University of Evansville

New Residence Hall
Move-In Guide

New Residence Hall is a coed residence hall that can house up to 293 students. The hall desk is open two hours every night, and there is a Resident Assistant (RA) available for each floor. A full-time Residential Coordinator (RC) lives in New Hall and manages all staff and the daily operations of the building. Residential staff provide support to residents, assist with questions, provide resources essential to the community, and help establish an environment that supports the academic and social needs of students.

Get Involved in Your Residential Community!

The **Residence Hall Association** (RHA) is the student voice for on-campus residents. RHA works to advocate for students, fund improvements to residential spaces, and partner with Resident Assistants (RAs) to support engaging in-hall programs and activities.

Whether you have ideas to improve your community, want to develop leadership skills, or are simply looking to get involved, RHA is a great place to make an impact and connect with other residents.

All residential students are welcome to attend meetings, which begin shortly after the start of the semester. Questions? Contact your Residential Coordinator (RC).

Mail and Package Address

Student's Name _____
Hall and Room Number_____
1 South Frederick Street
Evansville, IN 47714

Use the same address for USPS mail and packages.

Note: Do not include "University of Evansville" in the address.

At check-in, all students will fill out and sign an online Room Condition Report. Room damages are recorded on this form, and it is updated at checkout. New damages are billed to residents.

Quick Reference to Information Specific to New Hall

Living Together

Getting along with the people you live with will be key to a satisfying living experience. All New Hall residents will participate in the Living Together Program with their roommates and podmates. Be ready to discuss your living preferences and expectations!

How to Get Your Bed Lofted

Lofting is a great option – it provides a lot more floor space so that you can bring a more personal touch to your space. If you have a bed that is lofted, feel free to get a loveseat or a futon. These work really well when you have friends over. They provide a great place to sit, and you don't have to mess up your bed.

All lofts in New Hall are assembled and disassembled professionally. This is done by the same people who provide MicroFridge rentals for our campus. They will come before school starts to assemble your loft for you. The total fee for lofting is $140. This hassle-free service is provided exclusively for New Hall students. Order your loft at **MyMicroFridge.com**!

Please be sure to provide the company with your full room information from eRezLife, including what side your bed is on.

Lofted beds will be raised to 63" from the floor (with 42" clearance from the top of the mattress to the ceiling).

Lofting requests need to be submitted by the last week of July. Requests after the deadline can be scheduled for September at a higher fee.

If you have any questions, the vendor can be reached at 1-800-525-7307.

Kitchenettes

Kitchenettes are light duty food storage/prep spaces equipped with cabinets, counters, a sink, and a full-size refrigerator. They are not meant for significant cooking and do not come with ovens, ranges, or ventilation for cooking. Podmates can bring a microwave that can be shared for the kitchenette counter. You can bring a small personal fridge and microwave for your room, but space may be an issue.

Necessities and Cleaning Items to Bring

While living here, you will be responsible for cleaning up your pod. Here are a few things you may want to consider bringing:

- Broom/dust mop/duster
- Small vacuum
- Hand soap/dish soap
- Sponges/cleaning wipes
- Bathroom cleaner
- Toilet bowl cleaner
- Plunger
- Other general cleaning supplies

Talk with your podmates about:

- Getting a shower curtain that everyone likes!
- Purchasing toilet paper: Housekeeping provides you with your first roll of toilet paper, but you will need to supply this yourself the rest of the year!

Check-In and Emergency Contacts

Bring a photo ID when you check in at your appointment time. Your residence hall staff will provide you with your room key and other materials. When you enter your room, be sure to review and sign your Room Condition Report on eRezLife. You will also update your emergency contacts in Self-Service.

Things NOT to Bring

- Multi-plugs (surge protector strips are OK)
- Duct tape
- Contact paper or wall decals
- Air fryers, sandwich grills, or other cooking appliances with exposed heating elements
- Halogen lamps
- Candles or candle warmers
- Pets (fish, service animals, and approved emotional support animals are allowed)
- Alcohol, illegal drugs, or tobacco
- Firearms, swords, or other weapons

All Things Tech

- Each room is set up for wired internet access, and the entire building has WiFi.
- There are two common area TVs available for streaming your favorite apps in the main lobby area.
- Study/social rooms are available on the second, third, and fourth floors. These rooms are equipped with a streaming TV, comfortable seating, conference table, glass dry-erase boards, and a PC computer and printer.

TVs

You can stream content (with a smart TV, Roku, Firestick, etc.) and get a few local stations with a digital antennae. Talk with your podmates about having a TV in the living room.

Ace Cinema and Streaming

Check out the **free movie channel** on your laptop brought to you by RHA! To set up your streaming device or game console, start a chat with **OTiS!** Click "Ask a question" and type: Smartnet. Then proceed with your request.

Access AceCinema **here!**

Keys and Card Access

In New Hall, your ID is also a proximity key to access entrances, stairwells, the elevator, and your pod. You will be issued a physical key for your bedroom. Replacement cards can be obtained from Public Safety for $30. Replacement keys are $40.

Hall Amenities

- Large lobby area with two comfortable seating areas equipped with large screen streaming TVs.
- Adjacent to the lobby is a common kitchen for resident use, a laundry room, recycling/trash room, and the hall mailroom.
- Study/social lounges with computers, printers, and dry erase project boards on the second, third, and fourth floors.
- The building is equipped with an elevator.
- Courtyard social space includes a grilling area and outside seating.

Need room measurements? Get them here!

Quick Guidelines for Arranging Your Room

- The walls in New Hall are constructed with drywall and painted with satin paint. Special considerations must be made when hanging decorative items on these walls. **Follow directions specifically posted for New Hall.**
- Nothing should be hung from the ceilings. The plaster damages easily.
- Be careful not to damage walls, ceilings, or floors when moving furniture or equipment.
- It is a violation of the fire code to tamper with or hang anything from the sprinklers or pipes.
- Don't block A/C or heating vents or window exits.
- Rugs are nice because they protect the carpet from stains. Also, this is a great way to bring some coziness and personality into your room without much effort.
- Window blinds are included, but curtains on the windows can add character to the room and block more light at night if you face a streetlight. The easiest way to hang them is to use two large 3M Command hooks and a lightweight curtain rod.
- Be creative! Make your space your own — it's your home, so we want you to feel welcome in it!
- If you're worried about a decoration, just ask an RA! They will be around a few weeks into the semester to do Health and Safety Inspections, so they can let you know whether or not something is a violation of policy.

Trash and Recycling in New Residence Hall

Be sure to bring a trash can and recycling container for your room. There is a trash and recycling area on the first floor.

Acceptable Recycling Items

EVERYTHING MUST BE EMPTY, DRY, and CLEAN.

- PETE #1 and HDPE #2 plastics (flattened, lids removed)
- Mixed paper: printer paper, brown paper bags, junk mail/envelopes, thin magazines
- Magazines
- Newspaper
- Aluminum cans
- Flattened cardboard

Batteries, light bulbs, and ink cartridges can be recycled in the hall office.

Unacceptable Items

- Plastic bags
- Aluminum foil
- Pizza boxes
- Cardboard with food residue
- Glass
- Soiled/wet paper, wax paper, napkins/towels, food packaging, wrapping paper, tissues, paper plates

Social Media

Residence Life

@UEResLife | UEResLife

RHA

@rha_uevansville

Check the Residence Life section of the Student Handbook for full details regarding policies and processes.

TWO MEN AND A TRUCK®

Need help moving? Visit **Two Men & A Truck** for student discounts.

Note: Any new damage at the end of the school year is the responsibility of the student and will be billed appropriately.