


WINTER & SPRING 2024 MOVE-IN GUIDE


Welcome to Portland State University!


To help you prepare for move-in, we have organized some information that we think will be most beneficial.


PLAN AHEAD

 **PICK UP YOUR PSU ID CARD**
We strongly recommend picking up your PSU ID card prior to your move-in. You will use your PSU Student ID card to enter your residence hall, activate the elevator if your building has one, and utilize your meal plan if you have one. Bring a valid government issued photo ID with you when picking up your ID card.

If you are not able to pick up your PSU ID card prior to move-in, you may check in using a valid government issued photo ID instead of your PSU ID card. You will be provided a temporary key fob for access to your residence hall. You will be expected to go to ID Services the next day they are open to pick up your ID card and return your temporary key fob.

 **RESIDENTIAL PARKING PERMITS**
If you have decided to bring your car to campus, you may purchase a parking permit from Transportation and Parking Services online. Be sure to select a residence hall permit. Most residents will not keep a car on campus since public transit is so accessible and convenient.

 **CONTACT YOUR ROOMMATE**
Once you get contact details for your roommate, introduce yourself! You can avoid duplicate items by coordinating who will bring what (TV, microwave, etc).

 **EMAILS**
Be sure to check your PSU email regularly for important updates and information about your community.

STEPS FOR MOVING IN


1 CHOOSE YOUR CHECK-IN TIMESLOT
Log in to the Housing Portal at housingportal.pdx.edu and select your check-in timeslot. This lets us know what time you will arrive for check-in. You can change your timeslot as needed prior to arrival.


2 ARRIVE ON CAMPUS & PARK
Please park in a parking structure and pay at the appropriate kiosk. Download the Parking Kitty mobile app to make paying for parking easier. After you pick up your keys, you will receive a 1-hour temporary loading zone permit.
Broadway and Ondine residents will find Parking Structure 1 the most convenient place to park. All other residents will find Parking Structure 3 to be the most convenient.

3 CHECK-IN & PICK UP KEYS
Go to the Montgomery Lobby during your chosen check-in timeslot. Bring your PSU ID card or a government issued photo ID. Please leave your belongings in the car until after you receive your keys.


4 CHECK ROOM CONDITION & MOVE IN!
After picking up your keys, you may start moving into your new space. We make every effort to ensure your room is prepared for you. In the case of any damages, please email housing@pdx.edu within 48 hours so we can address the issue and add a record to your file so you are not billed for damages when moving out. There is no time limit for moving in.


ADDITIONAL INFORMATION


 **DINING PLANS**
All First Year Experience students are enrolled in a dining plan as part of their contract.
Other students may purchase a dining plan at dineoncampus.com/psu.

 **PACKAGES**
We have limited space in our package room. Please do not mail packages prior to arrival. Students who want to mail many large boxes to campus should utilize a pick-up service at USPS or UPS.

Information about your mailing address is included on your assignment details sent prior to move-in. Please include your room number on all mail and packages.

 **EFFICIENCY RECOMMENDATIONS**
We recommend you bring a wagon or handtruck to help with your move-in process. We will have a very limited number of carts available. We also encourage taking the stairs whenever possible. At times, there may be long waits for elevators.

 **ELEVATORS**
Elevators are available in the following buildings: Broadway, Ondine, Stephen Epler, Blumel, and Montgomery. There are no elevators in Blackstone or St. Helens.

 **ALL UTILITIES INCLUDED**
Rates include electricity, gas, water, sewer, garbage, and internet. Wireless internet is available in all buildings. Ethernet ports are available in Blumel, Broadway, Ondine, and Stephen Epler.

CHECK-IN LOCATION & HOURS

All residents will check-in at Montgomery during their chosen timeslot. Residents are not able to check-in prior to their move-in timeslot. The Montgomery Service Desk is open until midnight for any late check-ins and again the following Sunday from 9:30am-midnight.

MONTGOMERY LOBBY

1802 SW 10th Ave
Portland, OR 97201

WINTER TERM

Saturday, January 6th

SPRING TERM

Saturday, March 30th

YOUR ROOM

- All furnished units have a bed, dresser, desk, and chair for each resident
- Twin XL Mattress: Broadway, Blackstone quads, Ondine, St. Helens, Montgomery (except select rooms on 1st floor)
- Standard Twin Mattress: Blumel, Epler
- Barstools provided in Blumel and St. Helens
- Dining table and four dining chairs provided in Blackstone quads
- Units may have more sets of furniture than residents occupying the space; extra furniture cannot be removed
- Units with kitchens or kitchenettes include fridges or mini fridges
- Sleeper units include a mini fridge and microwave

