1st Year Student Move-in 2017

August 2017

Dear First Year Students and Parents;

In just a few short weeks, you will be joining the University of Rochester community. We are writing now to welcome you to the College and to describe the actual move-in process. The College and the Residential Life staff have been preparing for your arrival on Move-In Day, Wednesday, August 23rd. We will do our utmost to make your move-in process a smooth and happy event as you begin your college career at UR.

Most of this letter describes the details of the move-in process for those who plan to arrive by car on Wednesday, August 23rd.

If you plan to arrive by plane, train or bus, walk over from the Staybridge Hotel or Hilton Garden Inn and plan to take a taxi to campus, it is very important that you contact your area office with your arrival information. Your keys and check-in information will be relocated to the area office. Taxis and shuttles should be directed to the Susan B. Anthony/Genesee Area Office (for Susan B. Anthony and Genesee Halls) and to the Quad Area Office (for Hoeing, Gilbert, Lovejoy and Tiernan). Do not direct the taxi through the Park Lot move-in queue described below. The Residential Life staff will have your check-in information available at your area office if you make advance arrangements. If you do not contact us in advance, there will be some delay with your check-in. Please let us know in advance to help avoid this problem!

Susan B. Anthony/Genesee Area Office – 585-275-8764 or sbo@reslife.rochester.edu
Quad Area Office for Hoeing, Gilbert, Lovejoy and Tiernan Halls – 585-275-5685 or freshmanquad@reslife.rochester.edu

Taxi service from the Airport to campus costs about $15 - $20 and is readily available at the airport.

To alleviate traffic issues and streamline the move-in process, we will stage both housing and Orientation check-in at Park Lot, a large parking lot at the south end of campus. All students (with the exception of students and families arriving by taxi) must go through the Park Lot check-in process in order to pick up keys and other important information. Students need to be present in the car so they can complete proper paperwork and sign for keys. Room keys will not be available at the residence hall. We will regulate the flow of cars to each of the areas via radio in order to make the unloading process as efficient as possible. Please follow the move-in procedures below.

1. You have been assigned a specific move-in time.

   - If you received a yellow SBA/Genesee tag or an orange Quad tag, your check-in time is 8:30 -12 noon.
   - For those receiving violet SBA/Genesee tags or teal Quad tags, your check-in time is 12 noon - 4pm.

   Only those tags specified for a particular time period will be allowed into the move-in queue.

2. Please clearly mark all your boxes and other belongings with your name, building and room number.

3. Before you leave home, be sure to have your preprinted Residential Life and Orientation move-in card (enclosed in this mailing) with you. You will be asked to present this during the check-in process for housing and orientation.

4. Place the enclosed hang tag (indicating your living area) from your rear view mirror with the area name facing outward. This will also serve as your parking permit for the Orientation period. Bringing multiple cars and trailers to campus for move-in is highly discouraged. If it is absolutely necessary, we will have an additional hang tag available on site.

5. Please enter campus via Kendrick Road. You will be directed behind deKiewiet and Valentine Towers (our Southside Living Area) to Park Lot and queued for the proper residence area. Specific travel directions are enclosed in this mailing.

6. As you move through the queue, you will receive your room keys, room condition forms and other important check-in and Orientation information. Remember, you must be present in the car as you will be officially signing for your keys.
7. Once you have completed the process in Park Lot, you will be sent to your residence hall area in controlled numbers. There will be plenty of student staff to assist with unloading and carrying your belongings to your room. **THE DRIVER MUST REMAIN WITH THE CAR AT ALL TIMES.**

8. Once the car is unloaded, the driver must move the car to a designated parking area (a map will be available at check-in). On Wednesday, parking is permitted in all of the Intercampus Drive lots. On Thursday, parking will be in Park Lot only. Please be sure not to park in any reserved spaces.

Occasionally, the lines in Park Lot are long; during the busiest times, wait time can exceed one hour. To prepare for this possibility, **please check your gas gauge before arriving on campus.** Please know that we do our best to move the process as quickly as we can and that we appreciate your patience. Once you arrive at the residence hall, unloading and moving your belongings to your room will typically take less than five minutes.

There will be complimentary beverages (provided by the University’s Dining Services) in Park Lot. There will also be bathroom facilities located in Park Lot.

*If you encounter an unexpected travel delay* and anticipate your arrival may be outside our regular hours, please let your area office know so that we can make alternative check-in arrangements and direct you properly. (See front of this letter for area office phone number information)

Just a reminder - this is a weekday move-in process. Please note that while we are encouraging faculty and staff not involved in the Orientation process to take a vacation day or to work from home on the 23rd, we do expect significantly increased traffic and parking volume on campus as a result of move-in day. Please be sure to obey all traffic signs and parking staff as they direct you through campus. We also ask that families try to reduce the number of vehicles on campus to only those needed to transport students’ belongings to the halls.

*We ask that those of you assigned to triple rooms wait until all students are present before selecting beds. Please go ahead and get everything else set up in your room. It is only fair that all students be involved in the negotiation of who sleeps where. Roommates will be arriving throughout the day.*

After unloading, if you leave campus, please re-enter through the main University entrance on Elmwood Avenue and park in Intercampus Lot. **YOU DO NOT NEED TO RETURN THROUGH PARK LOT.** We prefer that you do not drive directly to the unloading areas at the residence halls as we will need these areas to assist those still moving in. Please park and carry your purchases from the parking lots. We will, of course, make exceptions if you have made a large and/or heavy purchase.

Finally, we ask for your cooperation as we all work together to make this a smooth move-in process for you and all the other families. If you do experience a long wait in Park Lot, I can assure you that actual move-in to your hall will only take about 5 minutes. Also, if any members of your move-in party have accessibility concerns, please notify your area office in advance. We will do our best to assist. Should you have any questions about the move-in process or any other aspect of Residential Life, please email us at housing@reslife.rochester.edu or contact your area office at the numbers listed on the reverse side. We look forward to your arrival on the 23rd. Have a safe journey to Rochester!

Sincerely,

[Signature]

Executive Director – Residential Life and Housing Services

*P.S. The Convocation is the kick-off event for both the Student and Parent Orientation programs and is scheduled for 5 pm on the Eastman Quad. We urge you to try to complete your move-in process by this time and make it a point to attend. You can arrange your room later. There will be a dinner for parents following the Convocation. It will be served in Hirst Lounge in Wilson Commons. Students will be going to dinner in the dining centers with their floor mates.*