THE RESIDENCE HALL NEWSLETTER
SUMMER 2019 | LEHIGH UNIVERSITY

WHAT’S INCLUDED
- Key Pick-Up Schedule
- Housing Information
- Personal Property Insurance
- Early Arrival Information
- Meal Plan Changes
- Adding Dining Dollars
- Need to Knows from the GPO
- 2019-2020 Housing Calendar

KEY PICK UP SCHEDULE

Saturday, August 24
9:00a – 7:00p
All keys will be picked up at Sayre Park D Lounge.

Sunday, August 25
9:00a – 7:00p

(Using GPS? 109 Upper Sayre Park Road, Bethlehem, PA 18015)

Students arriving after Sunday, August 25 must pick up their keys from Housing Services between the hours of 9:00 a.m. and 4:00 p.m. All keys must be picked up by August 28th. A Lehigh or government issued ID will be required to pick up your keys.

HOUSING INFORMATION

Your housing information is now available on-line. Log into Housing and Dining Self Service. On the main page under Room Assignments and Dining plans you will be able to view your information including building, room, and roommates. More information about your building, room, and themed community (if applicable) is available on our website: http://www.lehigh.edu/housing.
PERSONAL PROPERTY INSURANCE

The University does not carry insurance on students’ property and does not compensate students for belongings lost to theft, fire, or other damage. Unfortunately, these events can occur. To help prevent theft, we ask that you do not leave valuables unattended in an unlocked room or vehicle.

Check your parents’ homeowner’s insurance to see if your property is covered while you are a student at Lehigh.

National Student Services, Inc. provides low-cost property insurance for students. Visit www.nssi.com to learn more about insurance options, including purchasing renter’s insurance.

Please note that the University is merely making this plan available and has no involvement in its operation. The insurance contract will be between you and National Student Services, Inc.

EARLY ARRIVAL INFORMATION

If you are a participant in a University Sports Pre-Season Camp or a participant in a University Program or Organization you do not need to submit an early arrival request form unless your circumstances fall outside the scheduled arrival date and time.

If you are not a participant in a University Sports Pre-Season Camp or a Participant in a University Program or Organization but have extenuating circumstances, and need to move into your residential assignment early, you must submit an Early Arrival Request Form no later than August 5th.

No individual arrival will be available prior to Monday, August 19th.

You can find the Early Arrival Request Form on the housing website: go.lehigh.edu/earlyarrival

Upon receipt of the form, the Office of Housing Services will review your request and notify you by email. If your request is approved, you will be informed of the check-in location, date and time for your early arrival. We ask for your cooperation with this process so that move in is a smooth process for everyone. Late applications or arriving without filling out an application or communication with the Office of Housing Services may result in additional processing fees.
**MEAL PLAN CHANGES**

You may make **one change** to your Dining Plan by August 21st. You will be able to make **one additional change** to your Dining Plan between August 26th and September 6th. These changes will be viewable in our system immediately and in Banner the following day.

We would like to encourage you to review all of your meal plan options now and make only one change to your meal plan for the upcoming semester. This will help you to keep your Bursar bill for the upcoming semester neat and tidy which makes the Bursar bill easier to understand.

To change your meal plan, please log into Housing and Dining Self Service; Select Meal Plans; Select Fall 2019 as the Term; Click Submit. From there, you will be able to make one change during each of the above mentioned timeframes to your Meal Plan.

All Meal Plan changes must be made according to your Meal Plan requirements based on where you live. If you are unsure of these requirements, please check them on our 2019-2020 Meal Plan Rates page.

**NEED TO KNOWS FROM THE GPO**

- **Candles and Incense**: Candles and incense are prohibited in residential buildings.
- **Decorations**: Decorations must be removable, nonflammable, and cannot hang from the ceiling or fire-safety equipment. Nails or brackets are not permitted. Any damage to walls and surfaces is the responsibility of the resident.
- **Door Closers**: Door closers must remain intact and connected to the doors as it is a life safety violation to tamper with the automatic door closers.
- **Lofts**: You may loft your bed according to the guidelines set by the Office of Housing Services at go.lehigh.edu/lofts

- **Over Door Hangers**: Over the door hangers are not permitted. They can prevent the doors from closing and latching completely.
- **Painting**: The painting of individual bedrooms is not permitted.
- **Prohibited Appliances**: Hot plates, coffee maker (Keurigs are acceptable), microwave, halogen lamps, and portable heating units. For complete list, see G.P.O.
- **Smoking**: Smoking, including use of e-cigarettes and vapes, is prohibited in all residential facilities.

If you have any other questions about policies regarding residence halls please visit the General Provisions for Student Occupancy on the Housing website: go.lehigh.edu/reshallgpo

**ADDING DINING DOLLARS**

If you add Dining Dollars the first TEN days of class, you receive a 20% bonus! If you add Dining Dollars after the first ten days of class, you will receive a 10% bonus! The $350.00 Dining Dollars Plan receives a 20% bonus with additional purchase of dining dollars all semester long!

Dining Services will automatically add your rewards dollars to your account. To add dining dollars, visit Housing and Dining Self Service; Log In using your Lehigh username and password; Select Meal Plans from the top Menu bar; Select Purchase Dining Dollars; Select the Term (Fall 2019) and submit; Select the number of points to purchase from the drop down menu and submit.
AUGUST
August 22: Residence Halls Open for First Year Students
August 24/25: Upperclass Student Check-in at Sayre Park Village D
August 26: Classes Begin
August 28: Deadline for Key Pick up

SEPTEMBER
September 6: Last day for changes to University Meal Plans
September 9: Residence Hall Room Change Waiting List begins

OCTOBER
October 14/15: Pacing Break

NOVEMBER
November 4: Residence Hall Spring 2020 Waiting List Begins
November 4: Residence Hall Spring 2020 Return/Non-Return Notification
November 4-15: Registration for Spring 2020 Classes
November 6: Deadline to sign up to remain on campus for Thanksgiving Break
November 27: Thanksgiving Break begins

DECEMBER
December 1: Thanksgiving Break ends
December 6: Classes end
December 10: Final Exams begins
December 18: Final Exams end
December 19: Semester Break Begins

JANUARY
January 13: Sororities open to prepare for recruitment
January 14: Residence Halls open for women approved to participate in Sorority Recruitment
January 18: Residence Halls and Fraternities open
January 20: Classes begin
January 31: Last Day for changes to University Meal Plans

FEBRUARY
February 26: Last day register for Spring Break Housing.

MARCH
March 7-14: Spring Break

APRIL
April 4: Residence Hall Summer Session Housing Application Opens
April 13-17: Registration for Summer and Fall 2020 Classes

MAY
May 1: Classes End
May 5: Final Exams Begin (Students must vacate Residence Halls 24 hours after last exam)
May 13: Final Exams End
May 14: End of Year Close
May 18: University Day (Close for Graduating Seniors)