CAMPUS VILLAGE

MOVE-IN GUIDE

Sunday, September 23

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Welcome to Campus Village!

The Campus Village staff would like to welcome you to your new home for the next nine months! We are confident that you will have a successful year here in CV, both academically and socially, and we will do our best to make your stay as comfortable as possible. This guide will help you prepare for move-in weekend and for an exciting year. We look forward to seeing you soon!

Campus Village is home to a variety of students: In addition to the 300+ freshmen and continuing students that we will welcome in September, nearly 300 continuing undergraduate students and graduate students live here year-round.

Move-In Day is Sunday, September 23rd, 11 a.m. to 3 p.m.

How Do I Check In?

Check-in begins at 11 a.m. on Sunday, September 23rd. Between 11:00 a.m. and 3:00 p.m., check in at the Community Center adjacent to Parking Lot 13.

Remember to bring your student ID, as it will be necessary for obtaining your keys and a cart to move your belongings.

The check-in process involves:

☑ Completing your emergency information card.
☑ Checking you into your apartment in the computer assignment system.
☑ Signing out your apartment & mailbox keys.
☑ Picking up your Campus Village t-shirt!

What if I can’t move in during regular check-in hours?

Please note that move-in and key pick-up must occur on Sunday, Sept. 23rd unless other arrangements have been made. Please call the Campus Village Housing Office at (949) 824-7491 by the Friday prior to move-in if you cannot move in on Sunday.

We request that parents and other family members wait outside of the check-in station in order to minimize congestion and wait time. We recommend that you pick up your keys before unloading your belongings from the car.
Campus Village Apartment Floor Plan

Driving & Parking

Lot 13

Southbound on CA-73 (toward San Diego)
- Exit Left onto Bison Ave.
- Continue Straight through Peltason Dr.
- 2nd Left, at the stop sign
- Continue Straight to Lot 13

Southbound on I-405 (towards San Diego)
- Exit right onto Jamboree Rd.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left onto Bison Ave.
- 2nd Left, at the stop sign
- Continue Straight to Lot 13

Northbound on I-405 (toward Long Beach)
- Exit left onto Culver Dr.
- Right onto University Ave.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left onto Bison Ave.
- 2nd Left, at the stop sign
- Continue Straight to Lot 13

Lot 16A/AE

Southbound on CA-73 (toward San Diego)
- Exit Left onto Bison Ave.
- Continue Straight through Peltason Dr.
- 1st Left into parking lot
- Left for Lot 16A, Right for Lot 16AE

Southbound on I-405 (toward San Diego)
- Exit right onto Jamboree Rd.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left onto Bison Ave.
- 1st Left into parking lot
- Left for Lot 16A, Right for Lot 16AE

Northbound on I-405 (toward Long Beach)
- Exit left onto Culver Dr.
- Right onto University Ave.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left onto Bison Ave.
- 1st Left into parking lot
- Left for Lot 16A, Right for Lot 16AE

Lot 16B

Southbound on CA-73 (toward San Diego)
- Exit Left onto Bison Ave.
- Left onto W. Peltason Dr.
- 1st Right into Lot 16B

Southbound on I-405 (toward San Diego)
- Exit right onto Jamboree Rd.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left into Lot 16B

Northbound on I-405 (toward Long Beach)
- Exit left onto Culver Dr.
- Right onto University Ave.
- Left onto Campus Dr.
- Right onto W. Peltason Dr.
  (Left at stop sign to stay on W. Peltason)
- Left into Lot 16B
About Your Apartment

Your furnished apartment accommodates four residents, and features two bedrooms, one bathroom, a living room and a kitchen/dining area. First floor apartments have a patio, and second floor apartments have a balcony. Water, gas, heat, cable, and wireless internet are included, but there is no air conditioning. For a checklist of suggested items to bring, see page 10.

Where Should I Park?

To help alleviate traffic, we recommend that you park in the lot closest to your apartment building and walk to the check-in location. (See map on page 3.)

Parking permits will be required starting Monday, September 24, 2018. Residents may purchase residential parking permits from the Parking & Transportation Office between 7:30 a.m. and 4:00 p.m. Monday-Friday or online at parking.uci.edu/permits. Visitors can use the pay-by-space stalls in Lot 13, in front of the CV Community Center, or they can purchase a guest permit at any parking kiosk.

Moving Carts

Carts will be available for check-out with a UCI ID from the check-in station. We only have a limited number of carts, so we suggest that you bring a cart or dolly with you in order to make your move as quick and easy as possible.

Apartment Condition Report

Your Apartment Condition Report will be inside your apartment when you move in. Please fill it out, detailing the condition of your apartment, and return it to the CV Housing Office by Friday, October 5th.

### About Your Apartment

**Room** | **Furniture**
---|---
Bedroom | (Each resident) Bed* with XL twin mattress and mattress cover, dresser, desk, lamp, chair
Living Room | Sofa, chair, coffee table, two end tables, lamp
Dining Area | Table with four chairs
Kitchen | Refrigerator, stove/oven, microwave

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* Bed without mattress cover.
Mail & Packages

Each apartment has one mailbox that is shared among four residents and located across from the CV Housing Office. Mail from the U.S. Postal Service (USPS) will be delivered there.

To ensure proper mail delivery, use the following address format:

Your Name
1041 W. Peltason Dr., Apt C
Irvine, CA 92617

Packages from the USPS that are too large to fit in the mailbox will be put in the larger units in front of the mailboxes, and keys for that unit, labeled by number, will be placed into the mailbox.

Packages from all other carriers (UPS, FedEx, DHL, etc.) will be delivered directly to your door. There is no security for your package and we cannot guarantee its safety, so it’s important to know when your package is coming and to communicate with your roommates. The Campus Village Housing Office does NOT accept packages.

Laundry

There are two laundry rooms in Campus Village, one adjacent to the Wellness Center, by the basketball courts, and the other in between buildings 1031 and 1023. The washers and dryers operate using a credit or debit card.

EMPLOYMENT & LEADERSHIP OPPORTUNITIES

Campus Village Student Association

The Campus Village Student Association (CVSA) is the student government for the CV community. It’s a resident forum that plans quarterly events and influences the quality of programs, services, and facilities in CV.

Want to get involved in the community? Volunteer to be a CVSA Community Ambassador.

Let your RA know or contact the Housing Office if you’re interested.

The CVSA Executive Board serves as an advocacy group to address residents’ needs, provide quality community-building and service programs, and work cooperatively with the Residence Life professional and student staff teams to create an environment that respects the rights of others and promotes consideration of individual needs within a diverse housing community.
Community Center

Open Daily: 10 a.m. - Midnight

The Community Center is filled with recreational and public facilities that cater to the variety of needs and interests of the Campus Village residents. All Campus Village residents have free access to the Rec Room, Fitness Room, Basketball/Volleyball Courts, Television Room, Computer Lab, Convenience Store, and Atlantis and Pacifica Lounges.

- Pool Tables
- Ping Pong
- Foosball
- Air Hockey
- Games/Sports Equip
- Ellipticals/Treadmills
- Stationary Bikes
- Weight Machines
- Free Weights
- Large Screen TV
- Smartboard
- Projector
- Study/Event Space
- Piano
- MS Office
- Adobe Photoshop
- Internet Access
- Scanner
- Printing/Copying

Wellness Center

With comfortable seating, a demo kitchen, study space, and small stage, this space accommodates a variety of group functions focused on wellness, such as yoga classes, study skills workshops, training in relaxation techniques, and programs focused on art appreciation, sexual health, and healthy cooking.

Housing Office

Monday - Friday: 8 a.m. - 5 p.m.

- Replacement Keys
- Room changes and contract cancellations
- Work order forms (also available online)
- Lost and Found
- Appointments with Housing Staff
- Additional information regarding events and resources in Campus Village as well as on campus

Study Rooms

24 Hours

- Two locations in Campus Village
- Group and individual study space
CV Staff & Events

Clusters & RAs

Each apartment cluster includes two buildings served by a live-on Resident Advisor. RAs are available to address the needs, concerns, and problems of the residents and to support them in their personal growth – helping residents to develop skills in such areas as problem-solving, interpersonal communication, and conflict resolution.

Campus Village’s two Community Programmers (CPs) plan informational, educational, and fun complex-wide programs focusing on academic and personal wellness.

Events

Programs/Events are planned by Resident Advisors, Community Programmers, and CVSA. Programs will revolve around leadership, wellness, safety, service, diversity, and other community-wide educational events. CV also offers an intramural sport each quarter.

Welcome Week

Welcome Week is Monday, September 24th – Friday, September 28th. During this week, several fun events will take place in Campus Village and on campus. Ask your RA or look for signs around the community for details.
Campus Village Professional Staff

Campus Village’s professional staff team is dedicated to serving you! We all work together to create a positive and rich experience for all residents. If you have general questions about CV, please feel free to call (949) 824-7491 and the front desk will be happy to answer your questions or direct your call.

Director
Joe W. Harvey  Director, Campus Village Housing  (949) 824-7492  jwharvey@uci.edu

Residential Life Staff
Hector Limon  Associate Director, Residence Life  (949) 824-9969  limonh@uci.edu
Kate Hsieh  Residence Life Coordinator  (949) 824-4640  kathrh1@uci.edu

Business Staff
Kathia Elenes  Business Manager  (949) 824-7493  kcaro@uci.edu
Connie Gonzalez  Assignments Coordinator  (949) 824-4637  mcgonza1@uci.edu
Jun Yu  Office Manager  (949) 824-4641  juny10@uci.edu

Operations Staff
Jerry Lewis  Associate Director, Operations  (949) 824-4639  jjlewis1@uci.edu
Jerry Smith  Senior Custodial Supervisor  (949) 824-2216  jlsmith@uci.edu
Martin Torres-Alvarez  Senior Building Maintenance Supervisor  (949) 824-4272  mtorresa@uci.edu

Important Housing Contract Information
Withdrawing from UCI or moving out of your room does not automatically cancel your housing contract. The contract that you signed is a legally binding document. Call the CV Housing Office at (949) 824-7491 or Housing Admin Services at (949) 824-6811 for further clarification.

Maintenance or Custodial Issue?
Submit a work order online at housing.uci.edu or visit the Campus Village Housing Office.

Helpful Phone Numbers

CV Housing Office
(949) 824-7491
Mon-Fri: 8 a.m. – 5 p.m.

Housing Admin Services
(949) 824-6811
Mon-Fri: 9 a.m. – 5 p.m.

The Hill/Bookstore
(949) 824-2665
Mon-Fri: 8 a.m. – 7 p.m.
Sat: 11 a.m. – 5 p.m.

Admissions
(949) 824-6703
Mon-Fri: 8 a.m. – 5 p.m.

Financial Aid
(949) 824-8262
Mon-Wed: 9 a.m. – 5 p.m.
Thu-Fri: 8 a.m. – 5 p.m.

Counseling Center
(949) 824-6457
Mon-Fri: 8 a.m. – 5 p.m.

Student Life & Leadership
(949) 824-5181
Mon-Fri: 8 a.m. – 5 p.m.

Student Health Center
(949) 824-5301
Mon-Fri: 7:30 a.m. – 5 p.m.

Parking and Transportation
(949) 824-7486
Mon-Fri: 7:30 a.m. – 4 p.m.

Police Department
(949) 824-5223
24 hours

Safety Escort Service
(949) 824-7233
24 hours

RA on Duty Line
(949) 683-0891
After hours
Move-In checklist

Suggestions for What to Bring

Living and Sleeping

- Sheets (XL Twin - 80" long)
- Pillow(s) / Pillowcase(s)
- Blanket
- Bedspread/Comforter

- Alarm Clock
- Wastebasket
- Posters / Pictures
- Television / Radio

- Room Fan
- Umbrella
- Disaster Prep Kit

Studying

- Personal Computer or Laptop
- Ethernet Cable
- Surge Protector
- Printer/Ink/Paper
- Desk / Reading Lamp

- Tablet
- Scissors, Pens, Pencils
- Stapler/Staples
- Ear Plugs/Noise-Cancelling Headphones

- Laundry Bag/Basket
- Detergent/Dryer Sheets
- Iron/Ironing Board
- Cleaners
- Duster/Broom

Organizing

- Hangers
- Shoe Rack
- Desk Organizer
- Planner/Calendar
- Pantry/Food Storage Bin

- Plate/Bowl
- Cup/Mug
- Set of Utensils
- Pots/Pans
- Electric Appliances
- Dish Soap/Sponge

- Shower Caddy
- Soap/Shampoo
- Towels/Wash Cloths/Shower Cap
- Hair Dryer
- Toiletries
- Flip Flops

Eating

- Personal Routers
- Dry Erase/Cork Boards (not allowed on int/ext doors)
- Candles/Incense

- Air Conditioners/Heaters/Sun Lamps
- Alcohol (Students Under 21 Years of Age)
- Pets
- Weapons of Any Kind

- Nails (puncturing walls/furniture prohibited)
- Drugs/Drug Paraphernalia
- Microwaves
- Hoverboards

- Plate/Bowl
- Cup/Mug
- Set of Utensils
- Pots/Pans
- Electric Appliances
- Dish Soap/Sponge

1. Halogen lamps must be UL-approved and have a safety shield over the bulb
2. Automatic shut-off required on irons
3. Housing communities have vacuums available to check out. Housing custodial staff cleans kitchens, common rooms, and bathrooms, but not personal spaces such as bedrooms and Campus Village apartments.
4. Cooking supplies, food, and pantry storage bins are not as necessary for residents with meal plans (ie Mesa Court and Middle Earth); however, it’s still handy to bring a plate, bowl, mug, cup, and set of utensils for snacks, carry-out, and leftovers.
5. Toasters, coffee pots, rice cookers, etc. are only permitted in kitchen areas, not in student rooms.

6. Wireless internet service now available
7. Microwaves and refrigerators are available in the hall kitchens. Refrigerators in individual rooms are permitted if they are UL-approved and not larger than 4.3 cubic feet. Information regarding renting a “Micro-Fridge” (combination microwave, refrigerator and freezer) will be sent to residents by College Concepts Inc. in late August, or you can visit www.collegefridge.com for more information or to order a micro-fridge.

More on housing policies at housing.uci.edu/communitylife/Undergraduate_Policies.html.