BECAUSE OF THE LATE GRADUATION DATE AND EARLY CONFERENCING SEASON, ALL SUMMER STUDENTS MUST BE ABLE TO MOVE TO SUMMER LOCATIONS BY THE END OF THE DAY Monday, MAY 26, 2014. NO EXCEPTIONS CAN BE MADE. IF YOU ARE PLANNING TO LIVE ON CAMPUS, PLEASE MAKE THE NECESSARY ARRANGEMENTS TO ENSURE THIS IS POSSIBLE. IF POSSIBLE SUMMER STUDENTS WILL BE ALLOWED TO MOVE TO SUMMER LOCATIONS EARLY (THE WEEK OF GRADUATION).

Due to limited space, those students with on-campus obligations will be considered for summer residency first. Please list the department(s) you will be working for and note whether it is a full time or part time position. It is up to the department that is employing students to determine if they wish to cover your cost of housing for the summer or not for their student employees.

Job Location: ___________________________ Full Time: _____ Part Time:_____

I will need summer housing for (Check One):

_____ Entire Summer.
_____ Part of the Summer: from ___________ to ___________ 

(check-in date) (check-out date)

Important Information:
• Those students who are employed by the university or who are pursuing academic goals during the summer are given first priority to be housed on campus during the times listed below.
• Summer spaces will primarily be in Swope Hall due to conferencing services utilizing all other residence halls.
• There will be no meal plan for the summer. Meals can be purchased from Sodexo when they are open for conferencing guests.
• You must check into and out of your room with a summer Residence Life staff member.
• All university parking regulations are applicable during the summer months.
• You are responsible for following all the policies in the online Student Handbook.
• You will be required to sign a summer housing contract in order to be approved to live on campus

Cost:
• $1044.00 for the entire summer, May 26 until August 8 (due May 26th).
• $522.00 for 1st session housing, May 26 until June 27 (due May 26th).
• $522.00 for 2nd session housing, June 30 until August 8 (due June 30).
• Fees will be adjusted for students whose occupancy does not conform to these dates. The per-day rate is $20.00.

Payment:
If assigned to summer housing, a bill for the times listed on your application will be sent directly to the business office. Payment is due in full by the due date listed above. If you are working a minimum of 30 hours per week for the university, housing charges will be waived. However, because free housing is a taxable benefit, taxes on the $1012.00 benefit will be taken out of your paychecks. Please contact the Business Office or Human Resources for specific details regarding this procedure.

Deadline:
Housing applications must be returned to Student Affairs by no later than May 9, 2014. Applications received after this date will only be considered if space is available.
Buena Vista University
Summer Housing Information
Summer 2014

For the summer of 2014, Buena Vista University students and employees will be housed in Swope Hall. Look at the following dates and times regarding check-in/out and plan accordingly.

<table>
<thead>
<tr>
<th></th>
<th>Check into summer location</th>
<th>Check out of current location</th>
<th>Check-out of summer location</th>
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<tbody>
<tr>
<td><strong>1st session students:</strong></td>
<td>*By no later than 12:00 pm Monday, May 26, 2014.</td>
<td>*By no later than 8:00 pm Monday, May 26, 2014.</td>
<td>By no later than 5:00 pm Friday, June 27, 2014.</td>
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<tr>
<td><strong>2nd session students:</strong></td>
<td>Monday, June 30, 2014 from 1:00 PM to 6:00 PM.</td>
<td>* As stated in your current contract.</td>
<td>*Moves to fall assignment will occur between August 4-8, 2014</td>
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<tr>
<td><strong>Entire summer:</strong></td>
<td>*By no later than 12:00 pm Monday, May 26, 2014.</td>
<td>*By no later than 8:00 pm Monday, May 26, 2014.</td>
<td>*Moves to fall assignment will occur between August 4-8, 2014.</td>
</tr>
</tbody>
</table>

*Note that if these days and times conflict with your schedule, some can be adjusted by scheduling with the summer RA ahead of time. A $20.00/night fee will be assessed for any housing that exceeds the scheduled time frame(s). However, due to a full conference schedule, those times which are marked with an * WILL NOT BE FLEXIBLE. Check-ins and/or outs during these times MUST be completed on schedule. Those students failing to adhere to these times will be subject to financial penalty and WILL lose the privilege of summer housing.

For those students not attending 1st session, it will be possible to simply move belongings into summer rooms without checking into the room. This MUST be completed during the time set aside for 1st session student check-ins (see above). This should be done with the understanding that the university may be unable to thoroughly clean the room prior to moving your belongings. Priority will be given to those rooms that will house students for 1st session. Students taking advantage of this service will NOT receive keys for the room until official check-in time for 2nd session and will not be allowed to stay in the room until the time of official check-in. Billing for the summer housing begins when the student receives keys for the room.

Housing applications for the 2014 Summer Housing must be returned by 5:00 pm May 9, 2014 to the Office for Student Affairs. Summer housing assignments will be announced by May 16, 2014.