Fall to Spring Housing and Dining Updates

Winter Break Housing and Dining Updates
Fall to Spring
Housing & Dining

• Your fall room assignment and dining plan will roll over to the spring semester.

• If you wish to keep your current assignment and dining plan, there is nothing you need to do at this time.
Request a Room Change for Spring 2022

• The Spring 2022 Waitlist will open November 1
• Submit a room change request via the Waitlist on my.tcu.edu ➔ student services ➔ housing portal ➔ housing waitlist
• Tips for a successful room change request submission
  • Enter different building/community preferences for your 1st, 2nd and 3rd requests
    • If you request Carter Hall, we will assume you’re open to any of the Commons buildings pending Carter is full
    • If you put your 1st, 2nd, and 3rd requests as Wright, Samuelson & Carter and the Commons is full, you will not receive a room change offer
  • Enter different room types for the 1st, 2nd and 3rd requests
    • If you request a single, we will assume you’re also open to a private bedroom within a 2-4 person suite with a private bedroom
    • If you put single, single, single and we don’t have any available, you will not receive a room change offer
  • Don’t put yourself as a preferred roommate; leave this section blank if you do not have a preferred roommate in mind
  • Roommate requests must be mutual (both people must have waitlist submissions with the same information)
  • Check your TCU email regularly for offers and updates from our office
Spring 2022 Room Change Request Approved

• You’ll be notified via TCU email before **Friday, December 10**, if you are approved for a room change prior to Winter Break
  • You are still eligible to get a room change, but we will pause offers until January, when you return to campus
• If approved, you must remove all of your items, clean your space, return your key and check out with a hall staff member before departing for Winter Break and no later than **Saturday, December 18**.
  • Items can be placed in storage off-campus ([https://rlh.tcu.edu/local-storage/](https://rlh.tcu.edu/local-storage/))
  • Items can be taken home
  • **IF** your new Spring room is ready, the Hall Director of that building will notify you via your TCU email so that you can move in before leaving for Winter Break
• If you are moving to your Greek Chapter Facility, you can completely move out of your fall space on/before **December 18** and return to your new space **Friday, January 7 at 9:00am CST** by calling your new RA to get checked in
• If these steps are not followed, you will forfeit your opportunity for a room change as it will impact the people moving after you
Spring 2022 Dining Plan Changes

- First-Year students – you are required to keep the Ultimate Flex 19 dining plan
- Sophomores, Juniors, Seniors - to change your dining plan, go to my.tcu.edu → student services → housing portal → housing/dining application → spring 2022 → dining plan selection
- Juniors and Seniors living in an apartment can opt out of a dining plan by emailing housing@tcu.edu with your name, TCU ID # and your request for cancellation
- If you have any Campus Cash and/or Frog Bucks remaining from the fall semester, those balances will be reflected and utilized first before Spring funds will be utilized
- All dining plan changes/cancellations must be done before January 26, 2022
Winter Break Housing

• No charge for winter break housing, but registration is required if you will be on-campus at any time December 18-January 7
• Winter Break Housing registration will be open November 1 – December 10
  • Log into my.tcu.edu → student services → housing portal → Winter Break Housing
• Greek Chapter Facilities will not be open. For questions about this, please contact Stephen Dominy at stephen.dominy@tcu.edu
• You will have access to on-campus housing staff during Winter Break
• If you’re graduating, studying away, moving home, or withdrawing - you are not eligible to sign up for winter break housing
Winter Break Housekeeping

• Housekeeping staff will clean all suite-style and apartment-style restrooms* over Winter Break in addition to their regular cleaning schedule of community spaces.
  • *This does not apply to GrandMarc, Liberty Lofts, or Village East units.

• To assist our staff with making this process as quick and efficient as possible, please remove all personal items from the restroom(s).
Winter Break Dining

• Campus dining options are limited during winter break
• Winter Break dining information and hours of operation can be found here: https://tcu.sodexomyway.com/dining-choices/hourofoperation.html
• You can add Frog Bucks to your account at any time on my.tcu.edu and use them at participating off-campus restaurants during winter break
• Spring dining plans begin on Saturday, January 8, 2022
If you are **not** returning to housing (Withdrawal, Study Away, Moving Home)

- Email [housing@tcu.edu](mailto:housing@tcu.edu) and include your name, TCU ID # and your reason for cancelling before **December 10**
- Check out of your room with an RA staff member 24 hours after your last final and no later than **December 18 @ noon** unless participating in Commencement
- If items are left in your room after **December 18**, you will be charged for Spring 2022 housing
- You are not eligible for winter break housing
Graduation Information

- Email housing@tcu.edu with your name, TCU ID # and confirmation that you’re graduating in December
- You must check out of your room with an RA staff member on/before Sunday, December 19 @ noon
- Sign up in your hall for a check out appointment (ask your RA or Hall Director for more information/instructions)
- You are not eligible for winter break housing
Submitting a Work Order

Room Issues:
• Report the issue to the staff member working at your residence hall front desk.
  • If no one is sitting at the front desk, please email the issue to your RA and/or Hall Director.

Laundry Room Issues:
• Scan the QR code on the machine that is broken to report the issue.
  • If multiple machines are broken, you must scan each QR code separately.
Questions?

• Visit with your Hall Director
• Visit our office in the Garden Level of PE Clark in Worth Hills
• Review our website: www.housing.tcu.edu
• Call us @ 817-257-7865
• Email us @ housing@tcu.edu (please include your name and TCU ID#)
Housing and Residence Life Hours During Winter Break

• The Housing & Residence Life Office is open Monday – Friday, 8:00am-5:00pm CST
• TCU closed **December 22 – January 4**
• Housing and Residence Life on-call staff is available 24/7, even when the university is closed
  • 817-257-7879 → Apartments, Clark, GrandMarc, Village East, King/Wright
  • 817-257-7881 → Carter/Samuelson, Foster, Colby, Sherley, Waits
  • 817-257-7885 → Richards/Arnold, Hays, Marion/PE Clark, Milton Daniel, Moncrief
• The Dean of Students Office is available at 817-257-7926
• TCU PD is available for emergencies at 817-257-7777