



# USASK RESIDENCE MOVE-IN GUIDE

Spring/Summer 2023



UNIVERSITY OF  
SASKATCHEWAN



**This Move-In information guide  
will provide you with all of the  
information that you need to  
know about Residence Move-In.**

**Get ready for one of the most  
memorable years of your life!**

# WELCOME TO USASK RESIDENCE

I would like to take this opportunity to extend a warm welcome to our incoming residents.

Over the past few years, we have made a number of significant improvements to the services that we provide to our residents, as we understand that there is a direct correlation between a student's academic success and their experience living on campus. Our commitment to the success of our residents can be seen in the variety of programming that we offer, our amenities and services, the quality of our meals on campus and in the value of our resident tutoring and support structure.

We remain committed to the continuous development of the residence experience in order to make a lasting, memorable and positive impact.

I wish you all the best in your studies and in your new home on campus at the University of Saskatchewan.

George Foufas, Director, Consumer Services

SASKATCHEWAN HALL

91  
Campus Drive

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## **RESIDENCE MOVE-IN**

### **COLLEGE QUARTER RESIDENTS:**

**Friday, May 5, 2023**

**10 am – 4 pm**

**Residence Services Office**

**128 Saskatchewan Hall**

**91 Campus Drive**

Saskatchewan Hall is located in the courtyard behind Louis' Pub on campus. The office is located on the main floor of Saskatchewan Hall.

### **SEAGER WHEELER RESIDENTS:**

**Friday, May 5, 2023**

**10 am – 4 pm**

**Seager Wheeler MP Residence Services Office**

**103 Cumberland Avenue South**



## SPRING/SUMMER ROOM TRANSFER

For residents transferring to or within College Quarter and Seager Wheeler for the Spring/Summer term you may remain in your unit until your scheduled transfer date. Your key card will expire on **April 28, 2023** so please ensure that you have it reprogrammed.

Residents moving into or within **College Quarter**, please visit the Residence Services Office between 9 am – 4 pm to pick up your keys and have your keycard/student card recoded to complete the room transfer and for access to your new unit. Residents of College Quarter, please contact Colliers at 306-653-4410 to schedule your Move-Out inspection.

Residents moving into or within **Seager Wheeler**, please visit the Seager Wheeler Office between 9 am – 4 pm to pick up your keys and have your keycard/student card recoded to complete the room transfer and for access to your new unit.

**Residents of Voyageur Place**, please contact [residence@usask.ca](mailto:residence@usask.ca) to schedule your Move-Out inspection.

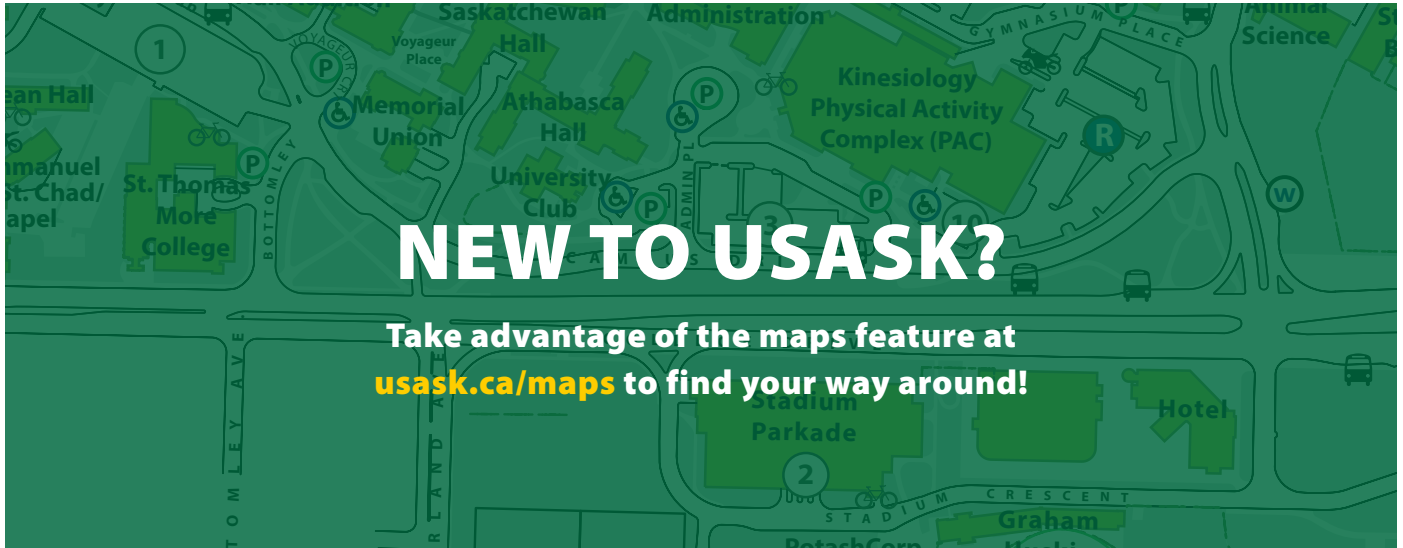
### Move-out inspection instructions:

Move-out inspections will be performed by staff working on behalf of the University of Saskatchewan. You are not required to be present during the move-out inspection; however, **you are required to schedule the inspection.**

## UNIT CONDITION REPORT

Once you have arrived in your new unit, you are required to submit a [Unit Condition Report](#) to report any existing deficiencies found in your unit. The deadline for the UCR submission is **The deadline for the UCR submission is within seven days of your transfer/move-in date.**

If you choose to be present during the inspection, please wait at the entrance of your unit at your scheduled time to meet the staff member performing your inspection. Once your inspection is done, please return your keys and move-out immediately.



# NEW TO USASK?

Take advantage of the maps feature at [usask.ca/maps](https://usask.ca/maps) to find your way around!

## PARKING FOR MOVE-IN

Paid parking is available in Lot 1, located in front of Place Riel. There are also several other pay lots around campus, as well as at Stadium Parkade and metered spaces around campus. View a list of USask pay lots and prices at [parking.usask.ca](https://parking.usask.ca). Download the University of Saskatchewan PayByPhone app to easily pay for metered parking at the following link: <https://parking.usask.ca/options/paybyphone.php>

Due to the heavy volume of vehicles in the lots surrounding the buildings, residents will be provided a maximum of 45 minutes to unload their vehicles. Once you've removed all of your belongings from your vehicle, it is recommended that you park at the nearby Stadium Parkade on College Drive, which has an affordable full-day parking rate, or at any of the metered or pay lots around campus. As a reminder, parking in accessibility parking spaces is prohibited.

## OBTAINING YOUR TRANSIT U-PASS

The U-Pass is a Saskatoon Transit bus pass that can be activated and used with your smart phone. To find out bus schedules, what buses to take and where the bus stops are, use the **Transit app** or visit [saskatoontransit.ca](https://saskatoontransit.ca).

### TO ACTIVATE

Undergraduate students should visit the **USSU U-Pass** page and graduate students should visit the **GSA U-Pass** page for more information on how to activate their U-Pass.

### FOR MORE INFORMATION

For more information, please email [contactus@ussu.ca](mailto:contactus@ussu.ca) (USSU U-Pass) or email [gsa.admn@usask.ca](mailto:gsa.admn@usask.ca) (GSA U-Pass).



## RESIDENT ASSISTANTS (RAS)

Resident Assistants (RAs) are student staff members that are the first point of contact for residents. Dedicated Spring/Summer RAs are ready to answer your questions and can direct you to any campus location if needed.

### **RAs can support me by:**

- Providing roommate meetings
- Providing programming in my residence to help me meet others and connect with my residence community
- Assisting me with challenges, conflicts, personal difficulties, service referrals and more
- Assistance if I've locked myself out of my unit between 7pm and 7am

## RESIDENCE AGREEMENT AND RESIDENCE HANDBOOK

Along with the conditions outlined in your Residence Agreement, residents are strongly encouraged to review the Residence Handbook available at all times on the Residence website.

The Residence Handbook provides important information pertaining to your residency. **Please also remember to accept the terms of your Residence Agreement in the Residence Housing Portal prior to Move-In.** Any residents that are not enrolled, or have not signed their Agreement will not be provided keys on Move-In day.





## HOW DO I ACCEPT THE TERMS OF MY RESIDENCE AGREEMENT BEFORE I MOVE IN?

### STEP 1

Residence Agreements for the Spring/Summer Term will be made available in April and will need to be accepted electronically through your Residence Housing Portal. Before accepting, you are required to read and understand the formal terms of your Residence Agreement. A copy of the Residence Agreement will be emailed to you following your acceptance. A draft is also available on the Residence Services website at all times.

### STEP 2

Log in to the Residence Housing Portal once you have received an email that Residence Agreements are available.

### STEP 3

Go to your Residence Application

### STEP 4

On the application step entitled "Residence Agreement Summary" read all the information provided, check the applicable check boxes required and then click the **I ACCEPT** button at the bottom of the screen.

## WHAT ELSE DO I NEED BEFORE I MOVE-IN?

### UNIVERSITY OF SASKATCHEWAN STUDENT ID CARD

Make sure to pre-order your student ID card through [PAWS](#). You will need to be registered in classes and have an NSID to do this. Your student ID card will become your room key and will hold your meal plan/RCC funds!

Student ID cards can be obtained at the University of Saskatchewan Bookstore. Pick up prior to checking in at Residence.

### TENANT INSURANCE

All residents must obtain personal tenant insurance to cover their own personal belongings in the event of a building flood or fire.

Make sure to find out if you are covered under your parent's home insurance policy first.

## UNIT CONDITION REPORT

All residents are required to submit an online Unit Condition Report (UCR) within seven days of Residence Move-In. Please remember that each resident has to complete this for their individual accommodation and there is a fee if the form is not submitted within seven days.

If you encounter any maintenance issues in your unit, please submit a maintenance work ticket through the **Residence Housing Portal** (under the Maintenance Tab).



## A NOTE ON DELIVERY FOR PHARMACEUTICAL ITEMS

Living on campus gives you multiple advantages and makes life a lot easier: One being that you can have all your prescriptions transferred and filled at the local Pharmacy right on campus.

If you are unable to have your prescriptions filled locally, you may have prescriptions, medicine and/or other pharmaceutical items shipped to The Medicine Shoppe Pharmacy in Place Riel. This ensures that these items are being dealt with appropriately, including the capacity for correct storage of items which are not collected on the same day. **This option is available only through working with Pharmacy staff. Deliveries for students with whom no prior arrangement has been made will be returned to sender.**

It is the responsibility of each resident to make the appropriate arrangements and this can be done by contacting the pharmacy on campus to discuss which option best suits your needs. Please contact the Medicine Shoppe directly with any questions.

### **The Medicine Shoppe Pharmacy 343**

122-1 Campus Drive  
(main floor of Place Riel)  
University of Saskatchewan  
Saskatoon, SK S7N 5A3  
Telephone: 306-668-2256  
Fax: 306-668-2257  
Email: [carla@campusmedicineshoppe.ca](mailto:carla@campusmedicineshoppe.ca)

**The Residence Office accepts personal documentation and packages as an additional service to our students. However, we shall not be liable for any loss or damage to a parcel's contents including, but not limited to, items of perishable nature (e.g. prescriptions, meal delivery packages, home-made treats,). It is highly recommended any personal documentation (e.g. passports) be delivered to the closest Canada Post outlet.**



## WHAT TO BRING WITH YOU TO USASK RESIDENCE

### NECESSITIES

- Health care card and any personal medications/prescriptions
- Glasses, contacts etc.
- Important documents (e.g. passport)
- Contact information for family and friends

### KITCHEN SUPPLIES

- Small amount of non-perishable spices/dry ingredients from home (that may not be available in Saskatoon)
- Tea/coffee
- Cups/mugs
- Plates/bowls
- Cooking utensils/cutlery/chopsticks
- Pots/pans
- Microwave (not applicable to Grad House)
- Mini fridges are permitted
- Groceries

### BATHROOM SUPPLIES

- Toothpaste/brush, soap, shampoo/conditioner
- Your preferred non-prescription medications (headache remedy or cough syrup)
- Towels/face cloths
- Toilet paper
- Environmentally friendly cleaning supplies

### CLOTHING

- Clothing for all seasons that can be layered
- Warm clothing for winter (winter coat, mitts, boots)
- Sturdy outdoor shoes

### BEDROOM SUPPLIES

- Bedding: linens and comforter for twin XL mattress and pillow
- Laundry bag/basket and laundry detergent

- Toiletry items such as hair dryer/curling iron that operate on 110 Volts (60Hz and fit into Canadian outlets)
- Alarm clock

### MISCELLANEOUS

- School supplies
- Study lamp
- Clothes hangers
- Power adapter
- Internet cable (if applicable)
- Power bar with surge protection



## WHAT NOT TO BRING

**The following items are not permitted in Residence and so we ask that you please do not bring them with you. This list is not all-inclusive. If you would like further information, please view the Residence Handbook, or contact the Residence Services Office in advance of moving in.**

- Stereo speaker systems
- Candles, incense, fireworks, sparklers, etc.
- Weapons of any kind including guns, knives, axes, pellet/BB guns and hunting or air rifles
- Hazardous chemicals/labs (the production of alcohol is also prohibited)
- Room heating devices or alcohol lamps
- Pets
- Illegal substances
- Large furniture pieces (applicable to College Quarter, Graduate House and Seager Wheeler)
- Air conditioners
- Deep freeze/freezers
- LED lights



## PARENT/ GUARDIAN NEWSLETTER

The parent/guardian newsletter is a great way for parents to stay updated on what is happening in Residence! Sent at the beginning of each term, this newsletter includes important information for parents, key dates, payment options and residence events.

The [parent/guardian newsletter sign-up page](#) is available on the Residence Services website.

## MARQUIS HALL / HOUSE & QUARTER

**Spring/Summer Term Hours of operation are as follows:**

BREAKFAST: Monday – Sunday 7 - 9 am.

LUNCH: Monday – Friday 11:30 am - 1 pm.

**House & Quarter:**

House and Quarter located in Graduate House offers the convenience of hot meals, fresh ready-made foods, sandwiches, and salads as well as grocery kitchen and pantry items.

Monday – Friday 9 am – 2 pm

Please visit the [Culinary Services](#) website for more information

## TUITION PAYMENTS

Avoid payment lineups and easily pay your tuition online through your PAWS Tuition and Fees Channel. Student Accounts is closed and cannot accept in-person tuition payment. If you have questions about paying your tuition, please email [student\\_accounts@usask.ca](mailto:student_accounts@usask.ca). Please visit the [Student Support](#) website for more information regarding tuition fee payment.



## **THE RESIDENCE SERVICES OFFICE**

Located on the main floor of Saskatchewan Hall (128 Saskatchewan Hall, 91 Campus Drive), our friendly team of residence services professionals can help you with any of the items below and much more. Contact the Residence Services Office at anytime to speak with an experienced member of our team!

- Questions about your hall**
- Assistance with Residence applications**
- Rent and ROAF payments (can also be made online)**
- Rent payment deadlines (May 12, 2023)**
- Understanding the terms of your Residence Agreement**
- Unit transfers**
- Connecting you with RAs or Student Life Coordinators**
- Assistance with the Residence Housing Portal and forms**

