



Office of Residence Life

Regent Commons Move-in Day Guide

Dear Resident:

We are excited about you joining (or re-joining) the Regent University residential community this August! Our staff wants to insure your move-in experience to our residence halls is a smooth and successful one. In anticipation of some questions you may have regarding the move-in process, please take a few moments to carefully review the information included below.

When can I move-in to my housing assignment in the residence halls?

- **All first-year & transfer students** will be able to start moving-in at 8:00am on Monday, August 14th, 2017. New students may not move-in prior to this date/time. University staff members will be available in the lobbies of both residence halls, Constitution Hall and Foundation Hall, to assist you with checking-in from 8:00am to midnight on Monday, August 14th, 2017.

*** Welcome Week events for first-year and transfer students begin at 4:30pm on Monday, August 14th, 2017. Be sure to plan accordingly based on your specified move-in timeframe. All new students should be moved in by no later than 4pm on Monday, August 14th, 2017. ***

- **All returning students** will be able to start moving in at 8:00am on Saturday, August 19th, 2017. Returning students may not move-in prior to this date/time. University staff members will be able to assist you with check-in from 8:00am to midnight on Saturday, August 19th, 2017, and from 8:00am to 5:00pm on Sunday, August 20th, 2017.

When, where, and how will I get the keys to my housing assignment?

- When you arrive to campus you will need to come to the lobby of the residence hall you are assigned to where University staff members will guide you through the check-in process. There will be signage and staff directing students and their families to the residence halls.

Where are the stairs and elevators located?

- There are two elevators located in the lobby of each residence hall. There are additionally three sets of stairs which students and their families are encouraged to use during move-in whenever possible so that the elevators are only being used by individuals bringing in large items, dollies, or carts. There is a stairwell just beyond the elevators in the lobby and there are stairwells on the far side of each wing of both residence halls.

Where should I park to unload all of my stuff?

- The parking lot in front of and to the side of the residence halls will be open for students and their families to unload their belongings. To avoid traffic jams and out of concern for the safety of staff, students, and their families, you will not be able to pull vehicles up to the front of the residence halls as this is the area where check-in will be occurring.
- We ask that you move your vehicle to the parking lots on the other side of the pond after moving-in all of your belongings to free up space for students and their families who will be moving-in after you.
- **We cannot strongly recommend enough that you rent or purchase a dolly or cart to transport belongings from your vehicle to the building. The University will not be able to provide carts, dollies, etc.** Should you have any questions about move-in please contact the Office of Residence Life at 757-352-4890 or at studenthousing@regent.edu.