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University Housing
Contracts &
Assignments Office
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Winter Break Information

So, it is time for your son or daughter to come back home and relax for a few weeks. Exams end at The University of Iowa on Friday, December 21, 2007 and students must be out of their residence hall room no later than 5:00 p.m. on Saturday, December 22, 2007. Classes do not resume until Tuesday, January 22, 2008. Residence halls reopen on Saturday, January 19, 2008. The only exception to this is Hillcrest and Mayflower Halls which remain open during break and students who live there may remain throughout the entire break.

Parents are encouraged to ask students when their last exam is, as all students need to be out within 24 hours after their last exam. This is so those students who are done with finals and moving on to the relaxing stage will not interfere with other students' ability to study for

finals later in the week. We also enforce a 24-hour quiet policy in the residence halls during exam week to help students focus on their studies. For those halls with construction projects, no contractor work will be done the last two weeks of the semester.

Students do not need to move all of their belongings out of their room if they are returning to the same space in January. However, many students like to take the computer, TV and other assorted room items home with them so they can use them over the break. Students cannot return to their rooms over semester break, so we encourage students to take anything they think they will need home with them. This may include a dressy outfit for that unexpected family event that

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DATES TO REMEMBER:

December 21, 2007:

- ◆ Meals end for Semester break at 3:00 p.m.

December 22, 2007:

- ◆ Halls close (except Mayflower & Hillcrest) for Semester break, 5:00 p.m.

January 19, 2008:

- ◆ Contract move-in begins, 8:00 a.m.
- ◆ Housing Office open, 10:00 a.m. to 2:00 p.m.

January 21, 2008:

- ◆ Contract dining begins, breakfast
- ◆ Housing Office open, 10:00 a.m. to 2:00 p.m. (all other offices closed)
- ◆ Martin Luther King Jr. Convocation

Questions?
Call Contracts & Assignments
319/335-3009

Where Will Your Student Live Next Year?

If your student wants to live in the residence halls again next year, here is important information on how that process works.

On January 28, 2008, students who currently live in the residence halls will receive an email sent to their

University email account. It will give information they need to reapply for housing. The site includes the informational booklet with the contract terms and conditions and important information on the self-assignment process, space changes, and cancellation information. Students may

either reapply on-line and charge the \$120 application fee to their University bill or go to the Contracts & Assignments Office in 17 Burge Hall to reapply on paper and pay the \$120 (cash or check or U-bill charge). The deadline to do either is 5:00 p.m. Tuesday, February 5, 2008.

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“I’m making new friends, getting plugged in on campus, and experiencing things that grow me as a person—and you’re paying me for this!”

**Lisa Raffensperger
Hillcrest RA**

Eligibility

Candidates must complete 30 credit hours by August 2008, have a cumulative GPA of 2.5 or higher, and have one year of group living experience (residence hall, fraternity or sorority house, etc.)

“They have gone to sleep whenever they wanted, gotten up whenever they wanted, done what they pleased, and . . . well, you get the idea!”

Resident Assistant Selection 07-08

Each year University Housing appoints 117 resident assistants (RAs) to staff our halls. RAs are responsible for building strong communities throughout the halls by making personal connections with floor residents and providing both educational and social opportunities for them to interact. Much more than that, RAs serve as a resource to students, role modeling scholarship and other important qualities that make them exceptional students.

A popular question asked by RA candidates is “What do you look for in an RA?”

We’re happy to say that no two RAs are alike, but there are several qualities that set our RAs apart as student leaders. Our RAs are self-motivated, enjoy working in a team setting, and have a strong desire to help others succeed. Also, RAs take the phrase “time management” to a whole new level managing demanding academic course loads, administrative tasks, and being available to meet the needs of students.

RAs receive extensive training for job-specific skills that readily transfer to life after college, further develop their leadership skills, and have the opportunity to help fellow students on a daily basis.

Students should be aware of the following when applying for the RA position:

Eligibility—candidates must complete 30 credit hours by August 2007, have a cumulative GPA of 2.5 or higher, and have one year of group living experience (residence hall, fraternity or sorority house, etc.).

Remuneration—cost of a single room, full board plan, \$100 Hawkeye Dollars per semester, and a stipend of \$500 for 10 months.

Applications can be found online at <http://housing.uiowa.edu/departments/jobs/index.htm> or any 24-hour desk in the residence halls. An application and two reference forms are due by Friday, December 28, 2007 to the Office of Residence Life, 260 Stanley Hall. Both the

application and reference forms must be postmarked by the deadline in order for the candidate’s file to be considered. In the spring, eligible candidates participate in a series of group activities and an interview. Decision letters will go out the end of February 2008.

Questions about the 2008-09 RA Selection process can be directed to the Office of Residence Life at 319/335-3700.

**Kieran Leopold
East Side Area Coordinator**

The University of Iowa is an Equal Employment Opportunity Employer and Affirmative Action Employer. Women and minorities are encouraged to apply.



***An RA in college?
I’m impressed!***

From The Director — Home for the Holidays?

Based on when you are reading this, your student has probably come home for the winter break, or will be home soon. They have experienced what may be their first taste of independence, and

have done so for the past four months. They have gone to sleep whenever they have wanted, gotten up whenever they wanted, done what they pleased, and . . . well, you get the idea!

Now they are at home and you and your student may have differing ideas about their independence.

Don’t be surprised if your student stays out later at home during the break—especially if

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Winter Break (continued)

was not planned by December 17. We encourage students to remember to lock their room when they leave. All electrical appliances must be unplugged during the break. If you are worried about something getting damaged or stolen, you may wish to take it home.

If a student is transferring to a different room or is leaving The University of Iowa, they must be completely moved out of their current space before 4:00 p.m. on December 22, 2007. Most students who are changing rooms can work out something with the new room/roommate in order to store their belongings in there by the deadline.

To ensure a proper checkout a student must first remove all belongings, clean the space so it is ready for a new person, and then complete a check-out at the 24-hour desk. A check-out involves a few steps. First, an RA must accompany the resident to the old room and complete the Room Condition Checklist they signed upon moving in. The condition of the room and furnishings are inspected and students will be billed for any damages. Second, the student must return all keys or prox cards to the 24-hour desk, as well as complete a forwarding address card, and sign their check-out paperwork. Failure to complete all these steps will result in a \$50.00 charge for improper check-out.

Parents and students should note that although students may move in over a seven day period in August, they leave for break in a 24-hour period. Lines for carts and elevators can sometimes be long so planning ahead, moving items before Friday, and bringing your own dolly can all be useful.

Winter break is much needed by college students who have just spent the last 4 months filling their brains with knowledge. This can disrupt a family that has settled into a new routine without them at home. Therefore we encourage all families to sit down and discuss the house rules for the break so everyone can get along and enjoy the time together.

Enjoy your time with your student and we will be awaiting their return in January! Happy Holidays!

Kate Fitzgerald
Assistant Director for Residence Life

Where To Live Next Year? (continued)

Priority for room assignments is random, based on the number of credit hours the student will have by May 2008. When students submit the reapplication—either on-line or on paper—they will be entered into the self-assign system, and they will be sent a letter on February 21 giving them their access time and date. This date will be between February 26 and March 5.

Once the student confirms a room selection and a meal plan, the assignment will be displayed. Students may access the system as frequently as they wish after their appointed time and until 5:00 p.m. on April 4, 2007, to search for a different room or to change the meal plan. If

the student has not confirmed a room by that time, the application will be cancelled, the \$100 advance payment will be refunded, and the student will not be housed for the 2008-09 academic year.

When students reapply, the rates for the 2008-09 academic year will not have been approved by the Board of Regents, State of Iowa. Therefore, PROPOSED rates will be displayed in the self-assignment system.

Throughout the self-assigning process, the Contracts & Assignments Office will be happy to answer questions and help students use the system. The system was designed to be similar to registering for classes, so students would be familiar with the process.

REAPPLICATION DATES TO REMEMBER!!!

- January 28.....Email with website sent
- February 5Deadline to reapply & pay \$120 fee
- February 21Letter with access time & date sent
- February 26 to March 5Access times
- April 4 (5:00 p.m.)Final date to make selections

THIS IS THE ONLY TIME YOUR STUDENT CAN REAPPLY. IF THEY MISS THESE DEADLINES, THEY WILL NOT BE ABLE TO LIVE IN THE HALLS NEXT YEAR.

Hawkeye Birthday Gifts & Treats

Your student may be away from home, but certainly not forgotten. Our Market Places have the perfect gift for any occasion from their selection of Hawkeye Birthday Gifts & Treats that say "We're thinking of you."

From a variety of special treat baskets

to hand decorated cakes, let us prepare a personalized gift for your student to celebrate a birthday or for that occasion when you feel their spirits might need a lift. What better way to say "Happy Birthday" or "Get Well Soon" than with a gift fresh from our kitchens!

Besides fresh fruit baskets and chocolate chip cookie baskets, we also offer a choice of white, chocolate, yellow, or marble cake with white or chocolate frosting or our famous carrot cake with cream cheese frosting.

Call 319/335-3000 to order or for more information!



“You may be running on the assumption that the curfew you set when they were in high school is your expectation, while your student may assume that as an adult they can stay out later.”

“While they could walk back or take a cab to their residence hall during the fall semester, they will likely drive somewhere while home—and may drive home after drinking. At this point it is important to have a frank conversation with your student about making good decisions.”

Will your student have a roommate next semester? Read the article to the right for more information.

Home for the Holidays? (cont'd)

you don't communicate your expectations with them. You may be running on the assumption that the curfew you set when they were in high school is your expectation, while your student may assume that as an adult they can stay out later. This crossed expectation is probably the number one frustration for both parents and students as they come home for the four-week break. So, what's the magic solution? That depends on you. Determine what an agreeable curfew time is. Don't assume that the old rules apply—your student won't.

Also, whether or not you believe your stu-

dent drank alcohol during high school, the numbers tell us that the majority of first year students do drink while at college. This trend may continue during the break period. While they could walk back or take a cab to their residence hall during the fall semester, they will likely drive somewhere while home—and may drive home after drinking. At this point it is important to have a frank conversation with your student about making good decisions. You probably will not be condoning drinking, but you also can't be there to ensure they don't drink. So the message should be clear—don't drink and

drive . . . and don't ride with a drinking driver. That's about as far as I can go without being perceived as a moralizer, enabler, liberal, or prude. Again, let your expectations be known.

Both you and I want your student to come back to Iowa for their second semester. Enjoy the short break you will have together. It will be over before you know it and you don't want to wonder where all the time went! Happy Holidays from the University Housing staff!

Until next time . . .

Von Stange, Ed.D.
Director of
University Housing



Spring Room Consolidation Process

When your student returns for second semester, if they do not have a roommate, they will be given three options:

1. He/she may choose to move to a new room with another person who has no roommate.
2. She/he may agree to accept a roommate as we assign. With this option your student's room must be clean and ready for a new roommate at all times. If we assign a roommate and your student's words or actions discourage that person from moving in with them, your student will face disciplinary action and be billed for a single room.
3. If space exists, your student may be offered the option to buy their room as a single.