

RESIDENTIAL LIFE GUIDE

FOR UMBC DEPARTMENTS



RESIDENTIAL LIFE

HOUSING OPPORTUNITIES

We recognize that departments sponsor programs during non-traditional housing periods, which may require the need for student housing. This guide is to help identify those non-traditional periods and the process and eligibility for students to request housing.

HOUSING PERIOD	ELIGIBILITY	STUDENT APPLICATION	BILLED PARTY	REQUIRED MEAL PLAN
Break Housing	9-Month Residents	Yes	Student	Yes
Transitional Housing	Current Residents	Yes	Student	No
Summer Residents	UMBC Student Employee or Enrolled for Summer Term	Yes	Student	Yes
Summer Conferences	--	No	Department	No
Early Arrival Housing	Fall Residents	No	Department	Yes

BREAK HOUSING

Eligibility: Students who live in 9-month communities (Potomac, select Harbor Rooms, and Apartments) are permitted to remain on campus during the following break periods: Thanksgiving, Winter, Spring. *Temporary housing is not available for students who are not assigned to 9-month housing.*

Process: Students who know they will need housing during academic breaks are encouraged to select and/or indicate their preference for 9-month housing at the time of application.

Costs & Billing: Break housing costs are part of 9-month residents standard semester housing costs.

Meal Plan Requirements: Residents assigned to Potomac and Harbor are required to have a Winter Meal Plan, which is billed to their student account in late December.

TRANSITIONAL HOUSING

Eligibility: Current residents whose permanent address is more than 50 miles from campus may apply for transitional housing between the end of Spring Semester and the start of Summer Session I and/or between the end of Summer Session II and the start of the Fall Semester.

Process: Students must complete an online application and be approved by Residential Life.

Costs & Billing: Students are billed a daily rate for the days they request to be in on-campus housing.

Meal Plan Requirements: Meal plans are not available during Transitional Housing periods.

Special Considerations: Some students may be required to relocate to an alternative room assignment during transitional periods.

SUMMER STUDENT

Eligibility: Students enrolled in summer classes and/or current UMBC students who are working for an on-campus department may apply for Summer Housing.

Process: Students must complete an online application and be approved by Residential Life. Students who apply for Summer housing and cancel are assessed a \$100 cancellation fee.

Costs & Billing: Students are billed a weekly rate for their housing and meal plan.

Meal Plan Requirements: Summer residents are required to have a meal plan.

Special Considerations: Summer housing availability is limited. Single bedrooms, are also limited, and may be reserved for students with approved ADA accommodations.

SUMMER CONFERENCES

Departments interested in hosting larger groups, programs, and/or conferences with lodging should contact Event and Conference Services (eventservices.umbc.edu).

As a conference group, the department contracts with ECS and pays for attendees' associated housing and meal costs.

EARLY ARRIVAL GROUPS

Departments hosting student groups who need to return before the start of the **Fall Semester** may offer on-campus housing to students who have confirmed housing for the Fall Semester. Residential Life does not offer early arrival prior to start of Spring Semester (see Break Housing).

Departments should contact Residential Life before the end of July with a roster of residents who need housing and anticipated check-in date(s)/times, as well as the appropriate chartstring for billing.

The Department is responsible for the daily rate for each resident and should contact Campus Card regarding meal options for students prior to the start of semester meal plans.

DEPARTMENTAL COVERAGE OF STUDENT BILLS

Departments are welcome to pay for housing and meal plans charges billed directly to the student.

If your department would like to provide additional support to your students who need non-semester housing, you should send the following information to Greg Saba in Student Business Services:

- Student ID#
- Student Name
- Amount of Departmental Payment
- Complete General Ledger Chartstring to Charge



FOR INQUIRIES

RESLIFE.UMBC.EDU | 410-455-2591