Housing Lottery Guide

2013 – 2014
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<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 15th</td>
<td>Housing Lottery Information distributed, begin to pay re-registration deposit.</td>
</tr>
<tr>
<td>March 1, 2013</td>
<td>Medical Housing Accommodation Requests: All requests must be submitted in writing with supporting documentation from medical provider. All students requesting accommodations should be registered with Disability Services. All requests should be submitted to the Office of Residence Life, Alston 212, no later than 4 p.m.</td>
</tr>
<tr>
<td>March 1, 2013</td>
<td>All students who want to request authorization to live off campus for the 2013-2014 academic year must submit request forms to the Office of Residence Life, Alston 212, no later than 4 p.m.</td>
</tr>
<tr>
<td>March 1, 2013</td>
<td>Theme House Application Due to the Residence Life office, Alston 212, no later than 4 p.m.</td>
</tr>
<tr>
<td>March 4, 2013</td>
<td>Open House and Pair Fair</td>
</tr>
<tr>
<td>March 8, 2013</td>
<td>Re-registration Deposit Due</td>
</tr>
<tr>
<td>March 15, 2013</td>
<td>Medical Housing accommodations decisions will be announced.</td>
</tr>
<tr>
<td>March 15, 2013</td>
<td>Off-Campus Authorization decisions will be announced.</td>
</tr>
<tr>
<td>March 15, 2013</td>
<td>Theme House decisions will be announced.</td>
</tr>
<tr>
<td>March 18, 2013</td>
<td>Selection of Theme Houses begins at 5:00pm. – Alston 212</td>
</tr>
<tr>
<td>March 20, 2013</td>
<td>On-line registration for housing closes. Register at <a href="https://www.agnesscott.edu/housingapplication">https://www.agnesscott.edu/housingapplication</a> for housing 2013-2014. All students who will be living on campus for Fall 2013 - Spring 2014 must apply online. On-line application will be available after the student pays the re-registration deposit.</td>
</tr>
<tr>
<td>March 20, 2013</td>
<td>All ballots available for Avery Glen: Office of Residence Life, Alston 212 -- 8:30 a.m. - 4:30 p.m. Avery Glen (2-person) - Pink Ballot Avery Glen (3-person) - Gold Ballot Avery Glen (4-person) - Blue Ballot. <strong>Ballots only accepted on due dates below.</strong></td>
</tr>
<tr>
<td>March 20, 2013</td>
<td>All ballots available for Inman, Rebekah, Main, Hopkins – Single, Doubles, Triples: Office of Residence Life, Alston 212 – 8:30 a.m. – 4:30 p.m. Single Ballot – Green Double Ballot – Violet Triple Ballot – Yellow <strong>Ballots only accepted on due dates below.</strong></td>
</tr>
<tr>
<td>March 22, 2013</td>
<td>Avery Glen (3 Person) - Gold Ballots accepted 8:30 a.m. - 4p.m., Office of Residence Life, Alston 212. All Avery Glen (3 person) - Gold Ballots are due by 4p.m. on Friday, March 22, 2013.</td>
</tr>
<tr>
<td>March 25, 2013</td>
<td>Selection of Avery Glen (3 person) apartments begin at 5 p.m. in Bullock SC Teasely G-9.</td>
</tr>
<tr>
<td>March 26, 2013</td>
<td>Avery Glen (4 Person) - Blue Ballots accepted 8:30 a.m. – 4 p.m., Office of Residence Life, Alston 212. All Avery Glen (4 person) - Blue Ballots are due by 4 p.m. on Tuesday, March 26, 2013.</td>
</tr>
<tr>
<td>March 28, 2013</td>
<td>Selection of Avery Glen (4 person) apartments begin at 5 p.m. in Bullock SC Teasely G-9.</td>
</tr>
<tr>
<td>March 29, 2013</td>
<td>Avery Glen (2 person) - Pink Ballots accepted 8:30 a.m. – 4 p.m., Office of Residence Life, Alston 212. All Avery Glen (2 person) - Pink Ballots are due by 4 p.m. on Friday, March 29, 2013.</td>
</tr>
<tr>
<td>April 1, 2013</td>
<td>Selection of Avery Glen (2 person) apartment begins at 5 p.m.in Bullock SC Teasely G-9.</td>
</tr>
<tr>
<td>April 2, 2013</td>
<td>Single room – Green Ballots accepted 8:30 a.m. – 4 p.m., Office of Residence Life, Alston 212. <strong>All Single Room – GreenBallots are due by 4 p.m. on Tuesday, April 2, 2013</strong></td>
</tr>
<tr>
<td>April 2, 2013</td>
<td>Triple room – Yellow Ballots accepted 8:30 a.m. – 4 p.m., Office of Residence Life, Alston 212. <strong>All Triple Room – Yellow Ballots are due by 4 p.m. on Tuesday, April 2, 2013</strong></td>
</tr>
<tr>
<td>April 3, 2013</td>
<td>Selection of single rooms begins at 5 p.m. Rebekah Woltz</td>
</tr>
<tr>
<td>April 3, 2013</td>
<td>Selection of triple begins at 5:45 p.m. Rebekah Woltz</td>
</tr>
<tr>
<td>April 4, 2013</td>
<td>Double room – Violet Ballots accepted 8:30 a.m. – 4 p.m., Office of Residence Life, Alston 212. <strong>All Double Room – Violet Ballots are due by 4 p.m. on Thursday, April 4, 2013</strong></td>
</tr>
<tr>
<td>April 8, 2013</td>
<td>Selection of Doubles at 5 p.m. Winship Lobby</td>
</tr>
</tbody>
</table>
OPEN HOUSE SCHEDULE

To provide students opportunities to learn more about room types and facilities in our residence halls, the Office of Residence Life is sponsoring open houses in all residence halls. Resident Assistants and Resident Directors will be on hand to give tours and answer your questions. Tours will begin at Inman Lobby and you will be escorted to the halls you would like to see.

Monday, March 4th
Open Houses 7 p.m. – 9 p.m.
February 15, 2013

Dear Agnes Scott Students,

The housing lottery process for the 2013-2014 academic year is already underway. To help students with this process the Office of Residence Life has produced this Guide. The random selections for housing will be held during the period between March 25th – April 8th.

Agnes Scott College is a residential liberal arts institution. The residential environment is a key component of each student’s college experience. Students enrolled at Agnes Scott College are expected to live in on campus housing for the duration of their tenure at the college. The housing lottery is a structured process to ensure students are placed in on campus housing in the most objective way possible. The Office of Residence Life after receiving feedback from many students has changed the process to include their feedback.

Agnes Scott offers a wide variety of housing options and emphasizes personal choice in a competitive assignment process. We encourage you to explore the diverse options available for on-campus living. This guide, along with visits to different residence halls and discussions with your peers, will help you select optimal housing for your life as a student at Agnes Scott.

A Housing Lottery Guide: 2013-2014 provides you with the following:

- A calendar of important lottery events and deadlines
- Information about housing lottery policies and procedures
- Instructions about how to complete lottery ballots as well as sample ballots
- Floor plans and detailed descriptions of upper-class residence halls

Applications for on-campus housing will be available online. For students wishing to apply to live off-campus or for medical accommodations applications will be available in the Office of Residence Life, Alston 212. All returning undergraduate students currently enrolled at Agnes Scott will apply by accessing the application web site at: https://www.agnesscott.edu/housingapplication no later than March 20, 2013. Online registration closes on Wednesday, March 20, 2013. All students who will be living in on-campus housing must apply online. Access to the web application will require your Agnes Scott ID and password.

We want to help you make the best decision possible in this selection process. The Office of Residence Life works continually to improve the lottery and the housing lottery process, and we are interested in your feedback. If you have any concerns about the lottery or suggestions for improving the lottery, please do not hesitate to contact the Office of Residence Life. If you have a housing assignment problem or any question about current policies or procedures, please contact the Office of Residence Life at 404-471-6408.

Sincerely,

Anna

Anna Hobby
Director of Residence Life
Housing Lottery Process

2013-2014

POLICIES AND PROCEDURES

COLLEGE HOUSING POLICY
Agnes Scott College is a residential liberal arts institution. The residential environment is a key component of each student’s college experience. Students enrolled at Agnes Scott College are expected to live in on campus housing for the duration of their tenure at the college. Any exception to this policy must be approved by the Office of Residence Life.

By accepting a room assignment, a student is contractually obligated to occupy that room for the entire academic year, unless the student withdraws from the college, graduates, or participates in an Agnes Scott Study Abroad Program. Vacant spaces are subject to assignment by the Office of Residence Life at any time.

PERSONAL CHOICE
The housing selection process at Agnes Scott allows students choices to determine the rooms in which they will live. Agnes Scott College offers a wide variety of housing options, including:
- Theme Houses
- Single rooms
- Double rooms
- Triple rooms
- Single Lofts
- Double Lofts
- One-bedroom apartments for two persons
- Two-bedroom apartments for three persons
- Two bedroom apartments for four persons

Given the wide variety of housing options offered by the college, it is important that students study this booklet in order to make intelligent and well-informed decisions.

Agnes Scott College does not allow students to reserve rooms outside of the housing selection process. All rooms and apartments are available for students to choose during the Housing Lottery process. In the general random selection Housing Lottery process, room selection is based on a seniority point system. For the purpose of choosing rooms in the random selection, students with a prospective graduation date of 2014 are assigned four points; graduation date of 2015 are assigned three points, and graduation date of 2016 are assigned two points. Individuals and groups of students choose their living spaces based upon group point totals that are determined by summing the points assigned to each member of the group. The order of selection for groups with the same point total is determined by a random selection.

ELIGIBILITY
All returning un-married single, undergraduate students currently enrolled at Agnes Scott College are eligible to participate in the housing application and lottery process. This includes students who are enrolled in ASC Study Abroad Program and students who are currently living off campus. Those ineligible include Fall 2013 transfer students and students who have been readmitted or are currently on leave of absence and are returning for Fall 2013.

Students Participating in Study Abroad Programs or Internships: Students who intend to study in a direct or indirect study abroad program or participate in an internship outside of the Metro Atlanta area during the Fall Semester 2013 are not eligible to participate in the random selection process, nor are they eligible to request off-campus authorization. Those students who have applied to a study abroad program or for an internship outside of the Metro Atlanta area, but are uncertain as to their status or their participation, may take part in the selection of single and double accommodations only; they may not participate in the apartment reservation or selection processes. Students, who select a single or double room on campus and later decide to participate in a study abroad program or in an internship program outside of the Metro Atlanta area, must notify the Office of Residence Life in writing at least sixty days prior to the start of the semester to request cancellation of their housing contracts. Students who move-in to the Residence Halls and accept a room key and then later withdraw and or apply and receive off campus approval will not receive a refund for housing for the semester in which they withdraw or request to live off campus. Students participating in study abroad programs or internships during the Fall Semester 2013 will be required to live on-campus during the Spring Semester 2014, should they decide to return to the college. Returning students will be assigned to available housing.
STUDENTS WITH SPECIAL NEEDS

Students seeking suitable furnishings or accommodations due to medical, psychological, and or health related conditions, or for other reasons should register with Kelly Deasy in Academic Advising as well as apply for housing accommodations with the Office of Residence Life no later than 4 p.m., Friday, March 1, 2013. Housing accommodation forms can be picked up in the Office of Residence Life in Alston 212. Students will be asked to complete a request form and to provide supporting documentation.

ON-CAMPUS HOUSING

Agnes Scott offers an unusually diverse set of housing options:
- Traditional single, double, triple rooms
- Theme Houses
- Loft single and double rooms
- One-bedroom apartments for two persons
- Two-bedroom apartments for three persons
- Two bedroom apartments for four persons

ROOM and BOARD CHARGES

ROOM & BOARD OPTIONS:

<table>
<thead>
<tr>
<th>Room Type</th>
<th>2013-2014 Rate by yr/sem</th>
<th>Eligibility by Class year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double Room</td>
<td>$5025yr /$2512.50 sem</td>
<td>All years</td>
</tr>
<tr>
<td>Single Room</td>
<td>$6555 yr /$3277.50sem</td>
<td>2, 3, 4</td>
</tr>
<tr>
<td>*Super Single</td>
<td>$7775 yr/$3887.50 sem</td>
<td>2, 3, 4</td>
</tr>
<tr>
<td>Theme House Double</td>
<td>$5420 yr /$2710 sem</td>
<td>2, 3, 4</td>
</tr>
<tr>
<td>Theme House Single</td>
<td>$6500yr / $3250 sem</td>
<td>2, 3, 4</td>
</tr>
<tr>
<td>AVG 2 pp/1 bedrm</td>
<td>$7995 yr /$3997.50 sem</td>
<td>3, 4</td>
</tr>
<tr>
<td>AVG 3 pp/2 bedrm double</td>
<td>$6925 yr /$3462.50 sem</td>
<td>3, 4</td>
</tr>
<tr>
<td>AVG 3 pp/2 bedrm single</td>
<td>$8425yr / $4212.50sem</td>
<td>3, 4</td>
</tr>
<tr>
<td>AVG 4 pp/2 bedrm</td>
<td>$6925yr /$3462.50 sem</td>
<td>3, 4</td>
</tr>
</tbody>
</table>

* A Super Single is a double room bought out so that only one student occupies the space and may be offered in Winship and Walters when space is available. Both sets of furniture will remain in the room.

MEAL PLAN OPTIONS

<table>
<thead>
<tr>
<th>Meal Plan Options</th>
<th>FY 2013 - 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 meals/week + $50 debit feature*</td>
<td>$5510</td>
</tr>
<tr>
<td>10 meals/week + $125 debit feature</td>
<td>$3,570</td>
</tr>
<tr>
<td>Block 50 Commuter Plan (50 meals/semester)</td>
<td>$740</td>
</tr>
<tr>
<td>Block 25 Commuter Plan (25 meals/semester)</td>
<td>$370</td>
</tr>
</tbody>
</table>

* Note: All residential students are required to purchase a meal plan. Upper-class residents that live in Walters, Winship, Hopkins, Inman, Main, or Rebekah may choose between a 21 or 16 meal plan. Upper-class residents that live in Avery Glen and or the Theme Houses can choose between a 21, 16 or 10 meal plan.

SUMMER SCHOOL

| Summer school session student housing charge, per session, subject to availability: | $575 |
| Summer school student housing charge (per time period before & after sessions), subject to avail: | $195 |
**Off-Campus Authorization**

Agnes Scott College is a residential liberal arts institution. The residential environment is a key component of each student’s college experience. Students enrolled at Agnes Scott College are expected to live in on-campus housing for the duration of their tenure at the college. Any exception to this policy must be approved by the Office of Residence Life. Authorization to live off-campus is granted at the discretion of the director of residence life, in special situations or when space is unavailable on campus. Students seeking suitable furnishings or accommodations due to disabilities, medical conditions or psychological conditions, or for other reasons should register with Kelly Deasy and apply for special housing accommodations in the Office of Residence Life no later than 4 p.m., Friday, March 1, 2013. Housing accommodation forms can be picked up in the Office of Residence Life in Alston 212. Students will be asked to complete a request form and to provide supporting documentation. All students who want to request authorization to live off campus for the 2013-2014 academic year must submit an “off campus application” to the Office of Residence Life, Alston 212, on Friday, March 1, 2013 no later than 4 p.m.. **Students who currently have off-campus authorization must apply for re-authorization each year.** Students who intend to study in a direct or indirect study abroad program, participate in an internship outside of the Metro Atlanta Area or take a leave of absence during the Fall Semester 2013 are not eligible to request off-campus authorization.

Students granted off-campus authorization for 2013-2014 but who decide to study abroad, participate in an internship outside of the Atlanta Area or take a leave of absence during the Fall Semester 2013 thereby relinquish their off-campus authorization for the entire 2013-2014 academic year. Students participating in study abroad programs or internships during the Fall Semester 2013 will be required to live on-campus during the Spring Semester 2014 should they decide to return to the college. Returning students will be assigned to available housing.

The student must pay their re-registration deposit no later than Friday, March 15, 2013 and if off-campus authorization is denied, submit a housing application on-line at: https://www.agnesscott.edu/housingapplication no later than Wednesday, March 20, 2013. After completing these steps a housing contract will be printed and mailed to the student for participation in the on-campus room selection processes.

Off-campus authorization decisions will be announced on March 15th. Students granted off-campus authorization but who change their minds have until 4 p.m., Wednesday, March 20, to notify the Office of Residence Life in writing that they decline authorization and wish to go through the on-campus housing lottery process. **Students declining off-campus authorization after 4 p.m., on March 20th, will lose a point of seniority in the housing lottery process.**

Authorization to live off-campus is granted at the discretion of the Director of Residence Life and may be revoked at any time for good cause, as determined at the discretion of the Director of Residence Life. Reasons for the revocation of off-campus authorization include, but are not limited to, violations of college policies or regulations or behavior that adversely affects the college’s relationship with the neighborhood community. **A student whose authorization to live off-campus is revoked will be required to return to campus immediately and live in on-campus housing assigned at the discretion of the Director of Residence Life.**

In all cases, applicants wishing to reside off campus for the 2013-2014 academic year should not make off-campus living arrangements until they have been officially notified of the approval of their requests by the Director of Residence Life.
THE HOUSING LOTTERY PROCESS

HOW TO APPLY FOR HOUSING

All returning students must apply for the housing lottery process no later than Wednesday, March 20, 2013 on-line at https://www.agnesscott.edu/housingapplication. The deadline for application is 11:59 p.m., Wednesday, March 20, 2013. Students can only access the on-line application if they have paid their re-registration deposit, due on March 15th. Upon paying the re-registration deposit the student will receive an email with the link to the on-line housing application. Students apply by logging into the housing application site and submitting their application. **Students must have paid their re-registration deposit before they can access the on-line application. All students who will be living on campus next year must apply on-line.**

Students must have a current valid ASC-ID and password to apply. Students should point their web browser to https://www.agnesscott.edu/housingapplication and click on the link to the upper-class Housing Application 2013-2014. Students will receive the Housing Contract at the Housing Lottery. **Students should be sure to retain their copies of the Housing Contract.**

TO PARTICIPATE IN HOUSING LOTTERY ROOM SELECTION, A STUDENT MUST PRESENT ALL COPIES OF THE PRINTED CONTRACT AND THEIR I.D. CARD TO THE RESIDENCE LIFE STAFF AT THE SELECTION.

**Penalties** — Students who pay their re-registration deposit after the deadline of (11:59 p.m., Friday, March 15th) (1) shall not have priority status in room selection; and/or (2) shall lose a point for the random selections.

**Proxies**

It is in the best interest of students to be present to select their own rooms. However, the use of proxies is allowed for room selection. The proxy will designate the room to which the absent student will be assigned. The proxy must have the appropriate contract, a signed proxy form, and their own Agnes Scott identification card.

Students in study abroad programs must designate their proxies *via* the housing web application process when they apply for housing after paying their re-registration deposit as well as submitting a Proxy Form to the Office of Residence Life. On-line registration closes on Wednesday, March 20, 2013. Individuals acting as proxies for students participating in study abroad programs must have the copy of the proxy statement issued by the absent student. The absent student will be required to accept the specific room assignment given at the random selection.

**Theme House**

Agnes Scott theme houses offer students with special educational interests the opportunity to interact with faculty members and to live together in houses with structured learning environments. The theme houses have a special application and admission processes. Applications and additional information are available from the Office of Residence Life, Alston 212. Students can also access information and the Theme House application on the Residence Life website at http://www.agnesscott.edu/studentlife/residencelife. Applications for the Theme Houses are due on Friday, March 1, 2013 no later than 4 p.m.

Those students selected to participate in the Theme Houses will be assigned rooms on March 18 at 5 p.m. — Residence Life office, Alston 212. Participants must bring both copies of their contract and Agnes Scott identification cards to the selection process.

**3-Person Avery Glen Apartments**

March 15 – Pay re-registration deposit of $150 no later than March 15th.
March 20 – Ballots are available for Avery Glen 4-person, 3-person, and 2-person apartments.
March 20 – Students should apply on-line for housing no later than Wednesday, March 20th. Students cannot access on-line application until after they have paid their re-registration deposit.
March 22 – Ballots are accepted for 3-person Avery Glen apartments, in Alston 212, 8:30 p.m. – 4 p.m.
March 25 – 3-person Avery Glen apartment selection at 5pm in Teasly, Bullock SC.

Groups of senior and junior students may complete ballots for 3-person Avery Glen apartments. All members of such groups must have applied for the housing lottery process after paying their re-application deposit no later than Wednesday, March 20, 2013. The re-application deposit is due on Friday, March 15, 2013. Each group must designate one member as its contact person.

**Three person apartment ballots will be available 8:30 a.m. – 4:30 p.m., beginning March 20th, in Alston 212. Groups must submit their 3-person apartment ballot on March 22nd, by 4 p.m. Ballots are accepted only on the ballot due date.** Groups must designate one member as their contact person. Inclusion of a student's name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved. A representative of the group may **submit the ballot only after obtaining the signatures of all members of the group.** In cases in which a student is not available to sign (the student is in a study abroad program, participating in an internships, on leave, etc.), a proxy form must be submitted with the ballot.

**Seniority is a factor in the selection process for the apartment process.** For the purpose of choosing rooms in the random selection, students with a prospective graduation date of 2014 are assigned four points; graduation date of 2015 are assigned three points, and graduation date of 2016 are assigned 2 points. The order of selection is determined by group point totals. Group point totals are determined by summing the points assigned to
each member of the group. The order of selection for groups with the same point total is determined by a random selection. Students whose ballots are denied may still participate, without penalty, in the regular housing selection process.

**Ballot Instructions:**
Three person apartments require three students on a ballot. 3-person apartment ballots will be available 8 a.m. – 4:30 p.m. beginning March 20th, in the Office of Residence Life in Alston 212. Groups must submit their 3-person apartment ballots on March 22nd by 4 p.m. Ballots are only accepted on the ballot due date. Groups must designate one member as their contact person. The selection for 3-person apartments will take place on Monday, March 25, 2012 at 5 p.m. in Bullock SC Teasely G-9. Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.)

The ballot must include the group contact’s name, group point total, and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points as determined by the expected date of graduation, and signature.

Please note that all information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the group point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to application procedures (late applicants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved. A student’s name may not be listed on more than one group ballot. Inclusion of a student’s name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved.

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**3-Person Apartment Selection Ballot**

I have read and agreed to abide by the policies, regulations and procedures set forth in the 3-Person Avery Glen Selection and Housing Lottery Guide: 2013-2014.

**Total Points:** 12

**Group Contact**

Name (print) ___________________________ ASC ID#: __0987654________

E-mail Address: ___________________________ Phone: __404-471-9810_____

List the names of all three members of your group. Groups must have three members. All members must have applied for the housing lottery process. The person desiring the Single room must be identified.

<table>
<thead>
<tr>
<th>ASC ID #</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0987654</td>
<td>Rosie Dawson</td>
<td>Rosie Dawson (single)</td>
<td>4</td>
</tr>
<tr>
<td>0775523</td>
<td>Daisy Duck</td>
<td>Daisy Duck  (double)</td>
<td>4</td>
</tr>
<tr>
<td>0859645</td>
<td>Minnie Mouse</td>
<td>Minnie Mouse (double)</td>
<td>4</td>
</tr>
</tbody>
</table>

3-person apartment groups or their representatives should come to Bullock SC Teasely G-9 on March 25th at 5 p.m. and select their spaces.

To be eligible to select an apartment, the group and/or the group's representative must have and present all of the printed housing contracts of the applicants listed on the group's original ballot. Groups including members currently studying abroad, participating in internships or on leave should confirm that the Office of Residence Life has the housing contract in question prior to the selection process. Groups without all of the required housing contracts may not be permitted to select an apartment, may lose their position in the selection order, and may forfeit their place in the selection process.

Following the selection, the group and/or their representative will process their housing contracts and receive their assignments. For apartments, each group (or the representative) will be expected to designate specific room assignments (room letters) for each member of the group at the selection process. All assignments are final. Students wishing to make room changes after they receive their assignment may request changes only during the official room change period in the fall.
4-PERSON AVERY GLEN SELECTION

March 15 – Pay re-registration deposit of $150 no later than March 15th.
March 20 – Ballots are available for Avery Glen 4-person, 3-person, and 2-person apartments.
March 20 – Students should apply on-line for housing no later than Wednesday, March 21st. Students cannot access on-line application until after they have paid their re-registration deposit.
March 26 – Ballots are accepted for 4-person Avery Glen apartments, in Alston 212, 8:30 p.m. – 4 p.m.
March 28 – 4-person Avery Glen apartment selection at 5pm in Bullock Sc, Teasely

Groups of senior and junior students may complete ballots for 4-person Avery Glen Apartments. All members of such groups must have applied for the housing lottery process after paying their re-application deposit no later than March 20th, 2013. The re-application deposit is due on Wednesday, March 20, 2013. Each group must designate one member as its contact person.

Four person apartment ballots will be available 8:30 a.m. – 4:30 p.m., beginning March 20th, in Alston 212. Groups must submit their 4-person apartment ballot on March 26th, by 4 p.m. Ballots are accepted only on the ballot due date. Groups must designate one member as their contact person. Inclusion of a student's name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved. A representative of the group may submit the ballot only after obtaining the signatures of all members of the group. In cases in which a student is not available to sign (the student is in a study abroad program, participating in an internships, on leave, etc.), a proxy form must be submitted with the ballot.

Seniority is a factor in the selection process for the apartment process. For the purpose of choosing rooms in the random selection, students with a prospective graduation date of 2014 are assigned four points; graduation date of 2015 are assigned three points, and graduation date of 2016 are assigned two points. Groups of students choose their living spaces based upon the order of selection. The order of selection is determined by group point totals. Group point totals are determined by summing the points assigned to each member of the group. The order of selection for groups with the same point total is determined by a random selection. Students whose ballots are denied may still participate, without penalty, in the regular housing selection process.

Ballot Instructions:
Ballots are accepted for groups of four students. All applicants must have paid their re-registration deposit, no later than March 15th and applied for the housing lottery process, no later than March 20th. Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of the selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of the selection). Please note that students who decline off-campus authorization after 4 p.m. on March 15th will also be penalized one point for apartment selection.

The ballot must include the group contact’s name, group point total and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points as determined by the expected date of graduation, and signature.

Please note that all information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the group point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to application procedures (late applicants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved. A student’s name may not be listed on more than one group ballot. Inclusion of a student’s name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved.


<table>
<thead>
<tr>
<th>4-Person Apartment Selection Ballot</th>
</tr>
</thead>
<tbody>
<tr>
<td>I have read and agreed to abide by the policies, regulations and procedures set forth in the 4-Person Avery Glen Selection and Housing Lottery Guide: 2013-2014.</td>
</tr>
<tr>
<td>Total Points: <em><strong>14</strong></em>_</td>
</tr>
</tbody>
</table>

**Group Contact**

Name (print) | Brenda Stone | ASC ID#: ___0889955____ |
---|---|---|
E-mail Address: | bstone | Phone: ___6589____ |

List the names of all four members of your group. Groups must have four members. All members must have applied for the housing lottery process.

<table>
<thead>
<tr>
<th>ASC ID#</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0889955</td>
<td>Brenda Stone</td>
<td>Brenda Stone</td>
<td>4</td>
</tr>
<tr>
<td>0885599</td>
<td>Faith Spencer</td>
<td>Faith Spencer</td>
<td>3</td>
</tr>
</tbody>
</table>
The selection for 4-person apartments will take place on March 26 at 5 p.m. in Bullock SC Teasely G-9

Groups or their representatives should come to Bullock SC Teasely G-9 on March 26th at 5 p.m.. To be eligible to select an apartment the group and/or the group's representative must have applied for the housing lottery process. Groups including members currently studying abroad, participating in internships or on leave should confirm that the Office of Residence Life has the housing contract in question prior to the selection process. Groups without all of the required housing contracts may not be permitted to select an apartment, may lose their position in the selection order, and may forfeit their place in the selection process.

Following the selection, the group and/or their representative will process their housing contracts and receive their assignments. For apartments, each group (or the representative) will be expected to designate specific room assignments (room letters) for each member of the group at the selection process.

All assignments are final. Students wishing to make room changes after they receive their assignment may request changes only during the official room change period in the fall.

2- PERSON AVERY GLEN APARTMENTS

March 15 – Pay re-registration deposit of $150 no later than March 15th.
March 20 – Ballots are available for Avery Glen 4-person, 3-person, and 2-person apartments.
March 20 – Students should apply on-line for housing no later than March 20th. Students cannot access on-line application until after they have paid their re-registration deposit.
March 29 – Ballots are accepted for 2-person Avery Glen apartments, in Alston 212, 8:30 p.m. – 4 p.m.
April 1 – 2-person Avery Glen apartment selection at 5pm in Bullock SC Teasely G-9.

Groups of senior and junior students may complete ballots for 2-person Avery Glen apartments. All members of such groups must have applied for the housing lottery process after paying their re-application deposit no later than March 20th 2013. The re-application deposit is due on March 8, 2013. Each group must designate one member as its contact person.

Two person apartment ballots will be available 8:30 a.m. – 4:30 p.m., beginning March 20th, in Alston 212. Groups must submit their 2-person apartment ballot on March 29th, by 4 p.m. Ballots are accepted only on the ballot due date. Groups must designate one member as their contact person. Inclusion of a student's name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved. A representative of the group may submit the ballot only after obtaining the signatures of all members of the group. In cases in which a student is not available to sign (the student is in a study abroad program, participating in an internship, on leave, etc.), a proxy form must be submitted with the ballot.

Seniority is a factor in the selection process for the apartment process. For the purpose of choosing rooms in the random selection, students with a prospective graduation date of 2014 are assigned four (4) points; graduation date of 2015 are assigned three (3) points, and graduation date of 2016 are assigned two (2) points. The order of selection is determined by group point totals. Group point totals are determined by summing the points assigned to each member of the group. The order of selection for groups with the same point total is determined by a random selection. Students whose ballots are denied may still participate, without penalty, in the regular housing selection process.

Ballot Instructions:
Two person apartments require two students on a ballot. 2-person apartment ballots will be available 8 a.m. – 4:30 p.m. beginning March 20th, in the Office of Residence Life in Alston 212. Groups must submit their 2-person apartment ballots on March 29th, by 4 p.m. Ballots are only accepted on the ballot due date. Groups must designate one member as their contact person. The selection for 2-person apartments will take place on April 1st, 2013 at 5 p.m. in Bullock SC Teasely G-9. Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.).

The ballot must include the group contact’s name, group point total, and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points as determined by the expected date of graduation, and signature.

Please note that all information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the group point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to application procedures (late applicants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved. A student’s name may not be listed on more than one group ballot. Inclusion of a student’s name on more than one group ballot may result in disqualification of all group ballots involved and in disciplinary action against all parties involved.
2-Person Apartment Selection Ballot

I have read and agreed to abide by the policies, regulations and procedures set forth in the 2-Person Avery Glen Selection and Housing Lottery Guide: 2013-2014.

Total Points: ___6____

Group Contact

Name (print) Mulan Yue ASC ID: ___0987654__________

E-mail Address: myue Phone: ___5556______________

List the names of both members of your group. Groups must have two members. All members must have applied for the housing lottery process.

<table>
<thead>
<tr>
<th>ASC ID</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0987654</td>
<td>Mulan Yue</td>
<td>Mulan Yue</td>
<td>3</td>
</tr>
<tr>
<td>0852963</td>
<td>Sally Scott</td>
<td>Sally Scott</td>
<td>3</td>
</tr>
</tbody>
</table>

2-person apartment groups or their representatives should come to Bullock SC Teasely G-9 on April 1st, at 5 p.m. and select their spaces.

To be eligible to select an apartment, the group and/or the group's representative must have and present all of the printed housing contracts of the applicants listed on the group's original ballot. Groups including members currently studying abroad, participating in internships or on leave should confirm that the Office of Residence Life has the housing contract in question prior to the selection process. Groups without all of the required housing contracts may not be permitted to select an apartment, may lose their position in the selection order, and may forfeit their place in the selection process.

Following the selection, the group and/or their representative will process their housing contracts and receive their assignments. For apartments, each group (or the representative) will be expected to designate specific room assignments (room letters) for each member of the group at the selection process. All assignments are final. Students wishing to make room changes after they receive their assignment may request changes only during the official room change period in the fall.

SINGLES, DOUBLES, and TRIPLES RANDOM SELECTIONS

There are three distinct singles, doubles, triples random selection events:

PARTICIPANTS MUST HAVE PAID THEIR RE-REGISTRATION DEPOSIT, NO LATER THAN March 15th, AND APPLIED ONLINE FOR THE HOUSING LOTTERY PROCESS, NO LATER THAN MARCH 20, 2013 AT https://www.agnesscott.edu/housingapplication PARTICIPANTS IN THE RANDOM SELECTIONS MUST BRING THEIR PRINTED HOUSING CONTRACTS AND A CURRENT AGNES SCOTT IDENTIFICATION CARD TO THE GENERAL RANDOM SELECTION.

Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.)

A student must be present to be assigned a room unless a proxy has been designated and approved at least twenty-four hours in advance by the Director of Residence Life. The proxy must present their ASC identification card and the absent person's contract. The absent person must agree to accept the specific room assigned. Every student must select an assignment from the available spaces in accordance with their position in the selection order. Failure to do so, for any reason, may result in an assignment at the discretion of Director of Residence Life and may result in disciplinary action against the student.

The Selection Order:

Seniority is a factor in the selection process for the apartment process. For the purpose of choosing rooms in the random selection on main campus, students with a prospective graduation date of 2014 are assigned four (4) points; graduation date of 2015 are assigned three (3) points, and graduation date of 2016 are assigned two (2) points. The order of selection is determined by ballot/group point totals. Individual ballots are based on individual student points. Group point totals are determined by summing the points assigned to each member of the group. The order of selection for groups with the same point total is determined by a random selection. Students whose ballots are denied may still participate, without penalty, in the regular housing selection process.
If the supply of rooms on the preferred residential area is exhausted before the demand, students will be assigned to buildings in other residential areas. If the supply of double rooms is exhausted before the demand, students will be assigned to single rooms. If the supply of single rooms is exhausted before the demand, students will be allowed to re-group and can participate in choosing double rooms.

All information provided on housing forms, applications, and ballots must be complete and accurate. Furnishing false information may result in loss of assignment to all involved as well as disciplinary action against all involved. Representation of an individual's academic status or seniority "points" as defined in this booklet must be truthful (example: a student's points should accurately reflect a student's expected date of graduation) and must accurately reflect the individual's adherence or lack thereof to application and housing lottery process procedures (example: a student's expected date of graduation or points should accurately reflect penalties for applying late or declining off-campus authorization late). Groups should note that presentation of false information for an individual or individuals may result in loss of assignment for the entire group and in disciplinary action against all involved. Filling or submitting a ballot or an application on behalf of an individual without that individual's expressed consent is prohibited and may result in loss of assignment and disciplinary action. Filling or submitting more than one ballot or application for a selection process is prohibited and may result in loss of assignment and disciplinary action. Filing or submitting the same name on more than one ballot or application for a selection process is prohibited and may result in loss of assignment and disciplinary action. Efforts to cause another student to change their housing preference in a selection process through harassment, coercion or intimidation are prohibited and may result in loss of assignment and disciplinary action to all involved.

Students should select spaces in accordance with their positions in the selection order at each and every housing selection event. Failure to do so may result in the loss of assignment and disciplinary action. Participation under false pretenses, obtaining an assignment by furnishing false information, or with the intention of later withdrawing and affecting an assignment for a person not qualified by class is prohibited and may result in loss of assignment and disciplinary action. Attempting to manipulate the assignment process so that one is assigned to a double room with an idea of occupying it alone and driving off prospective roommates is prohibited and may result in loss of assignment and disciplinary action. Roommates, including students assigned to canceled spaces, should be treated with respect and consideration. Students experiencing difficulties with their roommates should attempt to work through their differences. Mediation by Residence Life staff is available and may be required. A student assigned to a space has a contract for that space. A student cannot demand or require that another student request a room change or be forced to change rooms. A student should not attempt to coerce a roommate to request a room change. A student who is unhappy with her/his room-mate may request a room change. Approval of such requests is not guaranteed.

**Singles Random Selections:**

March 15 – Pay re-registration deposit of $150 no later than March 9th.
March 20 – Ballots are available for Inman, Rebekah, Main, Hopkins, Walters, and Winship Halls Single, Double and Triples.
March 20 – Students should apply on-line for housing no later than March 20th. Students cannot access on-line application until after they have paid their re-registration deposit.
April 2 – Ballots are accepted for Single Rooms, in Alston 212, 8:30 p.m. – 4 p.m.
April 3 – Single Room selection at 5pm in Rebekah Woltz.

**Ballot Instructions:**

Single room ballots require one student on a ballot. Single room ballots will be available 8 a.m. – 4:30 p.m. beginning March 20th, in the Office of Residence Life in Alston 212. **Students must submit their Single Room ballot on April 2nd by 4 p.m.** Ballots are only accepted on the ballot due date. The selection for Single Rooms will take place on Wednesday, April 3 at 5 p.m. in Rebekah Woltz. Late applicants are penalized one point in the selection process. Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.

The ballot must include the name, the number of points as determined by the expected date of graduation, and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points, and signature. No name on a ballot may appear on any other ballot for the random selection process. Ballots may not be “linked” by placing one or more names on more than one ballot. Inclusion of a student’s name on more than one ballot may result in disqualification of all ballots involved and in disciplinary action against all parties involved. Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved.

All information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the pair point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to registration procedures (late registrants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

**PLEASE NOTE:** A student may not decline to select a room in order to be placed on the wait list for housing. A student, who attempts to gain a place on the wait list for housing by failing to select a space in accordance with their position in the selection order, is subject to assignment at the discretion of the Director of Residence Life and may be subject to disciplinary action.

**Triple Random Selections:**

March 15 – Pay re-registration deposit of $150 no later than March 15th.
March 20 – Ballots are available for Inman, Rebekah, Main, Hopkins, Walters, and Winship Halls Single, Double and Triples.
March 20 – Students should apply on-line for housing no later than Wednesday, March 20th. Students cannot access on-line application until after they have paid their re-registration deposit.
April 2 – Ballots are accepted for Triple Rooms, in Alston 212, 8:30 p.m. – 4 p.m.
Ballot Instructions:
Triple room ballots require three students on a ballot. Triple room ballots will be available 8 a.m. – 4:30 p.m. beginning March 20th, in the Office of Residence Life in Alston 212. Students must submit their Triple Room ballot on April 2nd by 4 p.m. Ballots are only accepted on the ballot due date. The selection for Triple Rooms will take place on Wednesday, April 3rd at 5:45 p.m. in Rebekah Woltz. Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.).

The ballot must include the name, the number of points as determined by the expected date of graduation, and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points, and signature. No name on a ballot may appear on any other ballot for the random selection process. Ballots may not be “linked” by placing one or more names on more than one ballot. Inclusion of a student’s name on more than one ballot may result in disqualification of all ballots involved and in disciplinary action against all parties involved. Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved.

All information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the pair point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to registration procedures (late registrants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

PLEASE NOTE: A student may not decline to select a room in order to be placed on the wait list for housing. A student, who attempts to gain a place on the wait list for housing by failing to select a space in accordance with their position in the selection order, is subject to assignment at the discretion of the Director of Residence Life and may be subject to disciplinary action.

Double Random Selections:
March 15 – Pay re-registration deposit of $150 no later than March 15th.
March 20 – Ballots are available for Inman, Rebekah, Main, Hopkins, Walters, and Winship Halls Single, Double and Triples.
March 20 – Students should apply on-line for housing no later than March 20th. Students cannot access on-line application until after they have paid their re-registration deposit.
April 4 – Ballots are accepted for Double Rooms, in Alston 212, 8:30 p.m. – 4 p.m.
April 8 – Double Room selection at 5pm in Winship Lobby.

Ballot Instructions:
Double room ballots require two students on a ballot. Double room ballots will be available 8 a.m. – 4:30 p.m. beginning March 20, in the Office of Residence Life in Alston 212. Students must submit their Double Room ballot on April 4th by 4 p.m. Ballots are only accepted on the ballot due date. The selection for Double rooms will take place on Monday, April 8th, 2012 at 5 p.m. in Winship Lobby. Late applicants are penalized one point in the selection process. (Late applicants may appeal the penalty to the Director of Residence Life. Please note that all appeals must be adjudicated by the date of selection. That is, the one point penalty applies to the ballot if the appeal is still pending at the date of application.).

The ballot must include the name, the number of points as determined by the expected date of graduation, and the following information for each and every applicant: printed student name, student ASC-ID#, the number of points, and signature. No name on a ballot may appear on any other ballot for the random selection process. Ballots may not be “linked” by placing one or more names on more than one ballot. Inclusion of a student’s name on more than one ballot may result in disqualification of all ballots involved and in disciplinary action against all parties involved. Inclusion of the name of a student who has not applied for the housing lottery process may result in the disqualification of the ballot and disciplinary action against all involved.

All information provided on the ballot must be complete and accurate. Furnishing false information on this ballot may result in disqualification of the ballot and disciplinary action against all involved. Please note that the pair point total as well as points listed for each and every individual must accurately reflect applicants’ adherence or lack thereof to registration procedures (late registrants or students penalized for declining off-campus authorization late must deduct a point). Attempting to obtain or obtaining an assignment by furnishing false information may result in loss of assignment for, and disciplinary action against, all involved.

PLEASE NOTE: A student may not decline to select a room in order to be placed on the wait list for housing. A student, who attempts to gain a place on the wait list for housing by failing to select a space in accordance with their position in the selection order, is subject to assignment at the discretion of the Director of Residence Life and may be subject to disciplinary action.
On-Campus Single Ballot

I have read and agreed to abide by the policies, regulations and procedures set forth in the Housing Lottery Guide: 2013-2014.

Total Points: 2

Name (print) Kristen Bond      ASC ID#: 0832165
E-mail Address: tbond          Phone: 6055
Signature: Kristen Bond

On-Campus Double Ballot

I have read and agreed to abide by the policies, regulations and procedures set forth in the Housing Lottery Guide: 2013-2014.

Total Points: 6

Group Contact

Name (print): Joey Potter      ASC ID#: 0852741
E-mail Address: jpotter        Phone: 6353

List the names of both members of your group. Groups must have two members. All members must have applied for the housing lottery process.

<table>
<thead>
<tr>
<th>ASC ID#</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Points</th>
</tr>
</thead>
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<tr>
<td>0852741</td>
<td>Joey Potter</td>
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<td>4</td>
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<tr>
<td>0987322</td>
<td>Jen Belue</td>
<td>Jen Belue</td>
<td>2</td>
</tr>
</tbody>
</table>
On-Campus Triple Ballot

I have read and agreed to abide by the policies, regulations and procedures set forth in the Housing Lottery Guide: 2013-2014.

Total Points: __6____

Group Contact

Name (print): Carla Jordan ASC ID#: ___0865342__

E-mail Address: cjordan Phone: ______5642________

List the names all three members of your group. Groups must have three members. All members must have applied for the housing lottery process.

<table>
<thead>
<tr>
<th>ASC ID#</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Points</th>
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<tr>
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<td>Carla Jordan</td>
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<tr>
<td>0765676</td>
<td>Jody Meeks</td>
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<tr>
<td>0635352</td>
<td>Harriet Simpson</td>
<td>Harriet Simpson</td>
<td>2</td>
</tr>
</tbody>
</table>
**SPECIAL SERVICES AND INFORMATION**

**Telecommunications**
Phones lines will not be available in individual student rooms. Students will have access to a phone on their floor.

**Parking**
All students wishing to keep a car on campus either throughout the school year or temporarily must register the car in the Office of Public Safety. Avery Glen residents will have a parking permit issued to them specifically for Avery Glen, however if a student intends to park on campus must. The Avery Glen apartments are part of the campus community and student residents are held to the same standards in parking regulations.

**Notification of Roommates**
Students who cancel their housing for any reason (participate in a study abroad program or internships, take a leave of absence, withdraw, etc.) are responsible for notifying their roommates prior to the time, or at the same time, that the college is notified. The college will immediately assign the canceled rooms to returning students or transfer students unless notice is immediately received that the remaining roommate or roommates have a roommate preference. **All vacant spaces are subject to assignment by the Office of Residence Life at any time.**

**Residence Hall Semester Break Closing**
All residence halls will close for Thanksgiving break (November), Winter break (December), and Spring break (March) of the 2013-2014 academic year. Students may request authorization to stay in closed halls during these breaks by registering as directed. There will be an additional charge associated with staying on campus during Winter break in December.

**Cancellation of Housing Contract**
Students who withdraw, take a leave of absence, graduate, or participate in an Agnes Scott Study Abroad Program may request the cancellation of their housing contract college receives a written request 60 days prior to the start of the semester. Notifying the particular department, the college registrar, student accounts, or special program without notifying this Office of Residence Life in writing is not sufficient notice. Students who check-in to the residence halls and accept a room key and then later withdraw, take a leave of absence, or via for off campus approval will not received a refund of their room charges for that semester.

**Terms of the Contract**
Once students have paid their deposits and received their room assignments, they are housed for the entire academic year. This means both FALL AND SPRING SEMESTERS unless they withdraw from the college, take a leave of absence, graduate, or participate in an Agnes Scott Study Abroad Program. Normally, there is no shortage of housing during the spring semester. Therefore, students will not be permitted to move off campus at mid-year.

**Target Date for Fall Arrivals**
The residence halls will open for the Fall semester on Sunday, August 25th at 12 noon. Students should report to their assigned residence hall to check-in. The first day of classes is the target date that all students are expected to return to campus and check-in to their assigned residence hall. Students who are unable to move in by that date should notify the Office of Residence Life.

**Unauthorized Room Changes**
Students are expected to reside in their assigned spaces. The Office of Residence Life must approve room changes before the students move. Students who fail to abide by college policy are subject to disciplinary action.

**Conduct Regulations**
Students are expected to abide by the policies and regulations stated in this booklet, their housing contracts, other publications of the Office of Residence Life, and in the Student Handbook. All Residence Hall Regulations apply to all campus housing including Avery Glen Apartments.
Floor Plans
2013-2014

Note: The floor plans and room dimensions provided in this section are for information purposes only. The rooms are not drawn to scale. Occasionally a room that appears on the floor plan may not be available in the lottery due to facilities issues or staffing reasons.
Avery Glen Apartments

Avery Glen is our college apartment complex that houses juniors and seniors only. This residence provides a transitional housing experience for upper-class students. This is a unique experience for those women who want a taste of what it is like to live on their own. The apartment units are set up for two, three and four residents within various styles of apartments. Apartments include bedroom(s), a kitchen, a living room, a dining area, a bathroom, porch and excellent closet space. The apartments are furnished with a bed/mattress, dresser, desk, chair and bookshelf for each resident. The common space is furnished with a sofa, armchair, coffee table, entertainment-unit, a dining room table and chairs. The kitchen is fully functional with a microwave, large refrigerator, dishwasher and disposal. Avery Glen apartments are staffed by Community Assistants.

Amenities Include:
- Fully Carpeted in living and bedroom spaces
- Central heat and air conditioning
- Monitored Electronic Security System
- Gated complex
- Basic Comcast cable services
- Single telephone connection per (local calls only, resident must provide telephone)
- Full kitchen including microwave
- Comcast Internet via a modem, students are required to provide their own router.
- Fully sprinkled for fire safety
- Electrically operated smoke detector
- Washer and Dryer hook-up (rental service optional)

Bedroom Furnishings include:
- Extra long twin bed/mattress
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet

Furnishings include:
- Dining Table
- Dining chairs (4)
- Sofa
- Arm Chair
- Coffee table
- Entertainment-unit
- Window blinds

Avery Glen 2 person apartment

Avery Glen 3-person apartment

Avery Glen 4-person apartment
Hopkins Hall

Built in 1953, this intimate residence hall overlooks the Alumnae Garden. The first floor of Hopkins Hall houses the Wellness Center which includes Health Services and Personal Counseling with the second floor housing approximately 30 upper-class students in traditional double rooms. This building is staffed with a Resident Assistant.

Amenities Include:
- Air Conditioning Units in each traditional double room
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available on each floor
- Study and TV lounge located on the 2nd floor
- Common kitchen with microwave and refrigerator/freezer
- Carpeted corridors
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service
- Laundry
- Elevator
- Electrically operated smoke detector

Furnishings include:
- Standard bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident
Inman Hall

Inman was built in 1911 and houses approximately 89 students. This is a large residence hall known for its loft rooms, large porch, sun deck and beautiful interior. This hall is located on the main loop of the campus and typically houses sophomores, juniors and seniors. This building is staffed with a Residence Director, 3 Resident Assistants, and a Judicial Representative.

Amenities Include:
- Loft double and single rooms
- Traditional double and single rooms
- Air Conditioning Units in each room
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available on each floor
- TV lounge located on the 1st floor
- Common kitchen with microwave and refrigerator/freezer on each floor
- Large porch with swings
- Large sun deck located off the 2nd floor
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service
- Laundry

Furnishings include:
- Elevator
- Fully sprinkled for fire safety
- Electrically operated smoke detector
- Standard bed/mattress for each resident
- Large desk for both residents
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident
Inman Hall (continued)
Agnes Scott "Main" Hall

Agnes Scott Hall, also known as Main, was built in 1891. Main is located in the center of the main loop at the front entrance to the College. The President’s Office, Dean of Students, Financial Aid and Career Planning Offices are located on the first floor of this hall. This building, housing approximately 88 upper-class students, is staffed with a Resident Director, 3 Resident Assistants and a Judicial Representative. This building is known for its spacious rooms and large windows. Main typically houses sophomores and juniors.

**Residential floors of Main Hall are not air conditioned.** Each student is provided a standard bed/mattress, dresser, desk, chair, bookshelf and closet.

**Amenities Include:**
- Large triple, double, and single rooms
- Bay window triple rooms
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available on each floor
- Study and TV lounge located on the 4th floor
- Computer lab located on the 4th floor
- Common kitchen with microwave and refrigerator/freezer on each floor
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service
- Laundry
- Elevator

**Furnishings include:**
- Fully sprinkled for fire safety
- Electrically operated smoke detector
- Standard bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident
Agnes Scott "Main" Hall (continued)
Rebekah Scott Hall was built in 1905. The Development, Communications and Admission offices are located on the first floor of this building. This building is located on the west side of the campus, on South McDonough Street. This building is known for its large rooms and beautiful interior. This is an upper-class residence hall housing approximately 80 students. **Residential floors of Rebekah Scott Hall are not air conditioned.** This building is staffed with a Resident Director, 2 Resident Assistants and a Judicial Representative. Each student is provided a standard bed/mattress, dresser, chair, bookshelf and closet. Some rooms are provided with two desks, others with a large desk for two.

**Amenities Include:**
- Large double and single rooms
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available on each floor
- Common Lounge on 2nd and 3rd floors
- Large porch with rocking chairs
- Large sun deck located off the 2nd floor
- Computer located 3rd floors
- Common kitchen with microwave and refrigerator/freezer on each floor
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service
- Laundry

**Furnishings include:**
- Elevator
- Fully sprinkled for fire safety
- Electrically operated smoke detector
- Standard bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident
Walters Hall

Walters Hall first opened in 1956 and is located on the east side of campus, off of South Candler Street. Walters Hall houses approximately 147 students with mostly first-years on the top two floors and a mix of classes on the first floor. The Office of Information Technology Services and are located on the ground level. This building has bathroom facilities and a fully functioning kitchen on each floor. Walters is staffed with a Graduate Hall Director, a Resident Director, and five Resident Assistants. The windows are approximately 6x6 feet in size. We recommend students purchase extra long sheets.

**Amenities Include:**
- Air Conditioning Units in each traditional double room
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available on each floor
- Study and TV lounge located on the 1st floor
- Common kitchen with microwave and refrigerator/freezer on each floor
- Carpeted corridors
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service
- Laundry
- Elevator
- Fully sprinkled for fire safety
- Electrically operated smoke detector

**Furnishings include:**
- Extra long twin bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident

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**WALTERS FIRST FLOOR**

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Winship Hall

Winship Hall’s opening followed the opening of Walters Hall in 1963. Winship is also located on the east side of campus, off of South Candler Street. Winship Hall houses approximately 149 students with mostly first-years on the top two floors and a mix of classes on the first floor. Winship is staffed with a Graduate Hall Director, a Resident Director, and five Resident Assistants. This building has a large lounge area, computer lab, and Muslim Prayer room on the ground level. The windows are approximately 6x6 feet in size. Each student is provided with an extra long twin bed/mattress, dresser, desk/shelf combo, chair, and closet. We recommend students purchase extra long sheets.

Amenities Include:
- Air Conditioning Units in each traditional double room
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone available on each floor
- Large lobby/lounge on the ground floor
- Large patio off ground floor lobby
- Study and TV lounges located on each floor
- Common kitchen with microwave and refrigerator/freezer on each floor
- Carpeted corridors
- Custodial service in common area baths, lounges, and corridors
- Relyfi WiFi service

Laundry

- Elevator
- Fully sprinkled for fire safety
- Electrically operated smoke detector

Furnishings include:
- Extra long twin bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident
W. College Theme Houses

The West College Theme houses were purchased by Agnes Scott College in 2001. The theme houses offer a unique living arrangement for 27 students. The theme houses are off West College Avenue an adjacent to the parking deck. The three houses can accommodate 8, 9, or 10 residents all living together and focusing on a common project. Each house offers a fully functioning kitchen and large common living spaces.

Amenities Include:
- Central heat and air conditioning
- Basic Comcast cable services
- Telephone service is not provided in each room, however there is a community phone is available in each house
- Common living spaces
- Large porches
- Common kitchen including a stone, microwave, and refrigerator/freezer in each house
- Carpeted common living spaces and rooms
- Custodial service in common area baths and lounges
- Relyfi WiFi service
- Laundry
- Elevator

- Fully sprinkled for fire safety
- Electrically operated smoke detector

Furnishings include:
- Extra long twin bed/mattress for each resident
- Desk per resident
- Desk chair per resident
- Dresser per resident
- Bookshelf
- Closet
- Overhead lighting
- Window blinds
- Recycle can per room
- Data port per resident