

HOUSING AND MEALS 2012

The Summer Arts staff welcomes you to a fun and comfortable stay during the 2012 Festival! Summer Arts students, Course Coordinators and Guest Artists will reside on the **CSU Monterey Bay** campus in the **Student Housing & Residential Life** facilities. These buildings are on campus within five minutes walking distance to classrooms and facilities.



When You Arrive

Based upon a participant's course registration, the assigned date for check-in and orientation is either **Monday, July 2 for the first session**, or **Monday, July 16 for the second session**.

Monday check-in will take place on the **CSU Monterey Bay** campus inside the **Otter Student Center** (please refer to the campus map) from **1:00 to 3:00 pm**. During check-in, students will confirm their course registration and check in for housing. All participants will also take an ID photo and receive their CSUMB Otter ID cards during check-in.

There will be a general meeting at 4:00 pm for all Summer Arts participants at the **Otter Student Center**. A barbecue is scheduled following orientation for all program participants.

Summer Arts participants arriving after Monday orientation may check in with **Campus Housing** at the **Student Housing & Residential Life Office** located inside the **Otter Student Center**.

Check-in

Upon checking into your room, Cal State Monterey Bay will issue a room key. Your meals will be provided through your CSUMB Otter ID card.

Check-out

Check-out is the last Sunday of each two-week session between 8:00 and 10:00 am. If you pay for four weeks of housing in advance, you will not need to check out between sessions.

Participants who check out any time after 10:00 am will be assessed a \$75 late fee, due at the time of check-out.

Participants are required to return all keys and ID cards to CSU Monterey Bay during check-out. Failure to return either of the above items will result in additional fees charged.





Parking

All participants who plan to keep a car on campus must purchase a parking permit. Permits cost \$10 per week, and will be available for sale at check-in. **You will be allowed to park without a permit during check-in on July 2 and July 16 from 1:00 to 3:00 pm. Parking permits are required at all other times.** If you arrive after check-in or before 1:00 pm, you must purchase a day permit from a dispenser on campus. **Failure to display a parking permit will result in a parking citation.**

Parking rules are subject to change. Summer Arts and Student Housing & Residential Life will not be liable for any parking citations incurred by participants.



Your Home Away From Home

Students will be housed in **Tortuga** and **Sanderling Halls**. There will be one to four residents in each room. Each room has its own bathroom. Unless requested by all roommates, men and women will be housed in separate rooms. Tortuga and Sanderling Halls are three-story buildings. Participants with any medical or physical limitations that require ground level accommodations must inform Student Housing & Residential Life at least thirty days in advance to secure a ground level room.

Linens are NOT provided. You will need to bring your own bedding, pillow, and towels. (If you are unable to bring your own linens, the Summer Arts office may have low-cost linens you can purchase. Please call the Summer Arts office for more information.) There is free on-site laundry in each building, but participants will need to provide their own detergent.

The Summer Arts staff encourages participants to be courteous with housing roommates, CSU Monterey Bay, and Summer Arts staff.



Room Changes

There will be an on-site Summer Arts Resident Advisor (RA) available to assist participants with housing concerns or questions. If you need assistance regarding housing or roommates, please speak with the Summer Arts RA first. Room changes are allowable only if there are available rooms and the Summer Arts RA has attempted to mediate any roommate issues. The fee for a room change is \$50 per person, plus any additional charges based on the configuration requested.

Room Lockouts

The Summer Arts RA or Summer Conference Assistant Desk Staff will be available to let participants into their rooms in the event they become locked out. For your safety and protection, a form of ID is required to enter a room or suite, and a staff member will let you into your room, **NO EXCEPTIONS**. Participants who have repeated lockouts may be required to pay a lockout fee. The charge for a replacement room key is \$50.00.



Meals

Meals are included with housing. Resident participants will use their ID Card for every meal they attend. There are three daily buffet-style meals served at the campus Dining Commons. There are general vegetarian options including pastas, fresh fruit, salad bar and vegetables.



Health Center

A campus Health Center is available to program participants for urgent medical services. Participants are financially responsible for any medical purchases. To contact the Campus Health Center, please call 831-582-3965.

Mail or Messages

Participants may have mail forwarded to the Summer Arts office at:

CSU Summer Arts / CSU Monterey Bay
ATTN: (Participant's Name & Course)
100 Campus Center, University Corporation, Suite 211
Seaside, CA 93955

Please ask senders to indicate the course you are enrolled in and the mail will be delivered to your classroom. Do NOT have mail sent to Housing & Residential Life or to your room address.

In emergency situations, you may have phone calls routed to the Summer Arts office and a message will be delivered to your classroom or dorm room.



Laundry Facilities

Washers and dryers are available to all residents for free. Each building has its own laundry room located on the first floor of the building. Detergent is not provided.



Amenities

- ▶ Wireless internet access across campus
- ▶ Central Coast Credit Union ATM on campus
- ▶ Public Transportation to local shopping centers
- ▶ Shopping Center within walking distance



Refund Policy

Written cancellation for housing and meals must be received by:

- ▶ June 15 (first session) or June 29 (second session) to receive a refund less a \$25 processing fee.
- ▶ June 22 (first session) or July 6 (second session) to receive a refund less a \$60 processing fee.
- ▶ Participants who cancel after June 22 (first session) or July 6 (second session) will not receive a refund.

Written cancellations can be mailed to the Student Housing & Residential Life address on your reservation form, or faxed to: 831-582-3523. Approved refunds will be mailed in six to eight weeks.

SUMMER POLICIES AND GUIDELINES

Alcohol Consumption by Minors:

This is against the law, and will result in the resident being dismissed for the first violation of this rule. Campus police will be notified.

Alcohol Violations by Adults:

Adult residents are not permitted to consume alcoholic beverages in rooms or suites where minors are housed. Specifically, alcoholic beverages may not be consumed in public areas such as, but not limited to, hallways, lounges, lobbies, bathrooms or areas outside the residence halls. Please be aware that parties where alcohol is served is strictly prohibited. Drinking from a common source is also prohibited. Alcoholic beverages may be transported by or through Main Campus only if unopened and in a bag.

Drugs:

Using or possessing any illicit drugs or paraphernalia (including bongos or water pipes) is a violation of the law and will result in a resident being dismissed for the first violation of this rule, along with being reported to campus police.

Smoking:

Smoking is prohibited by law in all campus and residential hall buildings. If you smoke, you may do so outdoors in areas that are at least 25 feet away from any residential building or structure, with particular attention to doorways, windows and common areas.

Harassment:

Harassment defined as the unwanted imposition of attention, usually in the form of repeated or unwanted verbal or physically abusive behavior, is strictly prohibited, and is subject to criminal prosecution.

Vandalism/Damage:

Damage to property owned or possessed by the State of California, the University Corporation at Monterey Bay, Student Housing & Residential Life, any community member or guest thereof is prohibited. Individuals and/or residential communities may be held financially responsible for repairing damages, painting costs and general maintenance related to vandalism.

Weapons:

Unauthorized possession, use or storage of weapons is strictly prohibited. Any weapon, including but not limited to guns (i.e., air soft guns, BB/pellet guns, paintball guns, potato guns, pistols, revolvers, firearms, etc.), knives and any items that are reasonable facsimile of such weapons are prohibited. Residents will be dismissed for the first violation of this rule, along with campus police being notified.

Open Flames/Candles:

No open flames or burning embers are permitted within Cal State Monterey Bay Residence Halls. This includes, but is not limited to, candles, incense, smoking, fireworks and the burning of any materials.

Lockouts:

The first lockout is a courtesy lockout. You may be charged for additional lockouts that occur. There will be a \$50 charge by Student Housing & Residential Life to replace a lost key.

Quiet Hours:

Quiet hours are from:
Sunday-Thursday: 10 pm to 8 am
Friday and Saturday: 12 am to 10 am

Courtesy Hours (24/7):

It is the policy of Student Housing & Residential Life that each resident must be considerate of the comfort of other residents. As a result, at all times, each resident should conduct him/herself so as not to create a disruptive situation for others.

Pets:

Pets are not allowed at or in Cal State Monterey Bay residence halls, and will need to be removed from the space within 24 hours of discovery.

Room Changes:

If a resident requests a room change, a fee of \$50 will be assessed by Student Housing & Residential Life to the participant for each room change, plus an additional charge if change to configuration.

Technology:

Misuse of Cal State Monterey Bay computers, resources and/or the network (i.e. "Otter Net") includes, but is not limited to: unauthorized computer access, unauthorized transfer of a file, use of another's identification or password, violation of the CSUMB Acceptable Use of Computing and Technology Resources policy, and use of the network that interferes with others, normal university operations and/or violates copyright laws.



CSU Summer Arts 2012 - Cal State Monterey Bay Student Housing & Residential Life Registration Form

(Please print clearly)

NAME: _____

ADDRESS: _____

TELEPHONE: _____

ALTERNATE: _____

EMAIL: _____

Please circle your choice and fill in the appropriate amount.

HOUSING AND MEAL PLAN PACKAGE

Please indicate which option(s) you prefer:

| | | | |
|-----------------------------------|------------------|-------------------|----|
| Single 7/2-7/15 or 7/16-7/29 | (Single Session) | \$799.50 | \$ |
| Double, 7/2-7/15 or 7/16-7/29 | (Single Session) | \$617.50 | \$ |
| Triple/Quad 7/2-7/15 or 7/16-7/29 | (Single Session) | \$526.50 | \$ |
| Single, 7/2-7/29 | (Both Sessions) | \$1,599.00 | \$ |
| Double, 7/2-7/29 | (Both Sessions) | \$1,235.00 | \$ |
| Triple/Quad 7/2-7/29 | (Both Sessions) | \$1,053.00 | \$ |
| TOTAL DUE | | = \$ | |

Availability is based on receipt of this form and payment.

**HOUSING RESERVATIONS ARE NOT GUARANTEED
UNTIL FULL PAYMENT OF FEES HAS BEEN RECEIVED.**

If you have received a housing scholarship, you **MUST** include a copy of your award document with this form and payment of any balance.
Scholarships are applicable to TRIPLE/QUAD OCCUPANCY only.

Room Assignment Information

AGE _____ FEMALE MALE

If you would like to request roommates, please write their name(s) here.
 Requests are not guaranteed to be honored.

Name of roommate: _____
 Name of roommate: _____
 Name of roommate: _____

Please note: if you don't list roommates, they will be chosed for you.

LATE ARRIVAL DATE: _____ * Please note that if you will be arriving late you must notify CSUMB Student Housing & Residential Life in Advance.
 (if arriving late ONLY) Refunds are not given.

EARLY DEPARTURE DATE: _____ * Please note that early departures will be permitted, but refunds will not be given.
 (if departing early ONLY)

| | | | |
|--|-------------------|-------------------|------------------|
| Do you have a disability which requires a special room assignment or accommodation? (circle one) | | YES | NO |
| <i>If yes, to assist with room assignment, please indicate if you will need:</i> | | | |
| Hearing-Fire Alert | Visual-Fire Alert | Wheelchair Access | Non-Stair Access |

Refund policy: Written cancellations for housing and meals received by:
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 * Cancellations received after June 22 (first session) or July 6 (second session) do not receive a refund.

Written cancellations can be mailed to the address below or faxed to (831) 582-3523. Approved refunds will be mailed in 6 to 8 weeks.

Payments included with registration must be paid by CREDIT CARD, by MONEY ORDER or CASHIER'S CHECK only, payable to Cal State Monterey Bay.
Personal Checks are NOT accepted.

Your signature indicates that you have read and understand the policies and guidelines listed in the information packet.

YOUR SIGNATURE _____

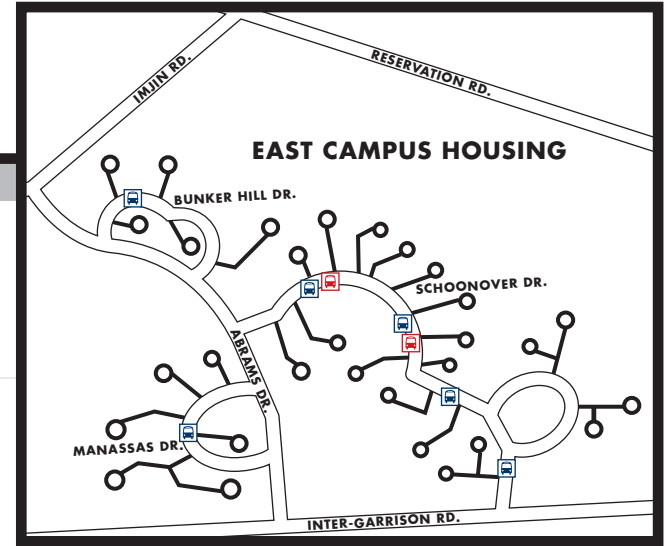
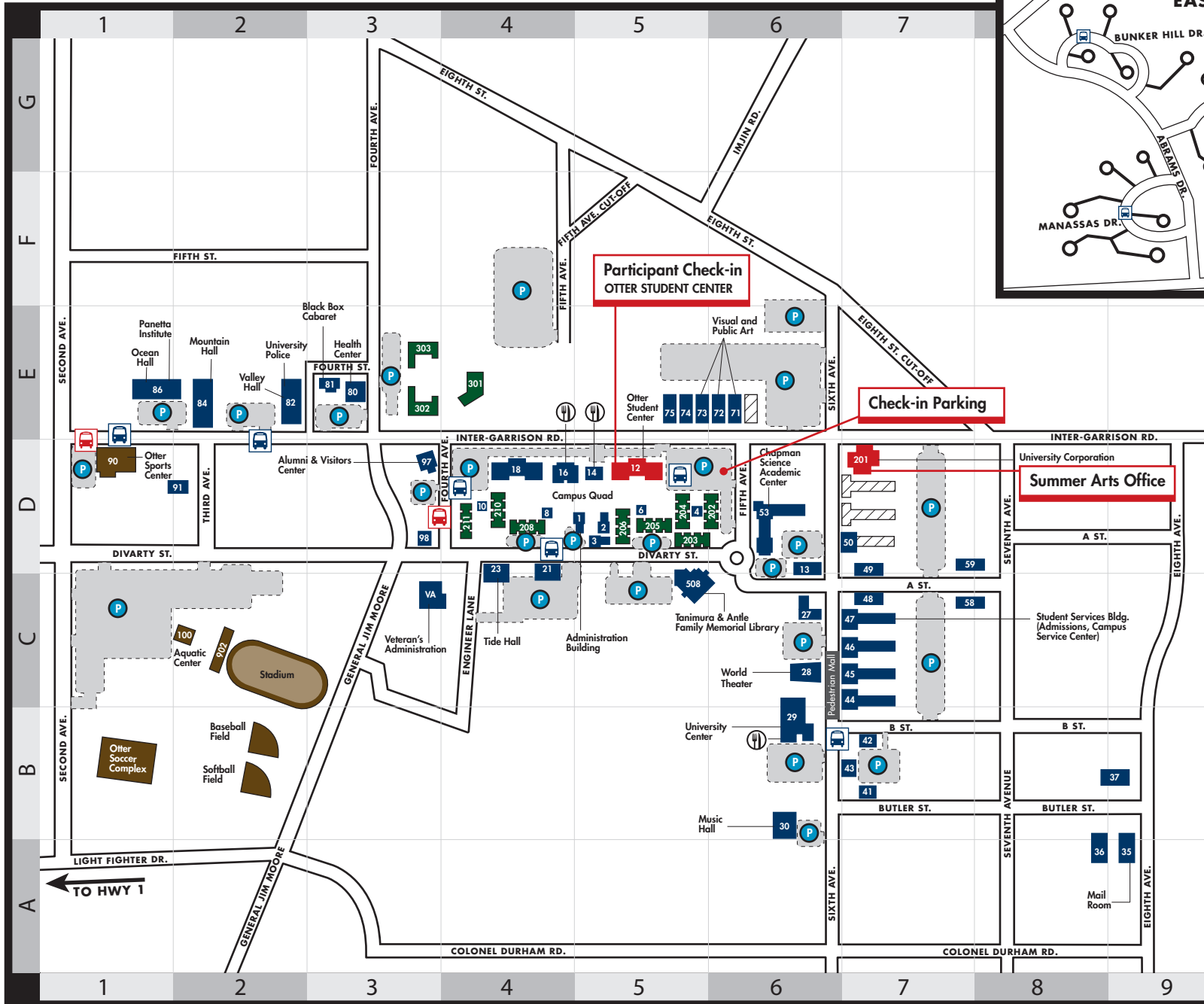
Signature of Parent or Guardian (required if applicant is under 18 years of age)









Registration starts April 1. Mail this form and your payment to:

CSU Summer Arts, 100 Campus Center, University Corporation Building Suite 211, Seaside, CA 93955

After April 1, you may call Student Housing & Residential Life at CSUMB (831) 582-3378 Monday-Friday, 8:00 a.m.-5:00 p.m.

CAMPUS MAP



-  ADMIN/INSTRUCTIONAL/SERVICES
-  RESIDENCE HALLS
-  SPORTS & RECREATION
-  CSUMB SHUTTLE STOPS
-  MST BUS STOPS
-  PARKING
-  UNUSED BUILDING
-  FOOD

IMPORTANT NOTE

We would feel awful if you got a ticket while visiting, so please pay attention to our parking regulations! You must purchase a parking permit for \$0.50 per hour or \$2.00 for the day (exact change only).

| GRID | BUILDING | INDEX | STREET |
|-------------------------------------|--|--------|----------------|
| ADMIN/INSTRUCTIONAL/SERVICES | | | |
| C7 | Academic & Career Advising Center | 44 | Sixth |
| D5 | Administration Bldg. | 1 | Divarty |
| D3 | Alumni & Visitors Center | 97 | Fourth |
| D4 | Beach Hall | 21 | Divarty |
| E3 | Black Box Cabaret | 81 | Gen Jim Moore |
| E3 | Campus Health & Counseling Centers | 80 | Gen Jim Moore |
| E5 | Central Plant | 74, 75 | Inter-Garrison |
| D6 | Chapman Science Academic Center | 53 | Fifth |
| D2 | Child Development Center | 91 | Third |
| C7 | College of Arts, Humanities, and Social Sciences Bldg. | 46 | Sixth |
| D5 | College of Professional Studies Bldg. | 3 | Divarty |
| D4 | Dining Commons | 16 | Inter-Garrison |
| B9 | Facilities Services and Operations Bldg. | 37 | Butler |
| C7 | Green Hall | 58 | A St. |
| D5 | Humanities and Communication Bldg. | 2 | Divarty |
| D5 | Institutional Assessment and Research Bldg. | 6 | Divarty |
| B7 | IT Services Bldg. | 43 | Sixth |
| D5 | Journalism and Media Studies Bldg. | 4 | Fifth |
| A9 | Mail Room / Shipping & Receiving | 35 | Butler |
| D4 | Media Learning Center | 18 | Inter-Garrison |
| D3 | Meeting House | 98 | Divarty |
| E2 | Mountain Hall | 84 | Inter-Garrison |
| B6 | Music Hall | 30 | Sixth |
| E1 | Ocean Hall | 86 | Inter-Garrison |
| D5 | Otter Express | 14 | Inter-Garrison |
| D7 | Reading Center | 59 | A St. |
| D7 | Science Instructional Lab Annex | 50 | Sixth |
| D6 | Science Research Lab Annex | 13 | Sixth |
| C7 | Service Learning Institute and Sixth Avenue Classrooms | 45 | Sixth |
| D4 | Student Affairs Administration Bldg. | 8 | Divarty |
| D5 | Student Center | 12 | Inter-Garrison |
| C7 | Student Services Bldg. | 47 | Sixth |
| C5 | Tanimura & Antle Family Memorial Library | 508 | Divarty |
| D4 | Teaching, Learning & Assessment Bldg. | 10 | Fourth |
| B7 | Telecommunications Bldg. | 41 | Butler |
| C6 | Teledramatic Arts and Technology Bldg. | 27 | Sixth |
| D4 | Tide Hall | 23 | Divarty |
| B6 | University Center | 29 | Sixth |
| D7 | University Corporation Bldg. | 201 | Sixth |
| A8 | University Storage | 36 | Butler |
| E2 | Valley Hall | 82 | Inter-Garrison |
| E6 | Visual and Public Art (VPA) – Center Bldg. | 72 | Inter-Garrison |
| E6 | Visual and Public Art (VPA) – East Bldg. | 71 | Inter-Garrison |
| E5 | Visual and Public Art (VPA) – West Bldg. | 73 | Inter-Garrison |
| B7 | Watershed Institute | 42 | B St. |
| D7 | World Languages and Cultures – North Bldg. | 49 | A St. |
| C7 | World Languages and Cultures – South Bldg. | 48 | A St. |
| C6 | World Theater | 28 | Sixth |

| GRID | BUILDING | INDEX | STREET |
|--------------------------------|-------------------------------|-------|----------------|
| SPORTS & RECREATION | | | |
| C2 | Aquatic Center | 100 | Second |
| B2 | Baseball / Softball Fields | | Second |
| C2 | Field House / Stadium Complex | 902 | Second |
| B1 | Otter Soccer Complex | | Second |
| D1 | Otter Sports Center | 90 | Inter-Garrison |

| GRID | BUILDING | INDEX | STREET |
|------------------------|-----------------------|-------|---------------|
| RESIDENCE HALLS | | | |
| D5 | Asilomar Hall | 203 | Divarty |
| D4 | Avocet Hall | 208 | Divarty |
| D6 | Cypress Hall | 202 | Fifth |
| D5 | Manzanita Hall | 205 | Divarty |
| E3 | Pinnacles Suites | 302 | Gen Jim Moore |
| D4 | Sanderling Hall | 211 | Fourth |
| E4 | Strawberry Apartments | 301 | Gen Jim Moore |
| D4 | Tortuga Hall | 210 | Fourth |
| E3 | Vineyard Suites | 303 | Gen Jim Moore |
| D5 | Willet Hall | 204 | Fifth |
| D5 | Yarrow Hall | 206 | Divarty |

LOCATION & CAMPUS CONTACT INFORMATION

831-582-3000
 100 Campus Center, Seaside, CA 93955
 marketing@csumb.edu

CSUMB DOT EDU