

# Viking Woods Student Housing Information Sheet

Academic Year 2018-2019

## **APPLICATIONS AT WWW.JEFFCO.EDU > CURRENT STUDENT > HOUSING > APPLY NOW**

Beginning fall 2016, only individuals admitted as students will have access to the online housing application. Effective June 27, 2016, payment of housing application fees will be required at the time of online application.

### General Information

- Office Address 806 Mel Carnahan Drive, Hillsboro, Missouri 63050
- Telephone (636) 481-3294 or (636) 481-3000 ext. 3294
- E-mail vikingwoods@jeffco.edu
- Office Hours (Fall/Spring) Mon.-Thur. 8 am – 4 pm; Fri. 8 am – 3 pm; Sat. 10 am – 1 pm  
(Summer) Mon.-Thur. 7:30 am – 5 pm
- RA cell phone (636) 212-1827, after hours and emergency use

### Apartment Information

- **Double Room:** a shared occupancy bed space (max. two occupants) within a 4 bed/2 bath unit (only one double room per apartment is permitted)
  - \$1,465\* fall/spring term; \$815\*/summer term
  - Rooms include: bunked twin bed mattresses; under-bed storage; two dressers; two desks; two study chairs; mini-refrigerator
- **Single Room:** single occupancy bed space within a 4 bed/2 bath unit
  - \$1,935\* fall/spring term; \$1,075\*/summer term
  - Rooms include: twin bed mattress/frame; nightstand; chest of drawers; desk; study chair
- **Private Room:** single occupancy bed space within a 2 bed/2 bath unit
  - \$2,430\* fall/spring term; \$1,350\*/summer term (limited availability, special request only)
  - Rooms include: twin bed mattress/frame; nightstand; chest of drawers; desk; study chair; private bathroom
- **Rent includes electric, water, sewage, trash/recycling, and high speed internet**
- Smoke detectors in each bedroom and hallway; Fire alarm sprinkler system in each unit; pull station alarms in each exterior breezeway
- Fully-furnished kitchens include: refrigerator/freezer; electric range; dishwasher
- Shared area furnishings include: sofa seating for four; coffee/side table; dining table; kitchenette chairs
- Gender inclusive housing is available
- \*Rent totals are subject to change without notice.

### Amenities

- Clubhouse
  - Great Room: lounge seating, big screen TV, cable television
  - Housing Office: check out vacuum, plungers, games, etc.; available for resident assistance
  - Laundry room: accessible 24-hours/day; coin-operated washers and dryers
  - Study Lounge: accessible 24-hours/day; 4 computers with internet access
- Outdoors: pavilion with barbeque grills; picnic tables; sand volleyball court; basketball hoop, large parking lots for Viking Woods Residents (\$10 parking permit required)
- Community Events: Cookouts, Halloween Party, Thanksgiving Dinner, Late Night Breakfast, Super Bowl Party, Game Tournaments, Easter Egg Hunt, Resident Appreciation, and much, much more!

### Additional Information

- Jefferson College Campus Police Department Office located in Viking Woods Apt. 214
- Mercy Clinic located in Viking Woods Apt. 215
- Housing staff live on campus
- Maintenance services provided

# ***New/Returning 2018 Fall Residents***

*All terms in italics are defined in the “Glossary of Housing Terms” on [www.jeffco.edu/housing](http://www.jeffco.edu/housing)*

## **JANUARY 15, 2018**

### **Online housing application will be available on [www.jeffco.edu/housing](http://www.jeffco.edu/housing)**

Housing application fees are required at the time of online application. New *applicants* will be responsible for \$330 in housing application fees: \$300 security deposit is fully refundable prior to move in, however, the \$30 background check fee is non-refundable. Spring 2018 returning *applicants* will be responsible for a \$30 non-refundable background check fee if the online application is submitted prior to June 1. Beginning on June 1, returning *applicants* will be responsible for \$280 in housing application fees: \$250 security deposit is fully refundable prior to move in, however, the \$30 background check fee is non-refundable.

## **APRIL 15**

### **Housing application PRIORITY DEADLINE.**

*Applicants* with a *completed online housing application* by this date will be considered for a bed space based on a first-come-first-serve basis, pending availability, and clear background check results. *Applicants* who are not reserved a bed space may be added to a *wait list* base on housing application completion date/time. *Applicants* with a *completed online housing application* by this date will be notified of their housing status by May 1.

## **MAY 1**

### **Online Lease Contract is available to *Selected Applicants*.**

Pending space availability and clear background check results, *selected applicants* will be notified in advance that a space has been reserved for them. *Selected applicants* must complete an *online Lease Contract* found on their Housing Self-Service page under “Important Forms”. NEW *selected applicants* must complete a Meningococcal Vaccination Compliance Form which is available at [www.jeffco.edu/housing](http://www.jeffco.edu/housing) under “Apply Now”.

## **MAY 21**

### **Completed Lease Contract DEADLINE.**

### **NEW APPLICANTS ONLY: Meningococcal Vaccination Compliance Form DEADLINE.**

*Selected applicants* with a *completed Lease Contract* by this deadline will now be considered *pending residents* and will be notified by June 1 at their [@jeffco.edu](mailto:@jeffco.edu) accounts. *Selected applicants* who fail to have a *completed Lease Contract* by this deadline may be moved to the bottom of the *wait list* and no longer guaranteed a space.

## **JUNE 4**

### **Online Roommate & Apartment self-selection begins at 9 am.**

*Selected applicants* who have a *completed online Lease Contract* by the deadline above may begin choosing roommates and apartments on their Housing Self-Service page under “Room Selection”.

## **JUNE 28**

### **Online Roommate & Apartment self-selection ends at 2 pm.**

*Selected applicants* who DO NOT self-select roommates or an apartment by this deadline will be auto-assigned roommates and an apartment by Housing Staff.

## **JULY 12**

### **Rent charges will be applied to student accounts.**

*Pending residents* can log in to their MyJeffco account and review rent charges under the Student Tab >Account Summary.

## **AUGUST 6**

### **Financial arrangements DEADLINE.**

*Pending residents* have agreed to finalize financial arrangements at least 10 days prior to the Lease Contract Start Date. Financial arrangements may include paying all rent charges in full, enrolling in a payment plan, or having sufficient financial aid applied to the student account. Financial arrangements must be in place by this deadline or the *pending resident* may be moved to the bottom of the *wait list* and no longer guaranteed a space.

## **AUGUST 17**

### **General Resident Move-In Day**

*Pending residents* who are NOT members of designated JC Athletic team will be eligible to move in from 9 am – 2 pm. *Pending residents* will check in at the Viking Woods Clubhouse: 806 Mel Carnahan Drive, Hillsboro, MO 63050. A Parent/Guarantor Orientation will be held at 3 pm in ASI-119. A MANDATORY Resident Orientation will be held at 4 pm in ASI-119.

## **AUGUST 20**

### **CLASSES BEGIN!**

VISIT [WWW.JEFFCO.EDU/HOUSING](http://WWW.JEFFCO.EDU/HOUSING) FOR MORE INFORMATION  
INCLUDING FLOOR PLANS, ROOM PHOTOS, GLOSSARY OF HOUSING TERMS, AND FAQs.