



Residence Life

Move In Day Information

Columbia
COLLEGE CHICAGO

Frequently Asked Questions & Answers

Q. How Does Move-In Work In Downtown Chicago?

A. The city of Chicago is a busy place that never stops moving —not even for college students moving into residence centers. To accommodate all of our students we have students scheduling their move in date and time in the housing portal under COME & GO. When you arrive at your assigned building, you will check in with Residence Life staff on your assigned floor. You must provide your ROOM ASSIGNMENT and your proof of health insurance (if not previously submitted) before a key will be issued to you. We have found that people who bring their positive attitudes and a decent amount of patience have the best move in experiences.

Q. We Are Arriving By Car...How/Where Do We Unload Our Car?

A. When you arrive at the building to which you are assigned, you will be expected to check in on your assigned floor. Most families find it works best if they begin to unload their cars while their student is checking in. The college provides a limited number of wheeled carts for students to use during move-in. You may have a short wait to acquire one, or you may choose to bring your own from home. It is recommended that you do not leave your car unattended while unloading. Please be aware of no parking signs, the need to pay parking meters, and tow zones. It would be highly recommended that you park your car in a garage or pay parking lot, and unload from your car. This can prevent a possible tow and or accident from unloading your car on a busy street. Columbia College is not responsible for any tickets or tow from the City of Chicago.

Q. We've Unloaded The Car. Now What Do We Do With The Car?

A. Ah, parking in Chicago — Not exactly like home, but not impossible either. It is most important that someone in your party move your car to a legal parking space so the move-in process can continue for all students. The college does not have parking facilities of its own. However, there are numerous public parking lots in the immediate area. Parking in a public lot can cost between \$15 and \$30, but is far cheaper than a ticket or tow from the City of Chicago. Street parking is not advised.

Q. How Long Does Move-In Take?

A. That depends. Moving into a high rise residence center means you may have to wait for an elevator, you may have to wait while someone moves the car, you may have to wait for a wheeled cart. We recommend that you set aside two hours to move all of your belongings, to set up your space the way you wish, and to leave enough time to make a quick run to the store should you forget something. Some families plan to do a quick trip to the grocery store to stock up the fridge for the first time; others let the student roommates collaborate on food. You have up to two hours with a maximum of two helpers to assist with your move in. No exceptions can be made to this.

Q. Anything Else On Move-In Day?

A. You will meet your Resident Assistant (RA) who will help you all through the year with your transition to college, to the city, and to our campus. You are also encouraged to participate in all Welcome Week activities in order to get acclimated to the city, campus, your roommates, and floor mates.

Q. What Are The Most Important Things To Bring To Move-In?

A. Patience. Humor. After all, at the end of the day, you and your family members will be saying good-bye, and we want your memories of college move-in to be positive ones.

Packing Suggestions

Moving to school does not have to be stressful. Knowing what to bring and what to leave behind allows you to plan ahead so you can get off to a great start. Generally, new students tend to bring more than they really need. Remember, you are moving into an apartment and room that you will share with other roommates who are bringing their belongings as well. You can always choose to bring or buy additional items later. As for your wardrobe, assume you will need clothes for every occasion and every season, especially Chicago's famous winter weather. However, remember that you can always arrange to have additional items shipped to you later or you can plan to bring them back with you when you visit home.

The following items are provided for each resident's use in the apartment and must remain there. Common area furniture that is provided is intended to be shared with residents in the apartment unit.

Each apartment comes with:

**(one per student)*

- * 1 desk & desk chair, per student
 - *Please note: 30 East provides 1 desk & desk chair per bedroom
- * 1 bed with twin extra-long mattress (80" x 36"), per student
- * *Please Note: certain designated private bedrooms in The Dwight have full-size beds. If you do have a full bed, the room-type in your assigned contract will state "Single Rm Full".
- * 1 closet w/ shelf and clothing rack, per student
- * 1 dresser, per student
- * Sofa and coffee table
- * Dining room table w/ chairs or kitchen island w/ stools
- * Kitchen w/ stove, oven, refrigerator, and dishwasher (no dishwasher in The Dwight)
- * Bathroom(s)
- * Central air and heat
- * Microwaves are included in all apartments.
- * Flat Screen TVs are available in the living rooms of The Dwight, 30 East Balbo, and The Arc

Each suite comes with:

(University Center only)

**(one per student)*

- * 1 desk & desk chair
- * 1 closet organizer
- * 1 bed with twin extra-long mattress (80" x 36")
 - *Please note: students living in a Private Room Semi-Suite have a double bed
- * Book Shelf
- * Suite Style bathroom, shared with suite mates

Additional Information

ROOM ASSIGNMENT SHEET

Keep this sheet in a safe place. It will help you to have this with you on move in day, so that you know where you will be going. Your room assignment sheet identifies the building and room number that you will occupy. The floor you are living on next year begins with your room number. For example, if you live in 1503, you will be living on the 15th floor. It also contains contact information for your roommates. We encourage you to contact your ROOMMATES to discuss your living arrangements and preferences. Roommates assigned to apartment-style units should decide together how they will provide the necessities to outfit the kitchen and bath. There may be other items you can share and it is best to know in advance who will bring what so you don't duplicate unless you choose to!

RESIDENCE LIFE HANDBOOK

Please review the Residence Life Handbook. It will answer many questions about the facility you will be living in as well as the policies that apply. Students are expected to be familiar with the Handbook and its policies that govern living on campus. The Residence Life Handbook can be found at: www.colum.edu/reslifehandbook

HEALTH INSURANCE

Students living on campus are required by contract to have health insurance. Your Health Insurance Form was due at the time you returned your housing contract. If you did not submit your form at that time, you must bring it to move-in, as you will not be issued keys unless proof of insurance is on file. If you are not covered under a parent or guardian's policy, you may purchase insurance through the College's insurance representative, Koster Insurance Agency, Policy number NUH0157079. You may contact them directly at 1-800-457-5599. This must be done prior to move-in, as keys will not be issued to any student who does not have appropriate health insurance.

IMMUNIZATIONS

Illinois Public Act 85-1315 requires that all students born on or after January 1, 1957 who enroll at least half-time (6 credit hours or more) in an Illinois post-secondary institution (college or university) must prove that they have immunity from certain communicable diseases: diphtheria, tetanus, measles, rubella, and mumps. Proof of immunity must be on file at the institution the student is currently attending. If you did not submit your complete immunization record as part of your undergraduate admission application, you should submit it through the mail immediately. If you are aware that your immunization record does not meet the full requirements listed above, please consult your health care provider about getting the necessary immunizations as soon as possible and medically advisable. An important note about the meningitis vaccine: although neither the state of Illinois nor Columbia College Chicago requires this particular vaccine, the Center for Disease Control has made specific recommendations about college students living on campus. The decision to get this vaccine is one you should make in consultation with your parent or guardian and your health care provider. Full immunity to meningitis may take 7-10 days after immunization, so you will need to plan accordingly. Submit required immunization records to: The Records Office at Columbia College Chicago.

SHIPPING

If you are planning to ship some or all of your belongings prior to your arrival, please refer to the Residence Life Handbook for details on how and when this may be done. In general, please be aware that, there is limited storage space in our facilities, we can accept shipments only one week prior to your scheduled arrival date. Your properly shipped packages will be available for your retrieval at your assigned residence center on the date of your scheduled move-in. The college is not responsible for loss or damage during shipping or storage. Please keep your shipping records in a safe place and remember to bring them with you to move-in. University Center Residents ONLY: Please refer to the

shipping information that will be provided in your information packet you will be receiving from the University Center.

LINENS

Beds in our Residence Halls are extra-long twin bed linens(80" X36"). Some students living in The Dwight do have full sized beds. These students would have signed a Full Bed Upcharge form at the time they signed their housing contract. Please refer to your Room Assignment for your specific bed size.

TECHNOLOGY

Although Columbia College Chicago provides exceptional technology across its campus to support student learning, the specific technology available in each residence center varies. On your move-in schedule, you will find a description of the specific technology available in your building.

ROOMMATES

We encourage you to contact your roommates as early as possible about the items only one of you may need to bring (iron, cookware, flatware, etc). Our checklist will help guide you through this discussion. We also recommend that you think now about your living style and preferences on such things as quiet hours, overnight guests, cleaning arrangements, privacy, study times, etc. so you can discuss these with your roommates once you arrive.

STORAGE ON CAMPUS

There isn't any. This means that everything you bring with you on move-in day (including the boxes, suitcases, packing crates, etc.) will have to be stored in your room. We recommend that your parents/guardians take additional items such as packing crates and boxes back home for you. If you have signed an annual contract, note that you and all of your stuff may be asked to relocate within the building at the beginning and/or end of the summer term.

NON-NEGOTIABLE FACTS

The use, possession and/or sale of alcohol and/or illegal drugs is not permitted in Residence Life. All college residence centers are smoke-free.

'DECORATING' YOUR SPACE

Please refer to the Residence Life Handbook regarding what is permissible in terms of personalizing your space on campus. In general, nothing that permanently alters the space is permitted. Posters and artwork must be hung with sticky tack or tape (i.e., no nails or picture hooks into the walls). There are other restrictions on what you may hang, display, or 'attach' to the walls and furniture. Please read these restrictions carefully and plan to leave at home anything that is not permitted.

YOUR FIRST WEEK ON CAMPUS...

...will be a busy one. Residence Life will host a series of programs for you during the first week leading up to the start of classes. These programs help you become acclimated to the city and to your new surroundings, and give you lots of opportunities to meet other students! In addition, there are specific Orientation activities with faculty in your major department and the New Student Convocation (a required event!), during the first week. Your Resident Assistant will have details for you after you arrive.

What to bring

What not to bring

BEDROOM

- Mattress pad
- Bed linens
- Pillow(s)

BATHROOM

- Toilet paper
- Toiletries (soap, shampoo, toothbrush/paste, deodorant)
- Towels/washcloths
- Hairdryer, hairbrush
- Kleenex, cotton balls/swabs
- Lotion
- Razors & shaving cream
- Tweezers
- Nail clippers
- First aid kit
- Pain reliever
- Sanitary items
- Shower curtain & rings

DECORATIONS

- Throw rugs
- Lamp(s)
- Posters/pictures
- Plants
- Beanbag/folding chairs
- Tape/sticky tac

ENTERTAINMENT/ELECTRONICS

- TV
- Stereo/Bluetooth speaker
- Cards/board games
- Gaming system
- Headphones
- Camera
- Cell phone charger
- Power strip/surge protector
- Ethernet cord
- Wireless router (Dwight)

LAUNDRY

- Laundry bag/basket
- Laundry detergent
- Fabric softener
- Stain remover
- Lint roller/brush
- Clothes hangers
- Iron & ironing board
- Bleach
- Drying rack
- Safety pins/sewing kit
- CLEANING SUPPLIES
- Paper towels
- Cleaning spray/disinfectant
- Vacuum
- Sponges, rags
- Dish soap
- Broom/mop
- Toilet scrubber
- Trash bags

ACADEMIC SUPPLIES

- Desk lamp
- Computer
- Printer
- Ink cartridges
- Printer paper
- Notebooks
- Pens & Pencils
- Backpack

KITCHEN SUPPLIES

- Cups & mugs
- Plates & bowls
- Silverware/utensils
- Serving utensils
- Pots & pans
- Ice trays
- Oven mitts
- Dish towels
- Dishwasher detergent
- Oven cleaner
- Measuring cups
- Can opener
- Cooking utensils
- Cutting board
- Cutlery/knives
- Spices/seasonings

MISCELLANEOUS

- Fan
- Bike & lock
- Storage bins
- Waste basket
- Alarm clock
- Batteries
- Small tool kit

LEAVE AT HOME

- Space heaters
- Pets
- Exercise machines
- Extra furniture (sofas, futons, bookshelves, etc.)
- Illegal meds/drugs
- Weapons, firearms, explosives
- Non-UL approved electronics
- Dart boards, darts, paintball guns, water guns, etc.
- Nails, adhesive hooks, double-sided tape
- Alcoholic beverages, containers, and other paraphernalia
- Appliances with open coils or burners
- Candles, incense, oil lamps
- Hoverboards
- Water beds
- Air conditioners/window fans
- Hookah

RECOMMENDED for MOVE-IN DAY

- Cart/dolly
- Snacks & bottled water
- Money/credit card for parking
- Umbrella/rain gear

Discuss With Your Roommate, Items To Consider Sharing

- Streaming Devices
- TV
- Gaming systems
- Coffee maker/electric kettle
- Iron/ironing board
- Trash cans
- Pots & pans
- Plates & utensils
- Kitchen items
- Decorations
- Plants

With a two-hour move-in window and only being permitted two guests to assist, we recommend that you pack very judiciously and only bring what is necessary.

Be sure to have your face covering as it will be required that you and your guests wear them any time you are in the residence hall during your move-in time slot.

We would also like to highlight the need to be adequately prepared with cleaning products for your apartment as all residents will be responsible for cleaning in their individual units.

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Residence Life

Technology

30 East Balbo - 30 East

Basic cable TV and Internet access are provided in 30 East Balbo. Telephone service is not provided. Included is one flat screen TV and cable TV in the living room. **Students who fail to return this equipment upon check out will be assessed a fee for replacement.**

Wifi is available in each apartment. To access the wifi the username is the apartment number and the password is located on the wifi router inside the apartment.

Please Note: Mac & PC's operating systems come installed with a firewall. There is nothing to purchase, students just have to make sure that it is turned on. Such programs may also detect and remove adware, spyware and other forms of malicious software.

37 West Van Buren - The Arc

Basic cable TV and Internet access are provided in The Arc. Telephone service is not provided. One flat screen TV and a remote is provided in the living room of each unit. **Students who fail to return equipment upon check out will be assessed a fee for replacement.**

Wifi is available in each apartment. To access the wifi the username is the apartment number and the password is located on the wifi router inside the apartment.

Please Note: Mac & PC's operating systems come installed with a firewall. There is nothing to purchase, students just have to make sure that it is turned on. Such programs may also detect and remove adware, spyware and other forms of malicious software. Students may upgrade their internet speed by contacting the provider RCN directly at 1-800-746-4726.

642 S. Clark - The Dwight

Basic cable TV and Internet access are provided in the Dwight. Telephone service is not provided. Many students rely on their cell phones as their primary method of communication. One flat screen TV and a remote is provided in the living room of each unit. **Students who fail to return equipment upon check out will be assessed a fee for replacement.**

Internet access is available in each apartment. Students may also bring their own personal wireless router should they desire to have wireless access. Students are encouraged to bring their own Ethernet cord in order to connect to their computer location within the unit.

Students may upgrade their internet speed by contacting the provider, Airwave Network directly at 877-778-9283.

525 S. State - University Center

The University Center provides a package of voice communication, high-speed Internet access and cable TV to residents. Wifi is available throughout the building and no additional routers are necessary.

All computers (Mac & PC should have the firewall enabled.) This is used to block unwanted network communication with your computer. Using a firewall protects your computer from users on other networks or the internet.

Please Note: Mac & PC's operating systems come installed with a firewall. There is nothing to purchase, students just have to make sure that it is turned on. Such programs may also detect and remove adware, spyware and other forms of malicious software.

TIPS FOR A STRESS FREE MOVE-IN TO DOWNTOWN CHICAGO

BEFORE YOU ARRIVE

Please be aware that there is construction in the area, and you may be facing some traffic re-directs. You may want to Google Map your trip prior to your arrival so you are aware of possible detours.

THE DAY YOU ARRIVE

- Come with an open mind and some patience.
- Know the address of the building and the room number you will be living in. This can be found in the housing portal on the “Move-in” page.
- For a successful move-in, please refer to your assigned move-in date and time in the housing portal.
- Speed-packs/carts will be available for unpacking and transporting your belongings from your vehicle. You may borrow one of these by leaving a Drivers License or State ID at the Security Desk in your building.
- Read all signs on the streets around your residence hall to make sure you are parking in the correct spot and not subject to towing.
- Have someone stay with your vehicle with the hazard lights on at all times while you are unloading your belongings.
- Do not leave your belongings unattended.
- In order to prevent being ticketed or towed, you may want to consider parking your vehicle in a lot or garage near your residence hall so you can easily unload your belongings. Parking in a lot or garage costs roughly between \$15.00 and \$30.00.
- Please be aware that there are NO free parking spaces available in the South Loop. Street parking costs about \$7.00 an hour. However, it can be tricky to find street parking in order to unload your car. For more info, visit: <http://www.chicagometers.com/>
- Plan on attending your first floor meeting where you will meet your RA, floor mates, and be given important information about successful community living.



SOME TIPS FOR ROOMMATE SUCCESS

BE RESEPECTFUL

- Never borrow anything unless you ask permission first. Don't borrow items like shampoo with the hopes that they won't notice.
- When you do have permission, be careful and conscientious so you won't break anything.
- If you and your roommates have a cleaning schedule, take it upon yourself to do your turn, and don't wait to be reminded.
- Respect each others independence. Being a good roommate does not mean agreeing with everything your roommate suggests or does, nor does it mean doing everything together.

BE COURTEOUS

- Try to have good manners. For example, when your roommate is doing homework or is talking on the phone, don't blast your music.
- Be civil with each other. There's no need to scream or yell at each other to get a point across.
- Be gentle. Don't use your roommate as your frustration punching bag. Take it easy! Breathe!
- Be willing to compromise, but don't let yourself get walked on. Each roommate should work together to find a solution.

COMMUNICATE

- Take time. If you both have busy schedules, try to set aside time every week just to talk about how things are going.
- Be honest about your feelings. If you're upset about being woken up when your roommate comes in at 2:00 AM, let your roommate know. Identify the problem. Discuss your likes and dislikes. Remember, people cannot read your thoughts. What bothers one person may be totally acceptable to another. Express yourself, but be sure to listen as well. Be flexible with yourself and with others.
- Be able to take constructive criticism. Don't be defensive. Try to listen open-mindedly.
- Be compassionate. Your roommate isn't used to living with someone else either. Understand each other and be supportive.
- Discuss new approaches and ways in which you and your roommate can comfortably co-exist. Living with another individual is as much of a learning experience as the classroom. When the result is not satisfactory, talk it over and generate new ideas.

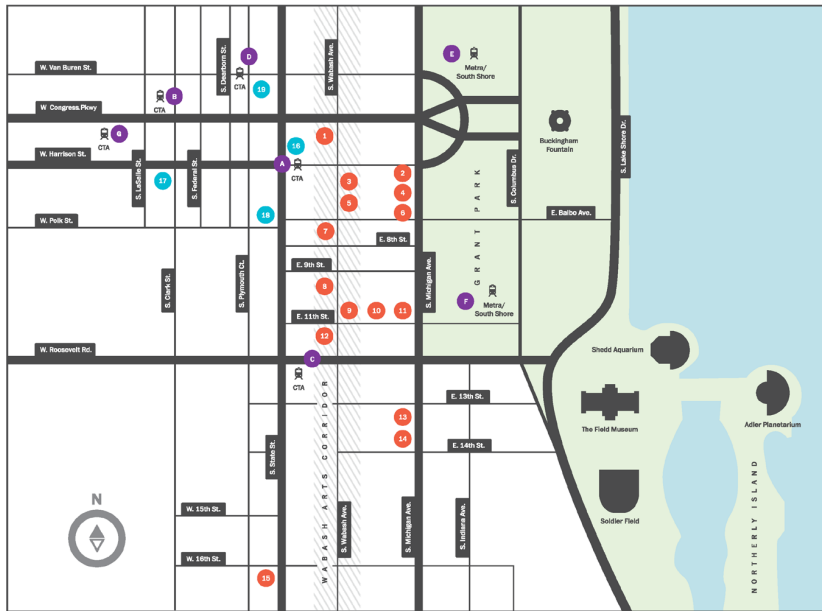
BE ALERT

- It's good to notice when your roommate is having a bad day, but don't constantly ask "What's wrong? Are you mad at me?"
- Notice signs of preparation for bed and studying.
- Offer to do fun things with your roommate when she/he looks bored, but don't expect to be joined at the hip.
- Be aware of petty irritations: noise, messes, consistent guests, etc.
- If you see your roommate may be experiencing some difficulties, seek assistance from a staff member.



Locations and Directions

Campus Map



COLUMBIA COLLEGE CHICAGO

Academic and Administrative

- 1 33 E. Congress Parkway
- 2 600 S. Michigan Ave. / Alexandroff Campus Center
- 3 619 S. Wabash Ave.
- 4 618 S. Michigan Ave.
- 5 623 S. Wabash Ave.
- 6 624 S. Michigan Ave.
- 7 754 S. Wabash Ave. / Future Home of the Student Center
- 8 916 S. Wabash Ave.
- 9 1019 S. Wabash Ave. / Sculpture Garden
- 10 72 E. 11th St. / Theatre Center
- 11 1014 S. Michigan Ave. / Music Center
- 12 1104 S. Wabash Ave.
- 13 1306 S. Michigan Ave. / The Dance Center
- 14 1312 S. Michigan Ave. / Sherwood Community Music School
- 15 1600 S. State St. / Media Production Center

Residence Centers

- 16 525 S. State St. / University Center
- 17 642 S. Clark St. / The Dwight
- 18 731 S. Plymouth Court / Plymouth Court
- 19 37 W. Van Buren St. / The Arc

Public Transit

- A Harrison Red Line CTA Station
- B LaSalle Blue Line CTA Station
- C Roosevelt CTA Station (Red, Green, and Orange Lines)
- D Harold Washington Library CTA Station (Brown, Purple, Pink, and Orange Lines)
- E Van Buren Metra and South Shore Station
- F Museum Campus / 11th St. Metra and South Shore Station
- G LaSalle Street Metra Station

(Please be advised that construction is inevitable. Be on the look out for traffic detours and possible re-routes. Please adjust your travel time accordingly to avoid missing your scheduled check in time!)

Metra 312/322-8777 www.metrarail.com

Northwest Station & Union Station Take the Indiana/Hyde park #1 bus from Adams and Canal Street south to Michigan and Harrison. Walk one block west to Wabash and Harrison.

LaSalle Station Walk 5 blocks east on Congress to Wabash Avenue, turn right and walk one block south to Wabash and Harrison.

Randolph Station Take the #3 bus from Randolph and Michigan south to Harrison, turn right on Harrison and walk one block west to Wabash and Harrison.

Van Buren Station Walk two blocks south on Michigan Avenue, turn right on Harrison, and walk one Block west to Wabash and Harrison.

By CTA "El" CTA Toll Free 888/968-7282
www.transitchicago.com

Red Line Monday thru Sunday
Harrison and State stop.

Walk one block east on Harrison to Wabash.

BY BUS

Multiple buses stop at the small station on Michigan Avenue across from the Congress Hotel, including #1, #3, #4, #6, and #14 at rush hour. From this station walk south on Michigan one-half block to Harrison, turn right on Harrison and walk one block west to Wabash and Harrison.

BY PLANE

Midway Airport Subway ("El") Take Orange Line to Library/VanBuren stop, walk one block east to Wabash, turn right on Wabash and proceed two blocks south to Wabash and Harrison.

Taxi: Expect to pay around \$20-\$25 from Midway to Columbia College Chicago.

O'Hare Airport Subway ("El") Take Blue Line to LaSalle stop – walk 5 blocks east on Congress to Wabash, turn right on Wabash and walk one block south to Wabash and Harrison. Or, to shorten your walk outside, transfer from Blue Line to Red Line through the underground tunnel at Washington Street. Take Red Line south "toward 95th/Dan Ryan" to Harrison. Follow Red Line directions above.

Taxi: Expect to pay around \$30-\$35 from O'Hare to Columbia College Chicago.

AREA HOTELS

Chicago Hilton & Towers

720 S. Michigan Ave., 312/922-4400

Our first pick... it is steps from campus, and a great deal. Mention that you are visiting Columbia, and receive a discounted rate!

Palmer House Hilton

17 E. Monroe, 312/726-7500

Chicago International Youth Hostel

24 E. Congress Parkway, Chicago, IL 60605
312/692-1560

A great option for the starving student

Best Western Grant Park

1100 S. Michigan Ave., 312/939-2800

Essex Inn

800 S. Michigan Ave., 312/939-2800

Hyatt Regency Downtown

151 E. Wacker Drive, 312/565-1234

Hard Rock Hotel

230 N. Michigan Ave., 312/345-1000

From I-55 (Stevenson) Proceed to the end of the expressway and take Lake Shore Drive north to Balbo Street. Take Balbo to Wabash Avenue. Take right on Wabash, drive one block north to Harrison.

From I-57 to I-94 (Dan Ryan) Exit Congress Parkway, drive east to Wabash. I-90/94 (Kennedy/Edens) turn right on Wabash, and proceed south to corner of Wabash and Harrison.

From I-290 (Eisenhower) Follow signs for Congress Parkway. Drive east to Wabash and proceed south to corner of Wabash and Harrison.

From Lake Shore Drive North Take Lake Shore Drive south toward Grant Park. Turn right at Balbo, take Balbo to Wabash Avenue, take right on Wabash. Drive one block north to Harrison.

From Lake Shore Drive South Take Lake Shore Drive north toward Grant Park. Turn left on Balbo, take Balbo to Wabash Avenue, take right on Wabash. Drive one block north to Harrison.

By Metra/Amtrak Amtrak 800/872-7245 / www.amtrak.com

