



DEPARTMENT OF RESIDENCE LIFE - HOUSING DEPOSIT & ROOM SELECTION

The following information is for students currently residing on campus that are eligible for housing and wish to live on-campus for the 2008-2009 Academic Year. It is important that students understand the Room Selection process and meet the specified deadlines. Detailed information about Room Selection will be sent in late-March.

**Deposit Dates: Hand-Delivery: NO EARLIER THAN Friday February 1, 2008
NO LATER THAN Monday February 11, 2008**

Deposit Payment By Mail: Postmark NO LATER THAN Wednesday February 6, 2008

All resident students must pay a \$225 housing deposit in order to participate in the Room Selection process for the 2008-2009 Academic Year. Deposits may be paid either by mail or in person. Deposits that are mailed must be addressed to: **Bursar's Office, Salem State College, 352 Lafayette Street, Salem, MA 01970.** Checks **MUST** include student name, student ID# and telephone number. Deposits can also be paid in-person at the Bursar's Office in the Administration Building but only between the dates listed above. Both of these final deadlines are **strictly** enforced – absolutely no late deposits will be accepted. **Any student with an outstanding balance for the Spring 2008 semester will need to ensure that their account is paid in full before the housing deposit will be accepted.** The Bursar's Office will not accept a housing deposit if the student's spring semester bill is not paid in full. Spring semester bills have been sent in early December. If students are **certain** that their Spring 2008 bill is paid in full, they may submit their Housing Deposit by mail or via the "drop-box" located directly outside the Bursar's Office.

Students who are unsure about whether or not they will be returning for the Fall 2008 semester are encouraged to pay the deposit before the deadline. The deposit is refundable if a student cancels his/her housing before July 1st.

Upon paying the housing deposit, students will be given a receipt. Students who have mailed in their deposit must go to the Bursar's Office and pick up a housing deposit receipt. Students are instructed to save this receipt, as it may need to be shown at Room Selection along with a validated ID.

2 YEAR GUARANTEE and the HOUSING LOTTERY

All incoming resident students accepted through the admissions process with housing are guaranteed on-campus housing for their first two consecutive years provided they pay the housing deposit on-time and follow all the policies and guidelines. Students wishing to remain on campus after these two years **must still pay the deposit**, and will be subject to a **housing lottery** based upon space availability. Within the first two weeks of March 2008, students in the lottery will be notified in writing as to whether or not they will be invited to participate in Room Selection for the 2008-2009 Academic Year. If you are invited, your deposit will be applied to your fall semester housing bill. If you are not invited, your deposit will be credited to your student account.

ROOM SELECTION PROCESS

All students invited to participate in Room Selection will be signing up for a room in either the Bates Townhouse Complex or the Central Campus Residence Hall. Peabody & Bowditch will only be available for First Year students.

The Bates Townhouse Complex consists of fifteen townhouses, each containing four, 6-person apartments with a kitchen and 2 bathrooms in each unit. A mailroom, laundry and large lounge space including a kitchen, a pool table and TV area is located in the Commons Building. Residence Life anticipates having both substance-free and a "21+ Only" housing available for the 2008-2009 academic year. There is no price difference between double and single rooms at Bates, though there are only a few single rooms available.

Central Campus Residence Hall consists of 6-person apartments, each with a kitchen and 2 bathrooms in each unit. A large community space on the ground floor encompasses a fitness room, laundry room, TV area and pool tables. Central Campus Residence Hall is completely **substance-free** and is also fully air-conditioned. There is a price difference between single and double rooms at Central Campus.

As a reminder, smoking is not permitted in any residential area on campus.

In March, each residential area will have meetings to provide information about the Room Selection process. Please check with your Resident Assistant or Resident Director for the exact time of this meeting. Students are expected to attend one of these meetings to ensure that they understand the process. Room selection is a two-day process in early April, 2008. Detailed information will be distributed in March 2008 to students invited to participate in Room Selection. Students will need to read this material carefully, as it will contain important information including the date and time at which students should come to choose a room based on their Room Draw number. If you have questions, please attend the informational meeting or ask your RA or your RD.