



UHS Weekly Newsletter, August 25, 2023

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Empty Space in Your Room/Suite

Please do not spread out into any vacant spaces. Your roommate may not have checked in or the Housing Office may be assigning a new resident to your room. If new residents move in and your belongings prevent a new resident from moving in, you will be assessed a \$50.00 charge.

Join Inter-Hall Council and National Residence Hall Honorary

Learn more about [Inter-Hall Council and National Residence Hall Honorary](#) by filling out our [Interest Form](#)!

Bicycle Storage Request Now Available

Residents living in the Residential Halls and Residential Suites are now able to apply for a space in the bike storage located in Sicomoro Hall (73) and Secoya Hall (74). Due to limited space, the selection will be a lottery-based selection process. **The application closes on Friday, September 1 at 11:59 PM.** To apply, please [click here](#).

Residential Mail & Delivery Reminders

What's My Address?

Please review the [Housing Mail & Package Information](#) on how your mailing address must be formatted and pass this information on to your friends, family, businesses, etc. Adding any extra information to your address will delay or prevent mail from being delivered to you.

Expecting a Package?

Delivery carriers are not allowed to go into buildings or leave packages outside, all packages must go through the Cal Poly Distribution Center. Even though you may have received a delivery confirmation from your carrier, it may have arrived at Cal Poly or the local post office, but it has yet to arrive at University Housing Services. As you place orders for classes or upcoming holidays, please remember there is a longer delivery time for items to arrive and be processed through our office. **Please plan and place online orders with that extended timeline in mind, and we will make every effort that you receive your orders as soon as possible.**

University Housing Services will sign for your packages and send you an email to your Cal Poly Pomona email address when your package has been received by the Housing Office. **Please wait to receive an email from University Housing Services that your package is ready.**

Fall Semester Hours

- **Secoya Mail Room**
 - Monday - Friday, 9 AM - 8 PM
 - Saturday - Sunday, 9 AM - 1 PM (starting after Labor Day)
- **La Cienega Housing Office**
 - Monday - Friday, 8 AM - 5 PM

****Note: Hours are subject to change during holidays, finals, and break weeks.***

Food Delivery Reminders

Please remember that the front desks of buildings cannot receive outside food deliveries (Door Dash, GrubHub, Uber Eats, InstaCart, etc.). Due to the safety and security of our communities, delivery drivers CANNOT enter buildings. Recently drivers have been attempting to drop off deliveries with UHS staff or dropping unclaimed items around the community. Please be as clear and responsive as possible when using these outside services.

Residential Parking Sticker

As a reminder when parking in on-campus lots, students are required to display a current CPP parking permit to avoid getting a citation. In order to park in the Residential Parking Lots, residents can obtain a residential parking sticker for their Cal Poly Parking Permit. To obtain a sticker you must have your permanent parking permit (not the temporary paper permit).

Please bring both your Bronco ID and Parking permit to the main Housing Office in Secoya Hall or the La Cienega Office in Building 59 during business hours beginning Monday, August 28, 2023.

Meal Plan Change Requests

Meal Plan Change requests for Fall 2023 will be accepted from **August 23rd through September 1st** on the [Housing Portal](#).

Please Note:

- This is a great time to decrease your meal plan because meal plan decreases will not be allowed during the Fall Semester.
 - You can increase your meal plan at any time during the semester.
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Room Change Requests

Room Change requests for Fall 2023 will be accepted from **September 11th through September 13th** on your [Housing Portal](#). Room change requests will be processed based on room availability within the UHS residential communities. **If your room change request is approved you must be available to move between September 25th - September 27th (No Exceptions).**

Please note that this is the only opportunity for room changes for the Fall semester.

Bronco Cards

How do I secure my Bronco Card?

It is **imperative** that residents secure their Bronco Card before Fall move-in. If you have not secured your Bronco Card, please visit the [Bronco Card website](#) to complete the process.

Why do all residents need their Bronco Card?

1. **Bronco Cards enable students to use all options of their meal plan**
 - Foundation Dining has various food venues available on campus including the Vista Market and the Farm Store.
2. **Access Secoya Mail Room**
 - The Secoya mail room is located in the main lobby of Secoya Hall. Door access is provided through residents' Bronco Card. UHS will need to let you into the building until you receive your card. For security purposes, please remember to bring another photo ID to claim your packages and enter the building.

Important Dates

- **August 23-September 1:** Meal Plan Change Request Form Available
 - **September 4:** Campus Closed (Labor Day)
 - **September 11:** Fall 2nd Installment Due
 - **September 11-13:** Fall Room Change Request Form Available
 - **September 25-27:** Residents with approved Fall room changes will move during the 5th week of the Fall semester
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Thank you,

University Housing Services



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