**STEP 1: ARRIVE ON CAMPUS AND PARK.**
When you arrive, please park in a parking structure or metered spot and pay at the appropriate kiosk (please refer to the map on page 2). After you have your keys, you will receive a 1-hour loading zone permit.

**STEP 2: CHECK IN.**
Bring your white PSU access badge or a photo ID. Please leave your belongings in the car until you receive your keys.

**WINTER 2016:**
Move-In Begins at 10:00am, Saturday, January 2
*Montgomery Court Lobby, open until midnight*

**SPRING 2016:**
Move-In Begins at 10:00am, Saturday, March 26
*Montgomery Court Lobby, open until midnight*

**SUMMER 2016:**
Move-In Begins at 10:00am, Saturday, June 18
*Montgomery Court Lobby, open until midnight*

**MID-TERM:**
All check-ins take place at the Montgomery Court Lobby. The Montgomery Services Desk is open 9:00am – midnight, every day except holidays.

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**WHAT TO BRING:**
- lamps, electric fans
- telephone
- mini-fridge (4 cubic feet or smaller)
- microwave (700 watts or less)
- Ethernet cord
- Paper goods (toilet paper)
- laundry & cleaning items
- linens (bed sheets, towels)
- cookware, cutlery, dishes, etc.
  (unfurnished units: seating, dining, etc.)
- Bicycle

_Students often prefer to only bring the necessities at Move-In, and then bring more items later, or shop tax-free in Oregon._

**WHAT NOT TO BRING:**
- Electric space heaters
- Air conditioners
- Hot plates/electric skillets
- Halogen lamps
- Nails (please do not permanently alter your room!)
- Cinderblocks
- High-wattage stereos/sound systems
- Firearms of any kind including BB and paintball guns
- Fireworks
- Martial arts weapons
- Candles or incense

**STEP 3: ACCESS YOUR BUILDING.**
Residents in Ondine, Broadway, Blumel, Blackstone, Montgomery, and Epler will need an electronic access badge to access their building. If you attended orientation you probably received this badge. If you do not have an access badge, you will need to go to ID Services to obtain an access badge. We encourage students who can to get this access badge before their Check-In Date.

ID Services Hours:
8:00am – 6:00pm, *Monday-Thursday, 1st Week of Term*
9:00am – 5:30pm, *Monday – Thursday*
9:00am – 5:00pm, *Friday*
9:00am – 5:00pm, *Monday – Friday, Summer Term*

Students who cannot get an access badge before Check-In will be provided a temporary access fob (while supplies last). Fobs must be returned to the Montgomery Desk the next business day ID Card Services is open.

**STEP 4: CHECK THE CONDITION OF YOUR ROOM.**
Please email any damages to housing@pdx.edu within 48 hours of checking in.

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**Examples of:**
BUILDING QUICK FACTS:
Furnished units come with these items: Bed, desk, dresser, and chair. Blumel includes barstools (and a table in some units). Single units may have two sets of furniture and furniture cannot be removed from the unit.

BEDS:
Broadway has extra-long twin beds. Ondine, Epler, Blumel and Montgomery have regular-sized twin beds.

Units with kitchens or kitchenettes include fridges or mini-fridges. Sleeper units include mini-fridges. Montgomery includes microwaves.

For more information, please refer to the building floor plans at pdx.edu/housing/buildings.

ELEVATORS:
Elevators are available in the following buildings: Broadway, Ondine, Epler, Blumel, Montgomery. Elevators will most likely have lines during Move-In Weekend, and we ask for your patience and that you take the stairs when possible.

CARTS:
A very limited number of carts will be available on Move-In Weekends.

PACKAGES:
We have limited space in our package room. Students who want to mail many large boxes to campus should utilize a pick-up service at USPS or UPS (it’s on campus!). Information about your mailing address can be found at pdx.edu/housing/buildings. Remember to include your room number!

DINING PLANS:
Dining plans begin with dinner on the Sunday before classes begin. All First-Year Experience students are enrolled in a meal plan. Other students can purchase a Dining plan at pdx.edu/dining.