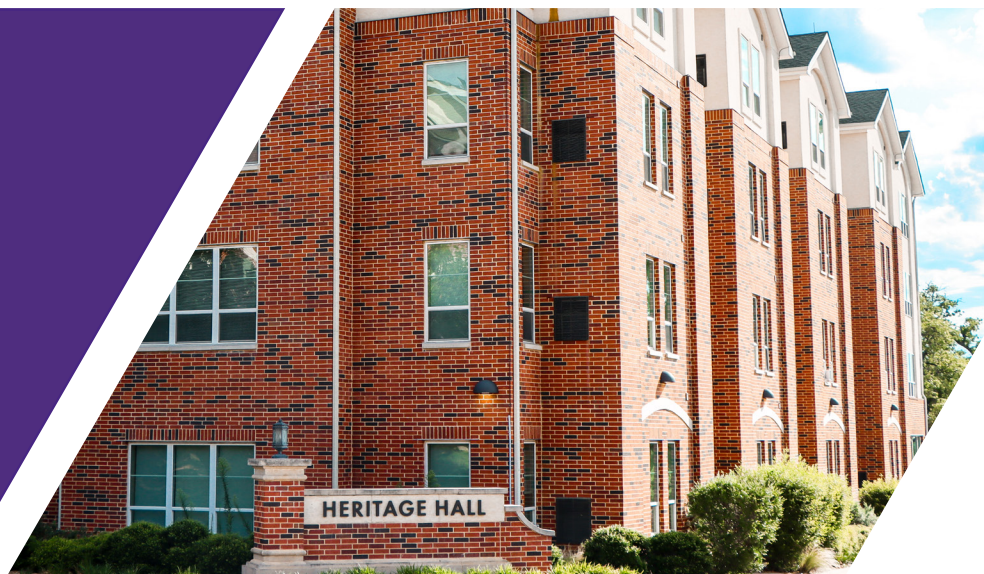




# TEXAN



# MOVE-IN GUIDE 2024

YOUR GUIDE TO A GREAT TEXAN MOVE-IN EXPERIENCE!

# MAP OUT TEXAN MOVE-IN

We'll be helping students settle into ten separate residence halls during Texan Move-In, so it's a good idea to know where you're going before you get here. Please check out the map to know your check-in location. Also make sure you have your:

- ☐ Scheduled Texan Move-In date and time
- ☐ Check-in process details
- ☐ Assignment confirmation
- ☐ Vehicle designation for hall move-in
- ☐ Parking information after unloading your belongings

Get an idea of where your residence hall is located by viewing our interactive maps for each hall at [map.tarleton.edu](http://map.tarleton.edu).

*For the most up-to-date information and any potential changes, please visit the housing website at [www.tarleton.edu/housing](http://www.tarleton.edu/housing)*



**SEE PAGE 12  
FOR SCHEDULE**

My Date and Time is:

# WHAT TO EXPECT

We work hard to make sure the Texan Move-In experience is a great experience for you and your family. Here are the steps to take and what you can expect when you arrive between August 15th and August 18th during scheduled arrival times.

- Once you have made it to the unloading zone directly in front of your residence hall, you will receive a Welcome Packet.
- A driver must remain in the vehicle at all times until it is parked in a parking lot.
- Volunteers will unload the vehicle and carry items to your room.
- Your vehicle(s) will need to be moved immediately to a designated parking lot away from the unloading zone.
- All vehicles must remain out of designated loading zones until after 3 p.m. on Sunday, August 18th.
- **A two vehicle limit for move-in per student**
- Someone should remain with your belongings until all items are secure in your room
- All move-in items should be boxed or totes secure in your room.
- **Please do NOT bring animals with you. With move-in lasting possibly several hours before being able to unload and relieve them, we do not want there to be additional stressors on the animals.**

## PLEASE ALSO CONSIDER...

Here are a few things to prepare before arriving on campus:

- Bring along snacks and beverages (just in case there is a wait)
- Bring plenty of water (keep in mind the Texas heat)
- Take a bathroom break just before arriving

# WHAT'S IN YOUR ROOM?

Trying to figure out what to pack before moving into your residence hall can seem overwhelming. Luckily, Tarleton has already provided furniture in your room, meaning you **DO NOT** have to bring the following:



**1 TWIN BED AND EXTRA LONG MATTRESS** | One (1) per resident. All beds are height adjustable. Mattresses are 80" long, 36" wide and 6" deep. You will want to bring Twin XL sheets. Please note that Integrity, Honors Apartments and Honors Suites, Traditions North and South are equipped with full sized mattresses.

**2 DESK AND CHAIR** | One (1) desk per resident. One (1) chair per resident.

**3 WINDOW BLINDS OR SHADES** | All windows will have basic window coverings. You may bring your own curtain(s) for decoration or additional lighting control. Please note: window coverings should be hung using a tension rod, Command™ hooks or other means that will not damage the walls.

**4 3 DRAWER DRESSER** | One (1) per resident. The exception is in Hunewell Hall, where dresser drawers are built into the wall.

**5 MICROFRIDGE/MICROWAVE** | One (1) per unit. This appliance combines a mini-fridge with a microwave. Please do not bring additional appliances as they are not allowed and using them trips breakers and leads to power outages.

**6 CLOSET OR WARDROBE\*** | One (1) per resident. Please note that in Hunewell and Hunewell Annex, the closets are part of built-in casework.



# SHOPPING LIST

## THE ESSENTIALS

Extra long twin sheets (Integrity, Traditions North and South, Honors Suites and Honors Apartments are equipped with full sized beds)

- ☐ Pillows and pillowcases
- ☐ Toiletries
- ☐ Towels / wash cloths
- ☐ Bath robe
- ☐ Portable shower caddy
- ☐ Plastic bowls / containers
- ☐ Coffee maker (internal heating element only; i.e. Keurig™ style)
- ☐ Coffee mug / thermal mug
- ☐ Closet hangers
- ☐ Utensils
- ☐ Can opener
- ☐ Snacks
- ☐ Paper towels / napkins
- ☐ Laundry basket / bag
- ☐ Laundry detergent /dryer sheets
- ☐ Iron and ironing board
- ☐ Wastebasket / garbage bags
- ☐ Surge protector strips (no extension cords)
- ☐ Rain gear
- ☐ Toilet bowl cleaner and brush, bathroom cleaning supplies, plunger

**CONNECT WITH YOUR ROOMMATE BEFORE  
YOUR ARRIVAL TO SEE WHAT YOU CAN SHARE!**

## HEALTH & SAFETY

- ☐ Thermometer
- ☐ Physician recommended medications
- ☐ Disinfectant supplies

## STUDY SUPPLIES

- ☐ Pens, pencils and highlighters
- ☐ Pencil sharpener
- ☐ Scissors, stapler, staples, three-hole punch, paper clips
- ☐ Computer
- ☐ Printer and paper (public use printers and paper available)
- ☐ Note cards
- ☐ Calendar and/or daily planner
- ☐ Backpack

## OTHER

- ☐ Alarm clock
- ☐ Batteries
- ☐ Small fan
- ☐ Table or floor lamp - Flexible goose neck lamps not allowed
- ☐ Headphones
- ☐ Hairdryer
- ☐ Mattress pad / mattress protector
- ☐ Emergency car kit
- ☐ First Aid kit
- ☐ Flash light
- ☐ Sticky Tack, 3M COMMAND™ STRIPS or equivalent product (for wall hangings)

# PACKING

## WHAT NOT TO PACK

There are a few items that are prohibited. **Do not bring:**

- Electric skillets, deep fryers, toaster ovens, grills (indoor or outdoor)
- Extension cords (bring surge protector strips instead)\*
- Multi-plug outlet extensions (bring surge protector strips instead)\*
- Space heaters\*
- Halogen lamps\*
- Candles, fireworks, firearms, air guns, weapons and/or ammunition outside antennas
- Traffic signs
- Decorative Christmas/party lights\*
- Deep Freezers
- Products that could damage paint/ wall surfaces (e.g., nails, screws)
- Steel-tipped darts and dartboards
- Alcoholic beverages or containers (regardless of age)
- Pets (exception includes a fish in a 10-gallon tank or smaller)
- Open coil heating elements, such as toasters\*
- Micro-fridge, mini-fridge or microwave\*
- Non-UL listed electrical devices\*
- Slow cookers
- Air Fryers

*\*Regulated by State Fire Code and inspected by the Fire Marshall. Find additional regulations and policies in the residential policies at [www.tarleton.edu/housing/policy](http://www.tarleton.edu/housing/policy).*

## POSSESSION AND STORAGE OF HANDGUNS IN TARLETON STATE UNIVERSITY ON-CAMPUS HOUSING FACILITIES

Tarleton State University policy prohibits students under the age of 18 to possess a weapon in on-campus student housing. Only licensed individuals 21 and over, with the exception of members or veterans of the armed forces, are permitted to carry a legally approved weapon on campus and in a residential facility. Any resident who is licensed to carry a concealed handgun and chooses to bring the handgun into their residence hall room/apartment must store their handgun and ammunition in a combination or electronic locking steel safe stored inside of a padlocked cabinet (provided by housing upon request), when the handgun is not on or about their person. To clarify, except for law enforcement, no weapons (handguns, rifles, or shotguns) may be displayed openly on campus. Please consult this link for changes to our policy.

[www.tarleton.edu/compliance/campus-carry/](http://www.tarleton.edu/compliance/campus-carry/)

## HOW TO PACK

The Texan Move-In experience is fast-paced, so it's important to know how to pack properly to ensure your stuff is quickly placed in the right room.

- Avoid loose items, all items should be packed or totes.
- Carefully pack all items in a secure container (such as boxes, plastic totes or suitcases).
- Pack tightly to prevent breakage.
- Load as much as possible into one or two vehicles max.
- **Trailers and moving vans will not be allowed in the moving line and will not be unloaded by moving team.**
- **The moving team will not be unloading any additional furniture the student decides to bring example: additional armchair or couch.**
- Label EVERY container with your name, residence hall, room number, and cell #.

Example: John Tarleton  
Hunewell Annex 103  
(123) 456-7899



**PLEASE NOTE:**  
Items may not be unloaded if they are not properly packed and labeled.

### Emotional Support Animal (ESA) Information

Please note, ESAs must be approved BEFORE occupancy period begins. Please call Tarleton Accessibility Services 254-968-9400 for more information.

**check-in!**

Residents in Heritage, Legends, Legacy, Centennial, Honors, Integrity and Traditions, please report to the west side of the stadium.

**check-in!**

Residents in Hunewell and Hunewell Annex, please report to the corner of Vanderbilt and Ollie Streets.



## KEY LOCATIONS

- 1 Dining Hall
- 2 Barry B. Thompson Student Center
- 3 Administration Building
- 4 Tarleton Center

## DINING

DINING HALL\*

**THURSDAY, AUG. 15 –  
SUNDAY, AUG. 18**

11 a.m. – 5 p.m.

\*First provided student meal is dinner on your scheduled move-in day. Earlier meals and those of your guests can be purchased at prices below:

Breakfast - \$8.49 + tax.

Lunch - \$10.08 + tax.

Dinner - \$10.08 + tax.

## CHICK-FIL-A

THOMPSON STUDENT CENTER

**DAILY HOURS**

11 a.m. – 5 p.m.

**SUNDAY**

Closed

## OSCAR P'S GENERAL STORE

1575 W. SHIRLEY STREET

**THURSDAY, AUG. 15 –  
SUNDAY, AUG. 18**

11 a.m. – 5 p.m.

## STUDENT RESOURCES & BASIC NEEDS

THOMPSON STUDENT CENTER, 212

**M-F**

8 a.m. – 5 p.m.

Notice: Dining Dollars are not available for use in retail locations until meal plans activate at 5:00 p.m. on Wednesday, August 21st. All retail locations will accept cash or credit only during move-in operating hours.

## TEXAN CARD

THOMPSON STUDENT CENTER,  
LOWER LEVEL, SUITE 21

**THURSDAY, AUG. 15 –  
FRIDAY, AUG. 16**

8 a.m. – 5 p.m.

**SATURDAY, AUG. 17**

9 a.m. – 3 p.m.

**SUNDAY, AUG. 18**

9 a.m. – 3 p.m.

## FINANCIAL AID, SCHOLARSHIPS AND VETERAN SERVICES

TARLETON CENTER/  
FINANCIAL AID OFFICE

**M-F**

8 a.m. – 5 p.m.

**SATURDAY, AUG. 17**

10 a.m. – 2 p.m.

## BUSINESS SERVICES

ADMINISTRATION BUILDING, 103

**M-F**

8 a.m. – 5 p.m.

**SATURDAY, AUG. 17**

10 a.m. – 2 p.m.

\*Business services does not take payments after 4 p.m.

## TARLETON CAMPUS STORE

THOMPSON STUDENT CENTER

**THURS/FRI, AUG. 15 – 16**

9 a.m. – 6 p.m.

**SATURDAY, AUG. 17**

10 a.m. – 6 p.m.

**SUNDAY, AUG. 18**

11 a.m. – 5 p.m.

# SCHEDULE

## KNOW YOUR REPORTING TIME

It is important to adhere to your specific reporting time to help us avoid any delays in getting you all moved-in and settled into your new home. Only reporting times for first-year students are listed.

*Please be in the car line one hour before your Move-In time ends*

### THURSDAY - 8/15/2024

| BUILDING   | FLOOR                             | TIME             |
|------------|-----------------------------------|------------------|
| Honors     | 4 <sup>th</sup>                   | 9 a.m. – 11 a.m. |
| Centennial | 3 <sup>rd</sup>                   | 9 a.m. – 11 a.m. |
| Honors     | 1 <sup>st</sup> & 2 <sup>nd</sup> | 11 a.m. – 1 p.m. |
| Centennial | 1 <sup>st</sup>                   | 11 a.m. – 1 p.m. |
| Honors     | 3 <sup>rd</sup>                   | 1 p.m. – 3 p.m.  |
| Centennial | 2 <sup>nd</sup>                   | 1 p.m. – 3 p.m.  |

### FRIDAY - 8/16/2024

| BUILDING | FLOOR                             | TIME             |
|----------|-----------------------------------|------------------|
| Legends  | 3 <sup>rd</sup>                   | 9 a.m. – 11 a.m. |
| Heritage | 4 <sup>th</sup>                   | 9 a.m. – 11 a.m. |
| Legends  | 1 <sup>st</sup>                   | 11 a.m. – 1 p.m. |
| Heritage | 1 <sup>st</sup>                   | 11 a.m. – 1 p.m. |
| Legends  | 2 <sup>nd</sup>                   | 1 p.m. – 3 p.m.  |
| Heritage | 2 <sup>nd</sup>                   | 1 p.m. – 3 p.m.  |
| Hunewell | 1 <sup>st</sup> & 2 <sup>nd</sup> | 3 p.m. – 5 p.m.  |

### SATURDAY - 8/17/2024

| BUILDING         | FLOOR   | TIME             |
|------------------|---|------------------|
| Heritage         | 3 <sup>rd</sup>                                 | 9 a.m. – 11 a.m. |
| Legacy           | 3 <sup>rd</sup>                                 | 9 a.m. – 11 a.m. |
| Legacy           | 1 <sup>st</sup>                                 | 11 a.m. – 1 p.m. |
| Legacy           | 2 <sup>nd</sup>                                 | 1 p.m. – 3 p.m.  |
| Hunewell (Annex) | 1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> | 3 p.m. – 5 p.m.  |

### SUNDAY - 8/18/2024

| BUILDING   | FLOOR                             | TIME             |
|------------|-----------------------------------|------------------|
| Integrity  | 4 <sup>th</sup>                   | 9 a.m. – 11 a.m. |
| Traditions | 4 <sup>th</sup>                   | 9 a.m. – 11 a.m. |
| Integrity  | 1 <sup>st</sup> & 2 <sup>nd</sup> | 11 a.m. – 1 p.m. |
| Traditions | 1 <sup>st</sup> & 3 <sup>rd</sup> | 11 a.m. – 1 p.m. |
| Integrity  | 3 <sup>rd</sup>                   | 1 p.m. – 3 p.m.  |
| Traditions | 2 <sup>nd</sup>                   | 1 p.m. – 3 p.m.  |

For the most up-to-date information and any potential changes, please visit the housing website at [www.tarleton.edu/housing](http://www.tarleton.edu/housing). You can email us at [housing@tarleton.edu](mailto:housing@tarleton.edu).



# OTHER THINGS TO CONSIDER

## GET CONNECTED BEFORE YOU ARRIVE

To guarantee you're online as soon as you move-in, it's recommended to set up your account in advance. Keep in mind you will need to provide your own coaxial cable for cable service and your own Ethernet cable for internet (if not using Wi-Fi). Please note, outside routers are not allowed. For more information go to [www.tarleton.edu/housing/technology](http://www.tarleton.edu/housing/technology).

## INSURE YOUR BELONGINGS

We strongly encourage you to invest in additional property insurance for your belongings. Tarleton State does not insure individual belongings and does not endorse any individual insurance program, but does encourage parents and students to make sure they have the protection they desire for student property, whether it is through a current homeowner's policy or separate renter's insurance.

## REGISTER YOUR BICYCLE AND LAPTOP

If bringing a bike or laptop to campus, be sure each is registered through Tarleton. Campus Police Department will be staffing a laptop and bicycle registration station on all four days. Contact the Tarleton Police Department at 254-968-9001 for additional information.

## BIKE & LAPTOP REGISTRATION HOURS

## THOMPSON STUDENT CENTER LOBBY

THURSDAY, AUG. 15 - SUNDAY, AUG. 18  
9:00 A.M. TO 3:00 P.M.

# GETTING SETTLED

Once your stuff is in your room, you may have questions about your new home. Here is some important information to consider as you settle in.

## MAINTENANCE REQUESTS

If you need to make a maintenance request on move-in day, please submit a request through the Student Housing link on Duck Trax.

## CUSTODIAL SERVICES

You will be responsible for the cleanliness of your room, disposing of trash to a dumpster outside your hall and leaving all public areas in clean condition. This includes cleaning your own private or suite bathrooms (sinks, toilets, showers, floors, etc.). Partner with your roommates/suitemates to have cleaning supplies on hand and create a clear cleaning schedule.



## LAUNDRY

Each residence hall has at least one laundry facility equipped with High Efficiency (HE) washers and dryers. There is NO CHARGE for residents to use Tarleton's laundry facilities. Residents must provide their own detergent, softener, dryer sheets, etc.

## MAIL SERVICES

The U.S. Post Office provides mail services to Tarleton, including on-campus residents. All students living on-campus are provided a post office box. Mailboxes for Centennial, Hunewell, Hunewell Annex, Ferguson, Legacy and Legends Halls and Texan Village Apartments are located in the main post office inside the Barry B. Thompson Student Center. Mailboxes for Texan Hall Apartments, Heritage, Honors, Integrity and Traditions North and South are located in the lobby of each residential facility.



# ENHANCING YOUR EXPERIENCE

Moving into a hall of strangers and having a roommate is a new experience for most of our residents. There are several steps you can take to ease this transition and create a productive, successful and happy first semester!

## RESPECT THE NEEDS OF OUR COMMUNITY

Learning to balance personal needs with the needs of others is an outcome we hope all of our on-campus students experience. A part of living in a community is understanding the guidelines designed to support each member's success. Prior to moving in, read more about our visitation, quiet hour and other policies by visiting [www.tarleton.edu/housing/policy/index.html](http://www.tarleton.edu/housing/policy/index.html).

All of our residential neighborhoods are assigned a full-time, professional staff member who serves as a Residence Hall Director (RHD). This is a degreed professional who lives on campus and serves in an on-call rotation, in partnership with our University Police Department, to respond to incidents 24 hours a day, seven days a week throughout the academic year.

Residence Hall Directors oversee their community and the Residential Leaders within their community. They also act as an extension of the Dean of Students Administrative Office to adjudicate violations of university and residential policy. They receive extensive training to help connect residents to resources, help them navigate their transition to Tarleton and help them gain skills to live and learn independently.

## MEET YOUR HALL ACTIVITY LEADER

Each neighborhood hosts community building events so that residents can get to know other students on campus. Building a support network and making friends is an important part of creating the college experience. The Hall Activity Leaders work closely with each Residence Hall Director and Residential Leader team to plan hall events, build community experiences and facilitate large campus events like Launching of the Ducks during Homecoming. This is a great resource for getting involved on campus.

## MEET YOUR RESIDENTIAL LEADER

Each floor or community, in every residence hall, is assigned a Residential Leader (RL). These upper-class students live on the same wing as their residents. It is important to establish a relationship with your RL because they will serve as a readily available resource throughout the school year as roommate, student engagement, academic and general Tarleton matters arise.

Additionally, your RL will frequently encourage you to get involved in community and university events to enhance your experience at Tarleton. Your RL will also be one of your group leaders for Transition Week, so it is important to connect with them early.

It is your RL's charge to answer your questions and to guide you through your experience here at Tarleton, so do not hesitate to ask your RL questions or introduce yourself on move-in day.

## HALL SERVICE DESKS

Each neighborhood is equipped with a Hall Service Desk to provide assistance to residents. Residents can visit their Hall Service Desk to check out equipment, board games, get help with lock-outs, make an appointment with their Residence Hall Director and check-in and out of their residence hall.



# CONNECT WITH YOUR ROOMMATE

Tarleton recommends that incoming residents connect with roommates prior to move-in if possible. You can access your roommate's name and email address through the Student Housing link on Duck Trax. You may wish to chat through email, phone calls, social media or even meet face-to-face to get to know your roommate prior to move-in.

Topics you might choose to discuss with your roommate are purchasing mutually shared items for your room, examples are:

- cleaning supplies
- a TV
- decorations
- organizational pieces
- and other necessities

Working out such details prior to moving in to the residence hall will make your transition much easier while also saving you and your roommate time and money.

## ESTABLISH A "ROOMMATE AGREEMENT"

All residents wish to establish a positive relationship with assigned roommates; however, part of the on-campus living experience sometimes means compromising your preferences. It is vital to the roommate relationship to have conversations about things in which you may need to compromise, such as sustaining a comfortable room temperature, cleanliness, turning lights on or off at certain hours and having visitors.

One of the ways that Tarleton helps residents maintain a positive relationship with roommates is by providing a Roommate Agreement. These arrangements help roommates calmly and effectively communicate expectations. A Roommate Agreement template is found in the Welcome Home check-in packet of information you receive at Texan Move-In.

Residential Leaders are available if a compromise is unforeseeable or if roommates would like to seek advice from a leader who has previously shared a residence hall room. The Roommate Agreement tool has proven successful because it encourages communication. The document encourages residents to establish a set of expectations for each other early in the semester.

# MEAL PLAN

All residential students have the option to choose one of the three plans.

**17** Meals  
per Week  
**14** Meals  
per Week  
**12** Meals  
per Week

Students have up to the 12th class day to make changes to their meal plan. Dining Dollars purchased with a meal plan can be used at on-campus dining and food retail outlets.

- **Sandella's**  
Proudly serving Starbucks™
- **Texan Food Court**
- **The Dining Hall**
- **Dunkin' Donuts®**
- **Oscar P General Store**
- **Auntie Anne's®**
- **Blaze Pizza®**
- **Food Truck Alley**

Check out more meal plan details at [www.tarleton.edu/housing/meal-plan-details.html](http://www.tarleton.edu/housing/meal-plan-details.html) and email questions or meal plan change requests to [housing@tarleton.edu](mailto:housing@tarleton.edu).





## IMPORTANT DATES

*Winter break housing available upon request.  
Request forms available in November in Duck Trax.*

### FOR MORE INFORMATION

254-968-9083 | [housing@tarleton.edu](mailto:housing@tarleton.edu)  
[www.tarleton.edu/housing](http://www.tarleton.edu/housing)

**Follow @tarletonhousing on Instagram**

**And @tarletonstudent for campus wellness/events**



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