SURVIVAL GUIDE

MOVE-IN

St. John’s University

2014
Welcome to St. John’s University! In making the decision to live with us this year, you have just taken your college experience to the next level. The convenience and added amenities of the Residence Life program will prepare you for a fully engaged and top-notch experience. We are excited for your arrival, and so are your peers. Get ready!

Speaking of getting ready—the best thing you can do before you move in is prepare. Residence Life would like to familiarize you with the move-in process and some of our policies and procedures so you will be off to a great start. The first piece of information we would like to share is how to find and contact us.

Office of Residence Life
Donovan Hall, Room C-16 (Garden Level)
Tel 718-990-2417
Fax 718-990-2545
E-mail reslife@stjohns.edu

Facebook.com/stjohnsreslife
Twitter.com/stjohnsreslife

Residence Life Welcomes You

This Move-In Guide contains answers to your questions about living on campus, Move-In Day, what to bring and what not to bring, and so much more. Congratulations on your enrollment at St. John’s University and welcome home!
Move-In Appointment Times

Students have two move-in options:

Option 1: Express Web Check-In
(Available for Saturday and Sunday Move-In ONLY)
Beginning Monday, August 11, you can log in to UIS (University Information System) and review the Move-In Ready Checklist. If all steps are completed, you may return to the checklist on Thursday, August 18, to complete the express check-in process and save time on Move-In Day. You can print your confirmation form and parking pass and proceed directly to your assigned residence hall rather than standing in line (following parking directions by Public Safety). Plan to arrive at campus on your scheduled move-in date and time (listed below) to help us manage the volume of students.

Option 2: In-Person Check-In
(Available for Thursday, Saturday, and Sunday Move-in)
Beginning Monday, August 11, you can log in to UIS (University Information System) and review the Move-In Ready Checklist. Once all steps are completed, you are prepared to move in. Review your scheduled appointment time below and report to campus via Gate 4 on Union Turnpike. Public Safety will direct students and families to temporary parking and to Marillac Terrace. You should bring your StormCard (University ID) to check-in. At Marillac Terrace, you will be greeted by Residence Life staff, who will begin the check-in process.

Regardless of the option selected, please plan to arrive on campus during the scheduled move-in appointment date and time.

CONTINUING UNDERGRADUATE, LAW, GRADUATE MOVE-IN DAY
Sunday, August 31, 2014

Move-In Appointment Times

<table>
<thead>
<tr>
<th>TIME</th>
<th>BUILDING</th>
<th>FLOORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8–10 a.m.</td>
<td>O’Connor and Carey</td>
<td>1, 3, 5</td>
</tr>
<tr>
<td></td>
<td>Century</td>
<td>1, 6</td>
</tr>
<tr>
<td></td>
<td>Henley</td>
<td>B, 6</td>
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<tr>
<td>10–Noon</td>
<td>Century</td>
<td>2, 5</td>
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<tr>
<td></td>
<td>Founders</td>
<td>All</td>
</tr>
<tr>
<td></td>
<td>DePaul</td>
<td>All</td>
</tr>
<tr>
<td>Noon–2 p.m.</td>
<td>Century</td>
<td>3, 4</td>
</tr>
<tr>
<td></td>
<td>Henley</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Founders</td>
<td>All</td>
</tr>
<tr>
<td></td>
<td>DePaul</td>
<td>All</td>
</tr>
<tr>
<td>2–4 p.m.</td>
<td>O’Connor, Carey Henley</td>
<td>2, 4</td>
</tr>
<tr>
<td></td>
<td>Founders</td>
<td>1, 4, 5</td>
</tr>
<tr>
<td></td>
<td>Century</td>
<td>All</td>
</tr>
</tbody>
</table>

4 p.m. – Floor Meeting (Students ONLY)

MOVE-IN DATES FOR SPECIAL GROUPS
(ONLY IF AFFILIATED)

NEW LAW STUDENTS
Wednesday, August 13, 2014
10 a.m.–1 p.m.
Report to DePaul Complex

NEW INTERNATIONAL STUDENTS
and
NEW GRADUATE STUDENTS
Monday, August 25, 2014
10 a.m.–2 p.m.
Report to Donovan Hall, Room C-16 with StormCard (SJU ID)
(after 4:30 p.m., report to Public Safety).

NEW TRANSFER STUDENTS
Wednesday, August 27, 2014
10 a.m.–2 p.m.
Report to Residential Success Center (Donovan Hall) with StormCard (SJU ID).

NEW STUDENT ORIENTATION
Thursday, August 28, 2014
10 a.m.–2 p.m.
Report to Marillac Terrace with StormCard (SJU ID).

FRESHMAN MOVE-IN DAY
Saturday, August 30, 2014

ENTER GATE 4, REPORT TO CARNESECCA PLAZA

Move-In Appointment Times

<table>
<thead>
<tr>
<th>TIME</th>
<th>BUILDING</th>
<th>FLOORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>7–9 a.m.</td>
<td>Hollis, DaSilva, and Donovan St. Vincent</td>
<td>1, 6 3</td>
</tr>
<tr>
<td>9–11 a.m.</td>
<td>Hollis, DaSilva, and Donovan St. Vincent</td>
<td>3 1</td>
</tr>
<tr>
<td>11 a.m.–1 p.m.</td>
<td>Hollis, DaSilva, and Donovan St. Vincent</td>
<td>2, 5 2</td>
</tr>
<tr>
<td>1–3 p.m.</td>
<td>Hollis, DaSilva, and Donovan St. Vincent</td>
<td>4</td>
</tr>
</tbody>
</table>

4 p.m. – Floor Meeting (Students ONLY)
What to Do before You Arrive

Take Advantage of the Move-in Ready Checklist
Beginning Monday, August 11, SJU students with a housing assignment are strongly encouraged to log in to St. John’s Central and click the UIS tab to determine if you have met the conditions and completed preparations for move-in. Once in UIS, you can view what, if any, additional information is missing so that you can take care of that BEFORE arriving on campus. Viewing and confirming your checklist prior to your arrival will make for a much smoother move-in. Some (not all) of those items:

- Student Account Paid
- Registration for Classes Complete
- Vaccinations Submitted
- Emergency/Missing Persons Contacts Provided
- Housing Agreement Submitted

To view your Move-In Ready Checklist, log in to St. John’s Central and:

- Select “UIS” tab
- From UIS Main Menu, select “Click here to access”
- Select “Student and Financial Aid” menu option
- Select “Resident Students” submenu
- Select “Move-in Ready Checklist”

Consider Express Web Check-In

What does Express Web Check-In allow me to do?
- Print your check-in confirmation from home.
- Print your move-in parking pass from home.
- Proceed directly from Gate 4 to your assigned residence hall/apartment building (bypassing the in-person check-in process in Marillac Terrace) with your SJU StormCard.
- Get moved-in even faster!
- Start your “Resident Johnny” experience without delay!

Express Web Check-In is only available for students moving in on Saturday, August 30, or Sunday, August 31. If you are in a group arriving earlier or later than these dates, please refer to the move-in location information on page five. Express Web Check-In is optional, not required. If you have any particular questions or concerns about move-in, the in-person process is available for you and your family. However, to ensure a smooth move-in process, we strongly recommend all students view their Move-In Ready Checklist on St. John’s Central (click the UIS tab) prior to arrival, even if the Express Check-In option is not selected.

OTHER IMPORTANT REMINDERS

Pay University Bill
University bills must be paid or the appropriate financial arrangements must have been made prior to move-in. Even though Student Financial Services will be available on Move-In Day, we strongly urge students to make sure that bills are paid in advance of arrival to campus. If a bill is not paid, students will not be able to complete the check-in process. University bills include tuition and housing charges, as well as other University fees. Fall term bills are available beginning Monday, June 23, 2014, and payment is due by Wednesday, July 23, 2014. You can view your bill via UIS (University Information System) and we suggest you double-check your account before you depart. Please note, move-in is over a holiday weekend and banking institutions will be closed.

Obtain SJU Student ID
A St. John’s University identification card is necessary in order for students to move in. While there will be an opportunity to obtain a StormCard during Orientation and Move-In, we strongly urge students who are able to come to campus prior to move-in to do so in order to get their StormCard. StormCards are processed at the Public Safety Office located on Goethals Avenue outside Gate 6. The Public Safety Office is open 24 hours a day/seven days a week, with most staff available to assist from 8 a.m. to 8 p.m. daily. They can be reached at 718-990-6257.

Submit Emergency Contact Information
It is important that we have all the necessary contact information in the event of an emergency. Residence Life requires students to register emergency contact names and phone numbers and missing person contact names and phone numbers. This information must be submitted in UIS using the emergency contact person link. Students should designate an emergency contact person and a missing person contact. In addition, students are required to disclose health insurance provider information (either SJU or private plan).

Submit Your MMR Documentation
Students are expected to submit their MMR vaccination information to the St. John’s University Health Office prior to arrival. Students may not remain in residence without proper vaccinations and documentation.

Bring an open mind
The St. John’s student experience is wonderful. Bring a positive attitude and an open mind, and you will do great!
### Packing Lists: What to Bring and What Not to Bring

You are about to move into a new home, so you need to bring necessities and a few items to make your stay in campus housing more comfortable and enjoyable. We hope these lists of “Things You Can Bring” and “Things You Cannot Bring” help you make informed decisions about what to pack. As you are gathering your items, keep in mind that you will have roommates and/or suitemates who will also bring a carload of belongings.

Please refer to the link provided for the Residence Life Handbook for clarification on any items. The Residence Life Handbook is subject to change each academic year.

<table>
<thead>
<tr>
<th>THINGS YOU CAN BRING</th>
<th>THINGS YOU CANNOT BRING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linens/blankets (standard twin)</td>
<td>Weapons of any kind (including items for decorative purposes)</td>
</tr>
<tr>
<td>Pillows</td>
<td>Alcohol/drug paraphernalia (including items for decorative purposes such as shot glasses, bottles, etc.)</td>
</tr>
<tr>
<td>Toiletries</td>
<td>Space heaters of any kind</td>
</tr>
<tr>
<td>Toilet paper and paper towels</td>
<td>Halogen lamps, octopus style lamps, candles, oil lamps, incense</td>
</tr>
<tr>
<td>Laundry detergent</td>
<td>Hot plates</td>
</tr>
<tr>
<td>Laundry basket or bag</td>
<td>Toaster/toaster ovens</td>
</tr>
<tr>
<td>Cleaning supplies (mop, broom, wipes)</td>
<td>Weights heavier than 15 pounds</td>
</tr>
<tr>
<td>Garbage can</td>
<td>Electric blankets</td>
</tr>
<tr>
<td>Hangers</td>
<td>Speakers (DJ equipment)</td>
</tr>
<tr>
<td>Area rug</td>
<td>Pets of any kind</td>
</tr>
<tr>
<td>Dishes/utensils</td>
<td>Refrigerator larger than 4.0 cubic feet</td>
</tr>
<tr>
<td>Refrigerator (4.0 cubic feet or less)</td>
<td>Hot plates</td>
</tr>
<tr>
<td>Television/DVD player</td>
<td>Toaster/toaster ovens</td>
</tr>
<tr>
<td>Stereo/alarm clock</td>
<td>Weights heavier than 15 pounds</td>
</tr>
<tr>
<td>Computer/laptop accessories</td>
<td>Electric blankets</td>
</tr>
<tr>
<td>Desk lamp</td>
<td>Refrigerator larger than 4.0 cubic feet</td>
</tr>
<tr>
<td>School supplies</td>
<td>Cordless telephone/answering machine</td>
</tr>
<tr>
<td>Message board</td>
<td>Excessively large storage</td>
</tr>
<tr>
<td>Table-top ironing board/iron (with automatic shut off)</td>
<td>Non-university furniture/mattresses</td>
</tr>
<tr>
<td>Extension cord/power strip (with surge protector)</td>
<td>Wireless routers</td>
</tr>
<tr>
<td>Flashlight/batteries</td>
<td>Wall-to-wall carpeting/carpet tiles</td>
</tr>
<tr>
<td>Medicine cabinet items/first aid kit</td>
<td></td>
</tr>
<tr>
<td>Renter’s insurance</td>
<td></td>
</tr>
</tbody>
</table>

**PLEASE NOTE**

Bedrooms are designed for one television and one 4.0 cubic foot refrigerator.

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### MicroFridge® Rental Information

**Linens/blankets (standard twin)**

**Pillows**

**Towels**

**Towels**

**Toiletries**

**Toiletries**

**Toilet paper and paper towels**

**Laundry detergent**

**Laundry basket or bag**

**Cleaning supplies (mop, broom, wipes)**

**Garbage can**

**Hangers**

**Area rug**

**Dishes/utensils**

**Refrigerator (4.0 cubic feet or less)**

**Television/DVD player**

**Stereo/alarm clock**

**Computer/laptop accessories**

**Desk lamp**

**School supplies**

**Message board**

**Table-top ironing board/iron (with automatic shut off)**

**Extension cord/power strip (with surge protector)**

**Flashlight/batteries**

**Medicine cabinet items/first aid kit**

**Renter’s insurance**

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**Refrigerator**

- 2.5 cu. ft. Fridge
- 2-door unit with 2 shelf storage
- Temperature control
- Adjustable door shelves
- Interior light

**Freezer**

- 1.4 cu. ft. Freezer
- Sliding door freezer with 3 shelf storage
- Temperature control
- Adjustable door shelf
- Interior light

**MicroWave**

- 700 watts provide superior cooking
- Electronic Touch Pad Controls with LED display and clock
- 2 power levels
- High, Medium, and Defrost
- Turntable system provides even cooking
- Removable 10 1/16” glass carousel

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**MicroFridge® Rental Information**

Visit universitylogistics.net to see our entire line of products!

With items geared toward today’s student, and our easy online ordering option, just a couple of clicks and you’re on your way! Our site is fully secure to ensure that your credit card information remains confidential.

Specialty-designed for residence hall rooms, our units offer plenty of space for both roommates. Share the cost, and avoid the expense and hassle of purchasing, transporting, and storing a unit of your own.

Much like our product, you’ll get immediate gratification.

**How do I order?**

Visit us online at universitylogistics.net or call 800-525-7307. Orders received before August 10th will be delivered prior to the start of the academic year. Orders received after August 10th will be subject to an additional $40 late fee which must be included with payment. All late orders will be delivered after the start of the academic year.

**Cancellation Policy**

Orders cancelled prior to delivery will receive a full refund. Orders cancelled during the first four weeks of the academic year are subject to a $40 charge. Orders cancelled after the first two weeks of the year are non-refundable.

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**PLEASE NOTE**

Bedrooms are designed for one television and one 4.0 cubic foot refrigerator.
On Move-In Day residents must enter at Gate 4 (located on Union Turnpike) and report to the Carnesecca Plaza, where Public Safety will provide directions to parking areas. Once parked, students should report to the following locations (in this order).

1. Obtain Student ID – President’s Room, Carnesecca Arena
   If you already obtained your student ID during Orientation or during the summer, you can skip this step. Your student ID will provide you with access to your building, suite (if applicable), meal plan, library and much more. You must carry your ID at all times.

2. Check-in to University – Marillac Terrace
   (Students approved for Express Check-In can skip this step)
   Students arriving in Marillac Terrace will be greeted by Residence Life to begin the check-in process. Students will swipe their card once to confirm they have satisfied all requirements for housing check-in. If all requirements are satisfied, students will receive a white check-in form and proceed to their building. Student Financial Services representatives will be available on move-in day to assist with financial or data services concerns and to answer any questions. Self-service computer kiosk stations will be available for students to designate emergency and missing person contacts.
   Students will receive a colored parking pass (designated by building) to place on their windshield.

3. Join Traffic Pattern to Unload and Move-in – From Gate 4 Parking Lot to Residence Hall
   Students will be directed by Public Safety to their assigned residence hall or apartment building and routed to the traffic pattern for move-in.

4. Check-in to Residence Hall Assignment – Residence Hall Entrance
   Students checking into our residence halls should unload belongings directly onto the sidewalk area, as directed by Public Safety. Parking in front of the halls is very limited (and in some cases not feasible). Individuals should stay with the belongings while others move the vehicle to the designated parking areas.
   Mega Movers, student volunteers identifiable by their blue T-shirts, will be on-site to assist throughout the day and can answer any of your move-in questions. We recommend that you bring a dolly or cart to help you move your items from the curb area into your building. Residence Life will provide a limited number of shopping carts to assist. Shopping carts must be signed out and returned to the designated locations.

   Students will receive the following:
   • Room Condition Report—This is an inventory of your new room’s condition prior to arrival. Please complete this form and return to your RA.
   • Room Keys and Mailbox Keys—Students will receive their bedroom keys (if applicable) and mailbox keys. You will sign for these items before they are received and are responsible for them if lost.

   Once you have successfully checked into your residence hall, you can begin moving your belongings into your new home.

What to Expect When You Arrive on Campus

Freshman and Continuing/Graduate Move-In Days ONLY

Thursday, Saturday, and Sunday Move-in Dates ONLY
Residence Life Handbook
Please familiarize yourself with the rules and regulations for residence hall living. Information is available on the web at stjohns.edu/student-life/queens-campus-life/residence-life. Your resident assistant will review some of this information during your first floor meetings. However, it is your responsibility to read and review all policies and procedures.

Room Changes
Students wishing to move into another room may request a room change beginning Wednesday, September 3. Room changes are contingent upon availability and we will continue to update availability as room vacancies occur.

Facilities and IT Services
On Move-In Day, Facilities will have an information tent located adjacent to the residence halls where students can report individual concerns. Information Technology representatives will be located in the Montgoris Dining Hall to address IT issues for students.

Students are not permitted to paint their rooms. Individual rooms are painted by Facilities Services on a rotating basis. Lofts or other structural modifications to an assigned residence hall space are prohibited.

Please note: The Office of Residence Life and Facilities Services reserve the right to enter student rooms for emergencies, health and safety inspections, and general maintenance purposes.

Recycling and Trash
The Office of Sustainability has provided each suite/room with a small blue recycling bin to be used to collect your recyclables. Large recycling bins are available in the trash rooms on each floor of most of the residence halls. Residents should place nonrecyclable trash in the appropriate trash receptacles in the trash rooms on each floor of most of the residence halls. Recycling bins are available in the trash rooms to be used to collect your recyclables. Large suite/room with a small blue recycling bin. The Office of Sustainability has provided each

Mail Services
The Mailroom receives students’ mail and packages shipped by USPS, UPS, FedEx, and DHL. Letters will be placed in the student’s mailbox located in their residence hall. Packages can be picked up by the student at the Mailroom located in the ROTC building. The following are templates for addressing mail to students in the residence halls and apartments.

Residence Halls
Student Name
O’Connor Hall
100 St. John’s University
Suite 205-R2
Queens, NY 11439-1000
Student Name
Carey Hall
200 St. John’s University
Suite 210-R3
Queens, NY 11439-2000
Student Name
Century Hall
300 St. John’s University
Suite 507-R1
Queens, NY 11439-3000
Student Name
DaSilva Hall
400 St. John’s University
Suite 405-R2
Queens, NY 11439-4000

* Underlined room or apartment number should be edited to include student’s specific assignment.

Off-Campus Apartments
DePaul Complex
Student Name
147-__ Union Turnpike
Apt. __
Flushing, NY 11367
Goethals Complex
Student Name
164-07 Goethals Avenue
Apt. __
Jamaica, NY 11432

* Depends on assignment.

Henley Road Complex
Student Name
172-14 Henley Road
Apt. __
Jamaica Estates, NY 11432
Seton Complex
Student Name
152-11 Union Turnpike
Apt. __
Flushing, NY 11367

* Blanks after “Apt.” indicate the actual apartment number of the student and should be completed according to the actual student assignment.

Energy Conservation
Be a WATTSTOPPER and take charge of your energy consumption.

Annual Events
FALL
University Service Day
Recycle Challenges
Farmers Market
SPRING
RecycleMania
Campus Conservation
Nationals
Chuck It 4 Charity

Single-Stream Recycling
ALL recyclables can be placed in THE SAME container!

Maintaining Natural Resources:
WATER, NATIVE PLANTS, FOOD
Get involved in the organic garden, compost system, and arboretum!
stjohns.edu/campuses/sustainability/about-sustainability

To learn more about the GREEN MOVEMENT, go to youtube.com/user/stjsustainability.
Fall Semester 2014
Thanksgiving Break
Wednesday, November 26 – Sunday, November 30, 2014
Residence halls remain open.

Winter Break Begins
Thursday, December 18, 2014 – Halls close at 3 p.m.
Residence halls are closed.

Spring Semester 2015
Residence Halls Reopen
Monday, January 19, 2015 at 10 a.m.
Spring classes begin Wednesday, January 21, 2015.

Spring Break
Monday, February 23–Sunday, March 1, 2015

Easter Break
Thursday, April 2–Monday, April 6, 2015
Halls remain open.

Residence Halls Close
Wednesday, May 13, 2015 at 3 p.m.
All students must move out by 3 p.m.
NO EXCEPTIONS!
Red Carpet Welcome Events During Move-In Weekend

St. John’s is preparing to roll out the RED Carpet during move-in and the first few weeks of school. Red Carpet Welcome features a variety of exciting, engaging events and traditions both on and off campus. The full schedule will be available at Move-In. But, some highlights are featured below:

Saturday, August 30, 2014

Playfair at Taffner Fieldhouse
5:30 p.m.
Join Residence Life, Johnny Thunderbird, and the Class of 2018 as we “break the ice.” The first social mixer of the year is something you don’t want to miss! Meet your new best friends at Playfair.

Annual Block Party on Village Path
6:30 p.m.
Participate in a New York City tradition at annual Block Party on Village Path. Hosted by Campus Dining, enjoy dinner with your new friends at a New York City street fair like the Feast of San Gennaro.

Sunday, August 31, 2014

Move-In Mass
St. Thomas More Church
5:30 p.m.
A special Mass for new students that will introduce you to the offerings and Mass schedule for the year.

Island Party
Freshman Quad
(between Hollis and DaSilva)
6:30 p.m.
Gather and enjoy an island-themed social and festive party, including island entertainment, food, and refreshments.

Monday, September 1, 2014
(Labor Day)

Red Zone BBQ
(followed by SJU Volleyball Game)
Carnesecca Plaza
2 p.m.
Show your SJU spirit as we cheer on the Red Storm. Join Redzone at 2 p.m. for a barbecue and refreshments prior to the game.

Twilight Carnival
Great Lawn
7–10 p.m.
Games, food, and activities for all students. The carnival will be themed on NYC’s five boroughs with activities geared towards familiarizing you with all that the city has to offer.

Tuesday, September 2, 2014

Class Photo and New Student Convocation
Great Lawn
8:45 a.m.–2 p.m.
Follow in the footsteps of your fellow SJU students and pose for your class photograph in the formation of “SJU.” Students will receive their class t-shirt. Immediately following join students, faculty, and deans from all the colleges of the University for the kickoff event of the academic year.

…and much, much, more!