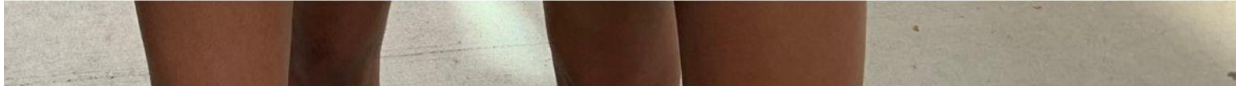




Howard University

Office of Residence Life &
University Housing

Welcome Packet



WELCOME MESSAGE

Welcome to The Mecca!

As you prepare to make your way to Howard University for what is certain to be a memorable academic year, we are excited that our residence hall will be your home away from home. It is much more than a place for you to get needed sleep—it is also where you study, hang out and begin to form your new community of friends.

Over the past few months, our Residence Life team has been busy getting ready for your arrival. Here, you will have many opportunities to explore all that our campus has to offer. Your residence hall is one of the first places where you will make an impact upon those living and learning around you.

The information shared in this packet is your Guide to Move-In Day Success. You will find important details about the check-in process, parking and unloading requirements, campus safety, and much more. We encourage you to read through all of the information, so that you are fully prepared to enjoy a safe and exciting Move-In experience.

Be sure to connect with us on social media to view the “Countdown to Move-In Days” video series. You can see them on Instagram at @hureslife1867 and @hu__studentaffairs. It’s a fun way of introducing you to some of the people, places and spaces at Howard University that you will soon be very familiar to you.

We wish you safe travels and look forward to meeting you soon.

Office of Residence Life & University Housing

Campus Map



2400 Sixth Street, NW
Washington, DC 20059
(202) 806-6100
www.howard.edu



Adams Building.....	51
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Bethune Annex Dining Hall.....	34
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Carnegie Hall.....	12

CB Powell Building (Communications).....	13
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Residence Halls and Locations

Please check the link to see the time you are scheduled to move in. It is imperative that you adhere to the assigned days and times to assure room readiness.

All Move-In schedules may be viewed [here](#).



RESIDENCE HALLS – FTIC*



The Harriet Tubman
Quadrangle (The Quad)



Charles R. Drew Hall



George W. Cook Hall

*On Occasion, students
may be placed out of
consideration for space
availability.*



Bethune Annex



College Hall North

RESIDENCE HALLS – FTIC*



The Harriet Tubman
Quadrangle (The Quad)



Charles R. Drew Hall



George W. Cook Hall

*On Occasion, students
may be placed out of
consideration for space
availability.*



Bethune Annex



College Hall North

RESIDENCE HALLS – Continuing*



College Hall South



Mazza Grandmarc



AXIS

"On Occasion, students may be placed out of consideration for space availability."



Howard Plaza Towers East and West



WISH Woodley Park

**First time in College/University*

**Continuing Students*

RESIDENCE HALLS – Continuing*



College Hall South



Mazza Grandmarc



AXIS

"On Occasion, students may be placed out of consideration for space availability."



Howard Plaza Towers East and West



WISH Woodley Park

Additional Information about the Residence Halls



The Axis

(888) 409-1012

2225 Georgia Ave NW, Washington, DC 20001

Building Manager: Ms. Onawola (she/her)

Contact: Emily.Onawola@campusapts.com

Submit Maintenance Request: <https://theaxishoward.residentportal.com/>

This residence hall requires students to have a meal plan.



Bethune Annex

(888) 409-0097

2225 Fourth Street, NW, Washington, DC 20059

Building Manager: Mr. Scarborough (he/him)

Contact: Patrick.Scarborough@campusapts.com

Submit Maintenance Request: <https://bethuneannex.residentportal.com/>

This residence hall requires students to have a meal plan.



College Hall North (CHN)

(888) 600-4660, extension 1

2229 4th Street, NW, Washington, DC 20059

Building Manager: Ms. Jones

Contact: shjones@campusapts.com

Submit Maintenance Request: <https://collegehall.residentportal.com/>

This residence hall requires students to have a meal plan.



College Hall South (CHS)

(888) 600-4660, extension 2

2205 4th Street, NW, Washington, DC 20059

Temp Manager: [Ms. Blakey](#)

Contact: diante.blakey@campusapts.com

Submit Maintenance Request: <https://collegehall.residentportal.com/>

This residence hall requires students to have a meal plan.



Cook Hall

(888) 409-0182

601 Fairmont Street, NW, Washington, DC 20059

Building Manager: Mr. Hobson (he/him)

Contact: kenyatta.hobson@campusapts.com

Submit Maintenance Request: <https://cookhall.residentportal.com/>

This residence hall requires students to have a meal plan



Drew Hall

(888) 409-0118

511 Gresham Place, NW, Washington, DC 20059

Building Manager: Mr. Hobson (he/him)

Contact: kenyatta.hobson@campusapts.com

Submit Maintenance Request: <https://drewhall.residentportal.com/>

This residence hall requires students to have a meal plan.



The Harriet Tubman Quadrangle (Quad – Baldwin, Crandal, Fraizer, Truth, & Wheatley)

(888) 409-1042

2455 4th Street, NW, Washington, DC 20059

Building Manager: Ms. Lawal (she/her)

Contact: Demi.Lawal@campusapts.com

Submit Maintenance Request: <https://thequadhoward.residentportal.com/>

This residence hall requires students to have a meal plan.



Howard Plaza Towers (East & West)

(888) 409-0224

2251 Sherman Avenue NW, Washington, DC 20001

Building Manager: [Dr. Moore \(West\)](#) & [Ms. Glenmore \(East\)](#)

Contact: (888) 409-0224

Submit Maintenance Request: <https://howardplazatowers.residentportal.com/>

This residence hall does not require students to have a meal plan.



Mazza Grandmarc

(888) 568-9177

9530 Baltimore Ave, College Park, MD 20740

General Manager: Ms. Giboney

Contact: mazza.leasing@campusapts.com

Submit Maintenance Request: <https://mazzagrandmarc.residentportal.com/>

This residence hall does not require students to have a meal plan.

Special Programs: Mazza Summer Bridge & Mazza Extension



WISH Woodley Park

(202) 548-2720

2807 Connecticut Ave NW, Washington, DC 20008

Building Rep: Ms. Ross

Contact: tracy.ross@bison.howard.edu

This residence hall does not require students to have a meal plan.

Special Programs: The Wish Guaranty for rising Juniors

What to Bring to Campus

Please check [the link here](#) to view all suggested items as well as those not allowed.

Mail Information

Below please find required contact information when sending mail.

Mailing Address:

Student Name

Residence Hall Name

Residence Hall Address

Howard University

Washington, DC and Zip Code

Wish and Mazza have a private mail system that uses the official address for those properties. Please see Building Managers

Residence Hall Move-In Checklist

Please be reminded that the following must be completed before you are permitted to move into your residence hall

1. Register for Classes
1. Confirm Medical Clearance
2. Sign Residential Lease Agreement (RLA)
3. Purchase Rental Insurance

Register for Classes: Please make certain that you have completed registration for classes.

Medical Clearance: Immunizations must be current. If you have not done so, log into the Student Health Portal and set up your account. If you have any questions after doing so, please visit www.hustudenthealth.com or email studenthealthforms@howard.edu.

The **Residential Lease Agreement (RLA):** The RLA is emailed directly to each student from Residence Life via to be completed, signed, and returned electronically.

Rental Insurance is required of all students living in residential housing and must be obtained prior to move-in. As noted in your housing agreement, Howard University does not assume any financial responsibility for the personal property of students. Howard University has partnered with [GradGuard](#), which offers a College Renters Insurance Plan that is specifically designed for students. You may purchase insurance with GradGuard or provide proof of personal renter's insurance.

Traffic Routes and Parking Locations

Please review the link [here](#) for your move-in day traffic patterns and routes.

Check-In and Room Key Retrieval Process

1. Students will be verified by Howard staff at their car or prior to joining the check-in registration line. This verification confirms your status to move in and that you have completed the requirements. To avoid overcrowding, only the student should be in the registration line; family members must stay with the car and/or items to be unloaded.
2. Students will visit tables for Check in, Key Pick Up, Wrist Bands, Meal Ticket, Bison ID, and POM safety devices. The final stage in the rotation is completing the move-in forms and receiving additional materials to be filled out at a later date.
3. Students will have a maximum of 15 minutes to unload your items in front of the building. Students have the option to get a storage bin and return to their cars to load items.
4. Once the car is unloaded, park in the designated parking lot. You will have a maximum of 45 minutes to unpack. Please adhere to the above times to avoid towing.
5. Students and families must wear the wristbands provided by Residence Life to enter and exit the buildings. Students may have up to three guests (this includes children). All non-residents must vacate the residence halls by 8 p.m.
6. It is important for all students and families to follow these guidelines to have a smooth move in experience.

Residence Hall Living

SHARED LIVING SPACE

Roommates share space, but more importantly they share a larger part of their college experience with each other. To promote a positive and considerate relationship, roommates should achieve a basic understanding and agreement, in order to maintain a comfortable and respectful living environment.

Roommates are urged to discuss their living arrangements at the beginning of the semester. A "Roommates Cooperative Agreement" is provided in the residence hall for this purpose.

RESIDENCE HALL STAFFING

Building Manager: Each residence hall is under the supervision of a Building Manager who is responsible for the overall direction of the residence hall, including internal housing assignments. The Building Manager is a full-time Howard University employee.

Graduate Assistants (GA): The Graduate Assistant assists the Building Manager with all operations of the assigned residence hall. They plan programs, supervise activities, and hold conferences with residents. The GA has complete authority in the absence of the Building Manager.

Resident Assistants (RA): The Resident Assistant works under the supervision of the Building Manager and Graduate Assistants. They live in the residence halls where they plan programs, hold floor meetings, and help their residents adjust to group living. They serve as a means of communication between staff members and individual residents.

Front Desk Receptionists: The Front Desk Receptionist covers the main desk of each residence hall in combined shifts of 24 hours a day, seven days a week. They greet visitors to the residence hall and receive and dispense mail and packages when there isn't a dedicated mail room.

Environmental Services: The public areas and bathrooms are cleaned by the Environmental Management Staff. Residents are responsible for the care and cleaning of their own rooms and baths in rooms or suites. Environmental Management Staff are responsible for providing clean and attractive surroundings in the residence hall.

Residence Hall Closures (please keep the information below in mind when making travel arrangements)

Fall Semester Closing: During Winter Break, the Residence halls are closed. Refer to the 2023-2024 academic calendar for the specific dates.

The residence halls will remain open during the Thanksgiving Holiday and Spring Break, although visitation will be suspended during this time.

Spring Semester Closing: All students are required to check out by the official Residence Hall closing date, which is typically the day after the Commencement ceremony (**refer to the 2023-2024 academic calendar for specific dates**).

Summer School Closing: For students residing in summer school housing, there are specific checkout dates corresponding to the session(s) for which they are enrolled. Students are urged not to apply for summer school housing if they cannot move out on (or before) these dates.

NOTICE: The Residence Hall Agreement indicates that failure to check out on time may jeopardize a student's future residency in the residency halls and/or result in additional fines. It is important that students adhere to the residential policies and procedures to allow our teams to avoid delays in room readiness for the next semester.

Early Checkout:

Students who check out of University housing are subject to the Room Charge Adjustment Schedule. Note: the amount a student may be refunded is in relation to the date and time that he/she officially checks out of the residence hall.

Room Charge Adjustment Schedule: (Refunds for Checkout) For each semester, room rate refunds for validated students who check out of the residence halls are listed as follows. Students will be prorated up to the amounts/descriptions listed below.

Opening Date thru the 7th calendar day: \$200 + daily rate from Opening Date

8th thru 40th calendar date: 50% of the semester room rate

41st thru 60th calendar date: 25% of the semester room rate

61st thru residence hall closing date: **No refunds**

Getting Your BISON ONE Card

1. Visit www.howard.edu/BisonOneCard
2. Click Bison One Card Requests (yellow button).
3. Complete and submit the form.
 - a. Note: You must submit a recent photo (taken within the last 30 days). All photos must be full color on a white or blue background, full face, eyes open, and looking directly into the camera. Do not use any filters or wear face masks, sunglasses, hats, or anything obstructing your face. Religious headwear is permitted.
 - b. You will also be asked to provide a government-issued photo ID to verify your identity.
4. Retrieve your One Card from your residence hall on move-in day or at the Bison One Card Office at 2301 Georgia Avenue, NW, Washington, DC 20059 (use the Bryant Street entrance).
 - a. You must show a valid U.S. government-issued ID or a valid passport to verify your identity.

Dining Halls & Meal Plans

The Department of Dining Services provides nutritious meals for our students, faculty, and staff. Students who live in residence halls that require a meal plan must purchase a specific meal plan (i.e., the *Traditional 14*).

Blackburn Café and Bethune Annex Café dining facilities offer an all-you-care-to-eat option during a single mealtime. Both locations provide an array of food options to better meet a student's dietary needs. You may contact the Department of Dining Services directly at (202) 806-2109 with further questions regarding dietary restrictions.

***Accepted forms of payment: Meal Swipes, Dining Dollars, Bison Bucks, Cash, Credit**

Updating Your Dining Plan

1. Login to [BisonWeb](#)
2. Click on Student Services
3. Click on Meal Plans
4. Follow the prompts

Login Issues via BisonWeb

1. [Click here](#) to fill out the meal plan request form.
2. Follow the prompts.

For questions about Bison One Card or your meal plan, email onecard@howard.edu

STUDENT PROGRAMMING

The only Howard University-sanctioned events will be organized and sponsored by University Departments. Please be wary of non-university sanctioned events that frequently target Howard students. We encourage residence hall students to participate in **Move-In Week** activities planned by the Office of Residence Life; **Bison Week** organized by the Office of Campus Life; and **Welcome Week** activities that are hosted by various student organizations.

Bison Week Events



RESIDENCE HALL RULES AND GUIDELINES

Students are expected to adhere to the Student Code of Conduct.

Co-Educational Visitation

Residents are responsible for their guests' actions during their visit. All guests must be *signed in and signed out* of the building and escorted at all times while in the building. The start of visitation will be announced by your Building Manager and is only inclusive of Howard University students. Visitation typically begins 1-2 weeks after the end of the registration period.

SMOKING & ALCOHOL

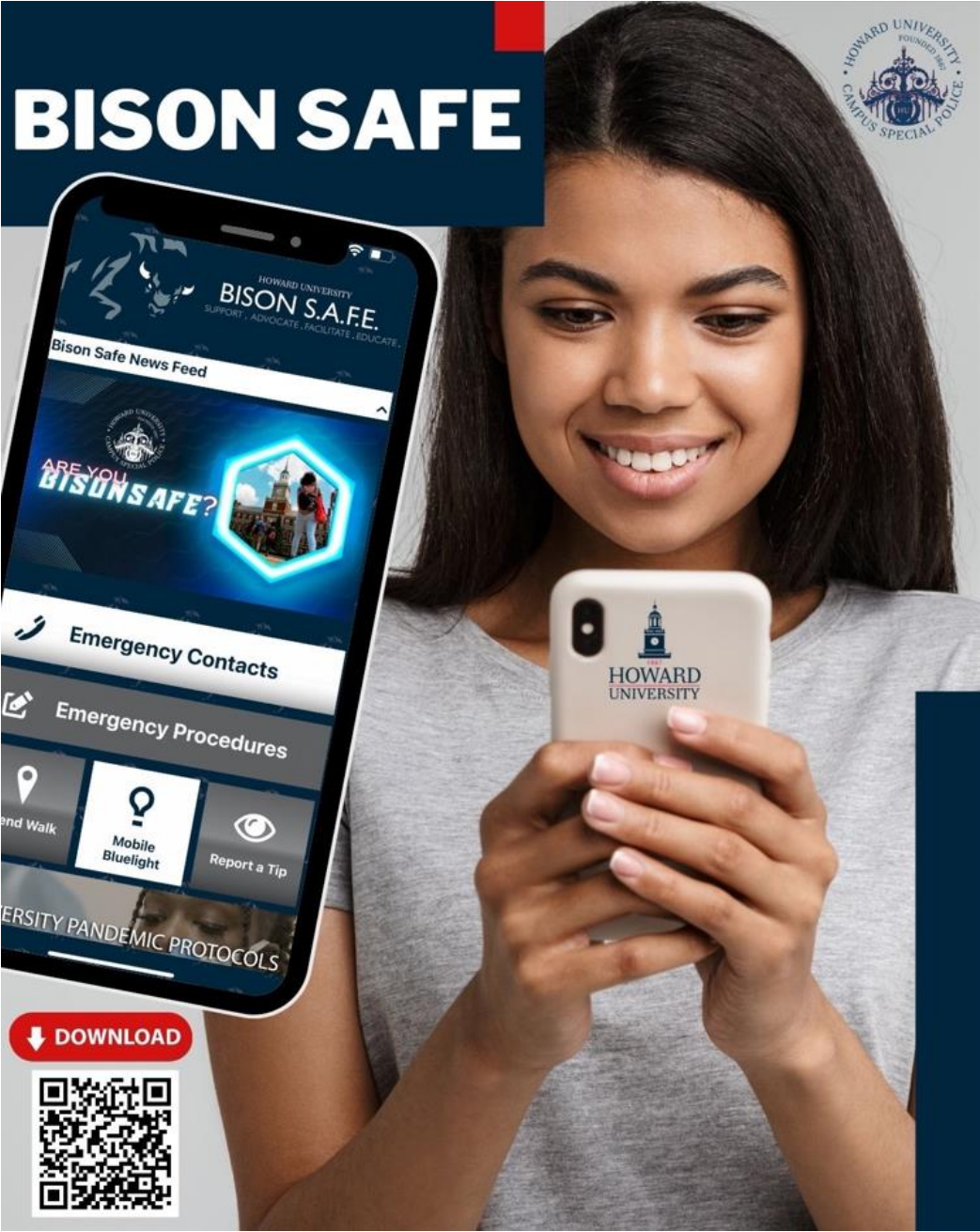
Smoking and Alcohol is not permitted in the residence halls. Residents who violate University regulations in the residence halls are subject to possible fines, immediate removal from the residence halls, and additional disciplinary actions. No refunds will be issued to violators of this policy.

ILLEGAL DRUGS AND WEAPONS

Residents who violate Howard University regulations by possessing or using weapons or illegal drugs, are subject to immediate dismissal from the residence halls and further sanctions. No refunds will be issued to violators of this policy.

In January of 2020, Howard University announced the launch of Bison Safe, a mobile app designed to enhance the University's ability to communicate with the campus community in the event of an emergency.

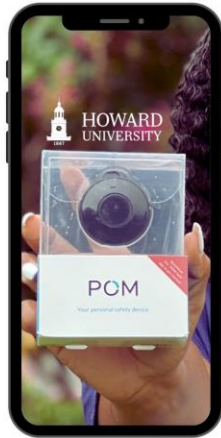
The app, downloadable from the App Store (iOS) and Google Play, offers several features that are highlighted in this blog post.



Howard University is proud to offer the POM initiative, a program that will provide students, faculty, and staff with personal safety devices to expand security and safety response in and around the University community.



PICK-UP YOUR HU POM



Daily:

9am-3pm

Department of Public Safety
Howard University Service Center
2244 10th St NW, Washington, DC 20001
Meet with Captain Thompson

Weekly:

11am-2pm

Tuesday and Wednesday
@ The Service Desk
Armour J. Blackburn University Center
2397 6th St NW, Washington, DC 20059

SCAN HERE TO LEARN MORE



BISON SAFE TIPS

1. Use your POM when in distress
2. Stay informed with the Bison Safe App



THANK YOU FOR DOING YOUR PART TO STAY BISON SAFE!

HOWARD.DPS

PUBLICSAFETY.HOWARD.EDU/POM-INITIATIVE

The handheld devices, which are small enough to be placed on a keychain, allow community members to contact and communicate with campus safety officials in case of an incident or emergency. Enrollment in the program provides officials with a profile of the user and can dispatch support to any location without the use of a personal cell phone or call tower on campus.

You can pick up your POM daily at the Howard University Service Center (2244 10th St NW, Washington, DC 20001) from 9 a.m. - 3 p.m. or you can meet with a POM distributor on Tuesday and Wednesday from 11 a.m. - 2 p.m. at the service desk of the Armour J. Blackburn University Center (2397 6th St NW, Washington, DC 20059).

PARENT ADVISORY COUNCIL

Bison Parents and Families, Let's Stay Connected! Join the Parent Portal today



OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS
202.806.2100 | bisonfamily@howard.edu

Stay Connected with HUPAC

Scan the QR Code to
sign up



SAVE THE DATE:

*BISON PARENT & FAMILY
WEEKEND*

September 15 – 17, 2023

Bison Parent & Family Weekend
Registration



Visit studentaffairs.howard.edu/parent-program

See you at the Move-in Experience!



Welcome to the Herd!