



# living at UB

Reserve your room and learn  
about our dining plans



# What you need to do to live at UB

## Reserve a room

If you plan to live in a residence hall on campus, complete and return the enclosed Residence Hall Agreement Card and Housing Preference Questionnaire with your \$200 housing deposit to University Residence Halls and Apartments by May 1 (for the fall semester) or December 1 (for the spring semester) in the envelope provided. The \$200 housing deposit may also be paid online at [www.buffalo.edu/admissions/accepted](http://www.buffalo.edu/admissions/accepted). For further information, please refer to the flap at the back of this booklet.

### This brochure should contain:

#### Residence hall application materials

- Residence Hall Agreement Card (inside back cover)
- Housing Preference Questionnaire (page 11)
- Return envelope addressed to University Residence Halls and Apartments

**If any item is missing, please contact the Office of Admissions at (716) 645-6403 or toll free 1-888-UB-ADMIT, so we can mail the material to you immediately.**

Residence hall application materials include:

- Residence Hall Agreement Card
- Housing Preference Questionnaire
- Return envelope

your home away from home

# Housing

**To do:** Carefully review the following pages describing the many housing options that are available at UB. Think about what housing options best meet your needs,

## Deadline

As soon as possible, since housing is assigned on a first-come, first-served basis. New students who submit the necessary materials by May 1 (for the fall semester) or December 1 (for the spring semester) will be assured a space in the residence halls.

and then fill out the Housing Preference Questionnaire. Make sure you read and understand the 2003–04 Terms of the University Residence Hall Agreement on page 9; then complete and sign the agreement card. The agreement card and questionnaire must be mailed to University Residence Halls and Apartments in the envelope provided. A \$200 housing deposit is required for all students except those accepted into the Educational Opportunity Program (EOP). The \$200 housing deposit may either be mailed along with the card and questionnaire or paid online at [www.buffalo.edu/admissions/accepted](http://www.buffalo.edu/admissions/accepted).

**EOP students should submit the agreement card and questionnaire only.**



## Benefits of Living on Campus

More than 5,000 students call UB residence halls home. Our residence halls are lively, dynamic communities where you'll make friends and have many opportunities to develop interests. The professional and student staff in our residence halls are dedicated to your academic achievement and personal development. The facilities—from the cable TV and high-speed Internet connections in your room, to the lounges and exercise areas in your residence hall—are designed to enhance your study habits, relaxation, play, and comfort.

### Get involved

Research studies continue to show that residence hall students are more active in campus life and tend to be more satisfied with their university experience.

### Broaden your horizons

By living on campus, you meet people who have a wide variety of interests and diverse cultural backgrounds. And our educational, cultural, social, and service-oriented Residential Life programs will enhance your UB experience.

### Student support

We provide an environment where academic development is supported by a caring staff. Live-in resident advisors and pro-

fessional residence hall directors are available for advice and referral on a wide range of topics, including both personal and academic concerns.

### Easy access

Residence halls are convenient to UB libraries, classrooms, campus and city transportation lines, parking, athletics facilities, and dining areas, and each residence hall complex contains a fitness facility and computer lab.

### Pay one price

All utilities, including telephone access and cable TV service (with UB movie channels), are provided. Laundry facilities are free to all residence hall students. Our efficient maintenance staff responds to complaints, corrects problems, and keeps things running smoothly.

### High-speed Web surfing

Every residence hall student is provided with a high-speed Internet connection—more than 150 times faster than the fastest modem currently available—that allows you to be online without tying up your phone line.

### Safety

We pay particular attention to the personal security needs of our students. Our exterior doors are locked and are accessible to residents by an individually coded card system.

# South Campus Housing

Ivy-covered academic buildings, large trees, lots of activity, and many places to sit and absorb the atmosphere make the South Campus an inviting place for new students to live. More than 500 freshmen make the South Campus their “home away from home” each year. Located in North Buffalo, bordering the suburb of Amherst, the South Campus dates from the early twentieth century. It is an ideal place for students who like to be where the action is. Just across the street is a large shopping plaza with a movie theater, a supermarket, restaurants, retail stores, and a wide range of other services. Within walking distance is an eclectic strip of stores and restaurants to meet every need and taste—from collectible comic books to coffeehouses.

And if you want even more choices, a twenty-minute ride on Buffalo’s Metro Rail from the South Campus station puts you right in the heart of downtown Buffalo—live concerts and sporting events at HSBC Arena, Broadway shows at Shea’s Center

for the Performing Arts, and exciting internship opportunities at multinational companies.

**The South Campus’s five residence halls include freshman areas offering two-person room accommodations. Approximately 25 percent of our new student population are housed on this campus.** Residence hall rooms are equipped with cable TV service (including movie channels), telephone access, and high-speed Internet connections for each occupant. The university’s fast, efficient campus transportation service, which runs about every ten minutes during the academic year, takes students between the North and South Campuses in less than twenty minutes.



## Clement and Goodyear Halls

**Clement and Goodyear Halls are twin high-rise buildings connected by a service corridor that**

**includes a dining facility, fitness room, and mail/package center. Each houses 480 students in suite arrangements. The suites, two double rooms connected by a shared bath, allow each floor to be coeducational by alternating suites. The shared baths are a unique feature to Clement and Goodyear Halls in that they are only used by approximately four adjoining suitemates. Floor lounges with kitchens are also provided.**

- Freshman residence area
- Architecture First-Year Interest (FYI) area
- Computing center

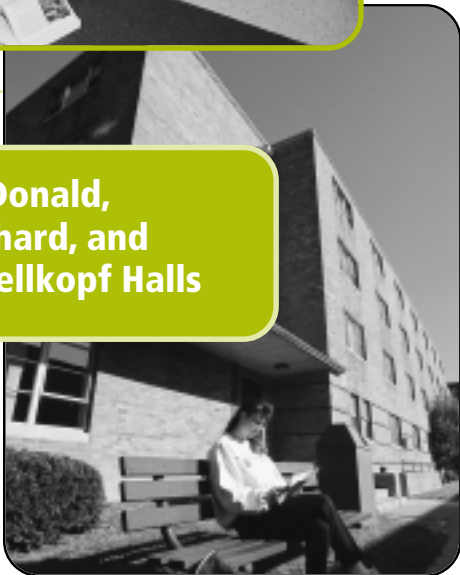


## Housing

# Q&A



### MacDonald, Pritchard, and Schoellkopf Halls



**MacDonald, Pritchard, and Schoellkopf Halls are four-story residence halls comprising both single and double rooms. Each hall houses approximately 150 students. In all three halls, each floor is divided into two wings with community bathrooms that are centrally located and equipped for use by approximately ten to twenty students each. These halls also include an architectural residence area.**

#### Who is required to submit the housing deposit?

The \$200 housing deposit, payable in U.S. funds to the University at Buffalo, is required of all students, both new and continuing, except Educational Opportunity Program (EOP) students. EOP students requesting on-campus housing should complete the Residence Hall Agreement/Deposit Deferment Card and the Housing Preference Questionnaire only.

#### Does submission of a housing deposit confirm my intent to enroll?

No. To reserve your place at UB for fall 2003, you must submit the Intent to Enroll Card and tuition deposit. The housing deposit—which reserves your place in the residence halls for the 2003–04 academic year—cannot be accepted if you have not submitted your \$150 tuition deposit.

#### Is there a deadline to apply for on-campus housing?

Yes. Incoming freshmen who submit the required forms and housing deposit by May 1 for the fall semester or by December 1 for the spring semester will be assured a space in our residence halls. *However, we urge you to submit these materials before these deadlines, as rooms are assigned in the order in which we receive housing applications.* If you send your housing application materials and deposit close to the May 1 or December 1 deadlines, you will be guaranteed some form of on-campus housing, but you will be less likely to have your room preferences accommodated. We strongly encourage students to apply for housing as soon as possible. Should you miss the May 1 and December 1 deadlines, you will not be assured a place in our residence halls—your requests will then be handled on a space-available basis.

#### Is my housing deposit refundable?

Yes. If your plans change, you may request a refund of your \$200 housing deposit until May 1 for the fall semester or December 1 for the spring semester (or thirty days from the date of your acceptance letter to the university, but no later than the first day of classes). To request a refund, send a letter to University Residence Halls and Apartments indicating that your plans have changed. If you have decided not to attend UB, you will also need to notify the Office of Admissions of your change in plans. Note: If you do not notify University Residence Halls and Apartments in writing that you will not be needing on-campus housing by May 1 or December 1, you will forfeit your housing deposit.

#### How are rooms and roommates assigned?

The room-assignment process begins as soon as we receive your Residence Hall Agreement Card, Housing Preference Questionnaire, and \$200 housing deposit. We compare your request with available spaces.

If you have friends with whom you want to share a room, we will make every effort to place you together. Roommate requests must be mutual and must be clearly indicated on the application of each student involved. Application materials for all roommates must be received by April 1, 2003. We honor roommate preferences before room or campus preferences. Please note that returning residence hall students have priority in the room-assignment process; they normally select most of the single rooms and available two-person rooms outside freshman areas in the Ellicott Complex.

We will make every attempt to honor your room size and campus preferences as indicated on your Housing Preference Questionnaire, but spaces are limited. Be sure to return your application as soon as possible. The later we receive your housing materials, the fewer choices there are in the room-assignment process.

# North Campus Housing

The North Campus is located three miles from the South Campus in suburban Amherst. Nearby is a busy commercial district with a wide variety of stores, restaurants, movie theaters, banks, and other services. Students can stop by the Commons, right on campus, for some light shopping at the minimart, coffee and conversation at Starbucks, or maybe a quick bite at Burger King or other casual restaurants. Rollerblading on the adjacent bike and jogging path or catching up on some reading alongside beautiful Lake LaSalle are some favorite activities of North Campus residents.

The North Campus's two residence hall areas—Governors Residence Halls and the Joseph Ellicott Complex—house just over 4,000 new and returning students. Each housing area consists of smaller units—individual residence halls—that are connected by walkways and often share dining and fitness centers, study areas, lounges, and computer

labs. Cable TV service (including movie channels), and telephone access, as well as a high-speed Internet connection for each occupant, are provided to each room. Both Ellicott and Governors are within easy walking distance to North Campus classrooms and libraries; students can take a campus shuttle to the North Campus's academic spine or to the South Campus.



**Joseph Ellicott Complex**

## Fargo, Porter, Red Jacket, Richmond, Spaulding, and Wilkeson Quads

The Ellicott Complex is divided into six residence halls, each housing 550 students, with living areas that are coeducational by alternating sections. Each section has rooms ranging from single- to four-person occupancy and features centrally located baths and floor lounges that include snack-preparation facilities. Priority is given to students requesting this area as their first choice by March 1, 2003. This complex includes:

- Freshman residence areas
- First-Year Interest (FYI) areas, including business management, engineering, fine arts, pre-health/health-related professions, social sciences and humanities, and undecided/general interest

## Housing

### How do the residence halls accommodate different lifestyles and study, sleep, and activity schedules?

We are an academic community. Students in the residence halls are expected to maintain quiet hours in the late evening and early morning hours seven days a week. Students are asked to conduct themselves in a considerate manner during the remaining hours. Priority is given to studying and sleeping.

**Smoking:** In accordance with the New York State Clean Indoor Air Act, all areas in all residence halls are nonsmoking.

### What about telephones? Laundry?

Dial-tone service is provided for each room; however, you must bring your own touch-tone phone. Students are issued a personal access code to dial off campus and long distance; charges are billed individually on a monthly basis.

For your convenience, free washing machines and dryers are located in each residence hall.

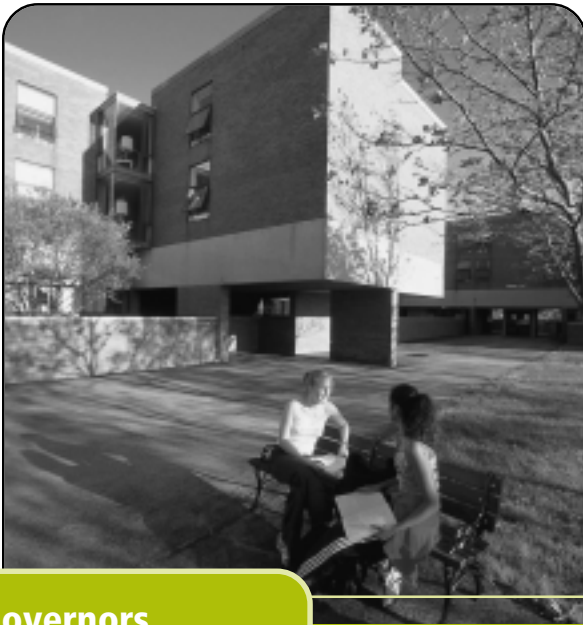
### What if I live far away and can't get home during vacation periods?

If you need to stay on campus for any length of time during vacation periods, you should check the "Break Housing Request Option" box on the Housing Preference Questionnaire. A number of residence halls remain open during fall, winter, and spring recesses. Note: There is an additional weekly charge for the winter and spring recesses.

### Whom can I ask for help in the residence halls?

Our Residential Life staff are available to provide assistance and leadership in the residence halls.

Residence hall directors or assistant residence hall directors are on duty in each residence hall area during evening and night hours. There is also one live-in resident advisor (RA) for every forty students. RAs are carefully selected and trained upper-division undergraduate students who will usually be your first point of reference and assistance during your stay with us.



## Governors Residence Halls



### Clinton, Dewey, Lehman, and Roosevelt Halls

**Governors houses 825 students in suites consisting of four double rooms, a bath, and a lounge, and is coeducational by alternating suites. Priority is given to students requesting this area as their first choice by February 1, 2003. Governors includes:**

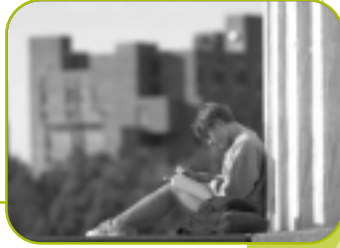
- Freshman residence areas
- University at Buffalo Honors Program

## On-Campus Apartments

**UB offers on-campus apartment living for third- and fourth-year undergraduates on the North Campus in Flint, Hadley, and South Lake Villages. These apartments combine the convenience of living on campus with the independence of apartment-style living. These three complexes all have four-bedroom, two-bathroom units. In addition, Flint and South Lake offer one- and two-bedroom units, and South Lake also offers studio apartments. All apartments are completely furnished and include fully equipped, eat-in kitchens. All**

**Transfer students: see the enclosed brochure for more information.**

**utilities, including cable and high-speed Internet connections, are incorporated into the overall cost of each apartment.**



## First-Year Interest Program

First-Year Interest (FYI) is a program in which learning environments are developed in the residence halls to focus on the academic needs of first-year students. Individuals choosing to participate in this program are placed together in the residence halls based on a shared academic major interest. In addition to being housed in the same area, these students attend some classes together and are provided with opportunities to participate in study groups and tutoring sessions located within their residence hall. Faculty advisors, professional staff, and academic assistants work individually with FYI students regarding academic concerns. Academic assistants—upper-division undergraduate students—live in the FYI areas and provide programming, resources, and support to FYI students as necessary.

There are seven FYI areas planned in the residence halls for the 2003–04 academic year: architecture, pre-health and health-related professions, social sciences and humanities, engineering, management, fine arts, and undecided/general interest. **All FYI areas except architecture are housed in Spaulding Quad in the Ellicott Complex on the North Campus. The architecture FYI area is located in Goodyear Hall on the South Campus.**

If you are interested in becoming a part of the FYI program, please make sure to complete the FYI section of the housing questionnaire found at the back of this booklet. While we will make every attempt to assign you according to your preferred room arrangement, please note that the availability of rooms and room sizes varies depending on the FYI area you are interested in. Keep in mind that space is limited in each of these seven FYI areas, and that requests are handled on a date-received basis.

If you have further questions or concerns regarding the FYI program, please call (716) 645-2173 or (716) 645-2171, or e-mail [FYI-housing@acsu.buffalo.edu](mailto:FYI-housing@acsu.buffalo.edu).

### Residence Hall Costs 2002–03\*

Single .....	\$4,628
Double .....	\$3,842
Three-person room .....	\$3,694
Four-person room .....	\$3,286
Four-person room with bath .....	\$3,784

\*We anticipate a 3 to 5 percent increase for the 2003–04 school year (fall and spring semesters). These figures do not include meal plans.

### Accessible Housing

**If you have a chronic ailment or physical disability that requires special accommodation, please check the appropriate section on the Housing Preference Questionnaire and attach written documentation from your physician/mental health professional. Accessible housing is currently located on the first and second floors of select residence halls: second-level rooms in Goodyear Hall on the South Campus, selected rooms in Richmond and Porter Quads in Ellicott, and selected rooms in Clinton Hall in Governors on the North Campus.**



What's for dinner?

# Dining

**To do:** Carefully review the following pages describing the many available meal plans and think about which plan is best for you. Early in the summer we will send you a brochure outlining your dining program options, along with a form that you will fill out to select your meal plan. For more information, visit [www.myubcard.com](http://www.myubcard.com).

## Your dining options

UB offers a variety of dining options to suit just about every need and taste, but you'll need to choose the plan that works best for you. We prepare fourteen home-style meals per week in the residence hall dining centers—seven dinners, five breakfasts, and two weekend brunches. You have a variety of meal plan options to choose from. All meal plans include an allowance (Dining Dollars) for purchasing snacks or a meal at any UB dining service operation on either campus. Plus, all meal plans are tax free, so you automatically save 8 percent on all food purchases.

In addition to our Residence Hall Centers, UB Dining Services offers a multitude of other options for meals and snacks. If you are studying late or just want a change of pace, you can have dinner at Putnam's dining center in the Student Union. At dinner you will be given a limited value meal equivalency. Similarly a breakfast equivalency is available at Bert's (in Talbert Hall), Harriman Hall, or Putnam's. If you spend more than the equiva-

lency, it will be deducted from your Dining Dollars.

More information about UB Dining Services and other campus retail operations is available at [www.myubcard.com](http://www.myubcard.com) or [www.ub-fsa.buffalo.edu](http://www.ub-fsa.buffalo.edu).

## Meal Plans for Freshmen

Freshmen living on campus must purchase a meal plan for both semesters. But just look at all the options!

### The All-in-One Package \$1,775 per semester\*

Choose this option and you've taken care of everything! We've combined our "Great Value" meal plan—all fourteen meals per week—with 300 Dining Dollars (for lunches and snacks), plus \$400 in your Campus Cash account, along with added features to make your life easier:

- A study break "Greetings from Home" gift valued at \$21.95
- UB Card insurance (one card per semester) valued up to \$50—so if your card is lost, it's covered!
- Two guest meals each semester that you can use at any time

### The Hearty Eater Plan \$1,650 per semester\*

A great plan for those with big appetites! The plan includes all fourteen meals per week, along with 600 Dining Dollars for lunches and snacks.

### The Great Value Plan \$1,350 per semester\*

This is our most popular plan for freshmen because it provides well-rounded meals seven days a week at the best per-meal price. It offers fourteen all-you-can-eat meals each week (seven dinners, five breakfasts, and two weekend brunches) plus 300 Dining Dollars to purchase lunches, extra meals, and snacks.



## Flex Plans

### "Flex 9" Plan

**\$1,310 per semester\***

Choose any combination of nine meals per week of the fourteen available (seven dinners, five breakfasts, and two weekend brunches), plus 300 Dining Dollars.

### "Flex 7" Plan

**\$1,125 per semester\***

Choose any seven meals per week of the fourteen available (seven dinners, five breakfasts, and two weekend brunches), plus 300 Dining Dollars.

### "Flex 5" Plan

**\$990 per semester\***

Choose any five meals per week of the fourteen available (seven dinners, five breakfasts and two weekend brunches), plus 300 Dining Dollars.

## Meal Plans for Upper-Division Students

In addition to any of the above plans, upper-division students living in residence halls may choose Dining Dollars.

### Super Dining Dollars

**\$1,020 per semester\***

595 Dining Dollars, \$400 in a Campus Cash account

- A study break "Greetings from Home" gift valued at \$21.95
- UB Card insurance (one card per semester) valued up to \$50—so if your card is lost, it's covered!
- Two guest meals each semester that you can use any time.

### Dining Dollars

**\$595 per semester\***

Maximum flexibility for upper-division students eating on campus. Purchase individually priced food items in any of our restaurants or snackbars—like Bert's or Putnam's—as well as meals in our residential dining centers.

*\*Costs shown for all meal plans are for 2002–03 and are subject to change.*

## Dining

# Q&A

### Why should I purchase a Dining Services meal plan?

- Nutrition—A prepaid meal plan ensures that you will have well-balanced, nutritious meals throughout the semester, regardless of your cash-on-hand situation.
- Convenience—We're everywhere you have to be. If you're hungry, we are there and you don't have to worry about having cash with you.
- Variety—From New York deli to home-style cooking, from Italian to Chinese, University at Buffalo Dining Services has it all. Our residence hall dining centers serve at least four home-style entrée choices a night, and each center has a pasta bar and a fast-food line.

### Who may purchase a meal plan, and is it required?

Any registered student may purchase a meal plan. First-year students living in the residence halls are required to purchase a meal plan for both the fall and the spring semesters. Upper-division students may purchase a plan on a single-semester basis.

### How do I purchase a meal plan?

During the summer, you'll receive a UB Dining Services brochure that will outline the range of meal plan options as well as the Campus Cash program. All freshmen living in the residence halls are automatically assigned the Great Value meal plan. If you would like a different plan, indicate your preference on the application that accompanies the brochure and return it to us. Upper-division students living in the Residence Halls are not required to have a meal plan. Upper-division students who desire a meal plan should return the form to us prior to arriving on campus in the fall. For more information, visit [www.myubcard.com](http://www.myubcard.com).

University at Buffalo Dining Services meal plans may be purchased with cash, check, credit card, or a charge to your student account. Charges placed on your student account will be due according to the terms set by the Office of Student Accounts.

### What is the UB Card?

The UB Card—your official UB photo ID—is your key to campus life. You'll use it for your meal ticket, library card, access to residence halls, snacking from the vending machines, buying a book or a T-shirt or getting into a basketball game, and more. It's your "convenience card" at UB. It's how you use your Dining Dollars and Campus Cash.

### What are Dining Dollars?

Using Dining Dollars, you may purchase individually priced items at any of our Dining Services cash locations. The total purchase price is deducted from your account and your balance is displayed. It's that easy! All meal plans include an allowance of Dining Dollars (see left), and more can be added to your account at any time at the UB Card offices or online at [www.myubcard.com](http://www.myubcard.com).

### What is Campus Cash, and how does it work?

Campus Cash is the easiest way to purchase goods and services at UB because it's accepted by most vendors on campus and some stores off campus, too. Books, toiletries, food, gifts—you name it—Campus Cash is the way to go. You can also use it to purchase items from campus vending machines. Fast, convenient, and safe, it can only be spent using your official university ID—the UB Card.

Campus Cash is a debit account—separate from the Dining Dollars portion of your meal plan. The amount you spend is deducted from your balance electronically and your remaining balance is displayed at the register after your purchase—so you always know how much Campus Cash you have left. It's easy, convenient, and there's no credit risk! Using Campus Cash can even save you money—look for special discounts and promotions when you use Campus Cash at Campus Tees & Snacks, a shop in the Commons. Remaining Campus Cash is carried over from semester to semester. More cash can be added to your account at the UB Card offices or online at [www.myubcard.com](http://www.myubcard.com).

# Terms of the University Residence Hall Agreement 2003–04 Academic Year

Please read the following information thoroughly prior to removing and signing the enclosed Residence Hall Agreement Card.

This residence hall agreement is for the entire 2003–04 academic year. The residence hall agreement creates a license for the student to use campus housing and is not a lease. It is understood and agreed that the relationship between the University at Buffalo and the student is that of licensor- licensee and not that of landlord-tenant. The written terms and conditions of this agreement supercede all previous agreements as well as any verbal statements or telephone conversations made concerning this agreement. Signing and returning the Residence Hall Agreement Card constitutes acceptance of its terms and conditions. All university regulations that are in effect at the University at Buffalo apply to any person who resides in the residence halls.

## Eligibility

Only students actively enrolled at the University at Buffalo may occupy residence hall space. The student agrees to enroll and remain enrolled for academic credit each semester. Failure to do so may result in the termination or suspension of this agreement. Part-time status does not terminate this agreement. Exception: The Director of the University Residence Halls may assign other occupants to any vacancies that exist after all student requests have been satisfied.

## Obligation

Students are obligated to abide by the Terms and Conditions of the University Residence Hall Agreement. This obligation includes assuming financial responsibility for the entire agreement period. Failure to pick up a room key or occupy the assigned space does not release a student from this agreement or its financial responsibilities.

The student agrees that the terms, conditions, policies, rules, and regulations contained in the "Guide to Residence Hall Living," the Student Conduct Rules, University Standards and Administrative Regulations, and laws of the United States and the State of New York, as may be amended from time to time, are incorporated herein by reference and are made a part of this agreement the same as if written herein.

This agreement is nontransferable. Students are not permitted to sublet their rooms or transfer their agreement. Only registered occupants of a room are permitted to maintain residence therein.

## Housing Assignments

This agreement is legally binding for the entire 2003–04 academic year, or from the time the agreement is placed in effect until the end of the spring semester. Financial obligations are for the duration of this agreement (entire academic year); however, room payments are billed on a semester basis. Additional charges will be incurred for vacation/break periods. This agreement is for a space in the residence halls and not for a particular type or size of room, building, or campus. The university reserves the right to reassign or remove a resident from university housing for reasons of health, safety, security, conduct, nonoccupancy, or failure to remain actively enrolled. It is the policy of the university to assign roommates without regard to race, color, national origin, religion, age, disability, or sexual orientation.

## Housing Deposits/ Assessments

All applicants for residence hall space are required to submit a \$200 deposit or authorized deferment card at the time of application. The deposit will be applied to the student's

account as long as the housing agreement is not terminated prior to the opening day of the residence halls for the applicable semester. The deposit is nontransferable.

The deposit is refundable under certain conditions. A student who cancels this housing agreement may request a refund, in writing, until May 1, 2003, for the fall semester or December 1, 2003, for the spring semester (or thirty days from the date of acceptance to the university, but no later than the first day of classes). Students enrolled in university-sponsored academic programs must also adhere to these terms. All other deposits are forfeited. Refunds will be made subject to outstanding debts owed the university.

Housing-related charges will be billed through the Office of Student Accounts. Room charges will normally be billed in two installments (once per semester) for the full academic year rate. Early arrival assessments, vacation charges, room change adjustments, and other housing fees will be posted as they are accrued.

If occupancy begins during the course of a semester, residents will be assessed a prorated amount, based upon the number of days remaining in the period between the signing of the agreement and the conclusion of the academic year.

## Dates of Occupancy

Based on the official university calendar, the dates of occupancy will be from August 21, 2003 (new student), or August 23, 2003 (returning student), through May 7, 2004, excluding break periods. Residence halls will be closed during major holiday/break periods (fall, winter, and spring recesses). Students are required to vacate the residence halls within twenty-four hours of their last exams.

Additional room charges will be accrued by students who must remain in the residence halls during winter and/or spring recess (or any part thereof); who need to arrive prior to August 21, 2003 (new students), or August 23, 2003 (returning students), for the fall semester or prior to January 12, 2004 for the spring semester; or who must remain after May 7, 2004. All terms and conditions apply during early arrival/recess periods. Prior approval from the University Residence Halls is necessary to remain or arrive during these periods. This policy is applicable to all students, including those in the university's professional schools of law, dentistry, and medicine and biomedical sciences. Students assigned to Clinton, Clement, or Red Jacket Halls may remain in their current room assignments. Students assigned to other residence halls may need to relocate and will be accommodated only as space permits. Most offices and services will be closed between the end of the fall semester and January 2, 2004. Limited services will be available during this time.

## Cancellation/Early Release

If a resident terminates occupancy during the course of a semester due to withdrawal from the university, the housing assessment will be prorated based upon the number of days the student occupied or could have occupied the assigned space. The student must notify University Residence Halls in advance of departure and vacate the room within forty-eight hours of the date of withdrawal. The student must complete the proper paperwork and return all room keys to the appropriate office. A \$50 improper checkout fee will be assessed for failure to do so, and additional lock change charges may be incurred.

This agreement may be terminated at the end of the fall semester due to graduation, study abroad, internship, Washington program, academic dismissal, withdrawal from the university, transfer of schools, or military service. There

will be no additional room charges assessed as long as the resident is properly checked out by the last day of the fall semester and no damage has occurred. Supporting documentation may be required to verify these circumstances.

This agreement may be terminated by University Residence Halls and Apartments if a student maintains a past-due balance owed to the University at Buffalo and/or University Residence Halls and Apartments.

Students who move off campus during the academic year but remain registered for classes will be assessed full room charges for the academic year. Failure to occupy a space after signing this license does not relieve the student of the responsibility to fulfill its terms and financial obligations.

Requests for early release from the residence hall agreement are granted only under rare and extenuating circumstances and only after all residence hall options have been explored. The student must show just cause for termination and provide extensive supporting documentation. In order that all petitions may be reviewed prior to the start of the spring semester, the deadline to request an early release is Monday, December 1, 2003. No review will take place during the winter break period. Requests received after the deadline will not be reviewed until after the spring semester begins. Charges will continue to accrue during the review process. The entire process may take four to six weeks to complete. The request forms, as well as procedural instructions, may be secured from the hall director. If a release is granted, a fee of \$200 will be assessed on the student's account. The agreement will not be terminated for the purpose of living off campus or in order to commute from home.

## Vacancies/Consolidation

When vacancies occur at the beginning of a semester, the University Residence Halls may consolidate those vacancies. Consolidation of occupants in similar room sizes may be employed. Occupants requesting a room change must be officially checked out of the assigned room before they can be checked into the new room.

Residents living in an accommodation where a vacancy exists may be required to choose one of the following options:

1. Pay the special one-under occupancy rate.
  - a. Double as a single: 135 percent of the double rate.
  - b. Three-person as a double: 126 percent of the three-person rate.
  - c. Four-person as a three-person: 126 percent of the four-person rate.
2. Consolidate with another resident (in a similar room size) who resides where a vacancy exists.
3. Where consolidation is not deemed feasible by University Residence Halls staff, remain in the room with the understanding that a roommate may be assigned at any time.

The university reserves the right to reassign residents who do not wish to pay the special one-under occupancy rate.

## Overcapacity

The university reserves the right to assign students on a temporary basis to overcapacity assignments. The student will be required to move to a new accommodation as soon as a permanent space is identified. Students who reside in these temporary accommodations may not receive all standard residence hall furnishings and amenities. A rate adjustment will be made for each day the student resides in an overcapacity situation.

## Insurance

The University at Buffalo does not assume responsibility for any injury or damages, personal or property, from any cause while the student is a resident. The student is strongly encouraged to carry some form of personal insurance if the family's policy does not cover your person and/or your property while located at the university.

## Termination of Agreement

The University Residence Halls may terminate this agreement for breach of the terms by the resident, as herein stipulated, or for any of the following reasons or conditions:

1. The occupant ceases to be enrolled as a student and is not involved in a documented legitimate academic activity.
2. The occupant is responsible for a health or safety violation, such as a false fire alarm, illegal discharge of fire extinguisher, or use or possession of fireworks. Any tampering with or misuse of health and safety equipment is prohibited and punishable by university and/or civil court action. Action can also be taken by the University Residence Halls under the terms of this agreement.
3. The occupant is a clear and present danger to the residence hall population. Examples include arrest for assault and battery, possession or use of a weapon, felony possession or sale of illegal narcotics, or other crimes as may be determined to have serious or dangerous implications for the students living in the residence halls. Continued and/or serious violations of residence hall security systems or procedures may also be cause for termination of this agreement, in accordance with this section.
4. Students diagnosed with a contagious medical condition must vacate their rooms until the condition is corrected.
5. Willful destruction of university property in excess of \$300 in value.
6. Campus determination that continued occupancy would likely result in severe, adverse psychological problems for the student and/or the residents. Such judgment would be made by the Director of the University Residence Halls with advice from other sources, such as the Counseling Center, the Student Health Center, the University Police, the Academic Advisement Center, and the Education Opportunity Program.
7. University rules and regulation and the "Guide to Residence Hall Living" are part of this agreement in that violations may be referred to the residence hall Peer Judicial Board or to the Student-Wide Judiciary. It is within the jurisdiction of these bodies to recommend to the Director of the University Residence Halls that an occupant be dismissed from the residence halls.
8. The occupant is in violation of residence hall probation.

## Responsibility for Use of Housing Facilities

The occupant agrees to observe and abide by the rules, regulations, and standards of the university now in effect, and as may be issued from time to time, and to comply with the terms and conditions of occupancy as stated in this document and as may be posted in each residence hall. All are a part of this agreement. The occupant agrees to hold the university blameless for any expense, loss, or damage resulting from a

violation of such rules, regulations, or standards by the occupant or as a result of negligence by the occupant. The University at Buffalo subscribes to the minimum standards of the State University of New York (SUNY) system. These standards are detailed in the "Guide to Residence Hall Living," which is distributed to all residence hall students. Additional copies may be obtained upon request.

### Damage

Any claim by any person that the university is liable for damage to personal property in a dormitory must be filed by completing a negligence form with the university through the Office of Occupational and Environmental Safety.

Registered occupants of each room are financially responsible for keeping the room and its contents in good order and free from damage both by themselves and by others. Each occupant will maintain appropriate health and safety standards. Room damage charges may be assessed to each occupant of a room for any damages to the room incurred during occupancy.

The procedure for damage assessment will be distributed to students upon arrival. Each resident may be subject to a prorated assessment in the event of damage or loss to common areas of their assigned residence facility if the damage is reasonably determined by the university to have been caused by the careless or willful acts of residents, but cannot be attributed to specific individuals. A common area damage billing process, not to exceed current SUNY limits, may assess common hall damages to all residence hall students or a portion thereof. Charges will be billed to the student's university account.

Because most residents receive significant financial support from parents to pursue an education at the university, the Director of University Residence Halls (or a designee) may contact the parent or guardian in the event that university property damages exceed \$300 or any university regulation and/or terms of this agreement have been violated, such that the resident is liable for dismissal from the residence halls.

### Keys

Room keys, mailbox keys, etc., cannot be transferred, duplicated, or altered. Anyone transferring, duplicating, or altering a key will be charged a replacement cost, and judicial sanctions will follow if appropriate.

### Furnishing Removal

University property may not be removed from any rooms. Room damages will be assessed to occupants for actual labor plus material costs. Occupants will also be charged for missing room furniture, screens, windows, etc., and disciplinary action will be taken. All damage/labor costs will be reflected on student account billings.

No article of equipment belonging to the University at Buffalo, including furnishings, furniture, and television sets, may be moved within or taken from the building unless permission has been granted by the Director of University Residence Halls.

### Inspections

The university reserves the right to enter assigned rooms. The university, where practical, will give twenty-four-hour advance notice to occupants before such entry, except in case of an emergency. The student's right to privacy is an important consideration before the entering of a room. For purposes of health and safety inspections or emergency situations, university officials are authorized to enter residence hall rooms without prior notice. The student will comply with these periodic inspections.

### Solicitation

Solicitation in the buildings or on the grounds is strictly prohibited. Occupants are not to use, or permit their room to be used, for any commercial purposes whatsoever.

### Waterbeds/Halogen Lamps/Lofts

Waterbeds, halogen lamps, and homemade lofts are not permitted in the residence halls.

### Food Preparation

New York State multiple-dwelling laws do not permit cooking in sleeping rooms. This statute is enforced by the university's Office of Occupational & Environmental Safety and the residence hall staff. Occupants found cooking in unauthorized areas (e.g., sleeping rooms, lounges, etc.) are subject to immediate appliance confiscation and referral to appropriate university judiciaries. Note that personal microwave ovens and toaster ovens are strictly prohibited.

### Recycling

Each resident will comply with the recycling efforts undertaken by the university.

### Mail Delivery

Mail and items shipped to students by common carrier will be accepted by the residence hall staff as a service to residents. The University Residence Halls does not accept liability for damage or loss (even as a result of negligence) of any such article in excess of \$100. Students should not have cash or items of significant value sent to the residence halls.

### Guest Policy

All visitors to the residence hall must be guests of residents, and only guests of the same gender may be housed in the host's room. It is important to inform the roommate(s) and the resident advisor when planning to have a guest overnight. The host occupant assumes complete responsibility for guests and use of equipment furnished to them.

### Pets

Animals and pets of any kind are prohibited in the residence halls. Only fish in small fish tanks (ten gallons or less) are permitted. With the prior permission of the University Residence Halls, trained guide dogs used for health-related purposes are permitted. Other restrictions apply. Please consult the "Guide to Residence Hall Living" for further information.

### Fire Safety

The student must vacate the residence halls during a fire alarm. The evacuation is the individual's responsibility. Students should not wait for staff to instruct them to leave.

## Students' Right to Privacy

In compliance with the Family Educational Right to Privacy Act, the University Residence Halls gives notice that personally identifiable information such as permanent address and telephone number will be given to potential roommates unless otherwise notified by the student.

## Student Conduct

The "Guide to Residence Hall Living" is distributed to all residents. Please refer to it for student conduct guidelines and procedures. Violations of university or University Residence Halls conduct codes and/or rules and regulations may result in the termination or suspension of this agreement.

# University Residence Halls Housing Preference Questionnaire 2003–04

## For Office Use Only

Marked in Access by: \_\_\_\_\_  Entered in RMS by: \_\_\_\_\_

PLEASE REMOVE CAREFULLY

Please complete both sides of this questionnaire, remove from booklet, and mail with your completed Residence Hall Agreement Card to University Residence Halls and Apartments in the envelope provided.

## Residence Hall Deposit

A \$200 deposit is required for all students **except** those admitted into the Educational Opportunity Program (EOP). Please check the appropriate option below to indicate how you will pay the required \$200 housing deposit:

- Mailing housing deposit (by check or money order) with agreement card and preference questionnaire  
 Paying housing deposit online at [www.buffalo.edu/admissions/accepted](http://www.buffalo.edu/admissions/accepted)

## For EOP students only

EOP students do not have to pay the \$200 housing deposit and should follow the directions on the EOP Residence Hall Agreement Card located on the inside back cover.

Note: If you choose to pay your deposit online, your application will not be complete until University Residence Halls and Apartments receives all three required materials—the deposit, the agreement card, and the housing preference questionnaire.

While every attempt will be made to honor your request, please understand that the choices you indicate on this form are preferences only, and that University Residence Halls and Apartments is unable to guarantee the availability of any particular campus, residence hall, or type of room. Assignments will be made based upon the date that completed application materials are received in our office.

## Personal information Please print.

Full Name \_\_\_\_\_  
LAST FIRST M.I.

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ UB Person Number (if known) \_\_\_\_\_

Male  Female Age (optional) \_\_\_\_\_

2003–04 CLASS STANDING:  
 Freshman  Transfer  Graduate/Professional  Other

Permanent Address \_\_\_\_\_  
NUMBER AND STREET

\_\_\_\_\_ CITY STATE ZIP CODE COUNTRY

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

## Assignment preferences

After reviewing the twelve living options listed below, please rank your top four preferences with number one being your first choice. Students applying after April 1 should specify at least one South Campus choice, as most North Campus space is reserved by that time.

### North Campus

- \_\_\_ Ellicott single room
- \_\_\_ Ellicott double room
- \_\_\_ Ellicott three-person room
- \_\_\_ Ellicott four-person room
- \_\_\_ Ellicott single with adjoining double room
- \_\_\_ Ellicott double with adjoining single room
- \_\_\_ Ellicott double with adjoining double room
- \_\_\_ Governors double room

### South Campus\*

- \_\_\_ Single room with shared bath
- \_\_\_ Single with community bath
- \_\_\_ Double with shared bath
- \_\_\_ Double with community bath

### It is more important for you to live (check ONLY one):

- \_\_\_ on a particular campus
- \_\_\_ in a particular size room

\*Refer to pages 2-3 for information about shared and community baths

### First Year Interest (FYI) Program Option (Available only to 2003–04 freshmen)

If you will be a freshman for the 2003–04 academic year and are interested in residing in one of the seven FYI areas indicated on page 6, please check the FYI area of your choice below. If you are interested in more than one FYI area, please number your choices with number one serving as your first choice.

- \_\_\_ FYI architecture area (single and double rooms)
- \_\_\_ FYI engineering area (double, double with single, single with double, and three-person rooms)
- \_\_\_ FYI fine arts area (double, double with double, double with single, and three-person rooms)
- \_\_\_ FYI management area (single, double, double with single, and four-person rooms)
- \_\_\_ FYI pre-health/health-related professions area (single, double, double with single, three-person, and four-person rooms)
- \_\_\_ FYI social sciences and humanities area (double, double with single, and three-person rooms)
- \_\_\_ FYI undecided and general interest area (double, double with single, double with double, three-person, and four-person rooms)

### It is more important for you to live (check ONLY one):

- \_\_\_ in an FYI area
- \_\_\_ in a particular size room

## Roommate preference(s)

**Be sure that you and your preferred roommate(s) request the same room preferences and write each other's names and social security numbers in the section below on each of your applications. Your applications and deposits should be sent at approximately the same time. Roommate requests must be received by April 1 for consideration.** Requests may not be honored due to space limitations, application submission date, or failure to submit mutual preference requests.

*Note: Disclosure of the Social Security number is voluntary and should be provided only with the consent of the person. If it is not provided, roommate matching may not be possible.*

1. Roommate's Name \_\_\_\_\_  
 New Student    Returning Student  
 Social Security Number    \_ \_ \_ \_ \_ - \_ \_ \_ \_ - \_ \_ \_ \_ \_
  
2. Roommate's Name \_\_\_\_\_  
 New Student    Returning Student  
 Social Security Number    \_ \_ \_ \_ \_ - \_ \_ \_ \_ - \_ \_ \_ \_ \_
  
3. Roommate's Name \_\_\_\_\_  
 New Student    Returning Student  
 Social Security Number    \_ \_ \_ \_ \_ - \_ \_ \_ \_ - \_ \_ \_ \_ \_

### Disability/Medical Needs Option

If you have a chronic ailment or physical disability that requires special accommodation, please check this box and provide written documentation from your physician/mental health professional.

### Break Housing Request Option

Please check this box if you require housing during one or more of the following break periods: Thanksgiving (November), Winter (December–January), and Spring (March) breaks. Please note that only a select number of residence halls are kept open during these scheduled breaks. Checking this box may directly affect your placement in the residence halls.

#### For Residence Hall and On-Campus Apartment Information:

University Residence Halls and Apartments, University at Buffalo,  
 106 Spaulding Quad, Buffalo, NY 14261-0054  
 Phone: (716) 645-2171  
 Toll free: 1-866-285-8806 (U.S. only)  
 Fax: (716) 645-3968  
 Residence Halls: [ub-reshalls@buffalo.edu](mailto:ub-reshalls@buffalo.edu)  
 Upper-Division Undergraduate Apartments: [ub-apts@buffalo.edu](mailto:ub-apts@buffalo.edu)  
 Graduate Apartments: [ub-gradapts@buffalo.edu](mailto:ub-gradapts@buffalo.edu)  
[www.ub-housing.buffalo.edu](http://www.ub-housing.buffalo.edu)

**Return this questionnaire with the Residence Hall Agreement Card to University Residence Halls and Apartments in the envelope provided. The \$200 housing deposit may be mailed with the card and questionnaire or paid online at [www.buffalo.edu/admissions/](http://www.buffalo.edu/admissions/) accepted. If you're sending a check, please make it payable to University at Buffalo.**

For general information, please call the campus operator at (716) 645-2000

For more information

**Office of Admissions**

(716) 645-6900 (Buffalo)  
(212) 808-8116 (New York City)  
1-888-UB-ADMIT (toll free)  
ub-admissions@buffalo.edu  
www.buffalo.edu/admissions

**Incoming Transcript and  
Application Status Information**

(716) 645-6403  
ub-admissions@buffalo.edu

**Athletics**

*(Ask for the head coach of the sport you are  
interested in)*  
(716) 645-3141  
www.ubathletics.buffalo.edu

**College of Arts and Sciences Student  
Advisement and Services**

(716) 645-6883  
cas-advisor@acsu.buffalo.edu  
http://cas.buffalo.edu/students

**Dining Services**

(716) 645-2521  
ub-dining@acsu.buffalo.edu  
www.ub-dining.buffalo.edu

**Disability Services**

(716) 645-2608  
TTY (716) 645-2616  
stu-disability@buffalo.edu  
www.ub-disability.buffalo.edu

**Educational Opportunity Program (EOP)**

(716) 645-3072  
ub-admissions.buffalo.edu  
http://wings.buffalo.edu/eop

**Off-Campus Housing**

(716) 829-2224  
sjoates@buffalo.edu  
www.subboard.com/och

**University Residence Halls & Apartments**

(716) 645-2171  
1-866-285-8806 (toll free—U.S. only)  
Fax: (716) 645-3968  
Residence Halls: ub-reshalls@buffalo.edu  
Upper-division undergraduate apartments:  
ub-apts@acsu.buffalo.edu  
Graduate apartments: ub-gradapts@acsu.buffalo.edu  
www.ub-housing.buffalo.edu

**Student Activities**

(716) 645-2055  
www.activities.buffalo.edu

**Student Health Center**

(716) 829-3316  
student-health@acsu.buffalo.edu

**Transfer Support Services**

(716) 645-2776  
1-800-461-4534  
aac-advisor@buffalo.edu  
http://transfer.buffalo.edu

**Veterans Affairs**

(716) 645-2271  
ub-vets@acsu.buffalo.edu  
www.student-affairs.buffalo.edu/veterans

**Academic Calendar**

**Fall 2003**

Instruction begins ..... August 25  
Semester exams ..... December 11–18

**Spring 2004**

Instruction begins ..... January 12  
Semester exams ..... April 29–May 6

The Student Response Center is UB's single point of contact for students who require the services of Records and Registration, Student Accounts, Financial Aid, and Academic Advising. Call 1-866-838-7257 (toll free) or (716) 645-2450 and you'll receive the help you need!

Visit UB's Web site at [www.buffalo.edu](http://www.buffalo.edu)



### Residence Hall Agreement Card 2003–04

Please complete this form and return it, along with your Housing Preference Questionnaire and \$200 housing deposit (check or money order payable to the University at Buffalo) to University Residence Halls and Apartments in the envelope provided. The \$200 housing deposit may also be paid online at [www.Buffalo.edu/admissions/accepted](http://www.Buffalo.edu/admissions/accepted). Note: If you choose to pay your housing deposit online, your application will not be complete until we receive the Agreement card and Preference Questionnaire via mail. **PLEASE PRINT.**

Name \_\_\_\_\_  
LAST FIRST M.I.

Home Address \_\_\_\_\_  
NUMBER AND STREET CITY STATE ZIP CODE

Phone Number ( ) \_\_\_\_\_ Social Security Number \_\_\_\_\_  
AREA CODE

Gender:  M  F 2003–04 Student Status:  Freshman  Sophomore  Junior  Senior  Professional/Graduate \_\_\_\_\_  
DEPARTMENT

*The undersigned agrees to comply with the conditions set forth in the document titled Terms of the University Residence Hall Agreement, and to abide by and observe the ordinances, rules, regulations, and standards of the university currently in effect and as may be issued from time to time.*

STUDENT SIGNATURE _____	DATE _____
PARENT OR LEGAL GUARDIAN SIGNATURE (IF APPLICANT IS UNDER 18 YEARS OF AGE) _____	DATE _____

OFFICE USE ONLY Person Number \_\_\_\_\_ Marked in Access:  \_\_\_\_\_ Entered in RMS:  \_\_\_\_\_

**TRANSFERS: DO NOT USE THIS CARD FOR APARTMENTS.**

# There are **TWO** ways you can apply for residence hall housing

## Option 1

- Complete and sign the enclosed 2003–04 Residence Hall Agreement Card and Housing Preference Questionnaire.
- Send both the agreement card and the preference questionnaire along with a \$200 housing deposit (by check or money order payable to the University at Buffalo) to the University at Buffalo Residence Halls and Apartments in the envelope provided.

## Option 2\*

- Pay the \$200 housing deposit online at [www.buffalo.edu/admissions/accepted](http://www.buffalo.edu/admissions/accepted).
- Complete and sign the enclosed 2003–04 Residence Hall Agreement Card and Housing Preference Questionnaire and send both to the University at Buffalo Residence Halls and Apartments in the envelope provided.
- **NOTE:** If you choose to pay your \$200 housing deposit online, your application will not be considered complete until we receive the agreement card and preference questionnaire via mail.



### Tips on Applying to University at Buffalo Residence Halls

- Make sure that your Residence Hall Agreement Card is signed before mailing. If you are under 18 when applying, a parent or legal guardian must also sign the agreement card. Residence hall housing applications are considered incomplete without all necessary signatures.
- We recommend sending your housing application materials by February 1, 2003, if you are interested in residing in the Governors Residence Halls, and by March 1, 2003, for placement in the Ellicott Complex. Please do not wait until the May 1, 2003, deadline to send your materials, as the choices you indicate on your questionnaire are only preferences and cannot be guaranteed. Applicants who send their materials by the May 1 deadline are still assured housing, but will most likely not be assigned to the room type initially requested.
- If you would prefer to live on the North Campus and are applying after March 1, 2003, we strongly encourage you to indicate various room sizes on your preference questionnaire (specifically single, three-person, and four-person rooms) as most double rooms are assigned by that time.
- Roommate requests, which can be indicated on the preference questionnaire, must be received by April 1, 2003, and must be requested by all parties in order to be considered.
- Please call our Residential Operations Office at (716) 645-2171 if you have questions about any aspect of the residence hall application materials.





**University at Buffalo**  
*The State University of New York*

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