

Housing Notes

Sonoma State University

A Resident's Secret to Success...

Both the Housing Office and the Office of Residential Life are constantly bombarding you with information about your contract, policies and regulations. The information we have to share is the secret to a successful campus experience. Please read the information and ask questions if you need clarification. Some important information to know is listed below:

Probation

In an effort to be proactive, we wanted to reiterate that if you are placed on Housing Probation with Loss of Housing at any point throughout this academic year, you may not be allowed to live in the Residential Community for the 2008-2009 Academic Year. Depending on the circumstances, an educational sanction may be issued instead. Please keep this in mind when choosing to be a part of situations that may jeopardize your status as a resident. Examples of incidents that would result in

Housing Probation are: (1) being in possession of alcohol in any public area, (2) marijuana possession/use, and (3) possession of alcohol devices or marijuana paraphernalia.

Breaking Your License Agreement

Prior to moving into the Residential Community, you signed a license agreement for the full academic year. There are only a few authorized reasons for receiving approval to cancel this agreement. If approved, there is a cancellation fee of \$250. If you provide 30 days notice, this fee is waived.

You may pick up a Petition to Vacate form in Housing Services or Office of Residential Life. Please return the completed form and any required documentation to Housing Services Monday through Friday, 8:00 a.m. to 4:30 p.m. If you have questions, please call Housing Services at 664-2541.



Did You Know?

Clogged Toilets/ Sinks

We recommend that residents try plunging the toilet or sink before calling Maintenance at 664-4021.

Ants & Other Pests

The best way to prevent ants from having a party in your suite/apartment is to keep your place clean. Take out trash and

recycling, wash dishes, put away food. If you still have unwanted pest, call Maintenance at 664-4021.

TV Cable

If you get some channels, but not all, it's not the cable that is faulty. You need to program your TV to access the other channels.

Guest Policy

Prior to inviting visitors and overnight guests to your suite/apartment, please read and understand the policies on page 28 and 29 of the campus planner regarding having guests in the Residential Community. There is a \$50 guest fee per night for guests who are granted permission and stay more than two nights in a calendar month. Hosts of unapproved guests may be subject to housing disciplinary action and will be charged the guest fee for each night of unapproved residence. If you have any questions pertaining to this policy, please speak with your CSA, RLC, or the Housing Services Office.

Residents may have a personal guest in their room within certain guidelines. Probably the most important thing to remember is that you are RESPONSIBLE for your guest's behavior and are subject to disciplinary action and damages caused by them if your guest

However, if you get static when you plug your TV in - then it is the cable. Call Maintenance at 664-4021.

Garbage

Dispose of all household garbage in the large dumpsters near your building instead of the small trashcans in the courtyards.

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Special points of interest:

- Policies and Regulations
- Things to Know
- Vacancies in the RC
- October Housing Payments
- Wolfbucks
- Theft in the RC

becomes unapproved, he or she will not be allowed to visit any areas of the Residential Community. Police Services will be issuing tickets to guests parking in the Residence Halls. Guests may park in any of the non-reserved lots with a purchased day permit.

For more specific information regarding the "Guest Policy" and "Non-Approved Guest" please refer to page 29 of your Campus Planner.

Wireless

Wireless routers are not permitted in the Residential Community. Please check out IT's website for more information at www.sonoma.edu/it/helpdesk/wireless.

Vacant Rooms

Anytime during the semester, a resident may request a room change **with authorization from the Residential Life Coordinator (RLC) of their village. Unauthorized room changes will result in a \$100 fee in addition to moving back to your original room.**

Process for Requesting a Room Change:

For any room change, the process begins with a conversation with your CSA and ends with approval by your RLC.

The CSA will help troubleshoot solutions to the issues being raised. A suitemate agreement may be introduced to help resolve the residents' conflicts.

If the situation is beyond the CSA's level of responsibility, the CSA will recommend the student speak with the RLC.

Discussions will take place between the Resident/Roomate(s)/Suitemates(s) with the RLC

present. Some behaviors may be identified as needing to change. After all avenues have been exhausted, the RLC may approve the room change.

Process if Request is Granted:

A resident will receive a "Room Change Request" from the RLC and take it to the Housing Office in Zinfandel Hall on Wednesday for a list of available rooms. It is the resident's responsibility to then call Housing back and notify them of the selected room on Thursday. The resident will pick up keys for the new room on Friday in order to move over the weekend.

Reasons for a room change:

Automatic Approval:

Financial: A student must move because they cannot meet their financial obligation.

Medical: A medical condition is documented and it is recommended that the resident switch

rooms to reduce symptoms or behaviors. Priorities would be based on (1) physical, (2) psychological/emotional, and (3) learning disabilities and /or conditions.

Room Preference: Student prefers substance free or non substance free living areas.

Unsafe Living Environment: A student may be required or approved to do a room change if the RLC has determined the living arrangements are no longer conducive to a safe environment.

Developmental Learning Experience:

Lifestyles Issues: Differences in lifestyles including but not limited to sexual orientation, substance experimentation, religious beliefs, or cultural differences.

Adverse Behaviors: Behaviors that are affecting a resident's living and learning experience.

Housing Payments

As addressed on your Housing License Agreement, you are solely responsible for maintaining your billing addresses. The billing address is where the courtesy statements are mailed during the academic year and summer months. If no billing address is active, then the statements are mailed to your campus address. **You can add or edit your billing information through your SeaWolf account.** Please update your billing address as soon as possible so your statements are mailed to the correct address. For your convenience, we have included the October Housing Payments.

Housing Payment Due October 1st Freshman (w/ Meal Plan)		Housing Payment Due October 1st Upper-Classmen (no Meal Plan)	
Residential Suite Single	\$1294	Sauvignon Single	\$982
Residential Suite Double	\$1027	Sauvignon Double	\$716
Cabernet Double	\$1135	Beaujolais Single	\$982
Sauvignon Single	\$1494		
Sauvignon Double	\$1227		

Contact Customer Service regarding Financial Aid and loan payments. Payments received after October 10th will result in a \$30 late fee.

Where are my WolfBucks?

I have a meal plan, how come I can't buy books or get my laundry done using my Seawolf Card? This is one of the most frequently asked questions of the semester. In short, the extra funds that came with your meal plan "Dining Dollars" can only be used at dining venues – Charlie

Brown's, Ameci's, etc. WolfBucks are extra funds that can be added to your Seawolf Card to be used all over campus – Laundry, Vending, Bookstore, Rec Center, etc.

If you didn't add WolfBucks, you don't have them. If you want WolfBucks, simply call 707-

664-2308 and add them over the phone, or you can go to Customer Services and add them in person. For a complete list of locations WolfBucks are accepted, go to www.sonoma.edu/seawolfcard. If you have any questions please call 707-664-2533.

Thefts on campus - A letter from Police Services

Dear SSU Residents,

By now you have all begun to become familiar with the community and with the people you live with and around. It is also very common to want to befriend and trust these people, however it is always wise to continue to be cautious and safeguard your personal space and belongings. Kindness and generosity are admirable virtues but unfortunately, they can be easily taken advantage of as well.

One of the most common crimes which occur on the SSU campus is THEFT! Electronic equipment and laptops are often very common items of theft. There are also many bicycles around campus, where some are locked and some are not. Due to the open nature of SSU, there are always bicycle thefts reported to us year after year!!!

Additionally, SSU Police Officers often find and secure windows and doors left open in the Residence Community and cars in the parking lots during their regular patrols. During a previous Thanksgiving break, there were 12 doors and windows found unsecured in just one dorm building! And during the first two weeks of school this

year, there were countless windows and doors being left open at all times of the day.

When you leave your dorm room:

Talk with your roommates and suitemates. Stress the importance of locking and checking all the doors and windows. Replace window locks or "wood" bars and close the curtains or blinds as you leave. Notify your CSA, or maintenance for any malfunctioning locks, doors or windows.

Secure any item that you value and that has value. **Thieves can be indiscriminate and careless.** Take the time to secure, store or take with you, your valuables. The effort you make will be worth your time *and* money (if you become victim to a theft and have to replace your stolen property.) Remember, when you're in college, some things can be priceless!!!

If there is any property that you simply cannot store or take with you, remember to write down the "make", "model" and "serial numbers" for each item. For example, a computer would be: Dell "Optiplex-GX620", Serial# is: 12345AB-C6789XYZ. *Remember to store this in a secure place as well. It is the best way to inventory and

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track down your property in the event your property is stolen and someone is caught!

Actively Participate in the "Campus Watch" Program- AKA, the "3 D's":

Deter-be visible, make the offender feel at risk by your presence.

Deny-lock your doors and windows; keep desks and cabinets closed;

Detect-REPORT suspicious activity/persons, be AWARE.

To report criminal or suspicious activity, please call Police Services at 707-664-2143

---SSU Police Services

Activities at Sonoma State University

Make sure your bookmark SSU Activities so you are kept inform of all the great events that SSU has to offer. Visit SSU's main webpages at www.sonoma.edu and click on "Student Activity Calendar." Or you can go directly to <http://woodstock.sonoma.edu/users/e/esas/public/events/>

Don't forget... Sonoma State's Parent and Family weekend is October 5th—7th. To find out more information on the event, visit www.sonoma.edu and click on "Parents & Family Weekend." You and your family will need to RSVP by September 25th!

