Your Guide to
Stephen Epler Hall

1136 SW Montgomery St
Portland, OR 97201

Built in 2003, this 6-story building features 130 modern studio apartments that have class rooms on the 1st floor, large windows, bicycle storage, bright colors inside the units and is LEED Silver Certified. We've put a modern and revolutionary focus on sustainability, making this an ideal choice for many.

Important Phone Numbers
University Housing Office (503) 725-4375
Montgomery Help Desk (503) 725-4385
Residence Life Office (503) 725-2450
RA After Hours On Call (971) 246-1388
CPSO Non-Emergency (503) 725-4407
CPSO Emergency (503) 725-4404
Card Access
Epler Hall’s front doors and elevators operate on a card access system. This requires all residents to get a badge with a current picture on it from ID Services. ID Services is located in the first floor of the Neuberger building on the Park Blocks. A picture and badge cost $12, and the amount is charged to your PSU Student Account.

If a resident has a picture on file prior to moving in, the badge will be printed automatically and be available for the resident to pick up at the move-in station.

Laundry
The laundry rooms are on the third, fifth and sixth floors of Epler. Laundry costs vary based on the type of load you choose. Washers and dryers are card-operated and require residents to purchase a card and load money onto it prior to its use. This can be done at one of several kiosks located on campus. There is one in the Montgomery Court lobby across from the Help Desk, another in the Smith Student Union Viking Court on the first floor, and in the first floor lobby of the Ondine Building.

Furnished Rooms
Floors four through six are furnished for double occupancy. Please note that all furnishings are inventoried and belong to the university and must remain in the unit. We do not have storage space for any items you do not want in the room. All items are a part of a complete set and must remain together.
Garbage and Recycling
Dumpsters for trash are located behind a partition located next to Blumel, across from King Albert. If you leave trash, abandoned furniture, and other goods in common areas (including the laundry room or hallways) you or your community will be charged for the cost of removal. Recycling bins are located near the dumpsters next to Blumel. Items contaminated with food particles cannot be recycled (example: pizza boxes). Please do not dump your non-recyclable garbage in recycling areas.

Bike Storage
There is a bike storage room where bikes may be stored located on the side of the building facing King Albert. The room is accessible using your room key. University Housing recommends locking your bike at all times. The University is not responsible for any lost or stolen bikes. ONLY bikes may be stored here. Other items left in the room will be removed and discarded, for which the community may be charged.

Bikes may not be stored inside or around stairwells and hallways. The bike racks in the bike room is the ONLY designated area where residents may store their bike. Bikes stored in other common areas may be removed by University Housing at any time.
Pests
University Housing strives to maintain a pest-free environment, but pests are an unfortunate part of life, especially in large communities. This can include cockroaches, rodents, fleas, and bed bugs, which are becoming more and more prevalent on college campuses throughout the country. Please report any pest problem you have immediately to University Housing, as early detection is the key to elimination of most pests.

Heat
Stephen Epler uses baseboard heating, with a thermostat in each room. Because Stephen Epler is an eco-friendly building, the thermostat will only go up to 75°F. Once the room reaches this temperature, the heat will turn off. The heat will also turn off if anything is placed within 12 inches of the heater itself. If you suspect the heater is not functioning, please submit a work order (more information below).

Maintenance
University Housing has a staff of trained maintenance technicians to maintain our buildings. Residents are responsible for reporting any damage they notice through our maintenance work order system, which is accessible via the Housing website: www.pdx.edu/housing. Please do not attempt to make any repairs to the room on your own.

In the event of a clogged drain, please DO NOT pour any chemicals (such as Drano) into the pipes. These products erode plumbing pipes and are dangerous to employees who work on the plumbing.
Networking and Telecom Services

Phone
All units include a phone line in the room. Provide a land-line phone and connect to the ivory jack located in your room. Local calls are included in the cost of the unit. To make long distance calls either purchase a long distance card or obtain a MobileSphere Long Distance Account with OIT.

Internet
Residential campus buildings have been retrofitted with a wireless network. Using your device, search the available networks for PSU or PSU Secure. You’ll need your ODIN ID and password to log into the network. To obtain an ODIN account, visit OIT.

Residents are also able to connect to the internet using an Ethernet cord. Locate the Orange jack in the room to connect.

Cable
Basic cable is provided in the building. To connect, locate the cable wall outlet and connect to your TV and/or DVD player using a standard coaxial cable. Please note that you will likely need to “auto program” your TV through the menu options to access all the available channels. Please refer to the manual for your TV.

Phone and Cable Questions?
Call NTS (503) 725-4434

Internet Questions?
Call OIT Help Desk (503) 725-4357
Where to go for Assistance

**Montgomery Help Desk**
Residents visit the Help Desk located in Montgomery Court to check into University Housing, pick up keys, packages, and ask general housing questions. This desk serves the needs of all University Housing residents across campus. The Help Desk is open seven days a week from 9:00am to midnight, except during University breaks and select Holidays. The Desk may be reached by phone at (503) 725-4385 or email at mbdesk@pdx.edu.

**Housing Office**
Residents may visit the Housing Office located in the Broadway Building, Suite 210 to discuss their contract, building and room options, transfer requests, and housing specific billing questions. The Housing Office is open Monday through Friday from 9:00am to 5:00pm (except for Thursday when the office opens at 10:00am). The Housing Office can be reached by phone at (503) 725-4375 or by email at housing@pdx.edu.

**Residence Life Office**
The Residence Life Office is available to answer questions about community programs, provide opportunities for students to get involved, review the conduct of residents within the halls, and as a resource to solve interpersonal conflicts between roommates. The Residence Life Office may be contacted by phone at (503) 725-2450 or by email at reslife@pdx.edu and is located in Broadway Building, Suite 230.
**Residence Life Staff**

*Area Coordinator (AC)*

ACs are responsible for community-building, advising and counseling, crisis management, residential education and student conduct hearings.

*Resident Director (RD)*

RDs are responsible for assisting in the implementation of ResLife programs, residential education, community development, crisis management, student conduct, and community operations.

*Resident Assistant (RA)*

RAs are responsible for general administration, development, and implementation of programs in the residence halls. RAs can help you find a class, submit a work order, or find the academic or emotional support you need.

**RHA (Residence Hall Association)**

The Residence Hall Association is the governing body representing Housing residents of Portland State University. RHA is the voice of the residents within the residence halls. Residents engage with RHA in community programs, social events, and leadership opportunities. The office for RHA is located on the first floor of Montgomery, around the corner from the Help Desk. To contact the RHA office by phone, call (503) 725-4514 or email them at rha@pdx.edu.
CPSO (Campus Public Safety Office)
The CPSO team is here to ensure your safety. Please contact CPSO if you feel unsafe or threatened while on campus. Please do not contact CPSO for noise complaints from within your building; contact your RA instead.

In case of an emergency, please contact CPSO at (503) 725-4404. For non-emergencies, please call (503) 725-4407.