

GUIDE TO COLLEGE HOUSING



KING'S COLLEGE

TRANSFORMATION. COMMUNITY. HOLY CROSS.

MISSION STATEMENT

As a responsible partner in the educational mission of King's College, the role of the Office of Residence Life is to provide living-learning environments conducive to the learning process and the holistic development of students.

The Office of Residence Life is charged with administering the King's College undergraduate residential housing program. The department supports and extends the educational mission of the institution by working collaboratively with other departments to provide students with a clean, safe and attractive living-learning environment.

The Office of Residence Life approaches this mission with the conviction that learning transcends the formal

environment of the classroom and is enhanced when students actively participate and contribute to all aspects of life within the college community. Consistent with the expressed Holy Cross commitment to fostering a co-curricular climate that stimulates, nurtures, and challenges the individual, Residence Life believes that residence halls represent an important extension of the teaching and learning environment.

Within the context of a community of peers, students are challenged to make a positive contribution to the quality of life in the halls, assume personal responsibility for their own behavior and actions, develop

genuine and mutually rewarding relationships, encourage respect for individual differences, and clarify personal interests, values and goals.

Finally, because the fundamental goal of King's College is to educate the student not only for the present, but for the future, the Office of Residence Life, to this end, strives to facilitate personal growth through values education so that members of the community are ready to assume responsibilities beyond the campus and in society.

If at any point, you have any concerns, feedback or questions please feel free to visit us on the main level of the Sheehy-Farmer Campus Center or email us at: reslife@kings.edu.



RESIDENCY POLICY

All first-year and sophomore students who do not reside within commuting distance (within 45 miles of campus) and who are under 21 years of age are required to live in College housing. Junior and senior students who have successfully completed at least 57 credit hours and

maintain a 2.5 minimum GPA may reside off campus but must submit an off-campus form. A student meeting those criteria will be conditionally approved, pending the completion of the semester prior to moving off campus. A commuter student is defined as a student who resides in the

permanent home of their parents or legal guardian, or in the home of a close relative (who is not a student and is at least 30 years of age), and who commutes to classes each day. A commuter may not reside more than 45 driving miles from home to the campus.

All King’s College Residence Halls and Apartments Feature:

- ID card access to buildings
- Sprinklers throughout the buildings with smoke detectors and fire alarm systems
- Fire extinguishers, on each floor in residence halls and in every room in apartment buildings
- Keyed door locks on residence hall rooms, apartment front doors, and individual bedrooms
- Air conditioning
- Basic cable service
- Wireless internet
- Laundry facilities that accept King’s Cash
- Vending machines
- Mailboxes for residents in each individual building

Building Specific Information

Esseff Hall – Female Residence Hall	Page 3
Holy Cross Hall – Male Residence Hall.	Page 4
Luksic Hall – Residence Hall, Co-Ed by Floor.	Page 5
Alumni Hall – Student Apartment Building.	Page 6
Leo Flood Hall – Student Apartment Building	Page 7
O’Hara Hall – Student Apartment Building	Page 8
Richard Abbas Alley Center for Health Sciences – Graduate Student Apartment Building.	Page 9

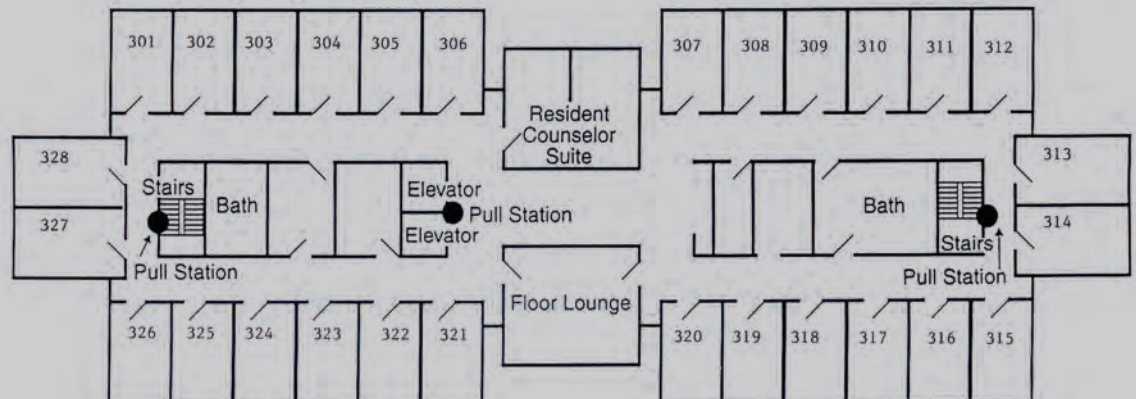


ESSEFF HALL



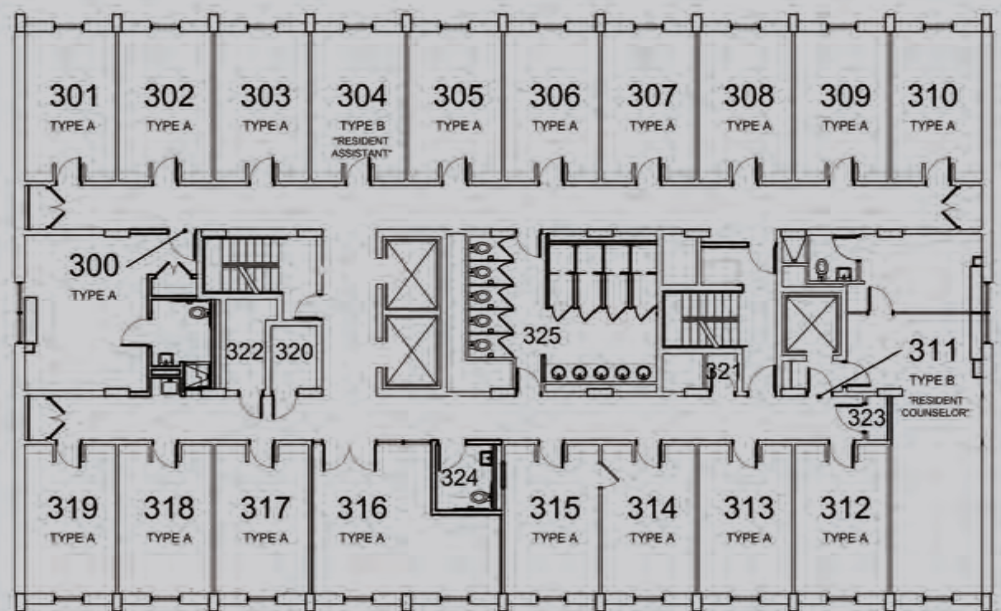
- Six story residence hall
- Available to all female undergrad and graduate students
- Built in 1970, renovated 2009 – 2011
- Historically houses first and second year students
- Computer lab located in lobby
- ADA accessible
- 24-hour staffed security desk
- Two common bathrooms on each floor
- Common television lounge on each floor
- Traditional double style rooms
- Furnished with two of the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
 - Closet
- Tile floors and window blinds in rooms
- Carpeted floors in second floor bedrooms
- Rooms are approximately 16'11" x 10'6" x 7'8"
- Staffed with 5 Resident Assistants and 5 Resident Counselors
- Meal plan required for all residents

A floor plan of a typical floor in Esseff Hall ➤



HOLY CROSS HALL

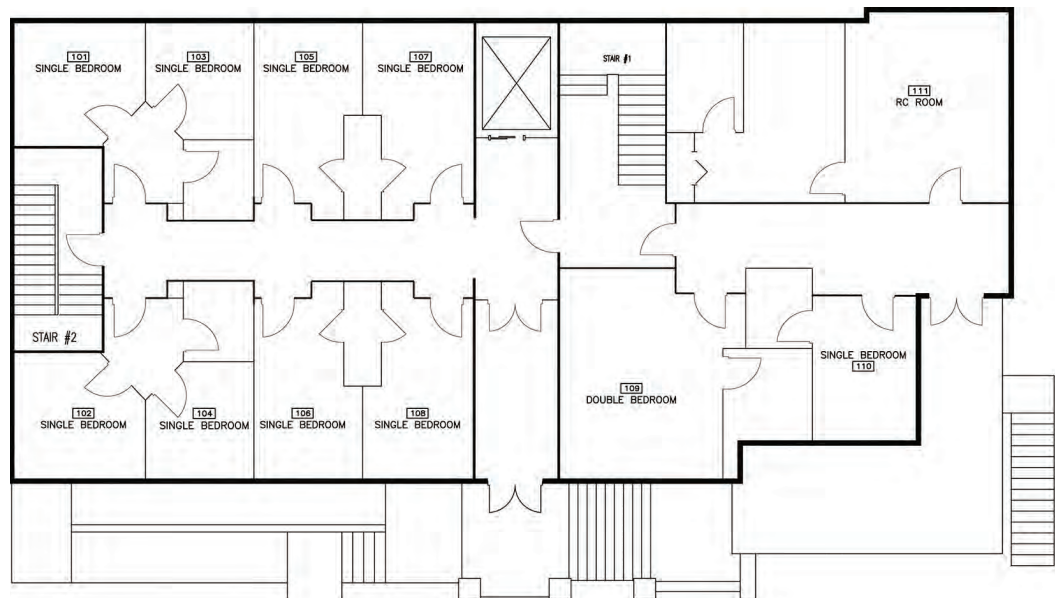
- Twelve story residence hall
- Available to all male undergrad and graduate students
- Built in 1966, renovated 2007 – 2008
- Historically houses first and second year students
- Computer lab located in lobby
- ADA accessible
- 24-hour staffed security desk
- 12th floor is home to the Fr. Donald Grimes, C.S.C. Memorial Chapel and a living-learning classroom space.
- One common bathroom and one guest bathroom on each floor
- Common television lounge on each floor
- Traditional double style rooms
 - Furnished with two of the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
 - Closet
- Tile floors and window blinds in rooms
- Rooms are approximately 16'1" x 10'3" x 8'
- A limited number of two and three-person suites available for upper-class students
- Staffed with 10 Resident Assistants and 9 Resident Counselors
- Meal plan required for all residents



▲ A floor plan of a typical floor in Holy Cross Hall

MARIE F. LUKSIC HALL

- Three story building, co-ed by floor
- Built 1965, renovated 2007
- Historically houses upper-class students
- Computer lab, small kitchen, and lounge located in basement
- ADA accessible
- Single occupancy rooms with semi-private bathrooms
 - Furnished with the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
 - Wardrobe
 - Tile floors and window blinds in rooms
 - Room sizes vary
- A limited number of double rooms are also available
- Staffed with 2 Resident Assistants and 1 Resident Counselor
- Meal plan required for all residents

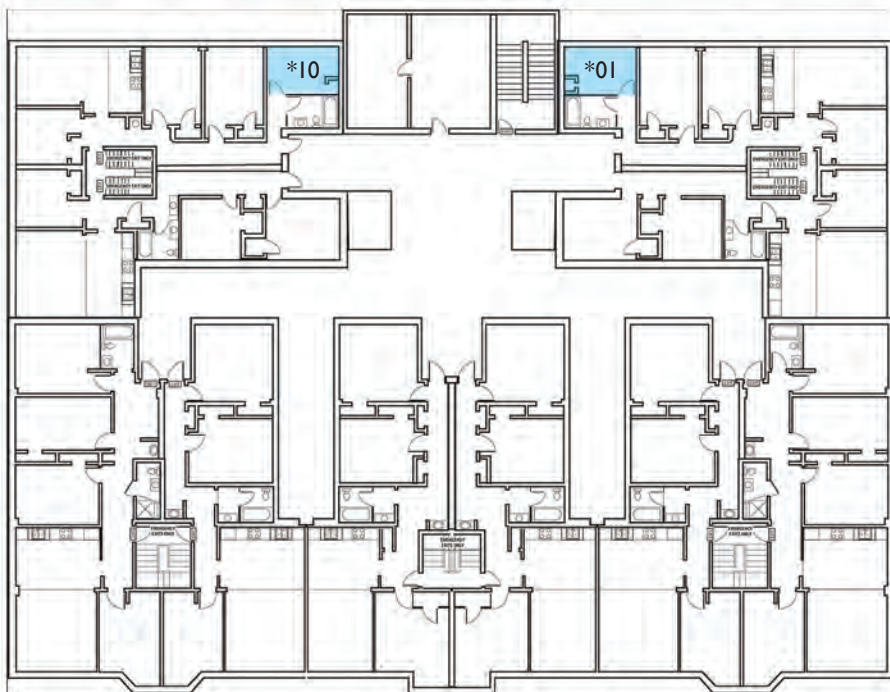


▲ A floor plan of a typical floor in Luksic Hall

ALUMNI HALL



- Four story apartment building, co-ed by apartment
- Historically houses upper-class students
- Lounges located on floors two, three, and four
- ADA accessible
- Three and four person apartments with single bedrooms
 - Full bath with tub/shower
 - Kitchen
 - Furnished living room
 - Bedroom size varies by apartment and each is furnished with the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
 - *01 and *10 apartments (identified on the layout in blue) have a significantly smaller A bedroom
- All utilities included
- Staffed with 4 Resident Assistants and 1 Resident Counselor
- Meal plan required for first and second year students, but available for all students
- 12 month and academic year contracts available



▲ A typical bedroom in Alumni Hall

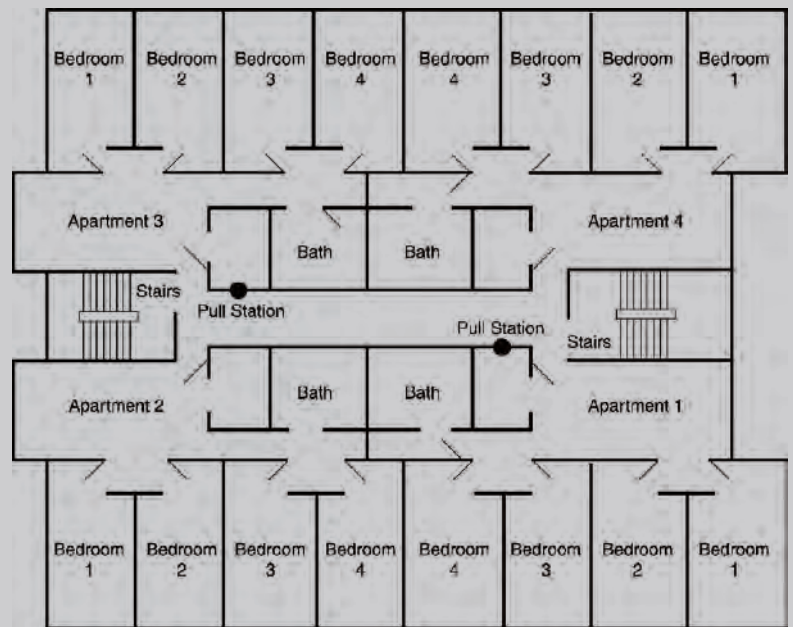
◀ A floor plan of a typical floor in Alumni Hall. Bedrooms shaded in blue are smaller than the other bedrooms within those apartments.

LEO FLOOD HALL

- Four story apartment building, co-ed by apartment
- Historically houses upper-class students
- Lounge located on the lower level
- ADA accessible, however there is a steep hill leading to the building
- Four person apartments with single bedrooms
 - Full bath with shower
 - Kitchen
 - Furnished living room
 - Bedroom furnished with the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
- All utilities included
- Staffed with 2 Resident Assistants and 1 Resident Counselor
- Meal plan required for first and second year students, but available for all students



▲ A bedroom in Flood Hall



▲ A floor plan of a typical floor in Flood Hall

THOMAS J. O'HARA, C.S.C. HALL

- Three residential floors, co-ed by apartment
- Historically houses upper-class students
- Two lounges, one quiet and one social, located on every residential floor
- ADA accessible
- Four and five person apartments with single bedrooms
 - Two full bathrooms
 - Kitchen with dishwasher and island
- Furnished living room
- Bedroom furnished with the following:
 - Twin XL bed
 - Desk with chair
 - Dresser
 - Nightstand
- All utilities included
- Staffed with 4 Resident Assistants and 1 Resident Counselor
- Meal plan required for first and second year students, but available for all students
- 12 month and academic year contracts available
- Restaurant facilities on ground floor



Layouts for a typical ADA apartment are available in the Office of Residence Life. ▼



▲ A living room in O'Hara Hall



ALLEY CENTER FOR HEALTH SCIENCES

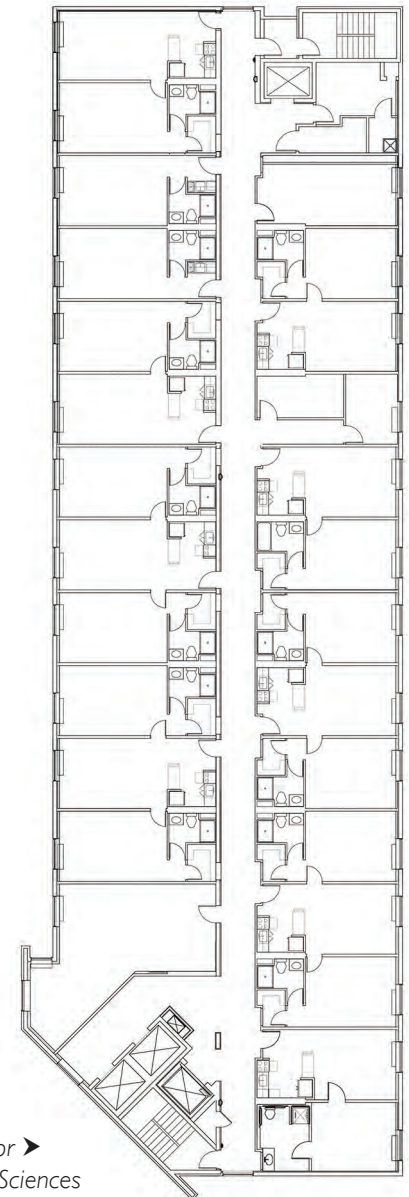


▲ A common apartment living space

- Three residential floors, co-ed by apartment
- Houses graduate students
- Common television lounge on each floor
- ADA accessible
- 24 hour staffed security desk
- Chapel and non-denominational prayer room located on the 6th floor
- One and two person apartments with single bedrooms
 - 1–2 full bathrooms, depending on apartment occupancy
 - Kitchen
 - Furnished living room
 - Bedroom furnished with the following:
 - Twin XL bed
 - Desk
 - Desk chair
 - Dresser
- All utilities included
- Staffed with 1 Resident Counselor and 1 Resident Assistant
- 12 month and academic year contracts available
- Building also houses Physician Assistant, Athletic Training, and Exercise Science programs
- Chick-fil-A located on ground floor



▲ Double bedroom in the Alley Center for Health Sciences



A floor plan of a typical floor ►
in the Alley Center for Health Sciences

SERVICES

Mail

- Box numbers and mailbox code are distributed through the College's email system
- Mail is delivered to each resident's mailbox in the individual halls Monday through Friday

Laundry

- Laundry facilities are found in all residence halls and apartment buildings
- Laundry machines operate on the King's Cash System
- Washers and dryers operate at a cost of \$1.00 each

King's Cash

- Operates through the King's College ID
- Deposits to the King's Cash account can be made through the Business Office during normal operating hours (8:30 am – 4:30 pm), through the PHIL station found on the first floor of the Sheehy-Farmer Campus Center, or online at my.kings.edu

Computers and Internet

- All students can connect wirelessly to the Internet through the College's network
- All residence halls and apartment buildings are wireless-only
- A purchase program is offered and can be accessed here:
www.kings.edu/mykings/computer-purchase-program

Telephone and Cable Television

- Telephone service is the responsibility of the resident
- Basic cable service is provided

Parking

- Students who wish to have a car on campus may do so by registering their vehicle with the Office of Campus Safety and Security and purchasing a parking hang tag

Microfridge Program

- Minifridges and several other residence hall amenities are available to rent through Campus Specialties, Inc. at mymicrofridge.com

FREQUENTLY ASKED QUESTIONS

What are the College's housing requirements?

- All first-year and sophomore students who do not reside within commuting distance (within 45 miles of campus) and who are under 21 years of age are required to live in College housing.
- Junior students who completed at least 57 credit hours and maintain a 2.5 minimum GPA and senior students that have completed 87 credit hours may reside off campus, with approval, but must apply through the Residence Life Student Portal.
- A commuter student is defined as a student who resides in the permanent home of their parents or legal guardian, or in the home of a close relative (who is not a student and is at least 30 years of age), and who commutes to classes each day. A commuter may not reside more than forty-five driving miles from home to the campus.

How are first-year students assigned roommates?

- Roommates are matched by the Office of Residence Life information submitted by first-year students on the Residence Life Student Portal. Thoroughly and accurately completing the online form will allow for the best roommate match possible.

What happens if a roommate does not like their assigned roommate?

- First-year students are encouraged not to change roommates during the first semester. Most early roommate problems are simply the result of adjusting to a new situation. If a change is necessary, resident students are able to make arrangements with their building supervisor during the "Open Room Change Period" which takes place during the third full week of each semester.

Can I receive a single room as a freshman resident?

- Students with documented needs that prevent them from having a roommate will receive special consideration for a single room. The Office of Residence Life strongly encourages all first year students to have a roommate.

How can I apply for a single room?

- Students can request a single room during housing sign-ups. You must initially sign up for a double room as single rooms will not be granted until August, if available. Availability of single rooms is based on building occupancy, and if granted, will carry an additional cost.



Can I have a car on-campus as a resident?

- Students who wish to have a car on campus may do so by registering their vehicle with the Office of Safety and Security and purchasing a parking hang tag.

How are the residence halls supervised?

- The Office of Residence Life employs 28 undergraduate student leaders who develop strong community and assist students with their needs while living in the residence halls. Additionally, 19 Resident Counselors, who are non-students and hold a bachelor's degree, live in the residence halls and serve as positive adult role models for students.

What types of activities are held in the residence halls?

- Activities in the residence halls are designed to promote a positive community. These activities can be social in nature or more educationally focused.

How do breaks affect the residence halls?

- The contract for student housing does not provide for room and board during semester breaks, recesses, or official College holidays.
- Permission to stay on campus during these times can only be granted for academic or athletic reasons.

- Under special circumstances, arrangements may be made with the Associate Dean of Students for Residence Life to remain in a residence hall, but those arrangements may be subject to an additional fee.

When does the housing application process for the following academic year take place?

- Information will be available in November for students regarding College apartments and the lottery process.
- The housing application process for students returning to Esseff and Holy Cross will be held in mid-March following the winter break.
- Housing and apartment contracts are binding once signed. Cancellation of the contract after signing may result in penalties and loss of the housing deposit.

What furniture is provided in each room?

- Every student receives a twin XL bed, dresser, closet, desk, and desk chair in their bedroom.
- Apartment students receive a couch, two arm chairs, two end tables, and a coffee table in their living room.
- Kitchens are furnished with a kitchen table and four chairs.



What can I bring to my room or apartment?

- Students can bring following: stereo equipment, TV, clock, hairdryer, refrigerator no larger than 5.0 cubic feet, microwave ovens no more than 900 watts, electric kettles, coffeemakers with UL-approved heating elements and automatic shutoffs.
- Any appliance without an enclosed heating element, such as a hot plate or toaster oven is in violation of the safety codes and is not permitted.
- Students will also need to supply their own twin XL sheets, blankets, towels and other necessary linens.

Maintenance concerns

- If a maintenance concern arises, resident students can fill out an online maintenance request or they can personally report the concern to their resident assistant/resident counselor.
- Reports found at: www.kings.edu/facilities-request

Other important information

- Visitation in the living areas of the residence halls by persons of the opposite sex is permitted during the following hours:
 - Sunday through Thursday 10:00 a.m. to Midnight, Friday and Saturday 10:00 a.m. to 2:00 a.m.
- King's College is not responsible for a student's personal belongings. The College highly recommends that you check your homeowner's insurance to make sure that student property is covered while living at college. Some carriers will provide a standard policy to insure personal belongings while attending college.

In the case of a family emergency

- In a family emergency, the College staff can be a valuable resource. If you would like to have a College staff member inform a student of a family emergency, you may contact the Student Affairs Office at (570) 208-5875 during office hours or the College switchboard at (570) 208-5900 after hours.

How do I make arrangements for an emotional support animal?

- Emotional Support Animals are permitted in College housing, providing proper documentation of a disability and approval from the College PRIOR to the animal living on campus.
- Inquiries can be made to Mrs. Sheri Yech, Director of Academic Skills and Disabilities Services Coordinator at (570)208-5841 or sheriyeche@kings.edu

Sexual Misconduct (Title IX)

King's College is committed to providing a learning, working and living environment that promotes personal integrity, civility and mutual respect in an environment free of discrimination on the basis of sex, which includes all forms of sexual misconduct. Sexual misconduct violates an individual's fundamental rights and personal dignity. King's College considers sexual misconduct, in all its forms, to be a serious offense. This policy refers to all forms of sexual misconduct, including but not limited to: sexual harassment, sexual assault, and sexual violence by employees, students, or third parties.

Title IX/Sexual Misconduct Policy Coordinators

- For complaints against students: Associate Vice President for Student Affairs and Dean of Students: Mr. Robert McGonigle, Office: John Lane C.S.C. House, 166 North Franklin Street, telephone number: (570) 208-5875, email address: robertmcgonigle@kings.edu
- For complaints against employees or non-students: Director of Human Resources: Ms. Regina Corchado, Office: 181 North Franklin Street, telephone number: (570) 208-5962, email address: reginacorchado@kings.edu
- Information about Title IX requirements is available from the Department of Education, Office of Civil Rights at their website www2.ed.gov/ocr. The website has information on Title IX and how to file a complaint on-line. The regional office can be contacted at U.S. Department of Education, The Wanamaker Building, 100 Penn Square East, Suite 515, Philadelphia, PA 19107-3323. Telephone: (215) 656-8541. Facsimile: (215) 656-8605. Email: OCR.Philadelphia@ed.gov





OFFICE OF RESIDENCE LIFE

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First Floor

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