Every week, we’ll send pertinent info to your Cal State LA address. Please add askhousing@calstatela.edu to your address book so that our emails don’t end up in your junk or spam folder. Check your Cal State LA email regularly or forward it to your personal email. Like us on Facebook and follow us on Twitter and Instagram for additional news.

**Nuts & Bolts**
- New Housemates Are Still Arriving
- Interested In A Room Change?
- Apartment Condition Report Due Within 72 Hours of Moving In
- **Sign Up For A Meal Plan**
- Trash Disposal
- **Residential Parking Permits**
- Parking Lot Sweeping Every Friday
- Keys
- RA on Duty
- **Work Orders**
- Personal Safety Guidelines
- Help Us Conserve Energy & Water
- Campus Closed for Labor Day

**Money Matters**
- Make Sure You’ve Paid for Housing
- **Financial Aid Recipients, Learn About the Satisfactory Academic Progress Policy**

**Events & Opportunities**
- **Welcome Week : 8/21 – 9/1**
- **Now Hiring**
Nuts & Bolts

New Housemates Are Still Arriving
If your roommate or housemates have not moved in yet, do not spread out your belongings as students are still moving in this week. Please welcome your new housemates by keeping their bedroom space and the common areas clean and remember to make room for them in the kitchen and bathroom.

Interested In A Room Change?
Requests for room changes will be accepted during the third week of classes. We ask for your cooperation for the upcoming weeks and ask that you remain in your assigned space and not change rooms without the formal approval from the Housing and Residence Life Office. We will provide more details in next week’s weekly email.

Apartment Condition Report Due Within 72 Hours of Moving In
If you haven’t done so already, please remember to inspect your apartment and update your Apartment Condition Report (ACR) within 72 hours of moving in. Submit your ACR to the Housing and Residence Life Office.

Sign Up For A Meal Plan
The Meal Plan started August 21 but you can still sign up for the 2017-2018 academic year. Send an email to askhousing@calstatela.edu and let us know which meal plan you want: 10, 12 or 17 meals a week. We’ll then confirm your Meal Plan and add charges to your account so you can make your payment.

Trash Disposal
Please help keep the parking lot and our community clean by disposing of trash in the large bins located near your apartment. Trash bins are conveniently located in the parking lot and throughout the community.

Residential Parking Permits
Remember to purchase your Residential Parking Permit from the Parking and Transportation Center. You can purchase your fall permit in person for $182.

Parking Lot Sweeping Every Friday
Parking Lot 7A is cleaned Friday mornings from 7:30 a.m. to 9:30 a.m. Vehicles will be cited if left in Lot 7A during this time so make sure to move your car to Lot 7 (outside the fence).

Keys
If you lose your keys please report it to The Office of Housing and Residence Life immediately. For your safety and the safety of your belongings we ask that you never loan your keys to anyone (including your roommates or housemates). Note it is a housing policy violation to do so.

RA on Duty
If you need assistance Monday through Friday between 9 a.m. and 5 p.m., please contact the Office of Housing and Residence Life at 323-343-4800. After hours and on weekends, contact the RA on Duty at 323-343-4807.

Work Orders
If anything needs repair in your apartment, please fill out an online Work Order by logging in to the Housing Portal and clicking on the “Maintenance Work Order” tab.

Personal Safety Guidelines
Please take these precautions to keep our community secure:

- Please close and lock all doors and windows. Always check before you leave for the day and go to sleep at night. If you have a door or window that doesn’t lock, please let us know immediately and complete a Work Order.

- Secure your personal items in your bedroom and lock the door when you leave.

- Never loan your personal apartment key to anyone (including your roommates). It is a policy violation to do so.

- Be aware of your surroundings, particularly at night, in and around campus. You may call the Eagle Patrol to escort you to and from classes or your vehicle.

- If you have concerns, contact your Resident Assistant. Report all suspicious activity to the Campus Police at 323-343-3700.
Help Us Conserve Energy & Water
Conserve energy by keeping windows and patio doors closed when using your A/C. Turn off all lights, computers, TVs and the A/C when you leave for the day. We’re in a drought. Take shorter showers and be thoughtful while washing dishes. Report faucets and shower heads that leak. Thank you for helping to conserve our natural resources!

Campus Closed for Labor Day
The University, including the Housing Office, Mail Room, Community Center and Dining Commons, will be closed on Monday, September 4, for Labor Day.

Money Matters

Make Sure You've Paid for Housing
Please check your GET account to verify that fall semester housing charges have been posted and paid. If you’re receiving Financial Aid and were issued a refund, make sure your housing fees have been paid before spending it. You’re responsible for any amount not covered by Financial Aid. If you think there is an error or have additional concerns, please contact Anne Gonzalez-Vazquez at AGonzalez2@cslanet.calstatela.edu.

Financial Aid Recipients, Learn About the Satisfactory Academic Progress Policy
Students on Financial Aid must maintain reasonable academic progress to continue getting financial aid. This includes staying enrolled at full-time status (undergrad 12 units, grad 8 units) and abiding by the Satisfactory Academic Progress Policy (SAP) which includes having:
- Minimum cumulative GPA
- Minimum pace of completion
- Maximum time frame of aid eligibility for degree completion

Not meeting SAP requirements could affect your housing so be informed and stop by to see us if you have any questions.

Events & Opportunities

Welcome Week : 8/21 – 9/1
Cal State LA is excited to welcome new and returning Golden Eagles to the University. Soar into your experience with workshops, live music, swag, socials and free food! (Different locations on campus)
Now Hiring
The University-Student Union (U-SU) is hiring for full and part-time positions which include Fraternity & Sorority Life Coordinator, Operations Aid, Website Designer/Technician and more. Please visit the U-SU Employment webpage to apply and get detailed information.

If you have questions about anything in this email, contact us at askhousing@calstatela.edu.

Follow us on Instagram, Twitter and Facebook. Copies of this email and past ones are on our website.

(This is a University Housing-wide email. Please do not reply.)