

**DODGE CAMPUS MOVE-IN GUIDE**

# **HOUSING & RESIDENCE LIFE**



# Welcome to Dodge Campus Housing & Residence Life

## YOUR CLUBHOUSE

### What's included?

#### 4 PRIVATE, CARPETED BEDROOMS

Each bedroom includes an extra-long twin mattress (36" x 80"), adjustable height bed frame (4"-31"), desk, chair, and dresser. University Village (UV) also includes nightstands.

#### 2 FULL BATHROOMS

Enjoy sharing a bathroom with only one other person.

#### FURNISHED LIVING ROOM

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

#### FULL KITCHEN

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

#### LAUNDRY

Laundry is free for Dodge Campus residents. Laundry for Maverick Village (MV) residents is located on the first floor of each building, and laundry for UV residents is centralized in 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.

#### UTILITIES

All apartments include all utilities, cable, and wireless internet access.



### 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.

Students can indicate their interest in this community on the housing application.



#### 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, tools, athletic equipment, and games.

#### FRONT DESK HOURS\*

**Monday–Friday:** 8 A.M. to 8 P.M.

**Saturday:** 10 A.M. to 4 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.

\*Hours subject to change

# Move-In 2022

The move-in process at UNO is designed to make your transition to campus smooth and easy.

## 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.

## MAV MOVERS

Volunteers will assist with directing students and families where to go, handing out water, distributing and collecting move in carts, and helping to keep the move-in process going smoothly!



## DATES & TIMES

### Maverick Village & University Village

Thursday, August 18, 2022  
8 A.M.–5 P.M.

Friday, August 19, 2022  
8 A.M.–5 P.M.

Saturday, August 20, 2022  
9 A.M.–2 P.M.



Students will be sent a link in their roommate letters to sign up for a specific move-in date/time.

# FIRST WEEK CHECKLIST

Once you've moved in, there are many things you can do to get settled and prepare for classes to begin. As you meet people in housing and around campus, you are strongly encouraged to maintain appropriate social distance, wear masks, and practice good hygiene (e.g., consistent hand-washing, etc.) to help ensure your health and the well-being of others.

## FIND YOUR MAILBOX IN THE UV OR MV CLUBHOUSE

You will receive your mailbox number and combination at move-in. Make sure you check your mailbox often throughout the semester.

## MEET YOUR NEIGHBORS

Your neighbors are the folks you'll see around Housing and campus all year. Take time to introduce yourself and get to know them. Campus will begin to feel more like home as you make connections with those around you.

## GET INVOLVED

UNO offers many opportunities to get involved outside of the classroom. Students who are involved in clubs and organizations are more likely to have a positive campus experience and succeed academically. Check out the clubs and organizations that exist on campus (or figure out how to start your own).

## INTRODUCE YOURSELF TO YOUR RA

Getting to know your RA is a great way to begin to get connected at UNO. They are here to help you navigate the transition to living on campus.

## FIND YOUR CLASSES

Review your class schedule and figure out where your classes will be held. Take a walk through campus and visit each classroom or meeting space. Knowing how to get to class ahead of time will make your first week go smoothly.

## GET YOUR BOOKS & CLASS MATERIALS

Visit the UNO bookstore in the Milo Bail Student Center or online at [unobookstore.com](http://unobookstore.com) to pick up your textbooks and class materials. Don't forget to grab some UNO swag while you're there, too!

## Bring it!

- › 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!

- › 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
- › Hover Boards
- › Space Heaters
- › Anything with an Open Heating Coil



### Bike Locks

If you're bringing your bike to campus, we suggest using the "U" shaped lock to discourage theft. Don't forget to register your bike at the front desk.



### 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.



# FAQ

## I HAVE MY OWN FURNITURE. CAN I REMOVE THE ITEMS IN MY ROOM?

While you are allowed to bring in outside furniture, we encourage you to check with your roommates and view the space before purchasing items for your space. The items furnished by UNO must remain in the apartment at all times and cannot be removed. Contact HRL if you have any questions or concerns.

## 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](http://parking.unomaha.edu) on or after July 1.

## HOW DO I ACCESS THE INTERNET?

HRL 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.

## 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 HRL during 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).

## FACILITY ISSUES OR ROOM REPAIRS?

### Work Orders

Fill out a form online and report any maintenance issues:  
[unohousing.freshdesk.com](http://unohousing.freshdesk.com).

### Internet and Cable

Apogee Support  
855.813.7018  
[support@myresnet.com](mailto:support@myresnet.com)

### Laundry Machine Issues

Call CSC at 1.800.762.3452.

# Meet your RAs and RLC

## RESIDENT ASSISTANT (RA)

A student leader who lives on campus and helps guide the experience within their building and in the housing community.

### YOUR RA IS RESPONSIBLE FOR:

- › Making sure that the housing community is safe and inclusive
- › Hosting 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 the front 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 LIFE COORDINATOR (RLC)

A professional staff member who lives on campus to help make the HRL experience engaging, educational, and inclusive.

### YOUR RLC IS RESPONSIBLE FOR:

- › Supervising the RA staff
- › Adjudicating any conduct violations
- › Advising a Residence Hall Council
- › Representing HRL to the campus and community
- › Getting to know residents

### YOU CAN FIND YOUR RLC:

- › 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 RLC 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



# WHERE'S THE FOOD?

## DODGE CAMPUS UNO FOOD COURT

Head to the second floor of MBSC, for weekly specials and regularly available staples.

## DURANGO'S GRILL

Near the Food Court, Durango's Grill offers fresh, specialty eats.

## SCOTT CAMPUS SCOTT DINING HALL\*

This all-you-can-eat buffet features a hot line, soup and salad bar, fresh deli, grill, hand-crafted pizza, and a wide variety of desserts and drinks.

*\*Meal plans available*



## GRAB & GO

Library Café	Criss Library
MavREC Café	H&K (Wellness Center)
Scott Café Express	PKI
Stedman's Café	Mammel Hall
The Campus Grind	Maverick Landing
Maverick Den	MBSC



### 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.

# Ways to get involved

## LEADERSHIP INVOLVEMENT TEAMS

The Leadership Involvement Teams (LIT) are the governing and legislative body for the residential population. Through their work, LIT strives to provide input and suggestions to housing administrators to improve the living experience on campus, to promote sustainable practices for residents and within Housing and Residence Life, and to encourage resident participation through fun and engaging events planned for students by students.

## BECOME A RESIDENT ASSISTANT

You can become a future Resident Assistant (RA). More information about how to apply to be an RA will be sent out at the end of the fall semester.

## 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 each semester.

## 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.

## CAMPUS TRADITIONS

New Student Convocation, Durango Days, Homecoming, and De-Stress Fest are just a few of our proud campus traditions.

## HOUSING LIFE

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

## FREE ADMISSION

UNO students receive free admission to concerts, sporting events, art exhibits, and other events.

# 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

## 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](http://housing.unomaha.edu).

## 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 Resident Assistant (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.

# 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 steps for addressing an issue with your new roommate(s).

### 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.

### 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.

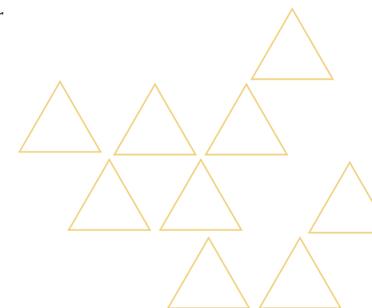
### SOMETIMES YOU NEED A LITTLE SPACE

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 approved by the HRL staff. This is a last resort for roommates in conflict.



### Roommate(s) Tips

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



# Student Safety

EMERGENCY | 402.554.2911

NON-EMERGENCY | 402.554.2648

## U-TIP

You can alert  
Public Safety of  
suspicious activities  
or individuals on  
campus by text...

Send your message to

50911

Be sure to include

UN0911

followed by  
your message.

## STUDENT CONDUCT

UNO expects students to maintain standards of personal integrity that are in accordance with the goals of the institution. This means that students are expected to assume responsibility for their actions; observe national, state, and local laws and university policies; and respect the rights and property of others.

## UNIVERSITY COMPLIANCE

The Office of Diversity, Equity, Access and Inclusion (DEAI) investigates allegations of illegal discrimination and harassment. This office also leads the campus-wide effort to develop and sustain an inclusive and supportive campus climate.

## BEHAVIORAL REVIEW TEAM (BRT)

Focused on prevention and early intervention in campus situations involving students experiencing distress or engaging in harmful or disruptive behaviors, the BRT coordinates a network of existing campus resources. Members of the BRT review and address every submitted report and may develop intervention and support strategies, offer case coordination, and provide recommendations in accordance with university policies.

## TITLE IX & REPORTING MISCONDUCT

UNO is responsible for responding to allegations of sexual misconduct and gender discrimination and to immediately stop the behavior, remedy its effects, and prevent its recurrence.

Prohibited conduct includes dating violence, domestic violence, sexual assault, sexual harassment, sexual exploitation, stalking, and retaliation.

Title IX applies to students, faculty, staff, and anyone present on campus regardless of sexual orientation, immigration status, gender identity, or disability status.

Submit a report using the online Sexual Misconduct Reporting Form or by calling the Title IX Coordinator at 402.554.2120.



## 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.



## DON'T

- › 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.

## WINTER WEATHER

Check the UNO website for any specific information about classes being canceled. You will also receive a UNO text alert in the case of classes being canceled.

## POWER OUTAGE

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

## MAINTENANCE

Non-emergency maintenance requests should be reported on [unohousing.freshdesk.com](http://unohousing.freshdesk.com). Contact the RA on duty if you experience any issues with your door and window locks, plumbing issues, or issues with your heating or A/C unit.

## 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.

## Maverick Village

Front Desk

402.554.4000

MV On-Call RA

402.203.6117

## University Village

Front Desk

402.554.6600

On-Call RA

402.305.3878

# Centralized billing

UNO has a centralized billing system. You can access your bill via MavLINK or set up a parent/guardian guest account.

## HRL BILLING PROCESS

Any charges incurred for tuition, fees, and housing will appear on one statement. Housing charges include rent as well as lock outs, damages, recores, and other housing-related fees. 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 HRL at 402.554.6605.

## STUDENT CODE OF CONDUCT VIOLATION PENALTIES

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](mailto:unohousing@unomaha.edu) for more info.

## HOW TO MAKE A PAYMENT\*

### BY MAIL WITH PERSONAL CHECK OR MONEY ORDER

Housing and Residence Life  
Attn: Assistant Director, Business  
6506 University Drive South  
Omaha, NE 68182

### IN PERSON WITH CASH, CHECK, 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.

### WITH A CREDIT/DEBIT CARD

All credit and debit card payments have to be made through the student's MavLINK account

### MAVERICK PAYMENT PLAN

Sign up for the Maverick Payment Plan, visit [mycollegepaymentplan.com/uno](http://mycollegepaymentplan.com/uno).

## IMPORTANT REMINDER

Please make sure you are checking your housing balance on MavLINK.

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

## PARENT/GUARDIAN GUEST ACCOUNT

If you wish to share information with parents, guardians or family members, you need to create a guest account. Please visit [unomaha.edu/registrar/parents/guest-account](http://unomaha.edu/registrar/parents/guest-account) for more information.

\*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.

# How to get around campus



## Campus Shuttles

On-campus shuttles running between Dodge Campus and Scott Campus are available at no additional cost to students. VIP accessibility shuttle scheduling is available through the Accessibility Services Center.

Learn more at [parking.unomaha.edu](http://parking.unomaha.edu).

### BLUE ROUTE FALL/SPRING

Criss Library to Mammel Hall | Monday-Friday | 6:30 A.M. to 9 P.M.

### GREEN ROUTE FALL/SPRING

Criss Library to Pacific Street Garage | Monday-Friday | 7 A.M. to 7 P.M.

### ORANGE ROUTE FALL/SPRING/SUMMER

Maverick Landing to Criss Library | Monday-Friday | 5:30 A.M. to 9 P.M.

### FLOATER FALL/SPRING

All Stops | Monday-Friday | 6 A.M. to 12 A.M.



## B-CYCLE

This unique bike-sharing program allows students to ride B-Cycle bikes to and from the seven B-Cycle stations across Dodge and Scott campuses for a minimal fee.



## CARPOOL

Carpool permits are available for student carpools of two or more riders. A reserved space will be assigned to the carpool group for use from 7 A.M. to 5 P.M.



## ELECTRIC VEHICLE CHARGING STATIONS

Available on Dodge and Scott campuses. Go online for charging rates, locations, and regulations.



**MavRIDE can be used at any time and on any route while Metro buses are in service. UNO students can use their MavCARD as a Metro Transit bus pass for free. All active students are automatically enrolled in the program.**

UNIVERSITY OF  
**Nebraska**  
Omaha



## **Dodge Campus Housing and Residence Life**

**MV FRONT DESK**  
402.554.4000

**MV ON-CALL RA**  
402.203.6117

**UV FRONT DESK**  
402.554.6600

**UV ON-CALL RA**  
402.305.3878

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## **Public Safety**

402.554.2648

402.554.2911 *(emergencies)*

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## **Work Order | Facility Issues | Room Repair**

[unohousing.freshdesk.com](http://unohousing.freshdesk.com)

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*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.*