Moving to Campus

How to prepare for life at Northeastern.

2018 – 2019

Northeastern
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Welcome

From all of us at Northeastern’s Housing and Residential Life!

The entire Housing and Residential Life team is getting ready for your arrival! You’re going to find that our staff works hard to create and maintain a living environment that fosters both academic success and personal development. As a resident student, you have the opportunity to extend your education beyond the classroom.

Community and diversity are key elements of the residential program at Northeastern. Our staff promotes a sense of fellowship in our residence halls that will challenge students in the pursuit of mutual respect for members of differing cultures, life experiences, and beliefs. In a residential environment, students are actively involved and demonstrate concern and respect for those within their community.
Introduction

This guide will help you prepare for life at Northeastern. Use the information included to begin planning for your transition. A more detailed schedule for your move-in will be sent later. In the meantime, get ready for an exciting year!

Prepare For Your Move

How are room assignments determined?

For first year students entering in the Fall, we use your online housing application and the rankings provided for your top three Living Learning Community (LLC) preferences. Honors students will be placed in one of the newly implemented student-directed Honors Living Learning Communities using the rankings you provided. Our priority for first-year students is getting you into one of your top LLC choices. Building locations for the LLCs are determined annually, based on the level of interest from the housing applications. If you have a mutual roommate request, we do our best to honor that request. Each year, over 95% of first-year students get one of their top LLC choices or are with their mutually requested roommate(s). Assignments are completed in enrollment deposit date order. If you have been assigned one or more roommates, you can find their names and Husky emails in your Housing Online portal. We encourage you to communicate with your roommates prior to arriving to campus.

Note: If you did not complete your online housing application, assignments are based upon space availability in the various LLCs. Transfer students are not guaranteed housing. When space is available upon acceptance, you are assigned based on the preferences indicated in your online housing application. As a transfer student, if you do not complete the housing application, placement is based on space available with students of a similar age or class standing. Housing for transfer students is limited and assigned on a first come, first served basis.

What’s an LLC (Living Learning Community)?

Separately, each word delivers its own distinct meaning and value. Put them together and a Living Learning Community (LLC) is a sum greater than its parts - a vibrant, inviting residential environment that adds immeasurably to your college experience. At Northeastern, our LLCs are welcoming, inspiring homes away from home in which to explore your interests with fellow first-year students. At its most basic, an LLC is a portion of a residence hall where students share a common lifestyle or academic interest. At its utmost, it is a warm, friendly place to share your hopes and dreams - and fulfill them.

Who else will be a part of my community?

Residential Life provides staff to manage all buildings, to deliver educational and social programs, and to be available to their resident students. The live-in Residential Life team includes Area Coordinators, Residence Directors, Graduate
Community Life...

Housing and Residential Life is dedicated to working with Northeastern students to help build strong living environments that support personal development and academic success. All traditionally accepted first and second year students are required to live in university housing. Traditional style residence halls offer either single gender floors with one community bathroom or floors that have

Assistants, and Resident Assistants. They are there to support students in creating an inclusive, respectful, and safe community within each residence hall.

Area Coordinators and Residence Directors are full time, live-in, professional staff members who manage the day-to-day operations of a designated residence hall(s). They are responsible for the supervision of student leaders and Resident Assistants, and they provide guidance for educational and social programs within the residence halls. They are also available for residents should they need additional resources within their community and at Northeastern. Graduate Assistants are graduate students who work in conjunction with the professional staff to help manage operations and support members of their community.

Resident Assistants are upperclass student leaders who help build community within the residence halls. Resident Assistants are responsible for monitoring the safety and well-being of students in their assigned building, as well as providing social and educational programming opportunities that expand the student experience outside of the classroom.

Some residence halls are also home to a Faculty in Residence. Faculty in Residence are professors who work and live on campus at Northeastern University. The Faculty in Residence host educational and social programs for students to interact with them in an informal environment. Faculty in Residence hold office hours, participate in programming, and provide additional support to residents in the residence halls.

Community Life...
both male and female residents and community bathrooms. Suite or apartment style residence halls offer private bathrooms for the occupants of a suite or apartment. We also offer All Gender Housing to students of any class year who are interested in living with students regardless of gender identity.

New first-year students live in traditional and suite style residence halls. New transfer students live in various halls that are appropriate for age or class standing. Common community spaces, in most halls, can be used for studying, group projects or student activities. All Northeastern University housing is smoke-free.

My room…

Your room will be furnished with: a bed frame, mattress (twin XL), desk, desk chair, dresser, and closet space (individual or shared). Since each room is unique, we are unable to provide square footage/measurements of individual rooms.

About 87% of first-year students live in double occupancy rooms. Single rooms are limited and offered in deposit date order within each LLC to those who indicated a preference on the housing application. Students who are assigned to triple or quad rooms are generally those who request them for financial reasons, who have multiple roommate requests, or who have the latest enrollment deposit dates.

What are Room Condition forms?

All resident students are required to fill out and sign a Room Condition Form when they move in. The form records the initial condition of each room and is used at the end of the term to assess the final condition of the room. While you are living in university housing, the expectation is that you will keep your room in good working order. If any damage beyond normal wear and tear occurs while you are in residence, you and your roommate(s) will be responsible for the cost of repairs.

At the mid-point and end of each term, Residential Life staff will visit your room to complete a Health & Safety Inspection. You will be notified four or five days in advance of this routine visit; you are not required to be present.

When can I move in?

We have been planning for your arrival since you submitted your application last year! This year Fall move-in will take place on August 30, August 31 and September 2. September 1 is not an official university move-in date because it is the busiest off campus move in date in Boston. Each student will be provided a specific move-in date and time in early August. Those assignments are made with thought and intent in order to keep things running smoothly across all areas of campus. For Fall 2018, you can expect to receive your move-in information via email; domestic students will also receive a packet by mail, including a parking pass, in August.

Fall move-in is an exciting time on campus. We’ll have move-in support personnel in place at drop-off locations and there will be student and staff volunteers stationed across campus to welcome you.

If you are unable to arrive on your scheduled move-in date and time, you will need to submit an arrival change request to Housing Online; the request form will be available in early July. Move-in support and procedures may vary on days other than your official move-in date.
What To Bring

- Bike Helmet – Visit the Hubway to participate in this city-wide bike rental program
- Blankets
- Bookends
- Clock radio/alarm clock
- Clothes hangers
- Desk lamp (not halogen)
- Extra-long twin sheets (sometimes labeled Collegiate Twin Sheets) that will fit all University beds, which are commonly 80 inches long
- Fan
- Hair dryer
- Iron and ironing board
- Laundry bag, detergent
- Nonflammable metal wastebasket
- Oral thermometer
- Pillows
- Power outlet strip (12 or 14-gauge wire)
- Shower shoes and caddy
- Small refrigerator (not more than 5.0 cubic feet)
- Towels
- Under-the-bed sweater/storage boxes (no deeper than 10 inches)

What Not To Bring

- No outside furniture is allowed; the only exception is a desk chair
- Any appliance with a heating coil/uncontained element
- String lights
- Tapestry wall hangings
- Air conditioning units
- Halogen lamps
- Weightlifting equipment

This is not meant to be a comprehensive list. Please see the Guide to Residence Hall Living www.northeastern.edu/housing/policies-and-publications/ for more details.

Roommates may want to decide together what to bring, either in advance or shopping together after move-in.
community bathrooms. Only traditional, community residence hall bathrooms are cleaned by University personnel; bathrooms, kitchens, and common living areas in suites and apartments must be cleaned and maintained regularly throughout the term by the resident(s). Failure to maintain a minimum standard of cleanliness may result in a cleaning charge and/or student conduct action.

Residential Safety and Security
Northeastern University promotes an open campus within an urban community. The Residential Safety Office maintains 24-hour access control to all Northeastern-owned residential buildings. Anyone who enters a residence hall must be a resident or an identifiable guest of a resident. Proctors staff the front entrance of most residence halls to ensure that only authorized residents and guests are granted access.

How do I gain entrance to my residence hall and room?
You will need to present your Husky Card each time you enter your room. If you do not have your Husky Card at the time of entry, you may use a government-issued photo ID or the CBORD Mobile application (www.northeastern.edu/huskycard/services/husky-locks/). In Leased Properties security is maintained via key access to those buildings and individual apartments.

What if I have trouble accessing my room?
You may visit the RA staff office for assistance between 7:00PM - 11:00PM nightly. If no one is in the staff office, or it is outside of these hours, the Proctor may assist you in contacting a Lock Out Assistant or the on-duty Residential Life staff member for assistance.

Can we fix it? Yes we can!
How do I request a room repair or maintenance services?
Our Facilities staff is available to provide maintenance services and room repairs. Student requests should be made online through your myNortheastern portal; click "Services & Links", then select "Facilities Online Work Request" under "Community Helpful Links". Any request of an urgent nature, that requires immediate attention, should always be made by calling the Facilities Customer Service Center at 617.373.2754. Upon request for repairs, Northeastern staff may enter a room to make repairs or inspect the premises without the occupants being present.

The University also has the right to enter the premises if an emergency arises, if the premises appear to have been abandoned, or if directed by the Inspectional Services Department of the City of Boston.

Residents are expected to keep their rooms orderly, safe, and sanitary. The University provides professional housekeeping services in common areas such as lounges, hallways, and...
Admitting Guests

Guests must have a valid form of photo ID such as a government-issued ID or a school ID. If your guest is a minor and does not have a photo ID, you must receive authorization from your Area Coordinator or Residence Director for that visitor at least 24 hours in advance. You are responsible for the actions of your guests and you must escort them at all times. Residents cannot have more than 3 guests at a time and overnight guests must be at least 16 years old and may not stay beyond three (3) consecutive nights. Guests younger than the age of 16 may not stay overnight.

What can I do to maintain security in my residence hall?

- Lock your room, suite, and/or apartment door each time you leave
- Carry your Husky Card with you at all times
- Never give out your Husky Card or your four digit pin number
- Take responsibility for any guests you sign in
- Report any suspicious activity to Northeastern Police 617.373.2121

By working collaboratively, we can keep the residence community at Northeastern a safe and secure environment.

Husky Card

Your Husky Card is the official identification card at Northeastern University. Your Husky Card is used for building/residence hall access, laundry, printing, vending, dining services, library book check-out, discounts, and more.

What if my Husky Card is lost or damaged?

You can replace a lost Husky Card by visiting Husky Card Services in Speare Commons during normal business hours, and Facilities Customer Service or NUPD after hours/weekends. There is a $25 nonrefundable fee to replace a lost/stolen Husky Card.

What are the meal plan options?

A variety of meal plans have been designed to accommodate the needs of all students. All students living in a traditional or suite-style accommodation (without a kitchen) are automatically assigned to a 15-meal plan and have the option to increase to a 19-meal plan at any time or decrease to a 10-meal plan before the scheduled deadline each semester; for any student assigned to an accommodation without a kitchen, the 10-meal plan is the minimum required.

First year students are required to have a meal plan. All first year students will be assigned to a 15-meal plan unless they are scheduled to live in an apartment-style accommodation where they will be automatically assigned to a 5-meal plan. Upperclass students living in a residence hall other than the traditional or suite-style are not automatically enrolled in a meal plan; however, these students have the option to enroll in a meal plan by visiting the "Services & Links" on myNortheastern.

Meal plan changes are made through "Services & Links" on the myNortheastern portal. Questions about meal plan changes can be directed to Husky Card Services at HuskyCard@northeastern.edu or by calling 617.373.8740. For information about meal plans visit: www.nudining.com/meal-plans/residential.

There are three residential dining hall locations: International Village Dining, Stetson West Eatery, and Levine Marketplace in Stetson East.
Technology

How do I connect to the Internet?

Information Technology Services (ITS) offers students in University-owned residence halls access to three different networks for Internet access: ResNet, NUwave, and NURes-device.

**ResNet**, the high-speed, secure wired network, is available in all University-owned residence halls.

Students must annually register each device they wish to use. There is one port per residential student, and an Ethernet cord no longer than 25 feet should be used. For optimal performance, use ResNet for high-bandwidth needs, as the wired network is the fastest connection available in the residence halls.

The network is available to current students in good standing, with devices that meet the network’s minimum software and hardware requirements.

**NUwave**, Northeastern’s secure wireless network, is available in all academic, administrative, and residential buildings. The network may be used by anyone with a myNortheastern username and password. This network supports 802.1x computers and devices.

**NURes-device**, the unsecured wireless device network in University-owned residence halls, exists to provide wireless Internet access for devices that cannot connect to NUwave. Students must annually register each device they wish to use. Devices include: Apple TV, Xbox, PS3/4, Roku 1/2/3, most smart TVs, and the Amazon Fire TV Stick. Please contact resnet@northeastern.edu with questions about specific devices.

For additional information on all available networks visit www.northeastern.edu/its/services/networks. ITS and the ResNet Resource Center provide technical support to students. Contact the ResNet Resource Center at 617.373.4357 and press 2 or visit them in the lower level of Speare Hall next to the HuskyCard Office or online at www.northeastern.edu/resnet or email resnet@northeastern.edu. Visit ITS at the Help & Information Desk in Snell Library or online at northeastern.edu/its. Phone support is available 24/7 at 617.373.4357 (xHELP). The ITS Move-In Guide can be found online at www.northeastern.edu/its/get-help/guides/move-in.

Is cable television available?

Students living in University-owned residence halls have access to HuskyCable HDplus, which includes HuskyCable HD and IPTV as part of the room rate.

**HuskyCable HD**, Northeastern’s broadcast cable television service, offers access to 60 broadcast and premium channels. A coaxial TV cable and a television with a QAM digital tuner is required. Rooms have cable port(s) available, however a splitter will be needed for multiple TVs. **IPTV**, provided through XFINITY On Campus (xfinityoncampus.com), offers online access to 200 live streaming TV channels as well as on demand shows and movies. If you have questions, contact the ResNet Resource Center at 617.373.4357 and press 2 or visit them in the lower level of Speare Hall next to the HuskyCard Office. More information can be found at www.northeastern.edu/its/services/huskycablehdplus.
Preparing Your Gear

How do I get Internet and cable in Leased Properties?

New transfer students may be assigned to Leased Properties. Northeastern’s Internet networks and HuskyCable are not available in Leased Properties. Local service providers are able to offer cable TV and Internet services at your own expense.

Students will receive a $100 credit on your tuition account the sixth week into the semester to assist with this additional cost. During the summer terms, a $50 credit will be applied during the third week into the semester.
ResMail provides delivery of mail and packages to most students living in housing owned by the University. The United States Postal Service (USPS) delivers mail to locked mailboxes at all Leased Properties and some Northeastern-owned buildings.

Where is my mailbox?
In most cases your mailbox is located in your residence hall. Mailbox assignments and combinations will be available move-in weekend at myNortheastern. This information may also be picked up at ResMail. Mailboxes use a standard right-left-right combination format (go to right to reach the first number in the combination, go to the left to reach the second number in the combination, go to the right to reach the third number in the combination), except those in Hastings Hall. For residents of Hastings Hall please read the address information that will be sent to you for further instructions.

When will I receive my mail?
After USPS makes its delivery to ResMail, the mail is sorted by building and typically delivered to your mailbox with the next scheduled mail delivery. Be sure to list your box number on the same line as the street address. Listing it below the street address (on a separate line) may cause delays with USPS.

What should I do if I have a mail service problem?
Our staff is committed to the efficient and secure handling of your mail. If you experience problems with any of our services, please notify ResMail immediately at 617.373.5108.

I’m known by my nickname. Is that a problem?
Yes. Different spellings or nicknames may be rejected by our computerized system and the mail will be returned to sender, so be sure your family, friends, and business contacts do not use nicknames in your address. Our database searches for and recognizes the same name you gave the registrar. For example, mail addressed to “Ginny Somebody” may not be accepted if the registrar has her listed as “Virginia Somebody.”

Do I have to include my full name in the return address?
Absolutely. We have no way of knowing where to return the mail without your full name and University address.

What are my mailbox responsibilities?
Once assigned, your mailbox and its contents are your responsibility. Do not leave your box open while unattended and do not give your combination to anyone. You may be charged a fee for any necessary repairs due to vandalism.

What if I want to mail a package?
ResMail has a shipping store available at both Speare Commons and Columbus Place. You must have your Husky Card present at the time of the transaction, and you may use either Husky Dollars or a credit/debit card for the purchase. Shipping options include: United States Postal Service (USPS) and UPS. A limited stock of shipping supplies is available for sale. International shipping is available for documents only. Copying and faxing services are also available.

May I send mail from my residence hall?
Yes. A mail drop box is located in most residence halls to send stamped outgoing mail. You may also use this box to send mail to other residents or to University offices without adding postage. Be sure to include a return address on anything you send.

What if I move to another residence hall?
You can view your new mailbox assignment at myNortheastern within 7-10 business days. It is important to notify friends and family of your new address, otherwise your mail may be delayed.

How should my mail be addressed?
Correctly addressing the envelope is the most important aspect of any mailing. To facilitate efficient sorting and processing, USPS recommends the addresses be in capital letters without punctuation, and requires the use of standard abbreviations. Your mail should be addressed as follows:

Your Name
Mailing Address, Mailbox
Boston, MA Proper Zip

MAY B. ANYBODY
10 FORSYTH ST, #1016
BOSTON, MA 02115

Tips on addressing your mail:
- If you live on Columbus Ave., your ZIP Code is 02120 or 02118; see page 11.
- Do not include Northeastern University in your address, as it will cause delays.
- If you are living in a building that is delivered to ResMail, address your mail by box number, not room number.
- Do not mail any packages to yourself at Northeastern until two weeks prior to move in.
How will I know that a package has arrived?
ResMail accepts packages for resident students from USPS and all major couriers. We will send a package notification to your Husky email. If you have not received a package notification and believe your package has been delivered to ResMail, you may check at any time by stopping by ResMail or calling the office at 617.373.5108.

Mail to students living in Leased Properties is delivered by USPS. However, ResMail provides students a service for package delivery only. If you are having packages delivered and wish to pick them up at ResMail in Speare Commons or Columbus Place instead of having them delivered to your Leased Properties apartment, you will receive a mailing address prior to move-in that can be used for package shipments only.

Can I send packages prior to Fall move-in?
Yes. However, packages should not be sent until two weeks prior to move in.

How do I claim my package?
You may come to ResMail and present a photo ID to retrieve your packages. For students living in Davenport A, Davenport B, Douglass Park, 780 Columbus Avenue, International Village, and 10 Coventry Street, package pickup is in the basement of 716 Columbus Avenue; for other residence halls, package pickup is in Speare Commons. For oversized packages, you may need to borrow a moving hamper from the Housing and Resident Life Customer Service desk in Speare Commons. Students with mobility concerns may have larger packages delivered to their residence hall by making arrangements with the ResMail manager.

What if I don't claim my package?
If a package has not been picked up, the email notification system will send a reminder email every 5 days until the package is picked up. ResMail will return unclaimed packages after 30 days.

In cases of perishable items, ResMail reserves the right to expedite the return process.

What about emergency deliveries?
Overnight couriers deliver at various times of the day. If you are expecting an emergency package delivery, call or stop by ResMail to ask if it has arrived.

Delivered by U.S. Postal Service

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<td>122 St. Stephen Street (Levine Hall)</td>
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Deliveries - Delivered by ResMail

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<td>East Village</td>
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<td>Hastings Hall</td>
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Thinking Ahead
Ins & Outs

When should I plan to leave for Winter Break?
The Fall semester final exam schedule runs December 7-14. Students are expected to leave for winter break 24 hours after their last exam or by 7:00pm on December 14, whichever comes first. Students with a continuing contract and who will be returning to the same housing assignment for Spring 2019 may leave their belongings in place during winter break.

When should I plan to return for Spring 2019?
Spring 2019 move-in is scheduled for January 6. All move-in/move-out dates are outlined below. Additional information about move-in/move-out dates is available in the Residence Hall and Dining License Agreement.

Does the University have storage available for students?
The University is not able to provide storage for students while not in university housing. You may check the vendor information page on our website for a local provider.

What is Housing Online and how do I get there?
Housing Online is your gateway to all things related to your university housing. Housing Online is the place where you will find all housing applications, housing-related forms and requests, and information on Housing and Residential Life policies and publications. For the convenience of our community, we have online processes in place. Students can manage their university housing from anywhere! Access to Housing Online is reached through your myNortheastern student portal (login to myNortheastern, click the Services & Links tab, then select Housing Online under "Residential Services").

What is a license agreement and what does it mean to me?
The Northeastern University Residence Hall and Dining License Agreement creates a license for you to use campus housing and dining. In accepting this agreement, the expectation is that it will be honored. To that end, we encourage you to review the Residence Hall and Dining License Agreement 2018-2019, (www.northeastern.edu/housing/license-agreement/).

May I request a room change?
We recognize that some students will likely want to change rooms. We will work with any student interested in investigating a room change option beginning the second week of each semester. Room change requests forms will become available at Housing Online at that time. Each student who makes a request will be scheduled to meet with staff to go over their preferences and review any vacancies.

If the concern is a roommate conflict, we strongly recommend that students contact the Residential Life staff living in their community for assistance and to work toward a resolution rather than a move.

Northeastern provides living environments that mirror the diversity of its student body. Soon you will join a residential community where neighbors may have different backgrounds. These are opportunities to learn about and appreciate other points of view.

<table>
<thead>
<tr>
<th>MOVE-IN</th>
<th>MOVE-OUT</th>
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<td>SEPTEMBER 2,3*</td>
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*Each student will be provided a specific move-in date and time; no later than early August for Fall 2018 and in early December for Spring 2019.

Specific information and instructions for move-in, including dates and times, will be communicated to students each term. All dates are subject to change.
**Important Housing Dates for Incoming First Year Students 2018-2019**

**Week of Sept 17 - Fall Open Room Change Period**
Open Room Change is the period each semester when students may request a room change for any reason. For more information: www.northeastern.edu/housing/room-changes/

**Mid-December - 2019-2020 Housing Applications available on Housing Online**
Applications become available for Fall 2019, Spring 2020, NUterm (Summer I) 2019, and Summer II 2019. Check your Husky email for notification.

**December 14 - Winter Break Begins**
Students are required to leave 24 hours after their last exam or by 7:00pm on December 14, 2018, whichever comes first. Note: students who require housing during Winter break may be required to relocate for that period. Students who will remain in the same assignment for Spring semester are NOT required to move out; their belongings can remain.

**January 6 - Spring Semester Move-in**
Students move in or return to campus for Spring semester 2019.

**Week of January 21 - Spring Open Room Change Period**
Open Room Change is the period each semester when students may request a room change for any reason. For more information: www.northeastern.edu/housing/room-changes/

**Mid-January - 2019-2020 Housing Applications Due on Housing Online**
Applications are due for Fall 2019 and Spring 2020. Check your Husky email for notification.

**Mid-January - Housing Accommodation Form Due 2019-2020**
There are disability-related accommodations for students who qualify. All Housing Accommodation paperwork is due at this time. For more information: www.northeastern.edu/housing/housingaccommodations/

**March 2-10 Spring Break**
Students are not required to leave for Spring Break and may stay in their residence halls.

**March - Fall 2019 Room Selection**
Students who apply on time will be assigned specific selection date/time. Check your Husky email for communication from Housing and Residential Life. For more information: www.northeastern.edu/housing/applyselect/

**April - NUterm (Summer I) Room Assignment Process**
NUterm/Summer I 2018 assignments are completed AFTER Fall 2019 and Spring 2020. For more information: www.northeastern.edu/housing/nuterm/

**April 26 - Spring Move Out (not participating in NUterm)**
Students are required to move-out 24 hours after their last exam or by 7:00pm on April 26, 2019, whichever comes first. For more information: www.northeastern.edu/housing/move-inout/

**Between April 26th and May 5th - NUterm (Summer I) Move-to-From**
Move-to-From’s are scheduled by Residence Directors. We recommend that you do not schedule travel until your move date is confirmed.