

To: Parents of residential students  
From: The Office of Housing and Residential Programs and Student Lodging, Inc.  
Date: October 15, 2009  
Subject: Housing for the 2010-2011 academic year

Recently your son or daughter received information related to Housing for the 2010-2011 academic year. We wanted to summarize this information for you in letter form.

All full-time undergraduate students with less than 60 hours attempted are required to live on campus. Students interested in living off-campus must have attempted at least 60 credits or have completed four (4) full semesters (does not include summer or pre-sessions) before they can move off campus, (see exception below).

Current first-year students will receive housing information for the 2010-2011 academic year in January upon their return from semester break.

**Students who will be in their third or fourth year at Millersville University in the fall 2010:**

The Housing Department's projections for the 2010-2011 academic year indicate the ability to accommodate up to 200 students who by fall 2010 will have earned 60 or more credits (junior or senior class standing) or who will have lived in a residence hall four semesters.

The Department of Housing and Residential Programs anticipates more than 175 junior and senior class students will desire to live on campus. Therefore, we have determined that the most equitable way to allocate the 175 spaces will be to conduct a lottery for students who will have 60 or more attempted credits by the fall of 2010 or who will have lived on campus for four semesters. These 175 students selected in the lottery will be required to make a **\$125 non-refundable deposit in the Bursar's Office by 4:30 p.m. on December 3, 2009.** Students eligible to pay the deposit will receive a "Permission to Pay" form at the lottery. **Failure to pay the deposit by the established deadline will result in the forfeiture of the space.** The space will then be given in priority to those on the waiting list.

Students who will be in their 3<sup>rd</sup> or 4<sup>th</sup> years at MU in the fall of 2010 will have first priority status to sign up to live in Shenks Hall, Reighard Hall, Healthy Life Style and Brookwood Court apartments for **2010-2011**. These properties are operated by Student Lodging, Inc. and are located immediately adjacent to the University's campus.

Students now living in University residence halls who will be 3<sup>rd</sup> or 4<sup>th</sup> year students as of fall 2010 and who are interested in living in Shenks or Reighard Halls can begin

reserving spaces by paying their \$300 security deposit on TUESDAY, NOVEMBER 10 FROM 8:00 a.m. – 4:00 p.m. in the Banking Center of the Student Memorial Center. Sign up will be on a first come first served basis.

BEGINNING THURSDAY, NOVEMBER 12 FROM 8:00 a.m. – 4:00 p.m., any students now living in university residence halls, including those living in the halls for their first year as MU students, will be able to reserve a space in Shenks or Reighard Halls. Students interested in doing so should proceed to the Banking Center of the Student Memorial Center to pay a \$300 security deposit.

Students may pick up a rental application form for Reighard and Shenks Hall at the SMC Banking Center *starting immediately*. Should you have any questions concerning this process, please feel free to contact the Banking Center at (717) 872-3263 or the Housing Office at (717) 872-3162.

Students should check their Marauder email account beginning the week of November 16 for information regarding the sign up process for Brookwood Court and Healthy Life Style apartments. Students may pick up a rental application form for Brookwood Court and Healthy Lifestyle apartments at the Brookwood Court apartment office *starting immediately*.

**Students who will be in their second year at Millersville University in the fall 2010:**

Upon their return from winter break in January, first year students will receive information on how to secure on-campus housing for the 2010-2011 academic year. For these students, a \$125 Housing deposit will be due by noon on February 18, 2010.

Should you have questions concerning information contained in this announcement or the process for signing up for student housing, please feel free to contact the Housing Office at (717) 872-3162 or Student Lodging, Inc at (717) 872-4612.