Thank you for choosing to reside with us here at Florida Memorial University for the 2016-2017 academic year. We look forward to having you join us this Fall! If there has been a change in your living situation and you need to cancel your housing, please access and complete the Residential Life Cancellation Form. Please pay special attention to the cancellation requirements for housing.

**QUICK REMINDERS**

**Halls**

- Traditional
  - Willie C. Robinson Hall (FEMALE)
  - Ray Goode Hall (MALE)

- Living & Learning Communities (LLCs)
  - LLC2 (FEMALE)
  - LLC3 (MALE)
  - LLC4 (FEMALE)

**IMPORTANT DATES TO REMEMBER:**

<table>
<thead>
<tr>
<th>DATE</th>
<th>DESCRIPTION</th>
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</thead>
<tbody>
<tr>
<td>August 5</td>
<td>Residence Halls Open to NEW STUDENTS ONLY</td>
</tr>
<tr>
<td>August 10</td>
<td>Residence Halls Open to Returning Students</td>
</tr>
<tr>
<td>August 15</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>November 22-26</td>
<td>Thanksgiving Break</td>
</tr>
<tr>
<td>December 10</td>
<td>Residence Halls OFFICIALY Close (All students MUST check out)</td>
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</tbody>
</table>

**NEW STUDENT MOVE – IN AUGUST 5, 2016**

Once you’ve arranged payment with the Business Office, you are invited to proceed directly to your assigned hall.

Check-in time is from **8:00AM to 5:00PM**. There will be **NO** check-in after 8:00pm.

**RETURNING STUDENTS MOVE – IN AUGUST 10, 2016**

**Students will NOT be allowed to move in unless they’ve cleared the Office of Student Accounts!**

For more information, please visit the Residential Life section on the University website or contact us at:

Tel: (305) 626-3718
(305) 626-3788
(305) 626-3790

Take **PRIDE** in where you Reside!
CHECK - IN PROCESS

BEFORE ARRIVING TO CAMPUS
- Check for move-in in dates and times.
- Review the Campus Map situated on the website.
- Review the Moving In information below
- Pack water and snacks - especially if it will be a hot and humid day

WHEN YOU ARRIVE ON CAMPUS
Once you have cleared, you should proceed directly to your residence hall. Parking in front of the halls is limited, therefore, students checking into our residence halls should unload belongings directly onto the sidewalk area and ensure that someone stay with the belongings while others move the vehicle to a nearby lot.

AT YOUR HALL’S CHECK-IN TABLE
Students should report to the check-in area for their residence hall for verification and confirmation of assignment. Please be sure to bring your FMU ID with you to check in. If you have not been issued your FMU ID, a state issued photo ID is fine. You will be given a packet for completion by an RA or staff member. This packet will include a Room Assessment Form which you will take to your room to review. Please be sure to add any and all damages to the form, sign and return it. You will be charged for any damages to the room or furniture when you move out if those damages are not listed on the form, so be thorough before turning it back in.

As mentioned above, you will be asked to complete a packet which includes the following:
- Occupancy Agreement
- Emergency Contact Form
- Room Assessment - an inventory of your room's condition
- Expectation Forms (Only for students living in the LLCs)

Once all of the forms are completed and students have successfully checked in, they will receive their room keys and can begin the process of moving their belongings into their new home.

AS YOU ARE MOVING INTO YOUR ROOM
- Remember, a lot of other people will be moving in too, so take your time and be patient
- If you need assistance, RAs and other Residential Life staff will be available throughout the building.
- Report any issues you may be having with cable, electrical outlets, or logging into the computer network to the check-in desk or to your RA.

AFTER YOU HAVE MOVED IN
- Take trash and recyclables outside to the designated collection points
- If you need to do some shopping, stop by the check-in tables for assistance and directions to local supermarkets and restaurants.

If you intend to arrive later than the designated dates, you must notify the Office of Residential Life as well as your department of study of your delayed arrival. Please email your intended arrival date to University Residential Life at cgreen@fmuniv.edu and/or Viera.galloway@fmuniv.edu prior to the start of the semester. Failure to do so will place you in ‘No Show’ status and jeopardize your room assignment.

It is not possible to allow students to move in earlier than stated.