Housing and Residential Life

On-Campus Housing
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Academic Year 2014-2015

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Housing and Residential Life Directory

♦ Office Mailing Address:
Housing and Residential Life
6000 J Street
Sacramento, CA  95819-6067

♦ Office Location:
Sierra Hall - First Floor

♦ Office Hours:
Monday – Friday, 8:00 a.m. - 5:00 p.m.
Note: Summer office hours may vary slightly

♦ Office Contact Number:
Phone: (916) 278-6655
Fax: (916) 278-5772

♦ Web site:
www.csus.edu/housing

♦ E-mail:
housing@csus.edu

RESIDENTIAL BUILDINGS

Desmond Hall
6014 J Street
Sacramento, CA  95819-2638
Front Desk: (916) 278-5428

Draper Hall
6010 J Street
Sacramento, CA  95819-2635
Front Desk: (916) 278-6837

Jenkins Hall
6012 J Street
Sacramento, CA  95819-2637
Front Desk: (916) 278-6910

Sierra Hall
6006 J Street
Sacramento, CA  95819-2634
Front Desk: (916) 278-6973

Sutter Hall
6004 J Street
Sacramento, CA  95819-2633
Front Desk: (916) 278-6976

American River Courtyard
6002 J Street
Sacramento, CA  95819-2600
Front Desk: (916) 278-2174
Living on Campus

The Housing and Residential Life program is divided into four main program areas: Residential Life; Facilities Operations; Conference Services; and Administrative Operations. The Dining Commons staff, who handle meal service for on-campus housing, are employed by University Enterprises, Inc., a campus partner. A team of live-in staff is available to assist the residents of each building.

Residential Life Staff Information

Residence Life Coordinator (RLC)

Residence Life Coordinators (RLCs) are full-time, live-in professional staff members who supervise the operation of one or more residential buildings. These individuals oversee the coordination of building programs, community development, behavior and conduct, administration, and other activities. RLCs work with Resident Advisors to promote a community environment conducive to a positive and educational living experience for residents. The Residence Life Coordinator for a specific building may be contacted via the front desk of that building.

Resident Advisor (RA)

Resident Advisors (RAs) are peer student staff members who live on and are assigned to particular floors of the residence halls. There are generally six to ten RAs per building. RAs are the primary resource for residents for information and assistance with Sacramento State and Residential Life policies and procedures. RAs work in conjunction with Residence Life Coordinators to help create an environment in which residents play an active role in the development of the housing community. Resident Advisors may be contacted either at the front desk, in their rooms, or by calling the appropriate duty phone number listed at all front desk areas.

Graduate Student Assistant (GSA) – American River Courtyard

The Graduate Student Assistant is a live-in graduate student staff member who shares responsibility in the management of a building along with the Residence Life Coordinator and Resident Advisors. The GSA may be contacted via the front desk at the American River Courtyard.

Programming Assistant

Programming Assistants (PAs) are live-in, student leaders who report directly to the Graduate Student Assistant for Programming and the Assistant Director of Programming, Training, and Academic Success. They also work with the Residence Life staff to provide opportunities and events that foster community and engage residents in fun and substance-free programming.

Community Living

The community of the Residence Halls consists of all the residents as well as the live-in staff in each building. Everyone must work together to create the kind of community that provides a positive, intellectually and socially engaging environment.

Your contribution to the Residence Life community begins the minute you move on to campus. How you get involved in activities and how you interact with other residents influences the direction that the environment takes. With your effort, the Hall community has the potential to be a support network for
academic excellence, personal growth and self-understanding, and can provide you and other residents a sense of belonging. Residential Life staff encourage you to become involved in floor, building and all-complex activities. You can make a difference in achieving a successful community.

The responsibilities you share in your community grow out of the special nature of living on-campus at a University. One thing that you will likely learn very early in your college career—and one of the most important “life lessons” to be gained from living on your own—is that you alone are ultimately responsible for your actions. You should work together with all residents to help to supervise yourself and others in your community, assist in setting and maintaining community standards, and working with those whose behavior may be at odds with those standards. Remember, in the residential setting, you and every member of the community have the potential to contribute something of value.

**Living with a Roommate**

When living on campus, you are exposed not only to new personalities, attitudes, and life-styles, but also to many opportunities to make new friends and to learn about yourself and others. You and your roommates do not have to be “best friends,” but you should have a positive attitude toward them, treat them with respect, be open-minded about them, and try your best to accept them as they are. Communication, tolerance and compromise are very important in roommate situations. Keeping those things in mind will help you enjoy your time here, and to use the opportunity of living in an on-campus community to broaden your personal and social horizons.

**Room/ Roommate Assignments**

During the housing application process, you will be able to self-select rooms and roommates/suitemates. It is very important for you to be honest and thorough when filling out your profile information on your application; this information will be utilized to help identify potentially compatible roommates during the room and roommate assignment processes.

You will be notified via email when the self-selection process will take place in the spring before the semester you’re planning to attend and live in the halls. Our automated system will allow you to contact other students to see if they would like to be your roommate/suitemate. When you find a compatible roommate/suitemate, you may use the on-line room selection process to assign yourself to the same room. If you do not select a room and room/suitemate during this process, you will be assigned during an automated process by the Housing Office. Housing and Residential Life will attempt to accommodate preferences and requests if space is available; however, room and roommate/suitemate preferences and requests cannot be guaranteed. After the self-selection process, remember to check your email for finalized roommate/suitemate information later in the summer.

In keeping with University policies, all roommate/suitemate assignments are made without regard to color, racial or ethnic background, religious beliefs, national origin, physical abilities, or sexual orientation.

Room and roommate/suitemate changes are not permitted during the first two weeks of a semester. If after the first two weeks you wish to move to another room, consult with your Residence Life Coordinator. Room changes must be approved through appropriate housing personnel.
**Description of Housing Options**

Sacramento State’s housing complex accommodates approximately 1,600 students and consists of five three-story residence halls and one four-story apartment-style suite building. All on-campus housing facilities are located on the northeastern side of the University surrounding a central Dining Commons and quad area. Each building has study rooms, kitchen area, and laundry facilities. Each residence hall also has a recreation room complete with pool table, table tennis, vending machines, and big screen television. Additionally, each Hall operates a front desk where residents may get general information, pick up packages, submit maintenance work orders, and check out recreational and cleaning equipment. Resident mailboxes are also located in each building.

Sacramento State’s “traditional” residence halls are primarily designated for Freshmen residents; however, upper division students may also live in Sierra or Sutter Halls. The American River Courtyard primarily houses students who have sophomore or above class-level status, and eligible first year students who are 20 years or older or have completed at least 22 units by the time they move on to campus.

**American River Courtyard**
- Four-story building that consists of apartment-style suites housing approximately 600 residents
- Unit Types: 2x2 Suites, 2x2 Apartments, 4x2 Suites, 5x2 Suites, and Studios
- Bath facilities are located in each suite and shared by suitemates within that unit
- Houses sophomores, juniors, seniors, graduate or post-baccalaureate, and first year students who are 20 years or older by the date of application, or first year students with a minimum of 22 units completed by move-in date

**Draper Hall and Jenkins Hall**
- Three-story residence halls, each housing approximately 200 residents
- Room Types: Double, Super Single
- Co-ed floors with separate male and female wings and separate community bath facilities
- Primarily houses freshman students

**Desmond Hall**
- Three-story residence hall housing approximately 250 residents
- Room Types: Double, Deluxe Double, Super Single
- Co-ed floors with separate male and female community bath facilities; Deluxe Double rooms have private bathroom shared by the residents of that unit
- Primarily houses freshman students

**Sierra Hall and Sutter Hall**
- Three-story residence halls, each housing approximately 200 residents
- Room Types: Double, Single, Super Single, and Triples
- Co-ed floors with separate male and female community bath facilities on each wing
- Three theme floor communities (Sutter Hall): Wellness and Healthy Lifestyles, Leadership and Service, and Global Awareness
- Houses students at all class levels
Room Types

Traditional Residence Halls – Draper, Jenkins, Desmond, Sierra and Sutter

Double Room
Most of the rooms in the traditional residence halls are double rooms measuring about 11’ x 15’. Double rooms are occupied by and furnished for two residents. Floor residents share a gender-specific community bathroom. Double rooms are located in all five residence halls.

Deluxe Double Room
Deluxe double rooms are the same size as a standard double room, but have a connecting private bathroom shared by two to four residents. Residents are responsible for cleaning and providing bathroom tissue for their private bathroom. Deluxe Double rooms are located in Desmond Hall (Limited Availability).

Single Room
Single rooms, furnished for and occupied by one resident, are smaller than the standard double rooms at approximately 8’ x 11’. Floor residents share a gender-specific community bathroom. Single rooms are located in Sierra and Sutter Halls (Limited Availability).

Super Single
A Super Single room is a standard double room (about 11’ by 15’) that is occupied by one student. Floor residents share a gender-specific community bathroom. Super Single rooms are available in all five residence halls (Limited Availability).

Triple Room
A Triple Room is larger than a standard double room (approximately 17’ x 15’) which is occupied and furnished for three residents. Floor residents share a gender-specific community bathroom. Triple rooms are available in Sierra and Sutter Halls.

Note: Residents are responsible for cleaning their own rooms. The residence halls have community bathrooms down the hallway (gender specific) on each floor. Custodial staff will clean public areas and bathroom facilities except in Deluxe Double Rooms as noted above.

American River Courtyard

2x2 Suite (2 double bedrooms, 2 bathrooms)
The 2x2 apartment-style suite accommodates 4 students and has a living/dining room and kitchenette area. The unit has 2 bedrooms, each occupied by two students, and a bathroom in each bedroom that suitemates share. The kitchenette has a sink, microwave, refrigerator and plenty of cabinet space for storage. 2x2 suites are approximately 830 square feet.

2x2 Apartment (2 double bedrooms, 2 bathrooms, kitchen)
The 2x2 apartment is the same as the 2x2 suite listed above, except kitchen also includes a cooking range/oven (limited availability).

5x2 Suite (5 single bedrooms, 2 bathrooms)
The 5x2 apartment-style suite accommodates 5 students and includes a living/dining room and kitchenette area. The unit has five individual bedrooms and two bathrooms that suitemates share. The kitchenette has a sink, microwave, refrigerator, and plenty of cabinet space for storage. 5x2 suites are approximately 1,100 square feet.
4x2 Suite (4 single bedrooms, 2 bathrooms)
The 4x2 apartment-style suite is similar to the 5x2 suite listed above but accommodates 4 students. The unit has four individual bedrooms and two bathrooms that suitemates share. 4x2 suites are approximately 1,000 square feet (limited availability).

Studio (1 single living/bedroom, 1 bathroom)
The studio apartment-style suite accommodates one student, and has a living room/bedroom, a kitchenette area, and one bathroom. Kitchenette has sink, microwave, refrigerator and plenty of cabinet space for storage. Studio apartment-style units are approximately 315 square feet (limited availability).

Note: Public areas of the building are cleaned by custodial staff. Units in the American River Courtyard include living areas and bathroom(s) within the suites. Residents of the suite are responsible for cleaning their units and bathroom facilities and providing bathroom tissue and cleaning supplies.

Theme Living Communities

Three theme communities are offered to residents of Sutter Hall, and coordinated by housing staff and a faculty member with whom residents will have the opportunity to develop relationships throughout the year. Residents may request to live in one of these communities during housing application process.

Wellness and Healthy Lifestyles Community

The Wellness and Healthy Lifestyles Community brings together residents who share common interests and goals in personal wellness, healthy lifestyles, and creating an atmosphere for a well-rounded academic experience. As members of this community, residents have the unique opportunity to participate in specialized programs, retreats, activities, and to develop relationships with faculty and staff members. This community is ideal for all students who are committed to a substance-free lifestyle and who share a common interest in learning more about developing healthy eating habits, and making healthy choices. This community is located on the third floor even side of Sutter Hall.

Leadership and Service Community

The Leadership and Service Community brings together residents who share common interests and goals in developing leadership skills, having leadership experiences, and taking part in volunteer opportunities. As members of this community, residents have the unique opportunity to participate in specialized programs, workshops, retreats, and community activities revolving around service and leadership. This community is located on the second floor even side of Sutter Hall.

Global Awareness Community

The Global Awareness Community brings together residents who share common interests and goals in working with issues related to diversity, multiculturalism, world relations, global awareness, and building understanding between cultures and lifestyles. As members of this community, residents have a unique opportunity to become more globally aware; as such, this floor is also a great place for students interested in majors such as foreign languages, business with an international emphasis, political science, sociology, speech communication, and those who just want to share their story with others. This community is ideal for students who want to develop a greater understanding of difference and how individuals can promote positive change in society. This community is located on the first floor even side of Sutter Hall.
Amenities and Services

Furnishings
All rooms are furnished with beds (80” extra-long twin), desks, chairs, dresser or built-in drawers, closet, recycle bin and wastebasket. Residents may bring their own mini-refrigerator (4.5 cu. ft. and 1.5 amps or less) and microwave oven (not exceeding 700 watts), with a limit of one mini-refrigerator and one microwave oven per room. Apartment-style suites located in the American River Courtyard come already furnished with a kitchenette that includes a full sized microwave and refrigerator. The living/dining area of apartment-style suites comes furnished with a sectional sofa and coffee table.

Laundry Facilities
Washing machines and dryers are conveniently located in each building. A laundry debit card can be purchased at stations in the complex. Also, funds can be added to the debit card at these stations.

Outdoor Recreation Facilities
The swimming pool area is located directly behind Draper Hall on the north side of the complex. A basketball court and tennis courts are located north of the Dining Commons. Recreation facilities are open to all residents, and may be accessed using an access fob.

Courtyard Market
The Courtyard Market is located in the American River Courtyard and offers Starbucks coffees, smoothies, and “grab and go” foods and snacks.

Technology

Computer Connectivity
Wired internet access is provided to each bed space in all residence halls via data lines. Wireless connectivity is available throughout the buildings. A Help Desk is provided to all residence hall students to assist them with laptop and desktop connectivity issues.

Computer Print Lab
PrintSmart print labs open to all housing residents and are located in each building. Residents may use their One Card (Sac State ID Card) for high speed, black and white laser printing. More information about the PrintSmart labs can be found at http://www.csus.edu/printsmart.

Telephone Service
Sacramento State does not provide in-room telephone services. Housing and Residence Life staff recommend using a cellular/wireless phone or a broadband VOIP (Voice Over Internet Protocol) provider to use via residents’ in-room Internet connections.

Satellite Television Service
Each student room is equipped with a television outlet for reception of local and selected satellite programming. Over 120 channels of programming are provided at no additional cost. If residents are planning to bring a television, it must have a standard coaxial connector to connect to the satellite service. Television must have a QAM tuner. This information should be listed in TV’s specifications.

Residence Life Cinema
Residence Life Cinema is a division of Swank Motion Pictures, Inc. ® and provides a full program solution by offering residents entertainment using licensed Hollywood movies at no additional cost. Movies are changed monthly and voted on by the residence hall community. Residents can view movies streaming on line or from their TV.
Payment Information

- Residents are responsible for making housing payments on or before due dates listed in published payment schedule.
- Amounts due will be dependent on room type assignment and meal plan choice.
- The Housing and Residential Life Office does not mail individual invoices for installment payments. Please mark due dates on your calendar and make payments accordingly on or before those dates.
- All payments must be receipted to student’s University account by published due dates. Debts not paid on time are subject to a $25 late fee and a meal card hold until payment is made. There is no payment grace period to avoid late fee. Please make payments promptly.
- Housing Payments are not accepted in the Housing and Residential Life Office in Sierra Hall.
- Please see housing website for payment methods, locations, and instructions.

Housing and Financial Aid

Financial Aid funds can be utilized toward most housing room and board installment payments. However, the $175 application installment must be paid with a student’s personal funds. Financial Aid cannot be used for the Installment #1 $175 payment.

If a student is expecting financial aid toward other housing payments (such as Installments 2 – 8), the student must have received an official award notification, and the student’s acceptance of awards must be posted to his or her student account. **If a student wishes to use financial aid awards for housing installment payments (other than the $175 Application Installment), he or she must contact the Housing Office prior to each installment due date and complete deferment request/loan verification form(s) as necessary.** Financial Aid award disbursements always pay University registration/fees first. Any remaining financial aid funds may be used for other debts such as housing installment payments.

If a student is not eligible for Housing deferment based on his or her financial aid award, or does not have sufficient award funds remaining, he or she is responsible for paying these debts by the due date using personal funds.

Please note that Federal Work Study awards cannot be used to defer installment payments. Approved Parent PLUS loans and VA benefits must be verified as complete before they can be used to defer installment payments. An award verification form may be obtained in the Housing Office.
Family Educational Rights and Privacy Act (FERPA)

Housing and Residential Life staff highly encourage you as a resident to understand your responsibilities regarding your housing license agreement(contract) and payment obligations. Additionally, we encourage you and your parents/guardians to thoroughly discuss this information. If questions arise, please contact the Housing Office for clarification.

Please note that due to the Family Educational Rights and Privacy Act (FERPA), Housing and Residential Life Staff are not able to discuss your housing record with anyone other than you. If you wish to allow us to discuss your confidential information as protected under FERPA regulations with another individual such as a parent or guardian, you must designate the individual(s) on your housing application, or have a valid Authorization To Release Information Request on file with the Housing and Residential Life Office. This waiver will designate the individual(s) to whom information can be released. Release information may include, but is not limited to, license agreement details, meal plan information, housing, assignment, room and board charges and payments, and residential life issues and concerns. Housing and Residential Life does not provide class schedules, transcript or other university information.

Authorization waivers will be valid for the current academic year only; new waivers must be filed with the Housing Office for each academic year that you reside on-campus. You may revoke this authorization at any time by submitting a written request. Housing Authorization To Release Information waiver forms are available from the Housing and Residential Life Office.