



**PART-TIME HOUSING INFORMATION  
2011-2012**

**What is Part-time Housing?**

- D'Youville College offers residence in Marguerite Hall and the Apartment Complex on a part-time basis (1-3 nights a week) when spaces are available. Availability is determined after all full-time residents and returning part – time residents have been assigned space in the buildings.
- Preference in both buildings will be given according to the number of nights a student will be staying (i.e., someone needing 2 nights will have preference over someone needing only 1 night).

**Marguerite Hall**

All rooms in Marguerite are double rooms with community baths on the hallway. All part-time residents share a room with either a full-time resident or another part-time resident. The cost per night per person is \$36.00 US. A meal plan is not included in this, but part-time residents can purchase plans or pay on a meal-by-meal basis. Each room is furnished with a standard twin bed, closet, desk, desk chair and desk light, and dresser for each resident. Each room also has a microfridge unit and telephone line. Students must bring a phone. The windows have blinds permanently installed in them. Students supply their own linens and personal items. Part-time residents can leave their items in the room from week to week. Each floor has a TV Lounge/Kitchenette and a study lounge. All residents have access to the 24-hour computer lab, coin-less laundry facilities and vending machines.

**Apartment Complex**

All apartments are 4-bedroom apartments with 2 full baths. All part time residents will live with 3 other apartment mates. The cost per night per person is \$50.00 US. A meal plan is not included but part time residents can purchase plans or pay on a meal-by-meal basis. All apartments are fully furnished. Each bedroom has a telephone line. Students must bring their own phone. As in Marguerite students must provide their personal items and can leave these in the apartment week to week. All residents have access to a 24 – hour computer lab, coin-less laundry facilities and vending machines.

A Resident Assistant is available on each floor of both buildings. A Resident Assistant is a student staff member who lives on and supervises the floor. The Resident Assistant is responsible for programming activities, enforcing rules, distributing information, and maintaining a positive living environment. Resident Assistants are available to answer questions, listen to your concerns, and to assist with your adjustment to D'Youville College.

A security guard staffs each hall 24 hours a day to enhance the resident's safety. Residents must present a college ID to enter the building. Visitors must sign-in and are escorted to their destination.

**Reservations**

If you are interested in living on campus you must fill out the attached reservation form. The form must be filled out in its entirety. Part-time residents will be assigned to any available spaces on August 8, 2011. To find out if you have a space on campus you must **e-mail** the office on August 8, 2011.



If you **do not** have email you can call the office. The number is 1-800-777-3921, ext. 8500. The e-mail address is [reillye@dyc.edu](mailto:reillye@dyc.edu). If you confirm your space you will be charged for it unless you withdraw from the college. Due to space restrictions some students may not receive a space on campus. We have been in contact with a couple of hotels that will house our students at reduced rates. If you choose to stay in a hotel you must make arrangements directly with the hotel.

If you receive a spot on campus you will receive check in details from us regarding times and what you will need to bring with you to campus.

Billing will be worked out at check in. All housing payments are due in full to Student Accounts 10 days from the date of check in. All part time residents are billed for a minimum of 1 night per week once they check in.

Part – time residents must purchase a hangtag if they wish to park their car in campus parking lots. These may be purchased during the first week of classes. Additional information regarding parking will be provided at check-in.

Fax Number 716 – 829 – 7646

**PART-TIME RESIDENCE REQUEST FORM**

NAME: \_\_\_\_\_

GENDER:            MALE                       FEMALE

SIN#/SS# : \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

SEMESTER NEEDED (i.e. Fall 11, Spring 12): \_\_\_\_\_

NIGHTS NEEDED (i.e., Sunday, Monday): \_\_\_\_\_

SMOKER/NON-SMOKER: \_\_\_\_\_

BUILDING REQUEST:    Marguerite Hall (\$36US/night)    Apartment (\$50US/night)  
(Please mark your preference by indicating 1 and 2 – If you will only  
accept a certain accommodation only mark 1 choice)

SPECIAL/ROOMMATE REQUESTS:  
\_\_\_\_\_  
\_\_\_\_\_

Please send form or e-mail info to:  
Ed Reilly  
505 Prospect Ave.  
Buffalo, NY 14201  
[reillye@dyc.edu](mailto:reillye@dyc.edu)  
Fax number: 716-829-7646

**\*\*\*Form must be filled out completely or it will not be processed. We cannot be responsible for deciphering or translating illegible handwriting.**