to the housing contract, students are also agreeing to the Loyola University Community Standards.
- 2** If your housing needs to change, you must request to cancel your housing before June 1 to avoid penalties. **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.
- 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. **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.
- 5** All students are required to have a meal plan. **10** A copy of the housing contract is available on the Student Life website and can be downloaded from the housing application.
- 6** The housing contract goes into effect once it is signed.

TERMS AND CONDITIONS

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.

**Have more questions?
Contact us at
Studentlife@loyola.edu**

