# Housing Procedures 2016 - 2017

## Housing Requirements
- Be enrolled in RBC full time (12 credits)
- Paid required fees for housing, prior to the deadline.
- Completed online application for housing.
- Students who live outside a 30 mile radius from RBC will receive housing priority.

## How do I apply?
**RETURNING Student Application** (March 21 - April 14)
**NEW Student Application** (March 14 - May 30)

1. Go to www.rbc.edu
2. Go to Admissions & Aid
3. Go to Admitted Student Checklist
4. Go to STEP 5
5. Click Submit your Housing Application.
6. Complete entire application and click submit.

## How do I select a room? (April 19-21)
**Room Selection is for Returning Students ONLY**

1. Arrive to the Freedom Hall first floor lobby at your lottery slot time.
2. Make your selection with ORL staff.

**Students who have not completed all housing requirements will not receive a lottery appointment and thus can not select a room.**

## Where do I make payments?
- In person @ the Business Office
  - Maze Hall, Room 201 - 8311 Halifax Road
  - Petersburg, VA 23805
- Charge by Phone: (804) 862-6100 x8100
- Online: https://peabody.rbc.edu:769/RBCP/

## What do I owe and when is it due?

**Returning Students:** Fee - $150.00
- Priority Deadline April 14, by 4pm

**New Students:** Fee - $150.00
- Priority Deadline May 30, by 4pm

## How to select my roommate?
1. Ensure your requested roommate has completed all housing requirements.
2. Place their first and last name on the housing application under potential roommates.

**Students can only select 1 roommate. Requests can not be made for other rooms within an apartment.**

## When do I have to move in?
**ALL Students:** August 12th, 2016 @ 9:00am

**NOTE:** Dates are subject to change. Deadlines are 1 day after official published move in dates. Check residence life website.

Singles rooms are limited and will be reserved for students with a current cumulative GPA of 3.0. Rooms will be awarded based on: the date fees are paid, application is completed, & credit hours.

Space is limited, once rooms become filled, ORL will begin a wait list.
Items To Bring

- 24" Television
- DVD Player & Headphones
- 2 or 3 Way Cable Splitter and Cable cord
- Alarm Clock
- Emergency Kit (batteries, flash lights, & first aid)
- Insurance (medical/property)
- Small Refrigerator (up to 3.6 Cubic Feet)
- Area Rug
- Broom and Dustpan
- Waste Basket
- Cleaning Supplies, to include trash bags
- Laptop/Notebook
- Desk Lamp
- Fan
- Surge Protector
- Iron & Ironing Board
- Kitchenware (pots, pans, plates, cups, utensils)
- Sewing Kit
- Comforter Set, Sheets (EXL Twin), & Mattress Cover
- Toiletries
- Pillow
- Bicycle with lock
- Shower Shoes

Items Not To Bring

- Hookahs
- Hoover Boards
- Ceiling fans, light dimmer switches, door locks
- Personally owned large appliances
- Wall-mounting televisions
- Electronic heaters or electronic blankets
- Waterbeds
- All command strips products (hooks)
- Air Conditioner
- Large Stereo Equipment
- Exercise Equipment
- Extension Cords (Heavy duty /lightweight)
- Multi-Plug Adapters
- Scented Plug-Ins with Socket Extensions
- Fireworks, explosives and/or explosives chemicals
- Double-sided foam tape or duct tape
- Lava lamps, halogen lamps, candles, incense, or open flames

Office of Residence Life
8311 Halifax Road
Petersburg, VA 23805
(804) 862-6100 x6161