

New York City Summer Housing  
International Students Support Center of New York  
Long Island University Brooklyn Campus  
(Long Term Housing)

International Students Support Center of New York is excited to announce the registration for New York City Summer Housing open! The registration period will begin on February 2, 2009 and will continue through May 22, 2009. No guarantee of spaces can be given for reservations received after May 22, 2009!

The number of spaces is limited.

**Housing dates:** Summer housing is available from Monday, June 1, 2009 through Friday, July 31, 2009. All students are required to vacate their rooms by 4pm on July 31, 2009.

**Fees:** Housing fees are assessed according to the following schedule:

June 1- June 30	\$400
July 1 – July 31	\$400

Security deposit: \$100

Reservations received after May 22, 2009 will be assessed an additional fee of \$25 which must also be paid at the time of reservation.

**Registration procedures:** All interested individuals/agencies are encouraged to register as early as possible. Full fees must be paid at the time of registration to secure spaces. Payments are accepted by bank wires only.

All individuals/agencies interested in reserving housing spaces must email or fax (at +1-212-937-3260) their completed reservation forms to [housing@isscny.org](mailto:housing@isscny.org); forms are available for download **here...**

Once completed reservation forms are received, invoices for payments will be generated and sent out – once full payment is received, summer housing confirmation will be emailed.

No walk-in registrations are available.

The information provided below will help interested individuals/agencies to better understand the type of summer housing offered and other applicable policies.

**Check-in & move-in dates:** Check-in and move-in dates will only be available on May 29<sup>th</sup>, May 30<sup>th</sup> and May 31<sup>st</sup> from 10am to 4 pm. No other check-in and/or move-in dates and times will be allowed.

At the time of check-in every student will be provided with:

- Housing Information Sheet
- Code of Conduct
- Summer Resident Temp ID card, and a
- Key Card

Key card lets the students into residence room. It is important that key card are always carried by the student when they outside of their room so they may re-enter their room.

Temporary ID card needs to be shown to Security Officers upon entering the campus gates. At any time, if student residents need assistance, there is a Summer Resident Assistant (SRA) on-call during the evenings.

**Number of residents per room:** Only 3 students are allowed in each room.

**Gender policy:** Female and male students are not allowed to live in one room. All male and female students will be assigned to separate floors.

**Guest policy:** Guests are not permitted for summer students. If you plan on having a guest, you must arrange this at least 24 hours in advance. If your request is approved, appropriate notices will be given to the Security Officers of Campus.

**Mail services:** Summer Students are not allowed to provide Long Island University's Campus address as their mailing address!

All students may provide the below listed address should they wish to receive mail from June 1, 2009 through July 31, 2009:

Student's Name  
Att: ISSC NY, Inc  
45 West 34<sup>th</sup> Street, 603  
New York, NY 10001

Please contact us should you have additional questions on how to receive mail.

**Maintenance requests:** In the event that light bulb goes out, toilet is not working properly, or any issue related to residence room that requires a maintenance/engineer, students can simply fill out a maintenance request form at the front of the residence hall and it will be addressed.

Generally, plumbing issues can be brought to the attention of the security officer who will be happy to call it in to the engineer on-call to be address immediately.

**Laundry services:** The laundry room is located in the basement of Conolly Hall. The machines take quarters and there is a change machine located in the lobby of the residence hall.

**Room description:** Telephone and cable television services in the Residence Hall are available. Both services are active in all rooms and can be accessed by plugging a telephone and/or television cable cord into the appropriate technology box in the room.

The outlet has two additional jacks for data communications services. High Speed Internet Service is also provided free of charge. Students who have laptops may register for wireless access to LIUNET during check-in.

Also, all rooms have refrigerators.

**Linens & Furniture:** All summer students will have their own bed, mattress, desk, desk chair, dresser, closet, and safe.

All mattresses in the residence hall are EXTRA-LONG TWIN. Rooms have a two-seater sofa that is shared with roommates. Students bringing linen will need to be sure to have the appropriately sized bedding.

**Parking:** On campus parking is not available for summer students. Fortunately, the Brooklyn Campus is accessible to all New York City Transportation. All train lines for Manhattan, Brooklyn, and Queens stop just outside the campus gates. The Long Island Railroad and airport bus terminals are ¼ mile walk from the campus.

**Helpful items to include in your packing check-list:** Alarm Clock, Coins (quarters for laundry), desk lamp, desk supplies, first aid supplies, flashlight (no candles), iron, laundry bag, laundry soap, power strips/surge protectors, pillows, radio, stamps (mail), stationary, toiletries, waste basket, and umbrella.

**Prohibited fire safety & health codes:** Fridges, extension Cords (only power strips allowed), candles, air conditioners, coffee pots, electric frying pans, any open heating devices/appliances, heaters, hot plates, hot pots, incense, pets, toasters, toaster ovens, grills, microwaves, water beds, and barbells (weights) are not allowed in the residence.

We look forward to seeing you soon!

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