Making A Successful MOVE!
The Indian Hills Community College Housing Staff is eager to help make your move to campus as smooth as possible. This publication will help to guide you on the best way to transition into residence life with us here at IHCC. We look forward to your arrival. Travel safely!

Indian Hills Community College
Housing Office – Main Campus
1-800-726-2585, ext 5152 or 5240
housing@indianhills.edu
Before you get here

Roommate and Room Assignment:
Your assignment notice indicates your roommate and room assignment for this term. This information is accurate as of the date it was mailed, however, housing reserves the right to make modifications.

What if I didn’t get my roommate preference?
Some new student roommate requests have not been honored because of an insufficient number of empty rooms. Depending on your contract deposit dates, you may at least be in the same hall.

What if I want to change my room assignment or roommate?
Email any requests to housing@indianhills.edu. Be aware, however, that most changes cannot occur before two weeks into the term. Changes can only be made with the approval of the Housing Office. Persons changing rooms without approval may be asked to move back and will forfeit all future move requests.

What if I have a medical need that requires special accommodations?
It may be too late to meet your need if you haven’t already notified us. Nevertheless, send us your request in writing. Describe the need and what specific special accommodation is required. This should be backed up with a letter from your physician.

Don’t bring everything you own!
The first thing to keep in mind when packing is that you shouldn’t bring everything you own. (If you and your roommate both do that, there won’t be room to sit down.) Pack lightly and put off bringing non-essentials. Once you arrive and unpack, discuss what you and your roommate may be able to share and determine what to retrieve the next time you go home.

We Provide:
Room furniture for each resident includes: extra-long twin bed and mattress, wardrobe, study desk and chair, and bulletin board. All rooms have some type of mirror. All dorm rooms are equipped with inset mini-blinds for the windows. Additional furnishings provided in the apartment-style rooms include a dining table and chairs, couch or loveseat, garbage disposal, bathroom with shower and toilet facilities, and a small kitchen refrigerator for the use of the residents in the shared suite. All beds in the apartment-style units are either lofted or bunched.

Washers and dryers are located in each of the residence halls. Basic cable service, central air conditioning, and wireless internet service is provided at no extra cost. There is a hall phone located on each hall floors. Local service is available at no additional cost, Long distance services require a calling card.
Suggestions of items to bring:

Clothes
Clothes Hangers
Alarm Clock or Clock Radio
Cash (We don’t recommend keeping large amounts in your room.)
Study Lamp
Toiletries
Pillows and Blanket(s)
Mattress Pad – Xtra-Long Twin – Required (either flat or fitted) Sheets – Xtra-Long Twin
Towels, Wash Cloths
Headphones (If you bring a small stereo and desire loud music)
Small Fan (We have central air conditioning, but everyone’s comfort level is different.)
Power Strips – Multi-Plug with Surge Protection
Plasti Tak or Fun Tak to Hang Items
Iron and Small Ironing Board Wastebasket and Garbage Bags
Laundry Supplies
Cleaning Supplies
110-Volt Microwave
Dry Erase Board and Markers
Fever Thermometer
Flashlight and Batteries Camera
First Aid Kit with Band-Aids
4.5 Cubic Ft. Refrigerator (or smaller) – For Those Living in Oak and Trustee

Don’t bring:

Too Many Clothes
Pets
Waterbed
Explosives/Fireworks
Weapons and Ammunition
Illegal Drugs
Alcoholic Beverages and/or Containers
Highly Combustible Decorating Materials, such as Fishnet and Barn Wood
Any Hanging Item that Needs Nails or Screws (No Holes in Walls Permitted)
Candles
Cooking Appliances (Except Those with Enclosed Cooking Unit)
Kerosene Space Heaters
Any Electrical Appliance which is not UL Approved and In Good Repair
Any Extension Cord without Surge Protection
Large Speakers
**Bikes:**
Bikes should have heavy-duty locks to secure them to outdoor bike racks. Bikes may not be kept in rooms or apartments.

**Lofts and other room additions:**
Not allowed, except where provided by the college! Furniture may not be reMOVED from your room or disassembled.

**Is my contract for the entire academic year?**
Yes, the terms of your residence hall contract are binding during your residency in the halls beginning with your first term as a resident. The contract reserves a room from August to May. An email will be sent to all residents to complete for future housing requests (including Summer and upcoming Fall terms). Please check your IHCC email for important correspondence. Contracts renew at the beginning of the next fall term.

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**Good to Know**

**Meet your Hall staff:**
An adult Hall Supervisor lives in and is in charge of your hall. In addition, each hall is also staffed with a minimum of four Resident Assistants (RAs), students hired by the college to assist our students in the halls. Get to know your staff. They are able to answer all kinds of questions, from where things are located on campus to how do I sign up for an intramural team?

**Feeling anxious?**
Many students find themselves feeling anxious during the first days and weeks of college. If things are getting a little overwhelming, don’t hold it inside. Contact your Resident Assistant (RA) or Hall Supervisor. They can help.

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**Once you arrive**

**Arrival Dates and Times:**
The Residence Halls will open at 10:00 a.m. – not before – on the assigned move-in day. You can move in beginning at that time.

**Parking:**
During check-in please move your vehicle away from the hall entrances as soon as you remove your possessions. All hall residents’ vehicles should be parked in a designated hall lot following move-in and
throughout the year to avoid parking tickets and/or towings. All vehicles require a parking sticker designating hall parking. They are available for purchase in the campus bookstore.

**Checking In:**
Go to the main lobby in the hall you are assigned to. You will pick up your keys from the hall staff. An RA will show you to your room, start you through the check-in process, and show you where things are located in your hall.

**Check In Sheet:**
Please fill this out carefully and return it to an RA before you move your belongings in. Discrepancies between check-ins and checkouts can result in damage charges following checkouts.

**Storage:**
There is no storage space beyond your own room.

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**After Move In**

**Your Meals:**
Meal plans are required with each housing contract and begin the first day of the term. All meals are either served in the IHCC Diner, ATC Warrior Junction, North Campus Café or The Coffee Shop in the formal lounge. You must produce your college issued photo ID to receive your meals. Photo IDs should be obtained in the Learning Resource Center (Library) before the first day of the term.

**Residence Hall Meeting:**
*Mandatory hall* meetings are held during move-in week to acquaint you with your housing staff and hall regulations. Please check the bulletin board in your hall for the time and place for your hall meeting. These meetings are mandatory for all residents.

**Your Roommate(s):**
Incorporating roommate needs with yours is vital to a good living situation. Take time during the first week to get better acquainted. Talk about family and other background. Inquire about personal preferences in areas such as studying, privacy, neatness, personal hygiene, etc. When compromises are made, be certain they are clear for both of you.

Even if you never become best friends, respect and good communication can make living together a mutually satisfying experience. Don’t get impatient; adjusting to a roommate doesn’t happen overnight. Enter into the situation with good intentions and talk directly with one another about problems before complaining to others. Respect your roommate and don’t abuse your roommate privileges.

How you approach being a roommate has more to do with your getting along than whether you share a lot of common interests. If you have problems figuring out how to approach a roommate on problems, ask an RA for help.
# To Share with Family and Friends

**Residence Hall Addresses:**

**MAIL:** All residents receive an individual mailbox with a key lock. Mail will be distributed to your box Monday through Thursday and you will be informed about the arrival of packages by a note in your box. You may obtain the package by contacting the RA on duty. Please have your mail addressed to you in the following manner:

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Your Name</th>
<th>Appanoose Hall Room #</th>
<th>525 Grandview Ave.</th>
<th>Ottumwa, IA 52501</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keokuk/Mahaska Hall</td>
<td>Your Name</td>
<td>Keokuk/Mahaska Hall Room #</td>
<td>525 Grandview Ave.</td>
<td>Ottumwa, IA 52501</td>
</tr>
<tr>
<td>Trustee Hall</td>
<td>Your Name</td>
<td>Trustee Hall Room #</td>
<td>525 Grandview Ave.</td>
<td>Ottumwa, IA 52501</td>
</tr>
<tr>
<td>Wapello Hall</td>
<td>Your Name</td>
<td>Wapello Hall Room #</td>
<td>525 Grandview Ave.</td>
<td>Ottumwa, IA 52501</td>
</tr>
<tr>
<td>Oak Hall</td>
<td>Your Name</td>
<td>Oak Hall Room #</td>
<td>525 Grandview Ave.</td>
<td>Ottumwa, IA 52501</td>
</tr>
</tbody>
</table>
Approximate Room Dimensions

APPANOOSE, WAPELLO, AND KEOKUK/MAHASKA HALLS

Apartment-Style Units

(Room Floor Plans May Vary from Unit to Unit)

Oak Hall
Double Room

12’
Trustee Hall Double Room

Wapello Hall Super Singles with shared Bathroom
(Only available on 2nd floor)