Housing & Residence Life

Move-In Guide
Welcome to
HOUSING & RESIDENCE LIFE

WHAT’S INCLUDED?

4 Private, Carpeted Bedrooms
Each bedroom includes an extra-long twin mattress (36” × 80”), adjustable height bed frame (3”–4”), desk, chair, and dresser. University Village (UV) also offers nightstands.

2 Full Bathrooms

Furnished Living Room
Each living room includes a couch, coffee table, chair, and table with four chairs or stools.

Full Kitchen
Each kitchen includes a sink, dishwasher, stove, refrigerator, and microwave.

Laundry
Laundry for Maverick Village (MV) residents is located on the first floor of each building. Laundry for UV residents is centralized to the UV Clubhouse. Our machines are high-efficiency front load machines, so using detergents marked “he” is recommended. Remember to remove your clothes immediately after washing and drying. Housing and Residence Life is not responsible for lost, stolen, or forgotten items in the laundry rooms.

Utilities
All apartments include all basic utilities, cable, and wireless internet access.
Your Clubhouses

SPACE TO HANG OUT
Hang out in the clubhouse lounge, do homework with wireless internet, or watch a movie with your roommates on the TV.

GET HELP AT THE FRONT DESK
Go to the front desk to pick up a package from home or for help with payments, lost keys, and other issues. You can also check out a variety of items at the front desk such as vacuums, athletic equipment, and games.

Front Desk Hours*
Monday–Friday: 8 A.M. to 8 P.M.
Saturday: 12 P.M. to 6 P.M.
Sunday: Closed

CHECK YOUR MAIL
MV residents can find their mailboxes in the clubhouse. UV mailboxes are located on the outside of the clubhouse.

Gender Inclusive Housing
Students and allies of all sexual orientations, gender identities, and gender expressions are eligible to live in Gender–Inclusive Housing.

These apartment features are the same as the other housing facilities.

* These hours apply to both UV and MV during the academic year.
Move-In Dates and Times

Thursday, August 17
8 A.M. – 2 P.M.

Saturday, August 19
10 A.M. – 2 P.M.
MOVE-IN AUGUST 2017

STEPS FOR A SUCCESSFUL MOVE-IN

1. Bring what you need to make your move easy and efficient as there are no elevators available. Moving carts and dollies are available for checkout.

2. Follow signs that will direct you where to park.

3. Walk to the University Village Clubhouse to check in before unloading your belongings. Check-in will take 10–15 minutes.

4. After checking in, staff will direct you to the best place to park for unloading.

5. Return your car to the parking lot after unloading.

*Watch for signage on where to park when arriving at move-in

ITEMS YOU NEED TO BRING TO MOVE-IN

› UNO MavCARD (Student ID) or Photo ID

TRASH AND RECYCLING

Dumpsters are behind Building E and Building I at Maverick Village, and behind Building 3 and in Lot L at University Village. Recycle cardboard, plastic bottles, cans, and newspaper in the proper receptacles.

*Our team is here to make move in a smooth transition for you. Please let us know if we can assist you in any way.

ROOMMATE ASSIGNMENTS

Check your email in early July for roommate assignments.
BRING IT OR LEAVE IT?

Discuss these lists with your roommates to decide who will bring certain items in order to avoid duplicates.

RENTERS INSURANCE

We recommend that you get some type of renters insurance. UNO does not provide personal property insurance. Discuss this with your family’s insurance carrier or an independent insurance carrier.
Bring it!

BRING THE FOLLOWING:
› Shower Curtains
› Shoe Organizers
› Toiletry Organizers
› Wall Décor and Posters
› Clothes and Hangers
› Kitchen Supplies
› Laundry Supplies
› Postage Stamps
› Toiletries
› Toilet Paper
› Medications and First–Aid Items
› Towels and Washcloths
› Twin XL Mattress Pad, Sheets, and Pillows
› Athletic Equipment
› Backpack and School Supplies
› Cleaning Supplies
› Alarm Clocks
› Small Refrigerators
› TV/Stereo Equipment
› Laptops
› Surge Protectors
› Coffee Pots/Tea Pots
› Desk/Standing Lamp

Leave it.

DO NOT BRING THE FOLLOWING:
› Candles
› Incense Burners
› Halogen Lights
› Amplifiers for Instruments
› Drum Sets
› Octopus Plugs
› Wireless Routers
› Alcoholic Beverages
› Weapons
› Firearms
› Large Nails*
› 3M Strips/Command Hooks
› Grills
› Fireworks
› All Pets**
› Hoverboards
› Space Heaters
› Anything with an Open Heating Coil

Not sure whether you should bring it or leave it? Contact Housing and Residence Life at unohousing@unomaha.edu

* Please use 10–gauge nails or higher and push pins/thumb tacks
** Except fish in a 10–gallon aquarium or less
BIKE LOCKS
If bringing your bike to campus, we suggest using the “U” shaped lock to discourage theft. Don’t forget to register your bike at move-in!
FREQUENTLY ASKED QUESTIONS

I HAVE MY OWN FURNITURE. CAN I REMOVE THE ITEMS IN MY ROOM?
Yes, you are allowed to bring in outside furniture. Because of space limitations, you are encouraged to check with your roommates and view the space before purchasing furniture items for your space. The apartments do come furnished and any furniture provided by UNO must remain in the apartment at all times. Contact Housing and Residence Life if you have any questions or concerns.

HOW DO I ACCESS THE INTERNET?
Housing and Residence Life partners with Apogee, an advanced ResNet service provider, to supply internet services for students living on campus. There are both wired and wireless services available. You’ll receive steps on how to access the internet at move-in.

WHAT IS MY MAILING ADDRESS?
Maverick Village Mailing Address
Resident Name
Maverick Village Unit #______
6608 University Drive South
Omaha, NE 68182

University Village Mailing Address
Resident Name
University Village Unit #______
6506 University Drive South
Omaha, NE 68182

(Use the Unit # provided to you at move-in. It is not your apartment number).

WHAT ABOUT PARKING?
Residents of MV and UV enjoy the convenience of a nearby parking structure and parking lot, should you choose to have a car on campus. Residents hoping to use this structure or lot must purchase a UNO parking permit. Permits can be purchased at parking.unomaha.edu on or after July 1.

CAN I BRING MY BIKE?
Yes! We encourage you to bring a bike. You can lock your bike to the bike racks in front of each building in MV or on one of the bike racks located throughout UV. Remember to register your bike for free with Housing and Residence Life during move-in.

FACILITY ISSUES OR ROOM REPAIRS?
Fill out a form and report any maintenance issues online at unohousing.freshdesk.com.

Internet Issues
Call Apogee support at 1.855.813.7018 or email support@myresnet.com.

Cable Issues
Call Cox Cable at 402.315.1520.

Laundry Machine Issues
Call ASI at 1.800.762.3452.
Delicious MEAL OPTIONS

ON–CAMPUS DINING OPTIONS
Milo Bail Student Center (MBSC) Food Court
The MBSC Food Court, located on Dodge Campus, has a wide variety of freshly made options including: Italian and pizza at Tomassito’s, Mexican at Pasado’s, hamburgers and chicken strips at The American Grill, stir fry at Jasmine’s, and much more. There are also lots of grab–and–go options for when you’re in a hurry.

Hours*
Monday–Friday: 7 A.M. to 2:30 P.M.

Scott Café
Scott Café, located on Scott Campus, is a go–to place for all UNO students, friends, and families. It features an ever–changing hot line, fresh full salad and soup bar, fresh deli, made–to–order grilled food, hand–crafted pizza, lots of drink options, and a great variety of desserts. All this is included in the all–you–can–eat buffet.

Hours*
Monday–Friday: 7 A.M. to 8 P.M.
Saturday–Sunday: 10 A.M. to 7 P.M.

COOKING AT HOME
Living on campus gives you access to great food options, but one of the best options for meals can be cooking at home. Each apartment in Maverick Village and University Village includes a full kitchen with a stove, refrigerator, microwave, sink, and counter space. The following are local grocery stores where you can buy fresh produce and supplies for cooking great meals at home:

› Target (7200 Dodge Street)
› Walmart Supercenter (1606 S. 72nd Street)
› Hy–Vee (7910 Cass Street)
› Hy–Vee (5150 Center Street)
› Asian Market (321 N. 76th St)
› Natural Grocers (7831 Dodge Street)
› Trader Joe’s (10305 Pacific St)
› Whole Foods (10020 Regency Circle)

*Hours may be subject to changes. Visit the UNO website for updated hours of operation for all on–campus dining locations.
mbsc.unomaha.edu
ON-CAMPUS GRAB-N-GO OPTIONS
› Durango’s Grill (MBSC)
› Library Café (Criss Library)
› MavRec Café (Wellness Center)
› Maverick Den (MBSC)
› Scott Café Express (PKI)
› Stedman’s Café (Mammel Hall)
› Select campus vending machines

OFF-CAMPUS LOCATIONS
› First Watch Café (122 S. 71st Street)
› Godfather’s Pizza (2117 S. 67th Street)
› Jason’s Deli (7010 Dodge Street)
› Jones Bros. Cupcakes (2121 S. 67th Street)
› Lighthouse Pizza (1004 S. 74th Plaza)
› Noodles & Company (203 S. 72nd Street)
› Orange Leaf (1110 S. 71st Street)
› Petrow’s Restaurant (5914 Center Street)
› Smashburger (7204 Jones Street)
› And Many More!

All listed on-campus grab-n-go options and off-campus locations accept MavCARD. For a full list of off-campus restaurants that accept MavCARDS, head to MavCARD.com.
UNO students receive **free admission** to concerts, sporting events, art exhibits, and other events.

**HOUSING LIFE**
Stay connected and informed by checking your email or visit the Housing and Residence Life website.

housing.unomaha.edu

**MAVSYNC**
Easily find information on all of the involvement opportunities available to the UNO community.
mavsync.unomaha.edu

**180+**
**STUDENT ORGANIZATIONS**
UNO offers more than 180 registered clubs and organizations, including student government, fraternity and sorority life, and campus activities planning.

**BE ACTIVE!**
Join one of UNO’s Intramural Sports or a Sport Club.
Get Involved
WITH RESIDENCE LIFE

RESIDENCE HALL COUNCILS
Maverick Village Residence Hall Council (MVRHC) and University Village Residence Hall Council (UVRHC) are the voices of students living on campus. Each council’s meetings are for planning social events and discussing any concerns students living on campus may have about their housing experience. Executive positions are a great way for students to develop leadership skills, help build a community with other students, and add experience to their résumé. Want to get involved? There are officer positions available. Attend our weekly meetings and events. Meeting times will be announced at the beginning of the fall semester. Email unohousing@unomaha.edu for more info.

RESIDENCE HALL ASSOCIATION
UNO’s Residence Hall Association (RHA) is the governing and legislative body for the residential population. RHA strives to provide input and suggestions to housing administrators in an effort to improve the living experience on campus. RHA officers also represent UNO on the regional and national levels as part of the National Association of College and University Residence Halls (NACURH).

NATIONAL RESIDENCE HALL HONORARY
The National Residence Hall Honorary (NRHH) is a leadership, service, and recognition honor society specifically for student leaders living on campus. The UNO Bill Pickett NRHH Chapter consists of student leaders living on campus who represent the top 1% of the student leaders within campus housing. Members are nominated and inducted in the spring each year.
Your Guide to LIVING WITH ROOMMATES

DISCUSS COMMON ISSUES

Overnight Guests
Unannounced, too frequent, or disrespectful behavior

Noise Levels
Volume levels of music/TV or loud guests

Food
Sharing or cooking

Common Cleaning
Sharing supplies, different definitions of clean, taking out trash, washing dishes, or clutter

Policy Violations
A roommate violating policies within the apartment

Temperature in Apartment
Deciding on a temperature that works for everyone

IT’S OK TO COMPROMISE

Remember that four roommates means four ways of living. You should be prepared to adjust your expectations according to your roommates and vice-versa. For example, if you think the trash should be taken out twice a week, but your roommates think once every two weeks is okay, a good compromise could be to take out the trash once a week. Willingness to compromise will make living with roommates more enjoyable.

SHOW RESPECT

No matter the differences between roommates, you all should respect one another. Keep in mind that different does not mean bad. In fact, living with roommates from various backgrounds is a great opportunity to learn about different lifestyles, opinions, and cultures. If you’re committed to respecting those around you, you can live harmoniously with anyone.

BE RESPONSIBLE

Remember to take responsibility for your own space. You and your roommates have to be comfortable with everything that goes on in the apartment. At the beginning of the year, your RA will help you complete a Roommate Agreement with all of your roommates. This is a required step to live on campus and will help start the conversation among roommates about personal living preferences and how to best use the space.

COMMUNICATION IS KEY

For a successful and healthy roommate relationship, the lines of communication must be open. Talk in person and avoid texting, social media, and leaving notes. You can’t expect your roommates to read your mind, so be clear about your expectations, feelings, and differences.
KNOW THE RULES
You have a unique opportunity to live in a community with other students. To ensure that this is a positive experience for everyone, make yourself familiar with our community policy book. You can find this at housing.unomaha.edu.
ADDRESSING AN ISSUE

Unfortunately, conflicts are almost inevitable when four individuals share one space. Addressing it properly will help resolve issues and ideally prevent future occurrences. Below are three steps for addressing an issue with your new roommate(s).

1. COMMUNICATE YOUR EXPECTATIONS

A roommate can’t change a behavior if they don’t know that there is a concern. It’s your responsibility to talk face-to-face with your roommate(s). Let them know what the concern is and try to reach a common understanding or compromise.

2. TALK TO YOUR RESIDENT ASSISTANT

If you’ve discussed the issue with your roommate(s), but the issue continues, you should let your RA know. Staff members are trained to help you resolve conflicts by assisting in a mediated conversation. Mediation offers roommates a safe space to discuss any issues. Your RA will help you and your roommates come to a solution and create a plan of action.

3. SOMETIMES YOU NEED A LITTLE SPACE

If all of your attempts at resolving roommate issues have been unsuccessful, you can request a new room. Keep in mind that you can’t request that a roommate be moved from your current apartment. New room requests can only be processed if a different room is available and has been approved by the HRL staff. This is a last resort for roommates in conflict. The fee to switch rooms is $100.00.

ROOMMATE TIP

You and your roommate(s) will be different. Keep a positive attitude and an open mind.
ROOMMATE TIP
Talk face-to-face with your roommates whenever possible. Leaving notes or sending texts or emails is not as effective.
MEET YOUR RAs AND RD

RESIDENT ASSISTANT (RA)
A full–time student leader who lives on campus and helps guide the experience of the residents within their building and in the housing community.

Your RA is responsible for:
› Making sure that the housing community is safe and inclusive
› Creating fun events for residents
› Helping residents meet new people and learn new things
› Constructing amazing door decorations and bulletin boards

You can find your RA:
› Hanging out in their room with others
› Working at their desk in the clubhouse
› Walking around housing to check in on things
› Posting signs that inform residents about fun upcoming events

Talk to your RA if you:
› Have a question
› Are interested in getting more involved
› Have a great idea for an event
› Have a concern about your housing experience
› Just need someone to listen
› Want to get to know an amazing peer

RESIDENCE HALL DIRECTOR (RD)
A full–time professional staff member who lives on campus to help make the Housing and Residence Life experience engaging, educational, and inclusive.

Your RD is responsible for:
› Supervising the RA staff
› Adjudicating any conduct violations
› Advising Residence Hall Council
› Representing Housing and Residence Life to the campus and community
› Getting to know residents

You can find your RD:
› Hanging out with residents
› Meeting with RAs
› Working on housing initiatives in their offices
› Walking around housing to talk to all of their residents

Talk to your RD if you:
› Need help understanding housing or campus policies
› Are looking for new ways to get involved
› Have concerns about your experience that your RA cannot address
› Want to make a new friend who is really cool and gives great advice
OUR COMMITMENT TO STUDENT SAFETY

RESPONSIBILITIES OF PUBLIC SAFETY
› Protect life and property
› Provide building and exterior patrol
› Investigate criminal offenses
› Control the University Access System
› Provide emergency first-aid response for on-campus incidents

TEXT MESSAGE ALERTS
UNO has an emergency alert messaging system to provide timely warning for critical situations that may affect the university community. Messages are delivered in a variety of ways from overhead pages, PC alerts, email, social media alerts, and text messages. UNO uses text messaging to reach students wherever they are when alerts are sent. This is a free service which UNO students are automatically enrolled in, but have the option to opt out of.

BLUE LIGHT EMERGENCY PHONES
Blue light emergency phones are located across campus. Use the phone to report emergencies or contact Public Safety for other assistance.

BIAS ASSESSMENT AND RESPONSE TEAM
UNO’s Bias Assessment and Response Team (BART) gathers information about non-emergency bias incidents and supports those who have become or witnessed someone become a target of an act of bias. It is also BART’s goal to increase opportunities for communication and restorative justice for students, staff, and faculty.

BEHAVIORAL REVIEW TEAM
As an interdisciplinary partnership, the university’s Behavioral Review Team (BRT) is the network of existing resources for prevention and early intervention of campus situations. These situations can sometimes involve students experiencing distress or engaging in harmful or disruptive behaviors. In support of UNO students, the BRT develops intervention and support strategies, offers case coordination, regularly reviews incidents, and recommends actions that address the situation. The BRT exists to make sure that students are not only safe, but also thriving on campus.

Public Safety
402.554.2648
402.554.2911 (emergencies)
Do’s and Don’ts of Safety

HERE’S WHAT YOU SHOULD DO:

› Keep your doors locked.
› Keep your keys and MavCARD with you at all times.
› Keep your key with you at all times. Replacements cost $250. A loaner key is available from the Clubhouse front desk upon request. Call the RA on duty after hours.
› Keep an inventory of your possessions and store them in a safe place.
› Purchase renters insurance in case of an emergency or theft. The university is unable to reimburse you for the loss of personal items.
› Store the following contacts in your phone:
  MV Front Desk
  402.554.4000
  UV Front Desk
  402.554.6600
  MV On–Call RA
  402.203.6117
  UV On–Call RA
  402.305.3878
Do’s and Don’t’s of Safety

HERE’S WHAT YOU SHOULD AVOID DOING:

› Prop building doors open or open doors for anyone without a key or access card for that building.

› Open your door for unknown individuals unless they are university staff. Call Public Safety if the unknown individual makes you uncomfortable.

› Hide your keys under floor mats, over doors, or in other hiding places.

› Enter your apartment if you suspect that it has been entered illegally. Call Public Safety right away.

U–TIP FOR ANONYMOUS TEXT MESSAGING

Use U–Tip to report suspicious activities or individuals on campus anonymously. The message will be sent directly to Public Safety. Send a message to 50911, and include UNO911 followed by your message.
SPEAK UP
We want every student to feel valued and respected. Your experience as a member of the university community matters to us. As a student, you have many resources to report and share your concerns.

Remember, we’re here to listen. If you have experienced or believe you have experienced discrimination, harassment, sexual harassment, sexual assault, and/or sexual violence, you have resources and reporting options. If an incident occurs to you or you know of an incident that has occurred, contact one of these areas who are ready to assist you.

For more information or to access these resources, visit studentsafety.unomaha.edu.

EMERGENCY PROCEDURES
Winter Weather
Check the UNO website for any specific information about classes being cancelled. You will also receive a UNO text alert in the case of classes being cancelled.

Power Outage
If you experience a power outage, call the front desk or the on–call RA if after hours.

EMERGENCY PROCEDURES (CONT’D)
Maintenance
Contact the on duty RA if you experience any issues with a leaking sink, plumbing issues, or issues with your heating or A/C unit. Non–emergency maintenance requests should be reported on unohousing.freshdesk.com.

Natural Gas
If you smell natural gas, leave the apartment. Do not use a light switch, telephone, or cell phone. Immediately report the issue to housing staff.

Fire
You must exit your apartment and report to your clubhouse when a fire alarm is sounding in your building. Never hang anything on sprinkler heads. Lock your door, and take your keys and ID with you.

Tornado
Maverick Village and University Village residents will be notified of a tornado warning via the Campus Wide Paging System speaker in every apartment. MV students should go to the lower level of the MV Clubhouse. UV students should go to the lower level of the Weber Fine Arts Building.

UNO Lockdown
In the event of a hostile or emergency situation on campus or in the surrounding community, the university may enact “Shelter in Place.” In this situation, the Campus Wide Paging System would instruct all members of the campus community to stay in place. All residents and staff members should follow the directions given through the broadcast system.
CENTRALIZED BILLING

UNO has a centralized billing system. Access your bill via your MavLINK account or a parent may be set up as guest to your account.

HRL BILLING PROCESS
Any charges incurred for tuition and fees and housing will appear on one statement. All other billing such as lock outs, damages, recores, and other charges will be billed directly from housing to the student and will not be on MavLINK. Payments made for housing are applied to tuition and fees first on the centralized bill. Unpaid bills are subject to late fees. If you are awarded scholarships and financial aid, it will be credited to your UNO Student Account and will be applied against your tuition, fees, and housing. This is dispersed once in the fall and once in the spring. All scholarships and financial aid that is applied to MavLINK goes towards tuition and fees first, then is applied to housing.

For questions related to charges or payments towards your housing on your centralized bill, please contact Housing and Residence Life at 402.554.6605.

STUDENT CODE OF CONDUCT
Any student removed from campus housing for student conduct reasons will be held liable for the terms of their contract. Violating student conduct policies does not provide students the ability to end their housing contract. Students looking to end their housing contract forfeit their $200 deposit for the administrative cancellation fee. Also, students are still responsible for the remainder of their housing contract bills.

CANCELLATION POLICY
For details on the cancellation policy, please see your housing contract or email unohousing@unomaha.edu for more info.

HOW TO MAKE A PAYMENT*

Via MavLINK with credit/debit cards.

By mail with personal check or money order.
Payments should be mailed to:

Housing and Residence Life
Attn: Assistant Director, Business
6608 University Drive South
Omaha, NE 68182

In person with check, cash, credit cards, debit card, or money order.
Do not send cash through the mail. Payments can be made at the Maverick Village or University Village front desk located in the clubhouse at each location or can be made at Cashiering/Student Accounts located in the Eppley Administration Building.

*Please make sure to write your NUID on all correspondence. Make checks payable to “University of Nebraska at Omaha.”

*Cash payments must be exact, housing is unable to make change.
IMPORTANT REMINDER

Please make sure you are checking your housing balance on MavLINK, especially if you are on a monthly payment plan.

An easy assumption is that financial aid, scholarships, or loans cover housing costs, which isn’t always the case.
NAVIGATING CAMPUS

PARKING PERMITS
A valid parking permit is required for HRL, and can be purchased online* for $265.00. Residents with a vehicle must park in designated parking Monday–Friday from 7 A.M. to 5 P.M. Permits sales begin July 1.

CAMPUS SHUTTLE
Shuttles connect all UNO Campuses, run every 7–10 minutes (except for Lot 26)*** and operate when classes are in session. Plan accordingly if you need to take a shuttle to class. Maps of shuttle routes are available online at parking.unomaha.edu.

Red Route
Lot 26, Pacific Street Garage, and Lot N
Monday–Friday: 7 A.M. to 5 P.M.**

Blue Route
Criss Library to Mammel Hall
Monday–Friday: 6:30 A.M. to 10:30 P.M.**

Green Route
Criss Library to Pacific Street Garage
(also stops at Scott Tech Center)
Monday–Friday: 6:30 A.M. to 10:30 P.M.**

Orange Route
Maverick Landing to Criss Library
Monday–Friday: 7 A.M. to 4 P.M.**

ALTERNATIVE TRANSPORTATION OPTIONS

MavRIDE
Avoid the stress/cost of parking and use your MavCARD to ride all Metro bus routes free of charge. All active students have MavRIDE on their MavCARD.

Zipcar
A car–sharing program is available on campus for those who do not have a personal vehicle or have commuted to campus via alternative options. UNO has four Zipcars on–campus that can be used 24/7 by students over the age of 19, for a minimal fee.

B–Cycle
This unique bike–sharing program allows those who pay the minimal fee to easily ride a B–Cycle bike from one station to another. UNO is home to two B–Cycle stations (outside Milo Bail Student Center and Mammel Hall).

A full list of transportation alternatives is available at about.unomaha.edu/sustainability.

* In order to purchase a permit, you must wait 48 hours after registering for classes.
** Hours listed are for fall/spring semesters.
*** Lot 26 is a permit–free lot, and as such, service hours are 7 A.M. to 5 P.M. and shuttle frequency is limited from this location.
The University of Nebraska does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation in its programs, activities, or employment. UCPSTTEMP1016