



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.

All residents are required to have a immunization record on file in the Office of Residence Life. Immunization records are due the first day of move in. Certificate of Immunization Records can be found at www.rbc.edu under Residential Living

When do I have to move in?

Students who are assigned a room must move in by the deadline or their room may be forfeited:

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

- Toiletries
- Towels
- Formal/Semi-Formal Attire
- Professional Business Attire
- Winter Coat, Hat, Scarf, Gloves, Boots
- Bathrobe

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