

**Resident Move-In Guide**  
**Wednesday, August 17, 2011**  
**Webster Village Apartments**

Welcome to your Home Away from Home! The WVA Staff is busy preparing for your arrival to campus, and we look forward to personally welcoming you.

**Move-In day is scheduled for Wednesday, August 17, 2011, starting at 9AM. You will check-in at the Webster Village Apartments Clubhouse, located at 520 Garden Avenue, St. Louis, MO 63119 (#30 on the campus map).**

1. Please do not arrive early as we will not be prepared to accommodate you.
2. When you arrive to campus, enter through Hazel Ave. off of Garden Ave.
3. Take the first right to enter Lot N, the WVA Parking Lot.
4. The **student** should go inside the WVA Clubhouse to go through the check-in process.
5. After checking in, the student should immediately go unlock his/her room.
6. After the vehicle is unloaded, please immediately relocate it to the Garden Park Plaza Parking Garage (#34 on map). This will allow parking space to open up for other residents to move in.
7. If you arrive when the office is closed, call the RA on call at 314-565-9146 to assist you.

If your apartment is not currently filled to capacity, then you will be receiving additional roommate(s) either before or after the apartments open. If a roommate cancels their contract, we will make every attempt to notify you of the change if time permits. In addition, there is always the possibility of last minute room changes due to unforeseen circumstances but we will do everything possible to leave current assignments as they are.

**Important Information**

Telephone / Cable / Internet:

- Local phone service is provided free of charge but **you need to bring your own phone** & answering machine. Most students use phone cards for their long distance needs, and local calls are free.
- All the apartments are wired for expanded basic cable free of charge. However we do not provide cable cords. Also, the apartments have access to IPTV which is the ability to watch cable TV through the Internet on your computer.
- If you are intending to use your Internet connection, you will need to have a computer with Internet capability; this includes the addition of a network card. An Ethernet card can be purchased at Comp USA, Office Depot or Best Buy. A modem system will not work in the apartments.
- The WVA Clubhouse is wireless, but the apartments are not. You are allowed to set up your own wireless network for your apartment; however, you must follow the instructions provided by IT.

Other information:

- The mattress provided in the bedroom is extra long twin (36" x 80").
- Public Safety does provide parking permits to WVA residents at no additional cost. However, if your parking permit is lost, stolen, or not returned at move-out, you will be charged \$120. If you have a car and will be requesting a parking permit, you will need to provide proof of car **insurance, your U.S. state-issued driver's license, and the license plate information for your car**. You will only be allowed to register a car belonging to you or a family member.
- All apartments are **nonsmoking** IN the apartments. If you choose to smoke outside your apartment, you will be responsible for disposing of your discarded cigarettes.
- Please contact Residential Life at 314-246-HOME if you would like to purchase a meal plan. For more information, please use the following link: <http://www.websterdining.com/plans.html>

**We look forward to seeing you soon!**  
For additional questions please contact:  
**(314) 246-2787(APTS) / [wva@webster.edu](mailto:wva@webster.edu)**

