

August 2022



Welcome Home!

Housing & Residential Education (HRE), together with our Interim Vice President for Student Affairs, Toni Deboni, JD, welcome you to the on-campus residential community!

Your new home in HRE is unlike any other living experience. Your fully furnished unit will provide easy access to all CI has to offer.

Successful community living requires appreciation for others and flexibility. Working through differences provides great learning and growth opportunities. We expect that you will find living in a diverse community to be an enriching part of your education at CSUCI!



GET READY TO MOVE IN!

CSU CHANNEL ISLANDS
HOUSING & RESIDENTIAL EDUCATION

Visit your myCI Student Housing link to select your check-in time!

Your myCI Student Housing link has been updated with your room assignment. Please select a check-in time to move in on August 19.

Formal Check-In Times will occur Friday, August 20 from 12 - 5 p.m. in the following Check-In Locations:

- Santa Rosa Residents- Santa Rosa Village Courtyard
- Santa Cruz Residents- Santa Cruz Village G1 Lounge
- Anacapa & Town Center Residents- Anacapa Village Office

After-Hours Check-In will occur in the same location until 9 p.m.

- Friday, August 19: 5 - 9 p.m.
- Saturday-Sunday: 12 - 4:30 p.m.

*Note: Only sign up for **one** move-in date, which is when you will physically move into your space.*



Please make every effort to check in during your scheduled time. If that time does not work, please identify and reserve an alternative check-in time via the housing portal.

- **Please note:** Arrival outside of your check-in time may result in a delay due to crowd congestion. Please call your Housing Main Office if you have an unexpected event that affects your selected check-in time: 805-437-2733.

Staff will be available to assist and welcome you - please let us know how we can assist you!

Note: Due to space constraints, moving trucks & trailers are not permitted on campus.

Parking is NOT permitted on any roadways.

STEPS TO CHECK-IN

FAILURE TO COMPLETE THE FOLLOWING STEPS MAY DELAY ACCESS TO YOUR ROOM.

1. **Review your move-in time slot** from your Housing portal.
2. **Pay all CSUCI fees** 24 hours prior to move-in, or by 5 p.m. on 8/16/22, whichever is earlier.
3. **Submit your emergency contact information via myCI Records before your arrival.**
4. **Sign the License Agreement.** If you are a minor, you must have your signed **Minor License Agreement** on file.
5. **Obtain and upload a negative COVID-19 test** within 48 hours prior to your selected move-in time slot. **UPLOAD HERE** and complete the survey attesting that you have met all requirements before arriving on campus.
6. **Complete the CSUCI COVID-19 attestation & vaccination requirements.** You must have submitted your vaccination and booster records via Complio or filed for a medical or religious exemption.
7. Please bring only essential supporters to assist you during your move-in and reduce the number of people on campus for Move-In day. **All supporters must complete the Supporter Check-In Form prior to their arrival on campus for Move-In Day HERE.**
8. **Bring Identification!** If you have your Dolphin ID, please provide it during check-in. If you have not received your Dolphin ID Card or completed the process in Sage Hall, please provide another form of picture identification.

COVID-19 Precautions

- Consistent with the University's current COVID-19 requirements, properly worn masks are required for students and guests on CSUCI's campus when **indoors**.
- Students are required to wear face masks at all times when indoors on campus, except in their assigned room. However, if a campus employee enters their space, the students/guests must wear a face mask when in the same room as the campus employee.
- On July 27, 2021, the CSU system mandated vaccines for all faculty, staff and students. All CSU employees and students are required to be vaccinated with a booster or have an approved medical or religious exemption on file.
- As noted on the Check-In Checklist, all students moving in must have a negative COVID-19 test within 48 hours of their arrival and **complete the Fall 2022 Residential Students COVID Requirements** Survey form attesting you have met all requirements before arriving on campus. Please note this form is submitted after you have taken your COVID-19 test and received negative results within 48 hours of move-in.

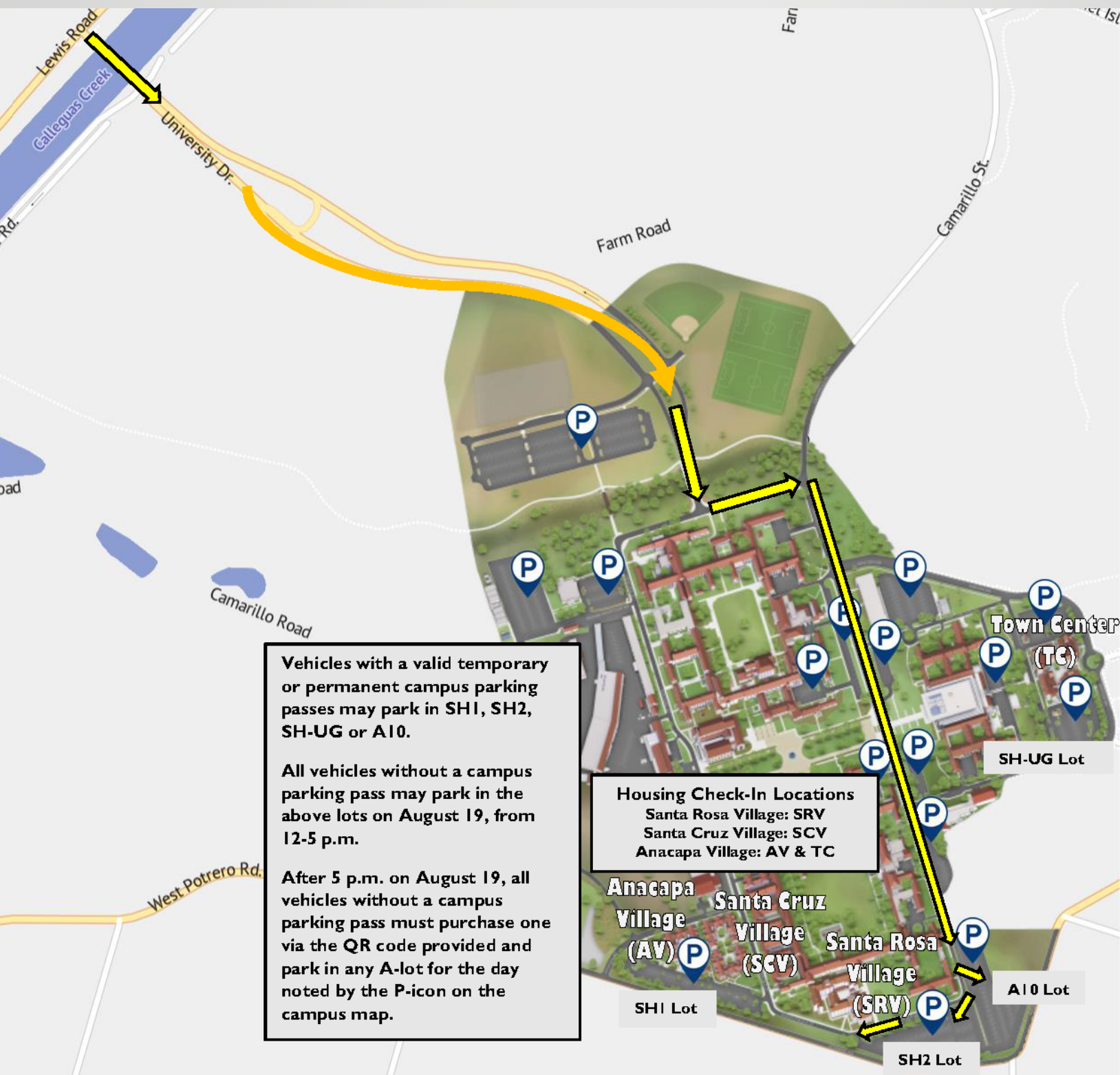


Check-In Location & Move-In Map

From Lewis Road, please enter campus on University Drive, turn left on Santa Barbara Ave, and right onto Camarillo St. Park in the parking lot closest to your Village: **Student Housing Lots SH1, SH2, SH-UG, or A10.**

Please have your Dolphin ID or photo ID ready and proceed to your Village Office Check-In Location. *Town Center (TC) Residents will check in through the Anacapa Village (AV) Office.*

Once you have checked-in, you may unload your items from the listed parking lots during formal move-in from 12-5 p.m. on August 19. After unloading your vehicle, if you do not have a student housing parking pass, please move your vehicle to another 'A' lot and purchase a parking permit. Upon your purchase, you may park on campus until 11:59 p.m. Visitors can purchase a Daily Parking Permit **HERE**.





Post Check-In and Parking Information

After 5 p.m. on August 19, any vehicle on campus must have a permanent or temporary Student Housing Permit to park in SH1, SH2, SH-UG, or A10 lot. Other vehicles may park in any A Lot on campus, excluding A10 reserved for Housing students. Please reference our [campus map](#) to locate the University's 'A' parking lots.

Students can **only** purchase a parking permit through the [Transportation and Parking website](#) or at www.mycampuspermit.com beginning **August 9, 2022**. Please note that ordering parking permits online can take up to 2 weeks to mail. If housing residents choose to receive their permit in the mail, we recommend using their on-campus address to obtain their permit.

If a student does not see a Housing Permit Option listed in the online portal, please email Parking Services at parking@csuci.edu or call 805-437-8430 for assistance. **Please do not purchase a general student permit** for A lots if you do not see the Housing permit option listed.

After your purchase, please print your temporary parking permit and display it on your dashboard until you receive your permanent permit decal in the mail. Printing options are limited during move-in weekend, so we highly recommend printing your temporary parking pass before arriving on campus. Visit [Purchasing a parking permit](#) or www.mycampuspermit.com for more information.

Please note that all unloading must occur from the parking lots; no parking will be permitted on roadways. **Parking permits are required after 5 p.m. on 8/19/22; there is no grace period if ticketed.** Please visit the Transportation and Parking website for additional information.



Get your Dolphin ID Card

We encourage you to carry your Dolphin student identification card (Dolphin ID) wherever you go on and off campus. On campus, your Dolphin ID provides you with identification, access to your meal plan & Flex Dollars. Off-campus your Dolphin ID can get you discounts at local businesses:

<http://asi.csuci.edu/dolphindiscounts.htm>

On July 29, Student Business Services emailed a final reminder to new students who have yet to complete the Student ID process. Students may pick up their Dolphin ID cards at Student Business Services located in Sage Hall, Monday through Friday, between 9:00 a.m. and 4:30 p.m. All students who met the August 10 deadline will have their Dolphin ID printed and available for pick-up during Student Housing Check-In.

If you have already received your Student ID from Student Business Services, you will not have a Student ID to pick up at check-in. If you do not have a Student ID and have not completed the 'CSUCI Online Photo Submission' link emailed to all new students by your check-in date, you need to visit the SBS office to take a photo and obtain your Dolphin ID on or after your scheduled move-in date and during SBS business hours. Please visit the SBS website for updated information regarding services and office hours.

..... "Amount Due" on Move-In Day

All university fees due on or before **August 16** must be paid before moving in. The first date of financial aid disbursement was **August 11** and will occur regularly after that date.

If you intend to use student or parent plus loans to cover university fees, please review your To Do list via myCI to ensure you have completed your online loan counseling and master promissory note. Missing these steps will delay your financial aid and ability to move-in. **Note:** you should anticipate a minimum two hour delay on move-in day if your student account has a balance.

Questions? Email or contact the following for assistance:

Housing & Residential Education regarding room and board fees or housing deposits

student.housing@csuci.edu

805-437-2733

Financial Aid & Scholarships Office regarding any financial aid questions

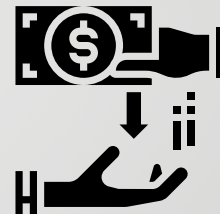
financial.aid@csuci.edu

805-437-8530

Student Business Services regarding payments or payment plans

SBS@csuci.edu

805-437-8810



..... Answers to Common Questions

Where can I find Housing rules?

Your Resident Handbook is located: <http://www.csuci.edu/housing/residenthandbook.htm>.

When will I meet the people on my floor?

- You will have a required all Housing Meeting (Townhall) on Sunday, August 21 at 4 p.m.
- You will have your required first floor meeting on Sunday, August 21, between 5 and 8 p.m., where you will formally meet your RA and the other people on your floor.

How do I view my room and village information?

- Log into myCI and select the Student Housing link.
- Select "My Housing" on the top menu bar.
- Your room assignment information will displayed under "My Housing, My Housing Details."

What about decorating my room?

Apart from blinds and furnishings, your room is a blank slate ready for personalization with your items! Please take care in choosing décor that makes it easy to return the room to move-in condition for future residents. We do not allow cellophane, duct tape, stickers, nails, pins, or items that puncture or cause damage. You may use Dorm Tape™ or white putty to apply posters, photos, etc., to the walls.

What are the amenities in Housing?

There are several frequently cleaned amenities to meet your needs, including a fitness room, dance room, lounges, an outdoor BBQ, pool and spa, art room, relaxation room, music room, game rooms, laundry rooms, community kitchens, and more. We also have Lonnie, a Housing Facility Dog, whom you can play with in the offices or take him for a walk by completing the Certified Lonnie Walker (CLW) Training on CANVAS! Visit his [webpage](#) to get certified! You can also check out Game Equipment and cleaning appliances/some cleaning supplies from your Village office. Item check-outs will begin after 7 p.m. on Move-In Day, August 19.



What Should I Bring?

When in doubt, leave it at home. Less is better. Bring necessities and not your entire bedroom.

Included in your room (please do not bring any additional appliances unless noted):

Santa Rosa Rooms: XL twin bed and mattress, desk, chair, bookshelf, filing cabinet, drawers, a mini-fridge, and mini trash cans

Santa Cruz Suites: XL twin bed and mattress, desk, chair, bookshelf, filing cabinet, drawers, a mini-fridge, a microwave, and mini trash cans

Anacapa Apartments: XL twin bed and mattress, desk, chair, bookshelf, filing cabinet, drawers, refrigerator, oven and stove, dishwasher, microwave, trash cans, dining table and chairs, living room sofa, living room chairs, living room end and coffee table, and a food compost bin

- *You may bring a coffee maker, toaster, or blender, but consider talking with your apartment-mates first to reduce clutter.*

Town Center Apartments: XL twin bed and mattress, desk, chair, bookshelf, filing cabinet, drawers, refrigerator, oven and stove, dishwasher, microwave, trash cans, kitchen barstools, washer and dryer, living room sofa, living room chairs, living room end, coffee table, and a food compost bin

- *You may bring a coffee maker, toaster, or blender, but consider talking with your apartment-mates first to reduce clutter.*

**Please note: Furniture may vary slightly in each village.*

For additional guidance:

- [Dolphin Essentials - What to Bring\(PDF, 172KB\)](#)
 - The [Resident Handbook](#) (PDF, 1.1 MB)
- "do not bring" items



Fan Rentals

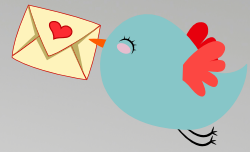


Fan rentals will be available in the Santa Cruz Village office (G150) on a first-come, first-serve basis in your village office beginning August 20. The cost for a fan rental is \$7.50 per semester, which will be billed to your student account.





You've Got Mail & Packages



The key to your mailbox corresponds to your room and is located on your bedroom door handle. Mailbox keys for Town Center residents are located on the kitchen refrigerator.

Resident students can receive packages through US Postal Service (USPS) and carriers such as UPS, Federal Express, etc. All mail, excluding Town Center (TC), is managed through the campus mail service and delivered daily, Monday through Friday. Town Center mail is delivered directly to the TC front desk.

All mailed packages are stored in your Village Office. Residents will receive a notification to their myCI email address if they have a package available. Due to limited space, we are unable to accept oversized packages. HRE is not responsible for the misdelivery of any packages. Please ensure you share your correct address with anyone sending you mail.

For Anacapa, Santa Cruz, and Santa Rosa:

Your First and Last Name
(Insert Village Name), Building & Room ____ (i.e. A101 A)
CSU Channel Islands
One University Drive
Camarillo, CA 93012

For Town Center:

Your First and Last Name
45 Rincon Dr., Town Center Apt. #____
CSU Channel Islands
One University Drive
Camarillo, CA 93012



Village Office Information

Santa Rosa Village - 805-437-3848 - Hours: Monday-Sunday 10 a.m.-11 p.m.
Santa Cruz Village - 805-437-3343 - Hours: Monday-Sunday 10 a.m.-11 p.m.
Anacapa Village - 805-437-3346 - Hours: Monday-Sunday 10 a.m.-11 p.m.
Town Center - 805-437-3345 - Hours: Monday-Sunday 10 a.m.-10 p.m.

Resident Handbook

Important information is included in the **Resident Handbook** about Housing & campus policies.

Alcohol & Tobacco

Alcohol is **only** allowed in our student apartments, where all residents are 21 years of age or older and have completed the steps to obtain an Alcohol Privilege Card (APC) and a Designated Consumption Zone (DCZ) placard. Alcohol may only be present in apartments granted as a DCZ. Only residents who complete the appropriate steps and retrieve their APC card can have alcohol in qualifying units. You will receive an email with details on how to obtain these privileges.

Note: Alcohol is never allowed in Santa Rosa Village, non-DCZ units; DCZ placards are never granted for a unit occupied by a student under the age of 21.

As of fall 2017, all CSU campuses are smoke and tobacco-free. The following is **not** allowed on campus:

- Use of any smoke-emitting product (cigarettes, pipes, hookahs, cigars, etc.)
- Anything that looks or gives the effects of smoking (e-cigarettes, vapor products, "vaping," etc.)
- Tobacco and Nicotine use in any form (except FDA-approved smoking-cessation products when used for this purpose)
- Possession of paraphernalia and/or cannabis in any form

Food Prep & Meal Plan Info

Town Center and Anacapa apartments are equipped with full kitchens. Santa Cruz and Santa Rosa Villages are not equipped for cooking, but community kitchens with stoves and ovens are available. Santa Cruz Village suites have a small microwave to cook or reheat quick or pre-prepared meals. Each Santa Rosa Village family room is equipped with a full-size refrigerator, a microwave, toaster, sink, and a Keurig,

Resident meal plans include meal "swipes" for use at Islands Cafe and flex cash to purchase items at all on-campus hospitality locations. Daily menus and hospitality locations will be available online at uas.csuci.edu.

Regular meal service through Island's Cafe will begin on August 19 at 10 a.m. and continue with regular Academic Year hours:

Monday to Friday: Breakfast - 7 a.m. to 10:30 a.m. ; Lunch - 10:30 a.m. to 4 p.m. ; Dinner - 4 p.m. to 8 p.m.

Saturday and Sunday: Brunch - 10 a.m. to 2 p.m. ; Dinner - 4 p.m. to 8 p.m.

Students dining before the provided times are encouraged to bring groceries or have a plan to cover their meals.

Updated dining info will be shared on University Auxiliary Services (UAS) social media and website:

Instagram: [@uas_dining](https://www.instagram.com/uas_dining)

Facebook: [University Auxiliary Services](https://www.facebook.com/UniversityAuxiliaryServices)

Email UAS if you have any questions or concerns: uas@csuci.edu



OTHER CAMPUS DINING LOCATIONS AND HOURS

Sea Store: Monday to Thursday 8 a.m. to 8 p.m.; Friday 8 a.m. to 3 p.m. beginning August 22

Freudian Sip at the Library: Monday to Thursday 8 a.m. to 8 p.m.; Friday 8 a.m. to 12 p.m. beginning August 22

Lighthouse Café & Freudian Sip at the Student Union Building: Monday to Thursday 7:30 a.m. to 8 p.m.; Friday 7:30 a.m. to 3 p.m. beginning August 22

Pizza 3.14 at Town Center: Opens Monday, September 5 at 11 a.m.

Bins for Move-In

Red housing bins and shopping carts will be available for checkout near the check-in locations and from the Town Center Office on Friday, August 19 from 12-5 p.m. and bins/carts will be accompanied by a POD Squad member to ensure the cart is returned quickly for the next student's use. After 5 p.m. on August 19, bin checkout will occur from your village office and carts will be available in Santa Cruz Village Cart storage by the Secret Garden

Alcohol Privilege Card

All Town Center, Anacapa, or Santa Cruz residents who are 21+ and will be 21 by move-in will receive an email with a link to complete Alcohol Edu prior to Move-In and an instructional email to access the online AEP certification. Residents who successfully complete Alcohol Edu and the online AEP certification process will be eligible to collect their Alcohol Privilege Card (APC). **Note:** Alcohol possession or consumption is not allowed until students receive their Alcohol Privilege Card.



For Your Info

Health, Safety & Occupancy Checks (HSOCs)

Our staff performs monthly Health, Safety & Occupancy Checks to ensure fire and safety regulations are being adhered to, rooms are reasonably clean and in good order, and to verify occupancy. Regular HSOCs help to ensure residents are safe and the space is returned in excellent condition at move-out.

Note: for fire safety, candles, even decorative ones, are not allowed.

Landscape

After 9 a.m., University Grounds staff mow the lawns daily and use leaf blowers in the courtyards weekly. We recommend closing your windows to reduce noise. Also, to help maintain the grounds, please travel on walkways and not through planted areas.

Laundry

All laundry machines take laundry cards or function from the app on your phone using credit/debit card funds only, a cash option is not available. Instructions are located in each laundry room. If you wish to purchase a laundry card, you may do so in the Santa Cruz and Anacapa Office. These card kiosks can also be used to add value to cards. The wash/dry price is deducted from the card after each use. Town Center residents have laundry units within the apartment.

Occupancy Changes

Due to occupancy or building demands, you may be required to move after move-in, which is outlined in the license agreement. We will avoid it when possible and will not exercise it unreasonably.

Smoke Detector & Fire Extinguisher

Our Facility Workers inspect smoke detectors and fire extinguishers around the 16th of each month.

Disaster Preparedness

The University has a comprehensive disaster preparedness plan for emergencies such as earthquakes and fires. To be prepared, all residents are encouraged to bring an extra blanket, a flashlight, a first-aid kit, and enough imperishable food & water for three days. Students are advised to thoroughly review evacuation instructions upon arrival.

Residence Hall Association

Involvement in the Residence Hall Association (RHA) is encouraged. RHA is the student representative organization for students living on campus. RHA is an excellent opportunity to be involved in your community and develop leadership skills that will serve you well at CI and beyond. RHA is currently in the process of being re-initiated. However, if you are interested in learning more about RHA opportunities, please contact your Resident Advisor (RA) or any village coordinator.

Student Health Services

For routine personal care, students should be prepared to administer their own first-aid and should have bandages, aspirin and any additional prescribed or over the counter medications they may need. In addition we recommend that a two week supply of food be kept on hand in the event students become ill or contract COVID-19 and must stay on campus to isolate themselves.

For more serious illnesses and medical treatment, students have access to the Student Health Center located in Yuba Hall across the parking lot behind Sage Hall. Students may contact the Student Health Center at (805) 437-8828.

Immunization Requirements

Immunization requirements for all students attending CI are posted at the Health Services website: www.csuci.edu/studenthealth/. Please read this information and other health immunization requirements as it may affect your ability to register for future semesters.

Meningitis

Meningococcal immunizations are strongly encouraged for all students living on campus. Meningitis is a highly contagious and very serious condition, and living in close quarters increases vulnerability in the event a fellow student contracts meningitis. For more information about Meningitis, please visit the following link: <http://www.csuci.edu/housing/documents/meningococcal.pdf>, please read the Meningococcal disclosure.

Fees Not Covered by Room & Board

Below is a description of common charges not covered by License fees and the corresponding minimum charge:

Description of Fee	Minimum Fee
Improper check-out (includes not submitting a check-out form)	\$150
Late payment	\$25
Lock-out charge (after 3 rd re-entry per semester, no grace period)	\$10
Key card replacement	\$25
Hard key replacement	\$150
Mailbox key replacement	\$25
Tampering with fire safety equipment	\$500 and State Fire Marshal fine
Room change	\$50
Repair hole (small)	\$50
Paint	\$40 an hour minimum
Door jamb	\$60
Blinds	\$75
Carpet cleaning	\$50 an hour minimum
Screen replacement	\$40
Tape & sticker removal	\$25 per sticker
Window replacement	\$100-\$500
Bed	\$580
Mattress	\$150
Desk	\$240
Bookcase	\$185
File cabinet	\$225
Chair	\$150
Drawer	\$155

Notes on Damage, Cleaning, and Repair Charges:

- Improper check-out fee may be charged for failing to return one's key and check out properly.
- Charges will be billed according to the cost of labor and supplies required to return the apartment, suite, or room to move-in condition.
- Removal of trash and hauling of other items will be billed based on administrative and labor charges.
- Where there is evidence that a student harbored a pet or smoked in their room, the student will be billed for steam cleaning of all furniture, carpet, and other items in the unit, all applicable cleaning charges, and for professional air treatment for smoke, odor, and allergen removal.
- Charges to replace other missing or damaged items will be the cost of the item plus installation labor.
- Charges are subject to change due to increases in materials or administrative costs.

Need More Information?

Website includes additional FAQ's: www.csuci.edu/housing

Social Media:

- https://www.instagram.com/ci_housing
- www.facebook.com/cihousing
- www.pinterest.com/csucihousing
- www.twitter.com/CI_Housing
- <https://www.youtube.com/channel/UCeelGgU7555FlzRheArhz58g>

Email: student.housing@csuci.edu

Phone: (805) 437-2733

HRE Hours: Monday - Friday, 8 a.m. - 5 p.m.

