



Guide to

MOVE-IN

Summer 2022



Missouri
State

RESIDENCE LIFE,
HOUSING AND
DINING SERVICES

BEFORE YOU ARRIVE

PACKING LIST

We've put together a list of items that we recommend you consider 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 bongs, 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

WHEN CAN I MOVE IN?

You may arrive to Hammons House as soon as your SOAR session is completed. Make sure you bring a photo ID with you to the Front Desk of Hammons House to receive your keys and access card.

If you are not registered to attend SOAR, you may move in on Sunday, June 12.

Your new address is below:



HAMMONS

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

HOW TO MOVE IN

Once your SOAR session is concluded you will be able to check in and begin your move-in process. Report to Hammons House front desk to officially check in. Make sure to bring a photo ID, such as your BearPass ID, with you. After unloading belongings, please be sure to move your car to a designated parking lot to allow other families the ability to unload near the building.

DINING INFO

University meal plans will begin for the summer on Monday, June 13. Dining Dollars will be loaded on your account and can be used at the retail locations or dining centers prior to meal plans beginning.

BLAIR-SHANNON DINING CENTER SUMMER HOURS



Monday — Sunday:
7:00 a.m. — 8:30 a.m.
11:00 a.m. — 1:00 p.m.
4:30 p.m. — 6:30 p.m.

Starbucks, Chik-fil-a, Subway and Panda Express located in the PSU will remain open with reduced hours over the Summer. Meal times will be also posted at the dining center and online.

DINING SERVICES:



DineOnCampus.com/MissouriState



Pro Tip: Parents eat free of charge in the dining centers when accompanied by their residence hall student, beginning June 13.



ON-CAMPUS PARKING

MOVE-IN DAY PARKING

There are surface lots located near Hammons House, the summer school building. You may park in these lots or Bear Park North parking garage with an appropriate parking pass purchased through Transportation Services Parking Office.

PARKING PASSES

On-campus parking permits for summer may only be purchased in-person at the Transportation Services office. Students are issued permits for the parking lots based on their residence hall assignment.

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

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)



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.

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 in the fall:

- 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. For example, if your roommate is a music major, you can show your support by attending a concert in which they are participating.



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
- Guest preferences
- 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.



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. 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 floors to make your room feel more like home. You can find specific room dimensions and amenities for Hammons House below.

Hammons House:

 ResLife.MissouriState.edu/Hammons/Default.htm

LAUNDRY

The laundry room is located in the basement of Hammons House. Our washers and dryers are high efficiency (HE) machines, so we recommend bringing HE certified detergent. Hammons also offers Laundry Alert, a free online service that will send you a text or e-mail notification when your laundry is finished or a machine becomes available.

LAUNDRY ALERT:

 ResLife.MissouriState.edu/CurrentResidents.htm



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 of every residence hall is staffed 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

WHEN DO THE RESIDENCE HALLS AND DINING CENTERS CLOSE?

The summer contract terms indicate that your Residence Hall will be open through August 6 at 10:00 a.m.. If you have questions or need special accommodations please contact the Residence Life office.

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. "Tailgating," or 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 free-of-charge 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 provisioned 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:

Need help setting up your computer or TV? ResNet staff is available to help.

 Monday – Friday: 8 a.m. – 5 p.m.

RESNET

RESIDENTIAL TECHNICAL SUPPORT

