

Spring  
2012



SF STATE

SF STATE HOUSING

# Parent Newsletter

## Welcome to Spring 2012!

### Returning for Fall 2012

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Current residents have priority for Fall 2012, but only if they follow the steps of the Returning Resident Process.

Returning Residents do not need to fill out a new Housing Application for the 2012-2013 academic year., but will need to fill out a Returning Resident License Agreement.

#### Quick Reference Dates:

**Wednesday, February 15:** All current residents will receive a 2012-2013 Returning Resident License Agreement and information about the Returning Resident process via SF State email.

**Wednesday, March 7:** Returning Resident Day begins at 9am. All current residents may return their completed Returning Resident License Agreement in the Nob Hill room of the Seven Hills Conference Center. Returning Residents do not need to make an initial payment until Friday, May 4.

**Friday, May 4:** All Returning Resident must make their \$1,200 initial payment by this date in order to maintain their Returning Resident priority status. Any Returning Resident who has not paid by May 4 will lose their Returning Resident priority and their Returning Resident License Agreement will be cancelled.

For more information, please see our Returning Resident page at: [www.sfsu.edu/~housing/returning/index.html](http://www.sfsu.edu/~housing/returning/index.html)

### Spring Move-Out

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The last day to check out of the SF State Housing community for Spring 2012 semester is **Friday, May 18**. Residents must be completely moved out of their housing space by 8:00 pm.

Residents can avoid improper checkout charges by scheduling a walkthrough with their RA, completing a room condition form, returning all keys, and having all personal belongings out of their unit by 8:00 pm on May 18.

Students should keep an eye out for notices of floor meetings concerning Move-Out in May, and detailed information on Move-Out will be posted in April.

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# Housing and Residential Life Information



## Business Office:

Phone: (415) 338-1067

Email: [housing@sfsu.edu](mailto:housing@sfsu.edu)

Hours: M-F 9am-5pm

- Make payments
- Meal plan changes
- Ask Housing financial questions
- Request Intent to Vacate and Room Change forms

## Service Desk:

Phone: (415) 405-0579

Email: [rpm@sfsu.edu](mailto:rpm@sfsu.edu)

Hours: M-Th 8am-8:30pm

F 8am-6:30pm

S-Su 9am-6pm

- Maintenance
- Housekeeping
- Grounds

## Buildings:

*Mary Ward Hall:* (415) 406-5703; 24 hours daily

*Mary Park Hall:* (415) 406-5702; 24 hours daily

*Towers:* (415) 405-9360; 24 hours daily

*Village:* (415) 405-8000; 10a-8a daily

- Packages
- Lockouts\*

\*University Park residents use Towers for lockouts



Housing: [facebook.com/sfstatehousing](https://facebook.com/sfstatehousing)

ResLife: [facebook.com/sfstatereslife](https://facebook.com/sfstatereslife)



Housing: [@sfstatehousing](https://twitter.com/sfstatehousing)

Reslife: [@sfstatereslife](https://twitter.com/sfstatereslife)

## ResLife Staff

<i>Director:</i>	Mary Ann Begley	415-338-2722	<a href="mailto:begley@sfsu.edu">begley@sfsu.edu</a>
<i>Administrative Assistant:</i>	Aaron Kitashima	415-405-2227	<a href="mailto:akit@sfsu.edu">akit@sfsu.edu</a>
<i>Associate Director:</i>	Kevin Kinney	415-338-2729	<a href="mailto:kjkinney@sfsu.edu">kjkinney@sfsu.edu</a>
<i>Conduct Coordinator:</i>	Patrick McFall	415-405-8028	<a href="mailto:pmcfall@sfsu.edu">pmcfall@sfsu.edu</a>
<i>Clinical Counselor:</i>	Rick Nizzardini	415-405-4414	<a href="mailto:rnizzard@sfsu.edu">rnizzard@sfsu.edu</a>
<i>Services Coordinator:</i>	Johanna Duarte	415-405-9382	<a href="mailto:jduart@sfsu.edu">jduart@sfsu.edu</a>

## Area Coordinators:

<i>Residence Halls:</i>	Marygrace DeLucchi	415-338-7024	<a href="mailto:hous081@sfsu.edu">hous081@sfsu.edu</a>
<i>Towers/STTC:</i>	Mary Ann Begley	415-405-9378	<a href="mailto:begley@sfsu.edu">begley@sfsu.edu</a>
<i>Village:</i>	David Bracamontes	415-405-8008	<a href="mailto:dmb15@sfsu.edu">dmb15@sfsu.edu</a>
<i>UP North:</i>	Rachel Herrmann	415-682-2196	<a href="mailto:rachelmh@sfsu.edu">rachelmh@sfsu.edu</a>
<i>UP South:</i>	Shimina Harris	451-405-4458	<a href="mailto:siharris@sfsu.edu">siharris@sfsu.edu</a>

# Calendar

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Please have students speak to their RA for more detailed information on Residential Life activities. Information will be posted in the Housing Community as dates draw nearer.

## February

- 1: **Returning Resident information posted**
- 15: **Returning Resident License Agreements emailed to current residents**

## March

- 7: **Returning Resident Day** in Seven Hills Conference Center
- 19 – 23: **Spring Recess** – Residence communities and offices open; dining closed
- 30: **Cesar Chavez Day** – University closed

## April

- 2: **Summer Housing information posted**
- 14: **Sneak Preview Day**

## May

- 4: **Initial Payment for Returning Resident License Agreement due**
- 12-18: **Finals**, 24-hour Quiet Hours
- 18: **Move-Out: Last day to leave Housing**
- 19: **Commencement**

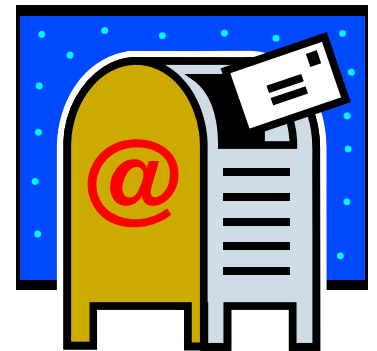


# Sending Mail to Your Student

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When mailing items to your students, please remember the following:

- ◆ Use the student’s full legal name — nicknames make it hard for staff to find the student on a roster.
- ◆ Know which building the student lives in — each building has a different street address. Our staff can look up buildings, but it will take longer for your student to receive their item.
- ◆ Packages take longer to process than mail — while a postal or package carrier may report an item delivered at 10am, we must log all packages and then notify students, which might take a little more time.
- ◆ ADDRESSES: All addresses are in **San Francisco CA, 94132**



### **Mary Ward**

800 Font Blvd.

### **Mary Park**

802 Font Blvd.

### **Village at Centennial Square A/B/C**

750 Font Blvd.

### **Tower at Centennial Square**

796 Font Blvd.

### **Science & Technology Theme Community**

798 Font Blvd.

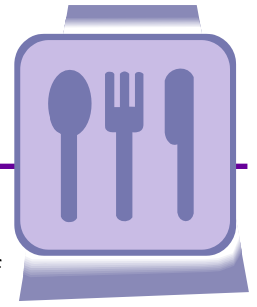
### **University Park:**

Use street address OR

Towers for packages only

# City Eats Dining Center is Making Exciting and Innovative Changes

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Over the winter break, our operation was busy getting walls torn down and reconstructing a new sustainable dish room. This is an exciting start to a larger process of a complete remodel of City Eats Dining Center. The new dish room was a construction item that we knew could be done immediately and in a short period time. Now, your student can be happy knowing that the dishes they are using are being cleaned more efficiently and in a more sustainable manner. Updates on future remodeling will be soon to come.

A great way for your student to stay in touch with all things happening where they eat is through our websites.

Web: [www.dineoncampus.com/sfsu](http://www.dineoncampus.com/sfsu)

Twitter: [twitter.com/ChartwellsSFSU](https://twitter.com/ChartwellsSFSU)

Facebook: Search: [Chartwells @ San Francisco State University](#)

In addition to being a place to eat, the City Eats Dining Center has become the spot to meet new friends and socialize. Throughout the semester special events will keep your student involved. Some upcoming events they can look forward to:

**BISTRO ( Café del L'Amour) – 4 Course Formal Dinner** in Café in the Park on February 13

**VALENTINE DINNER** in main dining room on February 14

**BLACK HISTORY DINNER** in main dining room on February 15

**MARDI GRAS** in main dining room on February 21



\*For more events and information visit our event page: <http://www.dineoncampus.com/sfsu/show.cfm?cmd=events>

For parents who wish to do something special for their student while they're away, you can take advantage of our Birthday Cake and Snack Packages. Information on how to order can be found on our home page: [www.dineoncampus.com/sfsu](http://www.dineoncampus.com/sfsu), look for the **Shop Online** option on the right side of the page.

More importantly than all of that, I invite you to feel free to call our offices with any concerns you may have about our dining programs. We strive to meet every dietary need and preference. If your son or daughter is vegan, has allergies, or struggles with health concerns affected by diet, our menus can still meet his or her needs. However, if your child has not discovered all of the options, let us know. Your student can send emails through our web pages or contact our offices directly at 415-944-7805. It's our goal to do our best to nourish and nurture our residents and we appreciate any feedback you'd like to share with us.

Sincerely,

**John Penner**

Manager

Chartwells at San Francisco State University

# Financial News

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The Housing office recommends that parents and students start financial planning early. While we encourage our residents to become financially responsible, it is equally important for parents and guardians to forecast college expenses. Financial responsibility is a part of the overall education experience, so plan ahead and be mindful of the cost to attend SF State.



## **INSTALLMENT PAYMENT PLAN**

Residents must pay by the third business day of the month to avoid a \$20.00 late fee.

Use the *Installment Payment Form* when mailing in an installment payment. This form is available on our website, [here](#).

## **FINANCIAL AID AND LOANS**

**Reapply:** The **FAFSA 2012-2013** priority deadline is **March 2, 2012**. To reapply go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). SF State Title IV Code: 001154

Starting **mid-March**, check your financial aid status through the web on your SF State Gateway: <https://inside.sfsu.edu/portal>

**Student Loans:** First time borrowers must complete both the (MPN) Master Promissory Note and Entrance Loan Counseling at [www.dl.ed.gov](http://www.dl.ed.gov)

**Parent Loans:** After accepting the Parent PLUS Loan as part of the financial aid award offer, complete the following three steps:

**Step 1:** Go to <http://www.sfsu.edu/~finaid/newplus.html> , complete the *Federal Parent PLUS Loan Request Form* early and return form to the Financial Aid Office.

**Step 2:** Apply online for the PLUS loan at <https://studentloans.gov> after July 1, 2012

**Step 3:** Complete parent *Master Promissory Note* if approved by the Department of Education, <https://studentloans.gov/myDirectLoan/index.action>

## **OTHER OPTIONS**

**Request additional student loans:** If the Parent PLUS Loan is denied, a student can submit a **written request** for additional unsubsidized loans at the Office of Student Financial Aid, located in the Student Services building.

**Scholarship Opportunities:** Start applying in Spring 2012 for the next academic year! For self-help process, workshops, scholarship applications and more, go to [www.sfsu.edu/~finaid/scholarships/](http://www.sfsu.edu/~finaid/scholarships/).

## **THINGS TO KNOW**

**Returning Resident Day:** Residents can apply for housing for the 2012-2013 academic year by submitting their *2012-2013 License Agreement* on March 7, 2012. The \$1,200 initial payment will be due by May 4, 2012, and is not covered by your Fall 2012 financial aid. If necessary, speak to a Financial Aid counselor about applying for additional loans in Spring 2012 that can cover your initial payment.

**Accepting aid for next school year:** Students who plan on living on campus should accept enough aid to cover housing if necessary. See the Housing Fee Schedule for 2012-2013 prices.

**Summer Financial Aid:** Summer aid is limited and courses taken through Open University are not eligible. Go to <http://www.sfsu.edu/~finaid/newsummer.html> or speak with a Financial Aid counselor to determine if you qualify. Summer housing must be paid in full at the time the summer housing contract is submitted.

**Keep University Email Current:** Make sure the University has the student's most current email address for University notifications.

Resident Financial Services Coordinator  
SF State Housing Fiscal Services

## Technology SF State Technology Services

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The Apogee help desk and the ResNet support team receive many calls from students reporting the same common problems. Here are three tips to keep your student's computer humming down the information highway.

1. *Windows/ Macintosh system updates* are a simple and effective way of protecting your computer from the dangers that can affect the way your computer performs. These updates make changes to your computer system which may include improvements to the look and feel of applications running within your operating system. Updates also improve the computer security of your system-closing any holes that have been discovered over time. You can set your computer to get updates automatically. If students are unsure of how to perform an update to their operating system, please have them call the Apogee Helpdesk at 888-478-8864 and ask for a ResNet appointment.
2. *Making a copy of your important files* is known as a backup. On occasion a student comes to us with a computer that has irreparable damage to the file system. Most of the time, the only copy of their final project was left on the damaged computer. To prevent this from happening, make regular backups of important files and documents. Back up important projects daily. Get your student a USB backup drive today.
3. *Use antivirus software.* VirusScan 8.8i Enterprise for the PC and VirusScan 9 for Macintosh are available for download from the Division of Information Technology website located at <http://www.sfsu.edu/~doit/helpdesk/av.htm>. Anti-virus is a key component in the detection and prevention of known viruses. The latest versions are capable of detecting some types of Spyware so I suggest you download it today. It's free! If you don't know how to install the programs, give the Apogee Helpdesk a call at 888-478-8864 and ask for a ResNet appointment.

We know how important a functioning computer is to your student's academic success. We want to be your partner in their success!

As part of an effort to make network support more convenient and available to all residents, the SF State ResNet partner Apogee has added new features to its 24/7 Student Support Center. Beginning last fall, residents could skip the hold-times for a phone support by texting the word 'ResNet' to the number 84700. A network technician will then schedule a convenient time to call the resident, rather than requiring the resident to call the support center.

Apogee has also introduced a new text messaging feature to its student registration portal at [www.myresnet.com](http://www.myresnet.com). Any resident who forgets their ResNet username and password (or both) can visit [www.myresnet.com/getmylogin](http://www.myresnet.com/getmylogin) and enter the email address for their account. Once they've confirmed their identity, they'll receive a reminder by both text message and email to the contact information provided at registration.

As always, students can still speak to a live network expert by calling SF State's dedicated support number at 1-888-478-8864. Network support is available 24-hours a day to help connect desktops, laptops and any other network devices our students bring to campus.

## Let's Talk: A resource for all SF State residents

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All students living in the residential communities at SF State have access to an innovative, easily accessible resource called *Let's Talk* that is only available at 15 campuses *nationwide*.

*Let's Talk* is brief consultation that is informal, confidential, and completely free. It's held in private offices on campus throughout the academic year at the following times and locations:

Every Monday from 11 am to noon in an office behind the Community Desk in the Science and Technology Themed Community building (next to the Towers)

Every Tuesday from 5 to 6 pm in an office off the Mary Park Lounge

Every Wednesday (5 to 6 pm) and Friday (11 am to noon) in an office

right off of the Mary Ward Hall lobby, beyond the double doors to the right of the Community Desk window.



So why should residents go to *Let's Talk*? In a few words: because talking can help. Whether it's stress, sadness, relationship problems, adjusting to college, academic pressures, or anything else, sharing concerns with someone can make a positive difference in students' lives. And if the person they're talking with has experience in dealing with these types of issues and may know some solutions, then talking can be *really* helpful.

Residents can come by to one of the locations listed above and walk in – no appointment is necessary and no topic is off limits. That's what the *Let's Talk* program is all about: free confidential advice for SF State residents that's easy to access. So let your student know that there *is* an easy place to go in the residential community for resources and support.

## SF State Hospitality Suites at University Park

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The Office of Conference Services is pleased to offer a limited number of University Park North hospitality suites for rent on a daily or weekly basis to current San Francisco State University faculty, staff, students and their guests.

Each Hospitality Suite is \$90 a night or the special rate of \$550 for seven nights. The suites are junior one-bedroom units (653 square feet) which comfortably accommodate up to 2 people with a queen-size bed. The suites include a fully equipped kitchen, \*internet access, cable TV and a fold-out couch for extra guests. Laundry is available in the building's coin-operated laundry room.

Reservations must be made 48 hours prior to the requested arrival date. Reservation requests made without 48 hours notice cannot be guaranteed. Reservations are accepted online by using the [Reservation Request Form](#). Once submitted, a reservation will be confirmed within 48 hours.

The Conference Services Office is located in the Seven Hills Conference Center at 800 Font Boulevard, San Francisco, CA 94132. Questions about the Hospitality Suites can be directed to a Guest Service Associate Team member at 415-405-4459 or [hsuites@sfsu.edu](mailto:hsuites@sfsu.edu).

## Early Move-Out

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If your student wishes to leave SF State Housing before the end of the academic year in May, please keep in mind the following:

Your student's Housing License agreement is for the entire academic year. It is a signed, binding legal agreement between you and the Trustees of the California State University. It is expected and agreed that your student will remain in the Residence Community for the duration of the academic year. In order to gain approval for a license cancellation, your student must provide 30 days notice **AND** meet one of the following criteria to be approved for cancellation:



- 1) **End of student status**
- 2) **Marriage or Domestic Partnership**
- 3) **Hardship or extraordinary circumstances**

Further explanation of the above criteria can be found on the Intent to Vacate (ITV) form located on our website at: <http://www.sfsu.edu/~housing/forms/index.html>.

Please note that 30 days notice is required. Pro-rated charges for 30 days will be calculated based on the date of the approved ITV. Students who choose to move out before the 30 days have elapsed will still be charged for the entire 30-day notice fee.

Students who choose to leave Housing despite having their ITV denied may remain obligated for their full academic-year contract and may be charged accordingly.

Students ending student status at the end of the semester due to transfer or graduation must still go through the ITV process. While students are not allowed to live in the Housing community if they end student status with the university, ending student status does not end their contractual obligation to SF State Housing.

If you have questions on the Intent to Vacate Process, please call or email the Housing Business Office.

## Parents' Council

<http://www.sfsu.edu/~parent/council.html>

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SF State University and parents of SF State students have come together to form a Parents' Council.

"Established on August 8, 2011, the Parents' Council is led by its founding president, Janice Gumas (SF State Alumna, BS '85).

The SF State Parents' Council acts as a well-informed resource for the University. Members assist in academic recruiting, promote fundraising and advocacy efforts, and offer the parents' perspective to key administrators in the University."

The Parent's' Council holds meetings with university staff, volunteers at parent events during new student orientation and helps with recruitment at campus outreach events.

For more information, email [parent@sfsu.edu](mailto:parent@sfsu.edu).

