

LUTHER COLLEGE

2008-2009

Room Draw Information Booklet

Residence Life Office

700 College Drive

Decorah, IA 52101

563-387-1330

Dahl Centennial Union, Suite 124

Office Hours: 8:00 to 5:00 ~ Monday - Friday

Website: reslife.luther.edu

Email: reslife@luther.edu

IMPORTANT ROOM DRAW DATES

MAR	7	Applications for off-campus approval due in Residence Life Office by 4:00 p.m.
MAR	20	Off-campus approvals announced at noon
APR	1	\$200.00 enrollment deposit due in Office for Financial Services by 4:00 p.m.
APR	1	Cluster, suite, and apartment applications available in the Residence Life Office
APR	1	Application deadline for on-campus special accommodations requests to the SASC office
APR	2	Information sessions in first-year halls (time TBA)
APR	16	Room draw cards in SPOs
APR	18	Cluster, suite, and apartment applications due in the Residence Life Office by 4:00 p.m.
APR	22	Informal gathering for students needing roommates in Brunsdale Lounge, at 9:00 p.m.
APR	23	Cluster, suite, and apartment draw in Mott/Borlaug at 5:00 p.m. (representatives arrive at 4:45 p.m.)
APR	23	Single room draw begins in Mott/Borlaug at 6:00 p.m. (students arrive at 5:45 p.m.)
APR	29	Class of 2009 draw begins in Mott/Borlaug at 5:00 p.m. Seniors with junior or sophomore roommate(s) draw in Mott/Borlaug at 7:00 p.m. Class of 2010 draw begins in Mott/Borlaug at 7:30 p.m. Juniors with sophomore roommate(s) draw in Mott/Borlaug at 9:00 p.m.
APR	30	Class of 2011 draw begins in Mott/Borlaug at 5:00 p.m.

GENERAL ROOM DRAW INFORMATION

Room Draw Eligibility

- **Enrollment Deposit Required:** All students, whether living on campus or off campus for the 2008-2009 academic year, must pay a \$200.00 enrollment deposit. This is not a housing deposit; Luther does not require a housing deposit. Enrollment deposits are due in the Office for Financial Services by 4:00 p.m. on April 1, 2008. Students cannot register for classes until the enrollment deposit is paid.
- **Registration Required:** Students must be registered for the Fall 2008 semester in order to participate in room draw. Students who have not registered for Fall 2008 classes will not be allowed to draw for a room or include their name on any housing applications.

Priority by Class

Room draw is designed to give next year's senior class first priority, junior class second priority, and the sophomore class final priority. Class standing is determined by the Registrar's Office using the same format as registration.

Filled to Capacity

To select a room, cluster, suite, or apartment, you must have the correct number of students to fill it to capacity. *Students may not draw for a room if the room is not filled to capacity.* It is the responsibility of each student to find his/her own roommate. Students interested in finding a roommate(s) may attend an informal gathering at 9:00 p.m. on April 22, 2008, in the Brunsdale Lounge in Towers.

Room Choice Binding

A student is entitled to only one housing choice at room draw. Room and roommate(s) choice at room draw are binding. *Students who make room or roommate switches will incur a \$100.00 penalty.* If the occupancy of a room drops below capacity at any time after room draw, the remaining resident(s) is/are expected to assist in filling the vacancy. The Residence Life Office staff has the right to assign a student to a room without prior consent of the student(s) currently assigned to that room.

Proxy (if absent)

If you are unable to participate in room draw: (e.g. you are off campus at the time of the draw; you are involved in an athletic or music event; or you have a class commitment), you should select another student to serve as your proxy and draw for you. *Inform your proxy of your housing preferences, and give him/her your room draw card.*

If you are serving as a proxy for someone off campus: you should go through the room draw process as if you were the student you are representing. If you do not receive the card of the person for whom you are a proxy in your SPO, please come to the Residence Life Office before noon the day before you are to draw.

Commuter Students

Students who live within 30 miles of campus are eligible to live with a legal guardian and commute from their home. Written documentation is required, contact the Residence Life Office for more information. If you are a student eligible for commuter status and choose to participate in room draw, you will be held financially accountable for living on campus. If you choose to commute after June 1, 2008, and you have drawn for a room, you will be billed for first semester housing in its entirety (not on a prorated basis). This is a legally binding agreement; please take your room draw status seriously. You will be considered an on-campus student after draw.

Room Furnishing/Loft Construction

Loft construction is only permitted in Dieseth and Miller Halls; see our website for specific information. The college does not provide storage for room furniture. College furniture in your room must stay in your room. Furnishings are not consistent across campus, check our website for information about each residence hall.

Off-Campus Programs

Students participating in some off-campus programs for the Fall 2008 semester (student teaching, Rochester nursing program, social work and other internships, and study abroad programs) are not eligible to participate in the room draw process. *Room space is not reserved for these students.* Student teachers with local placements must petition the Education Department to live on campus. Students planning to be gone for fall semester should complete a Housing Information form in the Residence Life Office prior to leaving campus. It is the student's responsibility to communicate their mid-year housing preferences to Residence Life.

Room Accommodations

Students who believe they have reasons to be granted an exception to the room draw policies must submit a written petition to the Student Academic Support Center (SASC) office. Requests for special accommodations will be considered for on-campus housing if received prior to April 1, 2008. Appropriate professional documentation should be attached to the request or on file in the SASC office prior to that date. In order to ensure consistency and fairness in the process, room draw exceptions are rarely made. Students are required to renew their requests annually.

HOUSING OPTIONS

Baker Village

Baker Village is designed to give groups of four or six students of the same sex the opportunity to live together as a peer group in townhouse-style housing units. Baker Village draw took place on February 14, 2008, for the 2008-2009 academic year; the process is now complete.

Prairie Houses

The Prairie Houses provide groups of seven students of the same sex the opportunity to live together as a peer group in one of three houses on the edge of campus owned by the college. Prairie Houses draw took place on February 26, 2008, for the 2008-2009 academic year; the process is now complete.

College Apartments (606 and 608 Ridge Road)

College Apartments provide a more independent living environment for upper-class students while retaining campus connections. There are no kitchens in these units, so a full board plan is required. Fourteen triple occupancy units are available by application.

Clusters and Suites (Dieseth, Farwell and Olson Halls)

The cluster and suite draw is designed to give upper-class students an opportunity to live with a group of their peers in rooms adjacent to each other located in Farwell Hall, Dieseth Hall or Olson Hall.

Dieseth Clusters:

- Houses 12 students in six adjacent double rooms
- Includes -04, -06, -08, -10, -12, -14 rooms on all Dieseth floors
- Does not include valley view or corner rooms
- Typically drawn by juniors and sophomores

Farwell Clusters:

- North and south clusters on floors 2-7 are available for groups of 13 students
Six north clusters will be all male (13 students = six doubles and one single room)
Six south clusters will be all female (13 students = six doubles and one single room)
- **Up to four CENTER clusters** (on floors 4, 5, 6, 7) will be co-educational by cluster. Co-ed cluster groups include 10 students in five double rooms, (two rooms with students of one sex and three rooms with students of the opposite sex). The RA will occupy one single room. The other three single rooms in the cluster will be selected during single room draw, which will be held immediately after cluster and suite draw. Half the single rooms in the cluster will be male students and half female students.
- Typically drawn by seniors and juniors (**co-educational clusters are ONLY open to juniors and seniors**)
- Note: Students in single rooms will be billed the single room rate (see room rates below).

Olson Suites:

- Suites include two double rooms separated by a common space shared by the four suite-mates
- Twelve female suites on 2nd East and 3rd East wings are available for groups of four women
- Six male suites are available on 1st East wing for groups of four men
- Typically drawn by juniors and sophomores

Single Rooms (Farwell Hall and Larsen Hall)

Approximately 23 female and 19 male single rooms are available in Larsen Hall and Farwell Hall each year, although these numbers are subject to change.

Double and Triple Rooms

Double rooms are available in Dieseth Hall, Farwell Hall, Larsen Hall, Miller Hall, and Olson Hall.

Triple rooms are available in Larsen Hall and Olson Hall.

Room Rates for 2008-2009

Triples and Quads - \$2,420 Doubles - \$2,530 Singles - \$3,320

DRAW PROCESS

Room Draw Cards

- In order to be eligible for room draw, students must have paid their enrollment deposit and be registered for the Fall 2008 semester.
- Each student is assigned a room draw date and time based on their current class standing as determined by the Registrar's Office.
- Eligible students will receive a room draw card in their SPO no later than April 16, 2008. Cards contain the student name, draw date and time assigned to the student and other room draw information. For security reasons, the card does not have the student's ID number. If you lose your room draw card, contact the Residence Life Office immediately. You must present an ID to get another card.
- **You must bring your card and the cards of all roommate(s) to room draw in order to participate.** If you draw for a cluster, suite, or apartment, you must be in possession of **all** of the cluster, suite, and apartment mates' cards.
- The following students will not receive room draw cards: Residence Life staff and their roommates, Baker Village and Prairie House residents, students approved to live off campus, married students, student teachers, and students taking courses at other campuses during the Fall 2008 semester.

Draws Dates

Students will draw for clusters, suites and apartments on April 23, 2008. Single room draw will follow immediately. All other draws take place on April 29 and April 30, 2008 (see important dates).

Cluster, suite and apartment application requirements

- **All applicants must have paid their enrollment deposits and be registered for classes for the Fall 2008 semester.**
- The application must be completely filled out by the cluster, suite, or apartment group representative.
- Applications must include:
 - **3 students for College Apartments, or**
 - **4 students for Olson suites; or**
 - **12 students for Dieseth single sex clusters, or**
 - **10 students for Farwell co-educational clusters; or**
 - **13 students for Farwell single sex clusters**

- Applicants are allowed to put their names on **ONLY ONE** cluster, suite or apartment application.
- Applications are due in the Residence Life Office by 4:00 p.m. on Friday, April 18, 2008; no late applications will be accepted.
- The Residence Life Office will notify group representatives on April 18, 2008, if a member of his/her group has not registered for classes. Representatives will have until 4:00 p.m. on Monday, April 21, 2008, to replace the ineligible student(s) with a qualified student, after that date the entire group application will become invalid.
- Each application is assigned a score using this formula: current seniors = 5, current juniors = 4, current sophomores = 3, current first-year students = 2. Scores are added together and averaged by the number of students on the application. (E.g. If there are 13 current juniors, then their total score is 52 divided by 13 applicants = average score for the group of 4.0) Class standing is determined by the Registrar's Office.
- Application scores will be ranked and posted in the Residence Life Office window at 5:00 p.m. on Monday, April 21, 2008, so students will know if their group was successful in obtaining a cluster, suite or apartment. Group representatives drawing a number out of a hat will determine tiebreakers. Students who do not successfully draw for a cluster, suite or apartment should continue with the general room draw process.

Cluster, suite and apartment application draw process

- Only the group representatives will participate in the draw process.
- Representatives should arrive at Mott/Borlaug by 4:45 p.m. on Wednesday, April 23, 2008; draw begins at 5:00 p.m.
- Representatives will be lined up by residence hall choices, sex, and application average scores.
- Representatives must bring the room draw cards for every student on the application and the completed floor chart designating which applicants will reside in which rooms.
- Room choices are binding. Students will be charged \$100.00 for room changes after April 23, 2008.

Single room draw process:

- Students will be divided by sex then lined up according to the draw date and time on the room draw cards, allowing seniors to draw for single rooms first.
- If you are unable to obtain a single room, you should find a roommate and continue through the general draw process. It is rare that junior and sophomore students successfully draw for single rooms.
- Students who are unable to draw a single room may put their names on a waiting list following the single draw. The waiting list will be prioritized by draw times and is effective for the following fall semester only. A new waiting list will be compiled for spring semester.

OTHER HOUSING OPTIONS

Off-Campus Housing

Luther College is a residential college; students should plan to live on campus for the entire time they are enrolled as a student. College policy states: "All students are required to live in college-owned housing unless married, 23 years of age, or commuting from their legal guardians' homes." Luther College recognizes some seniors desire to live off campus and make available a limited number of approvals each year. The number of students approved to live off campus will vary depending on projected enrollment for the fall semester. Approval is based strictly upon completed credits. Only seniors are eligible to apply for off-campus status, however, students should not assume that because they are seniors they will be permitted to live off campus. Students are discouraged from signing leases with a landlord until they have received written permission to move off campus. Residence hall housing contracts are legally binding documents. Applications for off-campus approval are due in the Residence Life Office by 4:00 p.m. on March 7, 2008. Additional information regarding the off-campus application process is on the Residence Life website: reslife.luther.edu.

Married Student and Family Apartments (604 and 610 Ridge Road)

Married students and students with children may not participate in the room draw process. There is a limited number of College Apartments for married students located on 604 and 610 Ridge Road. Apartments are issued first-come, first-served with priority going to returning occupants who are married and/or have children. These apartments are not available to traditional students. Contact the Residence Life Office in order to request an apartment.