



Guide to

MOVE-IN

Spring 2023



**Missouri
State**

RESIDENCE LIFE,
HOUSING AND
DINING SERVICES

BEFORE YOU ARRIVE

PACKING LIST

We've put together a list of items that we recommend bringing with you and items that are better left at home. When choosing decorations for your room, keep in mind that they must be removable without damaging your walls and not pose a fire hazard.

PERSONAL PROPERTY INSURANCE

Missouri State University is not responsible for loss or damage to your personal items. We highly recommend renter's insurance if personal items are not covered under your family's insurance plan.

KNOW THE POLICIES

On-campus residents must comply with the expectations and policies associated with living on the Missouri State University campus. Visit the policies page on our website to review these documents before you arrive.

LEARN MORE AT:

 ResLife.MissouriState.edu/Policies.htm

TOBACCO AND SMOKING POLICY

Missouri State University strives to ensure a healthy environment by promoting a culture of health and wellness. It is expected that all students, faculty, staff and visitors comply with the Tobacco Use Policy. Smoking and the use of tobacco products is allowed only inside private vehicles located in university parking lots and in designated smoking areas during specific or special performances or events. "Smoking and the use of tobacco products" is defined as the smoking of tobacco via cigarettes, cigars, or pipes or the use of devices or products that may be used to smoke or mimic smoking (including bongos, hookahs, vaporizers, e-cigarettes, etc.).

CONTACT YOUR ROOMMATE(S)

We encourage you to contact your roommate(s) and suitemate(s) before moving in. You can find contact information through My.MissouriState.edu. Get to know each other and communicate about what you'll be bringing (to avoid having duplicate items) and if you are willing to share.

CONNECT WITH YOUR ROOMMATE:

-  My.MissouriState.edu
 - ▶ [Campus Life](#)
 - ▶ [Housing](#)
 - ▶ [Room/Roommate Summary](#)

BRINGING A BICYCLE?

There are bicycle racks located throughout campus, including outside all of our residence halls and dining centers. Bicycles are not allowed in university classrooms or academic buildings, but they can be stored in your residence hall room.

Consider registering your bicycle with University Safety, where you will receive a free decal for your bike. This will assist the university and law enforcement agencies in recovering your bicycle in the event that it is stolen.



BRING IT *or* LEAVE IT?

CONSIDER BRINGING ...

IDENTIFICATION

- Photo ID, driver's license
- Checkbook, Social Security card
- Insurance cards
- Passport/visa
- Personal lockbox

ROOM SUPPLIES

- Pillows, sheets, and bedding (twin XL)
- Foam mattress pad
- Area/throw rugs
- "Slider" furniture movers
- Non-halogen lamp
- Alarm clock
- Flashlight
- Full-length mirror
- Clothing hangers
- Trash can(s)
- Food storage containers
- Microwaveable dishes
- Silverware, can opener
- Coffee pot or kettle (auto-off)
- Blender, toaster
- Crockpot, rice steamer
- Posters, photos
- Message board, dry-erase markers
- Calendar or planner
- Scissors, stapler, tape
- Class supplies (pencils, pens, binders, etc.)
- Backpack
- Personal fan
- Umbrella, rain boots/jacket
- String/rope lights

BATHROOM SUPPLIES

- Towels, wash cloths
- Toilet paper (suite-style)
- Bath mat (suite-style)
- Cleaning supplies (suite-style)
- Shower caddy (community-style)
- Shower shoes (community-style)

LAUNDRY & HYGIENE

- Detergent
- Fabric softener/dryer sheets
- Laundry bag/basket
- Clothing iron (auto-off)
- Soap, shampoo, toiletries
- Toothbrush, toothpaste
- Prescription/over-the-counter medications
- Thermometer, first aid kit
- Disinfectant spray/wipes

ELECTRONICS

- Computer, charger
- Ethernet cable
- Calculator
- Cell phone, charger
- Power strip & surge protector
- Gaming system
- Music player/radio
- Blu-ray player
- TV and Roku (Roku Ultra recommended)
- Personal printer (wired)

DO NOT BRING...

- Lava lamps, halogen lamps
- Alcoholic beverages
- Alcohol containers or paraphernalia
- Tobacco products
- Illegal drugs
- Drug paraphernalia
- Candles
- Incense, fireworks
- Heaters/heating units
- Cooking appliances
- Toaster ovens, pizza ovens
- Air fryer, hot plate
- Microwave, refrigerator, freezer
- Ozone machines
- Water beds or bed lofts
- Weapons (or anything that could be construed as a weapon)
- Pets (fish are allowed in a 20-gallon tank or less)
- Wireless printer



Remember: Talk to your roommate before move-in about what items you would like to share to avoid bringing duplicates!

MOVE-IN *and* PARKING

HOW TO MOVE IN

Be sure to bring a photo ID with you (preferably your BearPass student ID). After unloading, please be sure to move your car to a designated parking lot to allow other families the ability to unload near their building.

If you are:

- **A new student not attending SOAR:**
Arrive starting January 21 at 8 a.m. (housing contract start date) and check in at your assigned building.
- **A new student attending SOAR (on January 18 or 19):**
Check in at your residence hall after you have registered for classes.
- **An International student:** check your email for specific move-in details.

PARKING PASSES

You must have a residence hall room assignment and be registered for fall classes before requesting a parking permit. On-campus parking permits may be purchased online or in-person at the Transportation Services office.

Students are issued permits for the parking lots based on their residence hall assignment. Students with a red or green parking pass may park only in a lot with a sign matching their permit's color.

If you are in need of accessible parking, you must have a university parking permit as well as a state-issued disabled placard or license plate.


LEARN MORE AT:

 MissouriState.edu/Transportation

TRANSPORTATION SERVICES:

 Monday – Friday: 8 a.m. – 4:30 p.m.

 700 E. Elm Street

 417-836-4825

DINING INFO

University meal plans will be available to use beginning Saturday, January 21.

Meal times will be posted in each lobby and online.

DINING SERVICES:

 DineOnCampus.com/MissouriState

BE PREPARED

Parking regulations are enforced on campus 24-hours a day, 7 days a week. Keep a university parking map in your vehicle, know the rules and realize that spaces are limited. Campus is busiest between 8 a.m. through 5 p.m. on weekdays.

If you can't find an empty spot in your preferred lot, try north parking lots (Bear Park North, 44 and 51) then take a BearLine shuttle to your destination. The university reserves the right to close specific lots to permit holders for use during special events or maintenance.



Follow the Parking Administration office
for notifications of lot closures!
[@MoStateParking](https://twitter.com/MoStateParking)

IMPORTANT INFORMATION



ResLife.MissouriState.edu



Hammons House, 104



417-836-5536



ResidenceLife@MissouriState.edu

FEES AND PAYMENTS

Housing and meal plan fees will be placed on the student's university account in August for the fall and in January for the spring. Students who are eligible to use My Payment Plan will find the terms and conditions on the Financial Services website. All payments should be made online or payable to Missouri State University and sent directly to the Bursar's Office.

FURNITURE

Each residence hall student has an 80" extra-long twin-size bed, drawer space and an area for hanging clothes. Each student will have a desk and chair, and drapes are also provided. You may bring rugs for the tile and vinyl floors to make your room feel more like home. Furnishings and floor styles vary by building. You can find specific information about room dimensions and amenities for your building online.

ON-CAMPUS HOUSING:

 ResLife.MissouriState.edu/Residence-Hall-Living.htm

LAUNDRY

Laundry rooms are available in all residence halls. Most washers and dryers are high efficiency (HE) machines, so we recommend bringing HE certified detergent.

WHO'S WHO?

RESIDENT ASSISTANTS (RAs)

RAs live on the same floors as the residents and will often be your first point of contact in case of an issue. They want to get to know you, help get you connected to the university, and provide you with support to make your on-campus experience the best it can be!

FRONT DESK STAFF

The front desk staff are available 24 hours a day, 7 days a week. Receptionists and desk staff members answer questions, check out equipment, organize and distribute mail and packages, and can contact staff in case of a lockout or emergency.

HALL STAFF

Our Hall Staff is comprised of Hall Directors and Assistant Hall Directors. Their role is to support student success, health and safety. This includes facilitating student conduct meetings, managing their residence hall, and addressing student concerns.



SERVICES *and* AMENITIES

HALLS AND DINING CENTERS CLOSE?

Residents will not be able to return to their rooms during breaks when their residence hall (Blair-Shannon, Freddy, Wells or Woods) is closed, so students should take with them any personal belongings they might want during these periods. Dining centers are not open during break periods unless otherwise stated.

WINTER BREAK:



Re-open: 8 a.m., Saturday, January 21

SPRING BREAK:



Close: 10 a.m., Saturday, March 11



Re-open: 8 a.m., Sunday, March 19

END OF SPRING SEMESTER:



Close: 10 a.m., Saturday, May 20

* Dining centers close after dinner on Friday, May 19

MAINTENANCE REQUESTS

Our facilities team uses an electronic request system that notifies the Work Management Office of maintenance and custodial requests. All routine, non-emergency work can be requested via an online form.

You can also notify your RA or the front desk of your residence hall, and they will be happy to assist you in submitting a maintenance request for your room. If you have an emergency request, please notify the front desk immediately.

SUBMIT A MAINTENANCE REQUEST:



PhysicalPlant.MissouriState.edu

MAIL AND PACKAGES

Your mail will be sorted by our front desk staff and delivered to your mailbox, which you will share with your roommate. If you receive a package, it will be kept behind the front desk and you will receive a package slip in your mailbox. You will need to bring your BearPass ID and package slip to the front desk to retrieve your package.

Make sure you include your room number in your address to ensure accurate and speedy processing and delivery!

SAFETY MEASURES

Our campus and residence halls offer an on-campus Springfield police substation, electronic card access entry system, evening Safe Walk service, 24-hour reception desk staffing, and deadbolts and peepholes on all residence hall doors. However, we expect students to understand that the safety and security of each residence hall depends in part upon the students' own actions.

Residents are asked to watch out for and protect their "home away from home" and the members of their community. All residence hall exterior doors are only accessible by residents of that building, using their access card. Allowing someone to enter behind you without a resident escorting them or without using an access card, should be actively discouraged by all residents. Students should lock the door behind them when they go out (even if they just go down the hall) and when they are sleeping. Never loan out your key or access card to someone else.

UNIVERSITY SAFETY:



636 E. Elm Street



417-836-5509

RESIDENCE LIFE OFFICE HOURS



Monday–Friday: 8 a.m. – 5 p.m.



417-836-5536



Want a text notification when you have a package that's ready for pick-up? Speak to your building's front desk to sign up!

RESNET *and* TECHNOLOGY



ResNet.MissouriState.edu



Hutchens Basement



417-836-6100



ResNet@MissouriState.edu

WHAT IS RESNET?

ResNet is the technology hub for students who live on campus at Missouri State University. All of ResNet's services are free of charge to on-campus residents. ResNet can help with computer hardware and software technology, virus removal, Wi-Fi issues, game console connectivity, smart TV support and streaming devices.


ResNet also supports our residence hall computer labs and wired and wireless networks. They are available to address any of your technology-related questions and concerns with your personal devices while you live on campus.

CONNECTING TO THE INTERNET

On-campus residents can connect to the network titled "MSU" or "MSU Residential" and log in using their BearPass username and password. You can connect most laptops, desktops, tablets and smart phones to our Wi-Fi networks.

Each resident has an Ethernet jack in their room. We recommend a wired connection for your best streaming/gaming experience.

Limited wireless access is available for Home-class devices that are not capable of connecting to other MSU networks using a pre-shared key.

 [Scan here for step-by-step instructions:](#)




WHAT TECHNOLOGY IS PROVIDED?

A fully equipped 24-hour computer lab is provided in all residence halls. Computers in these labs offer the latest in hardware and software technology, including Microsoft Office 365.

PRINTING

Each residence hall has a front desk printer that residents can use for free. Every resident is given 350 pages to print per semester (double-sided pages only count as one page). Pages do not roll over to the next semester. If you need more pages added to your account, contact the Residence Life main office; the cost is 100 pages/\$5.00.


Students will also be able to print at the Meyer Library and other campus computer labs. Residents can bring their own personal printers but wireless printers are not allowed.

 [Scan here for step-by-step instructions:](#)



STREAMING TV

On-campus residents can stream TV on their phone, tablet, computer, or TV by way of Roku. Students log into the Philo Edu App and have 20 hours of recording time. Residents will also be provided with an HBO max account for free. If watching on a TV, we recommend Roku Ultra, or use an HDMI cable to make your TV project your favorite shows from a different device.

 [Scan here for step-by-step instructions:](#)



RESNET OFFICE HOURS:


 Monday – Friday: 8 a.m. – 5 p.m.



CONNECT *with your* COMMUNITY

YOUR FIRST FLOOR MEETING

Your first formal opportunity to meet your RA and the people on your floor will be at your mandatory first floor meeting. This meeting will introduce you to your new community, its policies, opportunities to get involved and other important information about living in a Missouri State University residence hall.

 Dates and times vary by building and floor

GET INVOLVED

Joining on-campus organizations that interest you can be one of the best ways to meet new people and make a difference in the Missouri State community. There are hundreds of student organizations to choose from, including leadership opportunities in the area of Residence Life!

If you're interested in helping plan events and create change in your residence hall, consider these student organizations:

- Residence Hall Association (RHA)
- Hall Council
- National Residence Hall Honorary (NRHH)

TRY NEW THINGS

One of the most exciting parts of living on campus is that you will be living with and meeting new people, many of whom may have different backgrounds, areas of study or points of view. Talking about these differences is one way to expand your global and academic perspectives.

If your roommates, suitemates or friends have different hobbies or passions than you, we encourage you to try something new by sharing these experiences with each other.



TIPS FOR ROOMMATE SUCCESS

COMMUNICATE EFFECTIVELY

You and your roommate may have different communication styles, which can cause conflicts if these differences are not discussed before problems arise. It can be helpful to discuss how you plan to handle conflict and develop a plan to split the responsibilities of living together in a room or suite (cleaning, buying supplies such as toilet paper, etc.).

DISCUSS COMMON ISSUES

Communication is essential for a positive relationship with your roommate and/or suitemates. Future problems can be avoided if potential conflicts are discussed and agreements are reached early in the semester.

Some common issues between roommates involve:

- Cleaning habits
- Noise level preferences
- Policy violations
- Study and sleep habits
- Differences in communication styles

Utilize a Roommate Agreement as a proactive tool to discuss how you and your roommate and/or suitemates will share your space. If you would like a Roommate Agreement, your RA can provide one and help mediate the conversation.

COMPROMISE

Remember that each roommate has their own ways of living in a shared space. When differences arise, coming to an agreement may involve compromise, so it is important to be open and flexible, yet assertive about your own preferences. Being willing to compromise will make living together more enjoyable for everyone in your shared space.



YOUR *new* ADDRESS



BLAIR-SHANNON

Your Name
1001 E. Madison Street
B-### or S-###
Springfield, MO 65807



FREUDENBERGER ("FREDDY")

Your Name
1000 E. Madison Street
Room ###
Springfield, MO 65807



HAMMONS

Your Name
1001 E. Harrison Street
Room ###
Springfield, MO 65807



HEITZ

Your Name
811 S. Holland Ave.
Room ###
Springfield, MO 65806



HUTCHENS

Your Name
1021 E. Harrison Street
Room ###
Springfield, MO 65807



MONROE APARTMENTS

Your Name
1141 E. Bear Boulevard
Apartment ####
Springfield, MO 65807



SCHOLARS

Your Name
1116 E. Cherry Street
Room ###
Springfield, MO 65807



SUNVILLA APARTMENTS

Your Name
833 E. Elm Street
Apartment ###
Springfield, MO 65806



WELLS

Your Name
1132 E. Madison Street
Room ###
Springfield, MO 65807



WOODS

Your Name
1115 E. Bear Boulevard
Room ###
Springfield, MO 65807





**Missouri
State**

RESIDENCE LIFE,
HOUSING AND
DINING SERVICES

901 S. National Ave. | Springfield, MO 65897

SHARE YOUR MOVE-IN MOMENTS AND WIN!

SOCIAL MEDIA SHOUT-OUT!

Share your favorite memories from move in and Welcome Week using **#LiveLikeABear** and we will leave a gift in your campus mailbox to help you start your first week off right!*

*You must be an on-campus resident for Spring 2023 semester to win.

#LiveLikeABear



Missouri State University adheres to a strict nondiscrimination policy and does not discriminate on the basis of race, color, national origin (including ancestry or any other subcategory of national origin recognized by applicable law), religion, sex, (including marital status, family status, pregnancy, sexual orientation, gender identity, gender expression or any other subcategory of sex recognized by applicable law), age, disability, veteran status, genetic information or any other basis protected by applicable law in employment or in any program or activity offered or sponsored by the University. Sex discrimination encompasses sexual harassment, which includes sexual violence and is strictly prohibited by Title IX of the Education Amendments of 1972.