

# Room Selection Guide 2009 . 2010



**Skidmore College  
Office of Residential Life**

**SKIDMORE COLLEGE**  
**Office of Residential Life**

Dear Students,

Welcome to Room Selection season!

Thank you for taking the time to learn everything you can about your housing options for next year. We hope that you find this Room Selection Guide helpful. Please do not hesitate to call us in Res. Life (x5765) with any questions.

While Room Selection may appear to be overwhelming, we encourage you to focus on the options that you are interested in and especially the ones that make the most sense for your class standing.

We wish we could guarantee that every student will get the housing choice they want, but unfortunately that is not so. Be open to different housing opportunities, whether that is a new residence hall, or a new roommate.

We wish the best of luck selecting your housing.

Thank you!

The Office of Residential Life

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## **ROOM SELECTION 2009-2010 SCHEDULE:**

### **Thursday, April 16, 2009**

- Northwoods Village drawing
  - Available only for the classes of 2010 & 2011

### **Friday, April 17, 2009**

- Scribner Village drawing
  - Available for all classes: 2010, 2011, 2012

### **Tuesday, April 21, 2009**

- Suite/Row of Rooms drawing (All classes: Check Guide for times)
- Single room drawing (Classes of 2010 and 2011: Check Guide for times)

### **Wednesday, April 22, 2009**

- Single room drawing (Class of 2012)

### **Friday, April 24, 2009**

- Double room drawing (All classes: Check Guide for times)

**Room Selection  
will take place in the  
Wiecking Hall Basement.**

## **UPCOMING PRE-HOUSING DATES TO REMEMBER:**

- Special Accommodation applications are due in the Office of Residential Life by Monday, March 30, 2009 by 6:00 p.m.
- Suite/Rows of rooms applications are available for pick up in the Office of Residential Life on Monday, March 23, 2009.
- Suite/Rows of rooms application are due to the Office of Residential Life by Monday, March 30, 2009.
- Suite/Row of Rooms Drawing decisions are announced to students on Friday, April 3, 2009 via Skidmore email.

## **UPCOMING ROOM SELECTION INFORMATION SESSIONS:**

<b>LOCATION</b>	<b>DATE &amp; TIME</b>
McClellan Hall, 1 <sup>st</sup> Floor	Mon., April 6 <sup>th</sup> @ 6:00 p.m.
Kimball Hall, 1 <sup>st</sup> floor lounge	Tues., April 7 <sup>th</sup> @ 7:30 p.m.
Wilmarth Hall, 1 <sup>st</sup> floor lounge	Wed., April 8 <sup>th</sup> @ 8:30 p.m.
Howe-Rounds, 3 <sup>rd</sup> floor lounge	Thurs., April 9 <sup>th</sup> @ 6:00 p.m.
Wait Hall, 1 <sup>st</sup> floor lounge	Mon., April 13 <sup>th</sup> @ 6:30 p.m.
Wiecking Hall, basement lounge	Tues. April 14 <sup>th</sup> @ 7:00 p.m.
Penfield Hall, 1 <sup>st</sup> floor lounge	Wed., April 15 <sup>th</sup> @ 7:00 p.m.
Jonsson Tower, Penthouse	Mon., April 20 <sup>th</sup> @ 5:00 p.m.
Office of Residential Life (First Floor Rounds Hall)	Thurs., April 23 <sup>rd</sup> @ 6:30 p.m.

## **IMPORTANT CHANGES & REMINDERS FOR 2009-2010**

### **TIME**

You should expect that your housing selection will take 30-40 minutes from the time you arrive at the Wiecking Basement to the final check out. Having all of the necessary information: ID, lottery number, completed worksheet, and/or any proxy information will help the selection process stay on time.

### **ASSIGN A PROXY**

If your selection time conflicts with a class or other commitment, be sure to assign a proxy. They will need your ID (a copy is acceptable); your printed lottery number; your written permission for them to select on your behalf; and your housing preferences.

### **NORTHWOODS VILLAGE**

These apartments are available to members of the classes of 2010 & 2011. If you were granted off campus or are on the off campus waitlist, you must decline the off campus offer in order to select an apartment.

### **SCRIBNER VILLAGE**

All classes (including class of 2012) are eligible to select a Scribner Village apartment during room selection. Participants who are unable to secure an apartment at Room Selection may add their group to the Scribner Village waiting list.

### **OFF CAMPUS STATUS**

All students who have received permission to live off campus effective for Fall 2009 may participate in the Northwoods or Scribner Village drawing. Any student who receives a Northwoods or Scribner Village apartment must decline his/her off campus offer in writing prior to selecting an apartment. This can be done at the time of selection.

### **GENDER NEUTRAL HOUSING**

Students who are interested in gender neutral housing are encouraged to select a room in Wiecking Hall (rooms 310 - 319). Gender neutral housing does not consider gender when assigning housing. Please refer to Guide for more information about gender neutral housing.

### **SUITE/ROWS OF ROOMS DRAWING**

If you and your friends are interested in applying for a Suite /Row of rooms, please stop by the Office of Residential Life to pick up an application. Applications are due by Monday, March 30<sup>th</sup> by 6:00 p.m. to Residential Life. Groups will be notified if they are *eligible* to participate in the drawing based on their social and/or judicial standing with the College. Please note that if you are eligible for a suite, you must participate in the Suite drawing/Row of rooms selection (see page 29 for Suite/Row of rooms drawing requirements).

### **GENDER NEUTRAL SUITES**

This year there will be 4 suites eligible for gender neutral living. These suites will be offered during the regular suite drawing time. Please be sure to apply for suite eligibility.

### **SOCIAL STANDING**

Skidmore views living on campus and selecting from the many housing choices (i.e. suite drawing, Northwoods Village, Scribner Village apartments, off campus drawing), as a privilege for students in good social standing. The College reserves the right to limit housing choices for students who have violated the Honor Code, the Student Code of Conduct, the Alcohol and Other Drugs Policy and/or the Room and Board Agreement.

### **SELECTING YOUR HOUSING**

Once students have participated in room selection and have picked their housing for the 2009-2010 academic year, their housing assignment is final unless a room change is granted through the room change process. Room changes will not occur until after the room selection process. Students may apply for a room change on Friday, May 1, 2009.

### **GOING ON A LEAVE OF ABSENCE (STUDY ABROAD, ETC...)**

Students who have been accepted to a study abroad program for Fall 2009 and have not committed and/or have not heard from their program will be limited to selecting a residence hall room on campus and will not be eligible to select an apartment.

## **PARTICIPATING IN ROOM SELECTION:**

Those who will be enrolled as full time students in the Fall of 2009, and have not received permission to live off campus for the 2009-2010 academic year, must participate in Room Selection. **This includes students who are currently on the Off Campus Waiting List.**

To be eligible to participate in Room Selection:

- ✓ You must have paid your **\$400** returning student deposit to the Bursar's Office. This is added to your Skidmore bill and sent to your home address.
- ✓ You must be a full-time registered undergraduate student at Skidmore College or be on an approved leave of absence from the College and be scheduled to return in the Fall of 2009 (this includes students on Junior Year Abroad programs).
- ✓ You must be free of any sanctions from the Office of Residential Life and/or the Dean of Student Affairs that would prohibit you from participating in the Room Selection process.
- ✓ You must have submitted your Emergency Evacuation Plan to the College. You may find the website on the Residential Life home page.

You are **not** eligible to participate in Room Selection if:

- ✓ You are scheduled to take a leave of absence for Fall 2009. This includes students who are studying abroad for Fall 2009, medical leaves, and personal leaves. **If you are still waiting to hear about your study abroad status for the Fall 2009 semester, you must participate in Room Selection. You will be allowed to select a room in the residence halls, not the apartments.**
- ✓ You have an outstanding financial obligation with the College. Please see the Bursar's Office for more information
- ✓ You have outstanding judicial sanctions (i.e. fines, community service)

## ROOM SELECTION: THE BASICS

Two factors will determine your standing in the process:

- 1) Your class year
- 2) Your drawing number

### Class Year

In all instances, preference is granted according to class. Within each class, students will be assigned a drawing number by our computer. This number was sent to you via your Skidmore email address.

### Drawing Number:

#### Random Number Assignment Process

The random numbers are assigned in the following manner:

1. **Each class has been separated into thirds.** Numbers are generated randomly.
2. **You are never in the same third twice.** The program looks at your number from the previous year and assigns you a number from a different third. By your senior year you will have been assigned a number in each third. If you have questions or concerns, please contact the Office of Residential Life.
3. **It is possible to have the same lottery number as someone else.** In the event we need to decide, students will be considered in alphabetical order.

**Drawing numbers are non-transferable.**

**Any student caught altering their drawing number will be brought to the Integrity Board.**

### IN ORDER TO PARTICIPATE IN ROOM SELECTION, YOU MUST BRING:

1. A Room Selection Number (please print from your email)
2. A valid Skidmore College ID
3. A completed Room Selection Worksheet for groups of 2 or more

### Please do not miss class!

If you are unable to attend Room Selection, you can have a friend draw for you. **Your proxy must have the above items, plus a signed statement from you requesting that he/she participate in your absence.** Your friend may bring a photocopy of your ID, should you wish to simultaneously use your ID in the Dining Hall.

If you have misplaced your Room Selection number, please contact the Office of Residential Life *prior* to Room Selection.

**NORTHWOODS VILLAGE SELECTION:**  
**Thursday, April 16, 2009**  
**Wiecking Hall Basement**

**Northwoods Village Facts:**

- Houses a population of 380 upper-class students (Juniors & Seniors only)
- There are 10 apartment complexes with a total of 100 apartments (38 residents per complex)
- All apartment bedrooms include full size beds
- Kitchen includes a microwave, electric stove, dishwasher, garbage disposal, refrigerator
- Fully furnished
- Laundry room in each complex
- Exterior locks and individual bedroom locks are accessed by swiping Skidmore ID
- Residence Hall Staff includes 1 Community Coordinator & 5 Unit Assistants
- Approximately 6 apartments are pre-housed prior to the Room Selection process for Residence Hall Staff, etc.
- At the time of selection, students must pick specific bedrooms within the apartment

**Each complex has the following apartment configurations:**

- 2 apartments w/ 3 bedrooms, loft style
- 3 apartments w/ 4 bedrooms, loft style
- 5 apartments w/ 4 bedrooms, garden style

**3 bedroom, loft style:** 1115 square feet of living space

1<sup>st</sup> floor: Loft entrance and foyer

2<sup>nd</sup> floor: Kitchen, living room, dining room, and half-bath.

3<sup>rd</sup> floor: 3 private bedrooms, full bath

**4 bedroom, loft style:** 1310 square feet of living space

1<sup>st</sup> floor: Loft entrance and foyer

2<sup>nd</sup> floor: Kitchen, living room, dining room, and half bath

3<sup>rd</sup> floor: 4 private bedrooms, 2 full baths

**4 bedroom, garden style:** 1340 square feet of living space

1<sup>st</sup> floor: Kitchen, living room, dining room, 2 private bedrooms, full bath, front & rear entrance/exit (ground level)

2<sup>nd</sup> floor: 2 private bedrooms, full bath

## **SELECTING A NORTHWOODS VILLAGE APARTMENT:**

**Form a group that would like to live together.** Groups must be formed in advance of the Northwoods Village Selection process. Each member of the group should be present; however, if you cannot attend the Northwoods Village Selection, you may have a friend draw for you.

**Your proxy must have a printout of your Room Selection Number, your Skidmore ID or a copy of your Skidmore ID, plus a signed statement from you requesting that they participate in your absence.**

**You must have the exact number of people in your group to fill the apartment you select.** Please keep in mind that you are drawing for an apartment and for a specific bedroom. Please consult the Room Selection Guide for apartment layouts. Any apartments not selected through the Northwoods Apartment Selection will be offered through the Scribner Village Selection and, if need be, the regular Room Selection process.

**Fill out a room selection worksheet.** A Room Selection Worksheet is attached at the end of this guide and is also available in the Office of Residential Life.

**Create a backup plan.** There is always the possibility that your first choice apartment may be filled when it is your turn to draw. It is *strongly* suggested that you discuss a second and third choice with your group as you complete the worksheet. It may be difficult to decide who will be added to or subtracted from your group in the instance that your first choice is not available; however, by doing so in advance, you are ensuring that you will not miss out on an apartment because someone else was more organized.

**Make sure that everyone in your group is eligible to participate in Room Selection.** Talk with your group and confirm that each person is financially up to date with the Bursar's Office and that each person is free of any outstanding judicial sanctions from the Associate Dean of Student Affairs or the Dean of Students' Office.

## **WHAT CAN GO WRONG?**

**Someone in your group is not eligible to participate in Room Selection.** Be sure to ask these questions *before* coming to selection. Is someone in your group is going abroad in the fall, has a financial hold, or a judicial hold, etc.? If yes, they are not able to participate. Your group will not be able to select an apartment and the Office of Residential Life will not hold the line for your group to reconfigure. If you have questions, please call Res. Life at x5765.

**Your group includes members from the class of 2012.** The Northwoods Village is available for juniors and seniors only. One of the goals for the Northwoods Village was to create on campus housing with an off campus feel. Since juniors and seniors are eligible for off campus living, juniors and seniors are eligible for the Northwoods Village Apartments.

**All apartments are selected before your number.** Create a back up plan. Try for one of the Scribner Village apartments, although this means you may need to add new members.

## **NORTHWOODS VILLAGE SCORING SYSTEM:**

The scoring system used for the Northwoods Village Selection is based on two numbers:

**1. Class Average:** This number is determined by class as follows:

- Seniors (class of '10) = 4.0
- Juniors (class of '11) = 3.0

Each group wishing to select an apartment will **average** their class numbers to determine their status.

For example: 2 Seniors, 1 Junior,  
(4+4+3=11, divided by 3 = 3.6).

**2. Lowest Drawing Number:** This is the assigned drawing number you received over email from Res. Life. The lowest number among your group, regardless of class, will determine the order in which you will participate.

## **ADDITIONAL INFORMATION:**

**Northwoods Village Waiting List:** In the instance that all participants in the process do not receive an apartment, a waiting list will be created. Groups that do not receive an apartment will remain in line at the time the process is closed and will be added to the waiting list according to the Northwoods Village scoring system. A wait list application will be distributed to groups who wish to add themselves to the waiting list. Be prepared to specify which size apartment(s) you are interested in.

Groups on the waiting list will only be contacted if an apartment opens which exactly matches the type of apartment requested (i.e. a group of 3 people would not be contacted if a 4 person apartment opens).

Students who are interested in filling partial openings (i.e. if an apartment is not entirely open, but has several vacancies), should indicate their interest when adding themselves to the waiting list.

The Waiting List applies until the following spring semester.

# NORTHWOODS VILLAGE DRAWING TIMES

Thursday, April 16, 2009

Wiecking Hall Basement

*To avoid confusion, please fill out a Room Selection Worksheet to designate your housing preferences. It will help you to get organized and will help us keep the process running smoothly. Worksheets are available in this guide and at the Office of Residential Life.*

**Please note that the times listed below are to draw for any size (3 & 4 person) Northwoods Village apartment.**

**Expect the selection process to take anywhere between 30-45 minutes. Assign a proxy if your drawing time conflicts with class and/or other commitments.**

## Groups with a 4.0

TIME	NUMBER
9:00 a.m. – 9:30 a.m.	1 – 25
9:30 a.m. – 10:00 a.m.	26 – 50
10:00 a.m. – 10:30 a.m.	51 – 100
10:30 a.m. – 11:00 a.m.	101 – 125
11:00 – 11:30 a.m.	126 – 150
11:30 a.m. – Noon	151 – 200
BREAK	BREAK
1:15 p.m. – 1:45 p.m.	200 – 275
1:45 p.m. – 2:15 p.m.	276 – 350
2:15 p.m. – 2:45 p.m.	351 – 425
2:45 p.m. – 3:15 p.m.	426 – 500
3:15 p.m. – 3:45 p.m.	501 – 600
3:45 p.m. – 4:15 p.m.	601 +

## Groups with 3.99 - 3.01

TIME	NUMBER
4:15 p.m. – 4:30 p.m.	ALL NUMBERS

## Groups with 3.0

TIME	NUMBER
4:30 p.m. – 4:45 p.m.	All numbers

# NORTHWOODS VILLAGE MAP



# SCRIBNER VILLAGE SELECTION

Friday, April 17, 2009

Wiecking Hall Basement

## Scribner Village Facts

- Houses a total of 283 upper-class students
- There are 15 apartment complexes, 55 apartments
- Fully furnished
- All apartment bedrooms include single beds (extra long mattress)
- Residence Hall Staff includes 1 Community Coordinator and 4 Unit Assistants

## Scribner Village includes the following apartment configurations:

**Please note:** *On average, there are approximately 12 Scribner Apartments that are pre-housed. These apartments will not be available for you to choose during Regular Room Selection.*

- Seven 4 Person Apartments (all singles)
- Twelve 4 Person Apartments (one double)
- Six 5 Person Apartments (all singles)
- Twelve 5 Person Apartments (one double)
- Eleven 6 Person Apartments (all singles)
- Seven 7 Person Apartments (all singles)

## SELECTING A SCRIBNER VILLAGE APARTMENT:

**Form a group that would like to live together.** Groups must be formed in advance of the Scribner Village Selection process. Each member of the group should be present; however, if you cannot attend Scribner Village Selection, you may have a friend draw for you. **Your proxy must have a printout of your Room Selection Number, your Skidmore ID or a copy of your Skidmore ID, plus a signed statement from you requesting that he/she participate in your absence.**

**You must have the exact number of people in your group to fill the apartment you select.** Please keep in mind that you are drawing for an apartment as a whole, not for specific bedrooms within the apartment. It is your responsibility to decide upon bedroom assignments at a later date. Any apartments not selected through Scribner Village Selection will be offered through the regular Room Selection process. In this instance, specific bedrooms would be assigned.

**Fill out a room selection worksheet.** A Room Selection Worksheet is attached at the end of this guide and is also available in the Office of Residential Life.

**Create a backup plan.** There is always the possibility that your first choice apartment may be filled when it is your turn to draw. It is *strongly* suggested that you discuss a second and third choice with your group as you complete the worksheet. It may be difficult to decide who will be added to or subtracted from your group in the instance that your first choice is not available; however, by doing so in advance, you are ensuring that you will not miss out on an apartment because someone else was more organized.

**Make sure that everyone in your group is eligible to participate in Room Selection.** Talk with your group and confirm that each person is financially up to date with the Bursar's Office and that they are free of any outstanding judicial sanctions from the Office of Residential Life or the Dean of Students' Office.

## WHAT CAN GO WRONG?

**Someone in your group is not eligible to participate in Room Selection.** Be sure to ask these questions *before* coming to selection. Is someone in your group is going abroad in the fall, has a financial hold, or a judicial hold, etc.? If yes, they are not able to participate. Your group will not be able to select an apartment and the Office of Residential Life will not hold the line for your group to reconfigure. If you have questions, please call Res. Life at x5765.

**All apartments are selected before your number.** Create a back up plan. Make plans to live in one of the residence halls. Try for an elevator single or adjoining singles.

## SCRIBNER VILLAGE SCORING SYSTEM:

The scoring system used for Scribner Village Selection is based on two numbers:

1. **Class Average:** This number is determined by class as follows:

- Seniors (class of '10) = 4.0
- Juniors (class of '11) = 3.0
- Sophomores (class of '12) = 2.0

Each group wishing to select an apartment will **average** their class numbers to determine their status.

For example: 3 seniors & 1 junior=3.75  
( $4+4+4+3=3.75$ ).

2. **Lowest Drawing Number:** This is the assigned drawing number you received over email from Res. Life. The lowest number among your group, regardless of class, will determine the order in which you will participate.

## **ADDITIONAL INFORMATION:**

**Scribner Village Waiting List:** In the instance that all participants in the process do not receive an apartment, a waiting list will be created. Groups that do not receive an apartment will remain in line at the time the process is closed and will be added to the waiting list according to the Scribner Village scoring system. A questionnaire will be distributed to groups who wish to add themselves to the waiting list. Be prepared to specify which size apartment(s) you are interested in (you may form several configurations and specify a first, second, and third choice).

Groups on the waiting list will only be contacted if an apartment opens which exactly matches the type of apartment requested (i.e. a group of 4 people would not be contacted if a 5 person apartment opens).

Students who are interested in filling partial openings (i.e. if an apartment is not entirely open, but has several vacancies), should indicate their interest when adding themselves to the waiting list.

The Waiting List applies until the following spring semester.

# SCRIBNER VILLAGE DRAWING TIMES

Friday, April 17, 2009  
Wiecking Hall Basement

*To avoid confusion, please fill out a Room Selection Worksheet to designate your housing preferences. It will help you to get organized and will help us keep the process running smoothly. Worksheets are available in this guide and at the Office of Residential Life.*

**Please note that the times listed below are to draw for any size (7, 6, 5, or 4 person Scribner Village apartment.**

**Expect the selection process to take anywhere between 30-45 minutes. Assign a proxy if your drawing time conflicts with class and/or other commitments.**

## **Groups with a class average of 4.0**

Time	Number
9:00 a.m. – 9:15 a.m.	1-300
9:15 a.m. – 9:30 a.m.	301 +

## **Groups with a class average of 3.99 – 3.75**

Time	Number
9:30 a.m. – 9:45 a.m.	1-300
9:45 a.m. – 10:00 a.m.	301-600
10:30 a.m. – 11:00 a.m.	601+

## **Groups with a class average of 3.74 – 3.25**

Time	Number
1:15 p.m. – 1:45 p.m.	1-200
1:45 p.m. – 2:00 p.m.	101-200
2:00 p.m. – 2:15 p.m.	201-300
2:15 p.m. – 2:30 p.m.	301-400
2:30 p.m. – 2:45 p.m.	401-500
2:45 p.m. – 3:00 p.m.	501-600
3:00 p.m. – 3:15 p.m.	600+

## **Groups with a class average of 3.24 – 3.0**

Time	Number
4:00 p.m. – 4:15 p.m.	1 – 300
4:15 p.m. – 4:30 p.m.	301 – 600
4:30 p.m. – 4:45 p.m.	601 +

## Groups with a class average of 2.0

Time	Number
5:00 p.m.	All

### LIST OF SCRIBNER VILLAGE APARTMENTS:

#### 4 Person Apartments - All Singles:

Birch A	Fain B	Pine A
Dogwood D	Macrury D	
Fain A	Oak A	

#### 4 Person Apartments - With 1 Double:

Beech B	Poplar D	Ross C
Beech C	Reeves B	Spruce A
Hickory D	Reeves C	Spruce B
Maple D	Ross B	Sumac B

#### 5 Person Apartments - All Singles:

Birch B	Fain C	Oak B
Dogwood C	Macrury C	Pine B

#### 5 Person Apartments - With 1 Double:

Beech A	Poplar C	Ross D
Beech D	Reeves A	Spruce C
Hickory C	Reeves D	Sumac A
Maple C	Ross A	Sumac D

#### 6 Person Apartments - All Singles:

Birch D	Macrury A	Poplar A
Dogwood A	Maple B	Poplar B
Hickory A	Maple A	Pine D
Hickory B	Oak D	

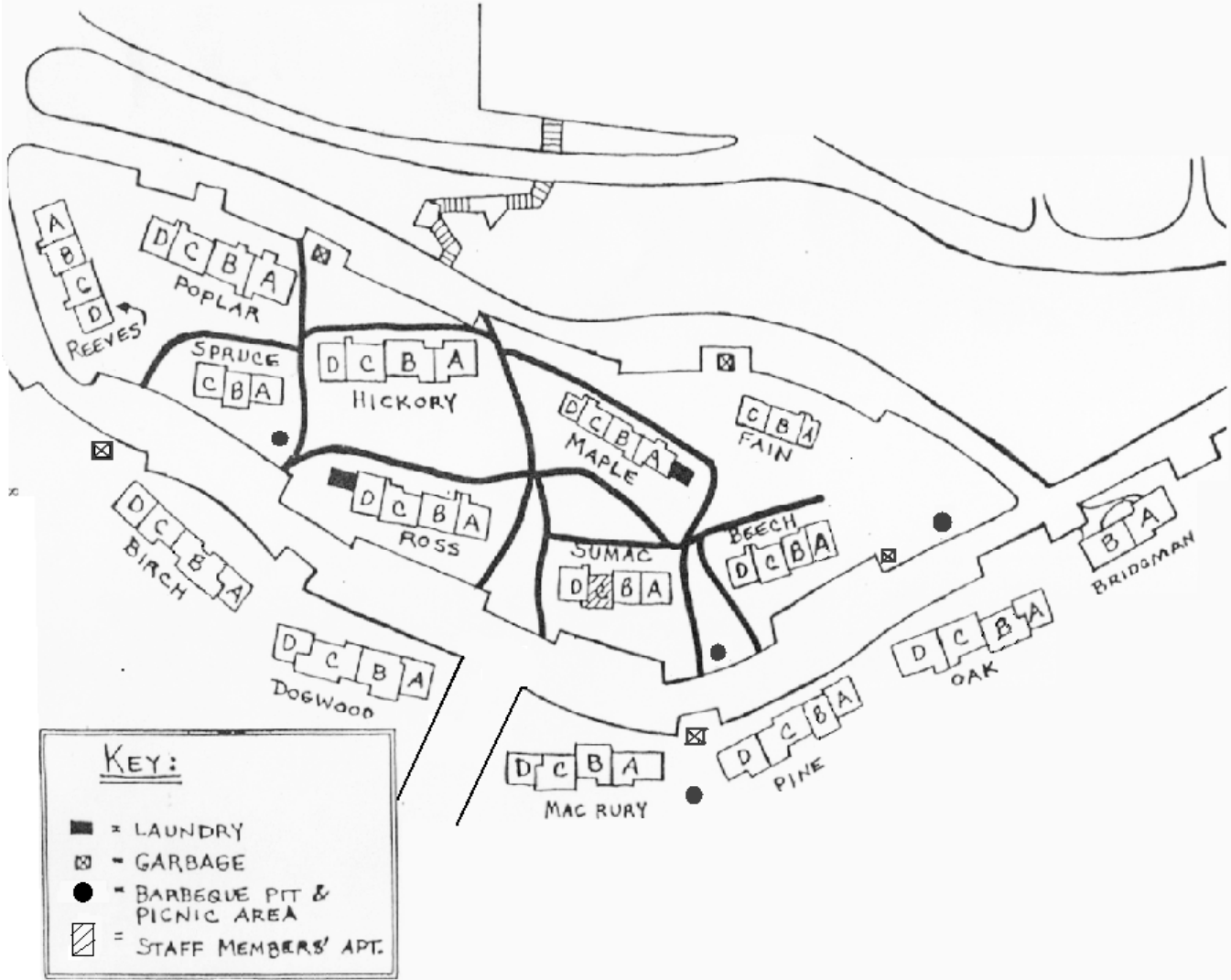
#### 7 Person Apartments - All Singles:

Birch C	Dogwood B	Pine C
Bridgman A	Macrury B	
Bridgman B	Oak C	

**Note: Not all apartments listed will be available at Room Selection.**

Residence Hall Staff apartments, Scribner Village President House, and any other pre-housed apartments will be indicated at Room Selection.

# SCRIBNER VILLAGE MAP



## RESIDENCE HALL ROOM SELECTION OPTIONS:

### Types of Entries:

*There will be 4 different ways to pick a room during the Residence Hall Selection process:*

1. **SINGLE PERSON INTO A SINGLE ROOM:** This person will participate as an individual entry into a single room and selects a single according to their class and number.
2. **DOUBLE PERSONS INTO ADJOINING SINGLES:** The drawing for a double entry into adjoining singles will be determined by the following criteria:
  - If students are of the same class, the lowest lottery number. In Wiecking Hall, the rooms will be located next to each other.
  - If students are not of the same class, the lowest lottery number of their drawing numbers will be used and they would draw at the upper-class person's drawing time.

*Please note that adjoining singles are offered as they are available. There will be a time at Room Selection when adjoining singles will be filled and no longer available.*

3. **DOUBLE PERSONS INTO A DOUBLE ROOM:** The drawing time for a twosome will be determined by either:
  - The lowest lottery number.
  - If they are of mixed classes, the lowest lottery number would still apply. They would participate at the upper class person's time.
4. **SINGLE PERSON INTO A DOUBLE ROOM:**
  - Students are not able to be a single entry into a double room until **all** single rooms have been taken.
  - After all single rooms have been taken; a student may go into a double room as a single entry with the following understanding: The next single entry wishing to live in the respective residence hall will be placed in that double room, according to legal sex and smoking preference.

# SUITE/ROW OF ROOMS DRAWING

Tuesday, April 21, 2009

Wiecking Hall Basement

## Eligibility for Suite /Rows of Rooms Drawing:

- An application for a Suite/Rows of Rooms Drawing is necessary to determine eligibility for this living situation.
- **Monday, March 23, 2009:** Applications are available in the Office of Residential Life.
- **Monday, March 30, 2009:** Applications are due in the Office of Residential Life.
- The Office of Residential Life will review each applicant's judicial history. Students who are not in good social standing may not be eligible for a suite/row of rooms.
- **Friday, April 3, 2009:** All groups will be notified by Skidmore email as to whether or not they are eligible to participate in this process.

## If your group is declined or changes members:

- Groups who are not eligible will have the opportunity to add new students and form a new group.
- **Wednesday, April 8, 2009:** Round II group applications are due in the Office of Residential Life.
- **Monday, April 13, 2009:** Round II groups will be notified by Skidmore email as to whether or not they are eligible to participate in the process.

## Room Selection process for eligible groups:

- **Tuesday, April 21, 2009:** Eligible groups will come to Wiecking Hall Basement to participate in the Suite/Row of Rooms drawing.
- The average class year and lowest lottery number of the group will be used to determine your time of selection. Classes are ranked with the following numbers:

Class of '12 2.0

Class of '11 3.0

Class of '10 4.0

- Round II eligible groups will select after Round I eligible groups.
- A designated number of suites and rows of rooms are available.

**Please note:** A Room Selection Worksheet must be filled out in advance, and brought to Room Selection by groups of two or more. Worksheets are available at the end of this guide and in the Office of Residential Life.

## AVAILABLE SUITES/ROWS OF ROOMS:

### Suites (S designates single, D designates double)

**Howe Hall:** 1 four person; 1 five person

Suite: 201 (S), 202 (D), 203 (S) (coed option)

Suite: 240 (D), 241 (S), 242 (D)

**Rounds Hall:** 1 four person

Suite: 321 (S), 322 (D), 323 (S)

**Jonsson Tower:** 2 six person

Suite: 401 (S), 402 (D), 403 (S), 404 (D) (coed option)

Suite: 1121 (S), 1122 (D), 1123 (S) 1124 (D)

**Kimball Hall:** 2 six person

Suite: 125 (S), 126 (D), 127 (S), 128 (D)

Suite: 301 (S), 302 (D), 303 (S), 304 (D)

**Penfield Hall:** 1 six person

Suite: 129 (S), 130 (D), 131 (S), 132 (D)

**McClellan Hall:** 2 six person

Suite: 125 (S), 126 (D), 127 (S), 128 (D)

Suite: 201 (S), 202 (D), 203 (S), 204 (D) (coed option)

**Wait Hall:** 1 four person

Suite: 105 (S), 106 (D), 107 (S)

Suite: 201 (S), 202 (D), 203 (S)

**Wilmarth Hall:** 1 six person

Suite: 129 (S), 130 (D), 131 (S), 132 (D) (coed option)

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### Rows of Rooms (S designates single, D designates double)

**Wiecking Hall:** 2 foursomes

Rooms 113 (S), 115 (S), 117 (S), 119 (S) (coed option)

Rooms 203 (S), 205 (S), 207 (S), 209 (S) (coed option)

**RESIDENCE HALL DRAWING TIMES:  
SUITES/ROWS OF ROOMS (ALL CLASSES)**

**&**

**SINGLE ROOMS  
CLASSES OF 2010 & 2011**

**TUESDAY, April 21, 2009**

**Wiecking Hall Basement**

**Expect the selection process to take anywhere between 30-45 minutes. Assign a proxy if your drawing time conflicts with class and/or other commitments.**

**Suite Drawing/Rows of rooms:**

Tuesday, April 21, 2009

<b>TIME</b>	<b>CLASS AVERAGE</b>	<b>LOWEST NUMBER</b>
9:00 a.m. – 9:15 a.m.	4.0 – 2.99	All Numbers
9:15 a.m. – 9:45 a.m.	2.0	1-50
9:45 a.m. – 10:15 a.m.	2.0	51 – 100
10:15 a.m. – 10:45 a.m.	2.0	101 – 150
10:45 a.m. – 11:15 a.m.	2.0	151 – 200
11:15 a.m. – 11:45 a.m.	2.0	201 - 300
11:45 a.m. – Noon	2.0	301 +

**Single Room Selection for the Class of 2010**

Tuesday, April 21, 2009

<b>TIME</b>	<b>NUMBERS</b>
1:15 p.m. – 1:30 p.m.	1-350
1:30 – 1:45 p.m.	351+

**Single Room Selection for the Class of 2011**

Tuesday, April 21, 2009

<b>TIME</b>	<b>NUMBERS</b>
2:00 p.m. – 2:15 p.m.	1 – 200
2:15 p.m. – 2:35 p.m.	201 – 300
2:35 p.m. – 3:00 p.m.	301 - 400
3:00 p.m. – 3:30 p.m.	401 – 500
3:30 p.m. – 4:00 p.m.	501 – 600
4:00 p.m. – 4:30 p.m.	601 +

**RESIDENCE HALL DRAWING TIMES**  
**SINGLE ROOMS**  
**WEDNESDAY, April 22, 2009**  
**Wiecking Hall Basement**

**Single Room Selection for the Class of 2012**

Wednesday, April 22, 2009

<b>TIME</b>	<b>NUMBERS</b>
9:00 a.m. – 9:30 a.m.	1-50
9:30 a.m. – 10:00 a.m.	51-100
10:00 a.m. – 10:30 a.m.	101-150
10:30 a.m. – 11:00 a.m.	151 – 200
11:30 a.m. – NOON	201 – 250
<b>BREAK</b>	<b>BREAK</b>
1:00 p.m. – 1:30 p.m.	251 – 275
1:30 p.m. – 2:00 p.m.	276 – 300
2:00 p.m. – 2:30 p.m.	301 – 325
2:30 p.m. – 3:00 p.m.	325 – 350
3:30 p.m. – 4:00 p.m.	351- 375
4:00 p.m. – 4:30 p.m.	376 – 400
4:30 p.m. – 4:45 p.m.	401 +

**RESIDENCE HALL DRAWING TIMES: DOUBLE ROOMS**  
**FRIDAY, April 24, 2009**  
**Wiecking Hall Basement**

**Expect the selection process to take anywhere between 30-45 minutes. Assign a proxy if your drawing time conflicts with class and/or other commitments.**

**Double Room Selection for the Class of 2010 & 2011**

Friday, April 24, 2009

<b>TIME</b>	<b>NUMBERS</b>
9:00 a.m.	All numbers

**Double Room Selection for the Class of 2012**

Friday, April 24, 2009

<b>TIME</b>	<b>NUMBERS</b>
9:00 a.m. – 9:15 a.m.	1-75
9:15 a.m. – 9:30 a.m.	76- 150
9:30 a.m. – 9:45 a.m.	151 – 225
9:45 a.m. – 10:00 a.m.	226 - 300
10:00a.m. – 10:15 a.m.	301 – 350
10:15 a.m.- 10:30 a.m.	351 – 400
10:30 a.m. – 11:00a.m.	401 - 450
11:00 a.m. – noon	451 - 500
Noon – 1:15 p.m.	BREAK
1:15 p.m. – 1:45 p.m.	501 – 550
1:45 p.m. – 2:00 p.m.	551 - 600
2:00 p.m. – 2:15 p.m.	BREAK
2:15 p.m. – 2:30 p.m.	601 – 650
2:30 p.m. – 2:45 p.m.	BREAK
2:45 p.m. – 3:00 p.m.	651 +

**If you are a member of the Class of 2012, please note:**

*You must come to the Wiecking Hall Basement even if your number is very high.*

## **VACATION HOUSING, WOMEN’S FLOORS, & GENDER NEUTRAL HOUSING**

These options will be offered through the regular Residence Hall Selection process, on a first come, first served basis.

**Vacation Housing:** The following residence halls/apartments are open during Thanksgiving, Winter, and Spring Breaks:

- Kimball Hall
- McClellan Hall
- Jonsson Tower
- Scribner Village
- Northwoods Village

**Women’s Floors:** An all-female living environment.

- Located in Jonsson Tower
- Located in Wilmarth

**Gender Neutral Housing:** The following residence halls/apartments have gender neutral housing options:

- Located in Wiecking Hall (rooms 310 – 319)
- Scribner Village
- Northwoods Village

# **GENDER NEUTRAL HOUSING**

## **Frequently Asked Questions**

**Q: What is gender neutral housing and why is it available?**

**A:** It is the policy of Skidmore College to assign housing to students in the majority of our residence halls based on their legal sex. As the majority of our halls are comprised of suite-style living arrangements, our policy dictates that each suite will be made up of, on average, seven students of the same legal sex who share a common bathroom amongst them. We have designated spaces where we will house students without regard to legal sex and/or gender.

**Q: Where is gender neutral housing available?**

**A:** Gender neutral housing is available in Northwoods Village, Scribner Village, selected suites, and on the center of the third floor of Wiecking Hall, which is a corridor style residence hall.

**Q: What is the layout of gender neutral housing, including bathroom setup?**

**A:** The gender neutral section of Wiecking is comprised of single, double and triple rooms. There are two gender neutral bathrooms in this section with single-stalled toilets and showers. There is also one separate, single stall bathroom (ADA accessible) at the end of the hall. Additionally, separate male and female bathrooms are also available on the third floor; they are located around the corner from the gender neutral section.

**Q: How are rooms assigned in gender neutral housing?**

**A:** Students are housed without regard to legal sex and/or gender. Returning students are housed in doubles and singles and may select gender neutral housing through the room selection process.

First-year students are housed in double and triple rooms and may select gender neutral housing on their housing questionnaire. First-year students who are interested in gender neutral housing will be assigned a roommate(s) based on preferences indicated on the housing questionnaire without regard to legal sex and/or gender (e.g. based on smoking/non-smoking, cleanliness, music preference, and so on).

**Q: Is gender neutral housing for lesbian/gay/bisexual students?**

**A:** It has nothing to do with sexual orientation. In providing a gender neutral option, we are simply seeking to accommodate students who do not feel comfortable being housed based on legal sex. The floor is open to all students.

**Q: How is this different from the all women's floor?**

**A:** The all women's floor serves a different purpose, as it provides housing for women only. Gender neutral housing is open to all students.

**Q: Will there be programs that focus on sexual orientation/gender?**

**A:** Not specifically. We will hold information sessions to ensure students are comfortable and aware of resources available to them. However, this is not “themed” housing. Rather, gender neutral housing is a housing *option*. Wiecking Hall Staff receive training and are able to answer questions and make referrals to accommodate student’s needs.

**Q: Are there additional gender neutral housing options available on campus?**

**A:** All of Scribner and Northwoods Villages provide gender neutral apartment-style housing. These apartments are available for sophomores, juniors, and seniors.

**Q: If you have any questions, please contact the following:**

**A:** Office of Residential Life, Rounds Hall, 1<sup>st</sup> Floor  
Office of Student Diversity Programs, Case Center, 2<sup>nd</sup> Floor  
Skidmore Pride Alliance  
Wiecking Residence Hall Staff (Head Resident, Resident Assistants, House Counselors)

## SPACE AVAILABILITY\*

The following is an overview of the maximum number of spaces available in each residence hall. Please note these numbers *include* the rooms that are reserved for Residence Hall Staff and the incoming first year class.

<b>Residence Hall</b>	<b># Singes/# Doubles</b>	<b>Total Population</b>
Howe Hall	53/32	117
Rounds Hall	40/22	84
Jonsson Tower	134/68	270
Wait Hall	61/34	129
Kimball Hall	45/44	133
McClellan Hall	45/44	133
Penfield Hall	45/44	133
Wilmarth Hall	45/44	133
Wiecking Hall	86/34	154

*\*Subject to change*

# SPECIAL TERMS

## Special Accommodation Housing

As stated in the Room Selection Alert you received in March, students seeking special medical exceptions should have contacted Residential Life by **Monday, March 30, 2009**. If you missed this deadline and believe that you have special needs, please schedule an appointment with Ann Marie Przywara, Associate Director, Residential Life at extension 5765.

## Substance Free

All traditional residence halls (Kimball, McClellan, Penfield, Wait, Wiecking, Wilmarth, Howe-Rounds, and Jonsson Tower) are substance free. Students in these areas may not bring alcohol and/or drugs or the negative effects of alcohol and/or drugs into the residence halls. Students living in the Northwoods and Scribner Village Apartments, who are 21 years of age or older, are permitted to have alcohol in their residence.

## Room Changes

Applications for room changes will be accepted in the Office of Residential Life on **Friday, May 1, 2009 between** 8:30 a.m. - noon and 1:00 p.m. – 4:30 p.m. The order in which room changes will be granted is determined by a computerized random number assignment; it is not first come, first serve. However, students who submit room change applications *after* Friday, May 1, 2009 will be added to the bottom of the list, in the order received.

Students who have been given a housing assignment and would like to request a different housing assignment should apply for a room change.

**Please note:** *Only a limited number of room changes will be granted during the summer. Even if you have applied for a room change, you should anticipate that you will remain in the room/apartment that you chose during Room Selection through the fall semester.*

## No Shows

All full time students must participate in the Room Selection process. Students who fail to participate in Room Selection will be housed *after* all other students have been housed (in accordance with their lottery number).

## Losing a Roommate After Room Selection

The Office of Residential Life will fill vacancies once the semester ends. Students will be notified by email if they have been assigned a new roommate or a new room assignment.

**Please Note:** *Students may be moved from their current assignment if the vacancy cannot be filled by an upper-class student.*

## **Leave of Absence Policy**

Any student returning in the fall from an approved leave of absence must return the Housing Preference Form to the Office of Residential Life prior to Room Selection in order to participate in the Room Selection process.

If you have been granted an approved leave of absence from the College for fall 2009 or the entire 2009-2010 academic year, you are not permitted to participate in Room Selection.

If you select a room/apartment during Room Selection, and receive an approved fall leave of absence after selecting your room, you will be required to forfeit your selected space. You may not “reserve” a room/apartment for your return in the spring.

Housing is assigned to students returning from a fall leave of absence during Winter break, using the Housing Preference Form.

## **Refund Policy**

The \$400 returning deposit will be applied toward the 2009-2010 tuition fees. Students must notify the Registrar, in writing of their intent to withdraw and they will receive a \$200 refund. For complete information, see the Room and Board Agreement.

## **Room and Board Agreement**

Upon entering the residential system, each resident student signs the Room and Board Agreement. This contract is a four-year agreement with the College (subject to change), and remains in effect through graduation, or until a student is granted permission to live off campus through the Off Campus Drawing.

## **FREQUENTLY ASKED QUESTIONS:**

### **...about Northwoods Village**

#### **Who gets to live in the Northwoods Village?**

Juniors and seniors are eligible for the Northwoods Village apartments through the room selection process.

#### **Why are sophomores not eligible to live in the Northwoods Village?**

The Northwoods Village apartments were built with the goal of providing on campus living with an off campus feel. Since sophomores are not eligible to live off campus, they are not eligible to live in the Northwoods Village apartments.

#### **What are my chances in getting a Northwoods Village apartment?**

It will depend on the number of seniors who pick it. Since seniors get first pick in the room selection process, it will really depend on the number of seniors who are interested. Eligible students are encouraged to form groups and try. If you are successful, great! If you are not, then try for a Scribner Village apartment. Be sure to talk with your group members about an alternative plan.

### **...about Scribner Village**

#### **Are most of the juniors who get to live in Scribner Village usually pre-housed?**

No. Most of the juniors have selected houses through the Scribner Village drawing; however, there are juniors who are pre-housed because of Village Council or Residence Hall staff.

### **...about off campus housing**

#### **How many students live off campus?**

The College allows approximately 400 students the option to live off campus. Off campus living is a privilege opened to rising seniors and rising juniors. Since the room selection process is designed to give preference by class year, rising seniors get first choice. If there is space to allow more students to live off campus, the College will give permission to rising juniors.

#### **What if I combined my lottery number with other students and they have decided not to live off campus? Will you reconfigure my place on the off campus list?**

No. If you participated as a group, we will not penalize students who are left after other group members have decided to live on campus.

#### **I was on the off campus wait list and I picked a room for next year. I just got permission to go off campus. Do I have to go off campus?**

No. The College guarantees housing, so you can decline the off campus offer. Or, vice versa, once you receive permission to go off campus, you do not have to worry about keeping your room on campus.

**I am on the off campus wait list. When will you update the list of students who can now go off campus?**

We will review the list during the first week of April after the Northwoods and Scribner Village Apartment drawing (subject to change).

### **...about pre-housing**

**What percentage of students is pre-housed?**

The number changes on a yearly basis. Students who apply for residence hall staff, Hall Council president and vice president, peer mentors, and students with special accommodations are pre-housed.

### **...about Room Selection in general**

**I picked a room assignment all ready. Can I switch with someone for a new room?**

No. Once you have picked a room and are in our housing database, you are housed there. You may apply for a room change to move to a new room.

**Since I lived in a triple this past year, do I get preference in room selection?**

No. Make plans to participate in Room Selection at your scheduled time.

**My friends and I would like to live in a suite together. How do we do that?**

There will be an application available for Suites drawing/Rows of rooms. The application will be reviewed by Res. Life and we will contact you to let you know if you are **eligible** to participate. If you are approved, please note that this does not guarantee you will get a suite. Suites are determined by class average and lowest lottery number. Please refer to the times listed in the Room Selection Guide and come at your allotted time.

**What is the best lottery number for a single room?**

Again, it's difficult to predict. If you are going to be a sophomore, you could make plans for a single, but have a back up plan to live with someone in a double room.

**What is the chance that I could live in a double on campus?**

It's hard to predict. If you participate in regular room selection, your lottery number only tells you what time you will select; it does not tell what type of room assignment you will get. Sophomores should not rule out living in a double room. We encourage you to make a plan to talk with friends and make plans to live in a double room if a single room is not available when you select.

### **MORE QUESTIONS ABOUT ROOM SELECTION?**

You are urged to attend a Room Selection Information session. Check page 4 of the Guide for dates and times. If you have further questions, please stop by or call the Office of Residential Life at x5765.

## **HOUSING OPTIONS BY CLASS**

**As you consider your housing plans for next year, please be mindful that housing system is determined by a class system. The options below are listed in order of what students should be considering first for housing.**

### **Class of 2012:**

#### **Words to live by:**

- Approach room selection with at least 3-4 possible housing options.
- Sophomores ('12) have last pick in housing, as seniors ('10) and juniors ('11) will pick first.
- Sophomores are not eligible to live in the Northwoods Apartments.

#### **Option 1-Double on campus**

- Talk to your friends and make plans to live in a double. Since housing is organized by class, most seniors ('10) and juniors ('11) will select the singles.

#### **Option 2-Single on campus**

- If you are able to select a single on campus, great!
- Be sure to have talked to your double roommate about this option, so they will be able to make other housing plans.

#### **Option 3-Suite drawing**

- Combine with your friends and apply for a 4 or 6 person suite.
- First you must apply for eligibility. Read more about Suites/Rows of Rooms Drawing in the Room Selection Guide.

## **Class of 2011:**

### **Words to live by:**

- Seniors ('10) have preference in the off campus drawing. If you are on the off campus wait list, make a plan for living on campus until you hear from Res. Life that you have been granted off campus.
- Approach room selection with at least 3-4 possible housing options.
- Consider applying for Northwoods or Scribner Village with seniors ('10). This will make the class average higher.

### **Option 1-Single on campus**

- Decide on 3-4 possible residence halls where you would like to live and look for those when it's your selection time.

### **Option 2-Scribner Village**

- Combine with friends and come at the time your class average and lowest number draws.
- Consider different apartment sizes in case your first choice is not available.
- You may consider combining with seniors ('10) to raise the class average.

### **Option 3-Northwoods Village**

- Combine with friends and come at the time your class average and lowest number draws.
- Consider different apartment sizes in case your first choice is not available.
- You may consider combining with seniors ('10) to raise the class average.
- Do not combine with sophomores ('12)! They are not eligible for Northwoods Village.

### **Option 4-Suite drawing**

- Combine with your friends and apply for a 4 or 6 person suite.
- First you must apply for eligibility. Read more about Suites/Rows of Rooms Drawing in the Room Selection Guide.

## **Class of 2010:**

### **Words to live by:**

- Your class will pick first in the room selection process, whether you pick as a single person or with a group of other seniors.

### **Option 1-Northwoods Village**

- If you combine with all seniors ('10), you should be able to select a Northwoods Village apartment.
- Be sure to have 3-4 choices ready. Consider different apartment sizes and layouts (3 bedroom loft-style and 4 bedroom loft or garden-style apartments are available)
- If you combine with juniors ('11), recognize that this will pull your class average down and may limit your options.
- Do not combine with sophomores ('12). They are not eligible to live in the Northwoods Village.

### **Option 2-Scribner Village**

- If you combine with all seniors ('10), you should be able to select a Scribner apartment.
- Be sure to have 3-4 choices ready. Consider different apartment sizes and the possibility that you could have a house with a double.
- If you combine with juniors ('11), recognize that this will pull your class average down and may limit your options.

### **Option 3-Single on campus (including elevator singles)**

- You will have top pick for the spacious elevator singles in Tower, but there is a limited number, so have other singles in mind.
- Decide on 3-4 possible residence halls that you would like to live in and look for those when it's your selection time.

### **Option 4-Suite drawing**

- Combine with your friends and apply for a 4 or 6 person suite.
- First you must apply for eligibility. Read more about Suites/Rows of Rooms Drawing in the Room Selection Guide.

# ROOM SELECTION WORKSHEET

(for groups of two or more)

Name \_\_\_\_\_ Class \_\_\_\_\_  
(suite/apartment groups should list a "contact person")

Current Campus Address \_\_\_\_\_

Cell Phone \_\_\_\_\_

The purpose of this worksheet is to assist groups of two or more in organizing for Room Selection. Whether you are drawing for a Scribner Village apartment or a residence hall room, the worksheet should be completed prior to your arrival at Room Selection. Groups drawing for a suite or apartment may complete one worksheet collectively. Pairs should complete separate worksheets.

To participate in Room Selection, you must bring: your valid Skidmore College ID, your printed Room Selection Number, and a completed worksheet. If you are unable to attend Room Selection, see the Room Selection Guide.

## Please select one of the following options:

A) \_\_\_\_\_ I am entering Room Selection as a TWOSOME with  
\_\_\_\_\_ in the class of \_\_\_\_\_

My Drawing #: \_\_\_\_\_ Roommate/Suitemate's #: \_\_\_\_\_ Our Class Average #: \_\_\_\_\_

*Calculate your average class number only if you are NOT of the same class.*

*Note: To draw for adjoining singles, you must draw at the upper-class person's time.*

B) \_\_\_\_\_ We are entering Room Selection as (1) a FOURSOME OR SIX SOME (Rows of Rooms or Suites); or (2) an APARTMENT (3, 4, 5, 6, or 7 persons).

The suite/apartment (include contact person listed above) will consist of:

1. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
2. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
3. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
4. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
5. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
6. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_
7. \_\_\_\_\_ Class \_\_\_\_\_ Drawing # \_\_\_\_\_

Our combined drawing status = \_\_\_\_\_ \*

\*Remember: Those drawing for a Northwoods Village apartment, Scribner Village apartment, row of rooms or suite should calculate their **average class years** and make note of the **lowest drawing number**.