Viking Woods Student Housing  
Information Sheet  
Academic Year 2016-2017

APPLICATIONS AT WWW.JEFFCO.EDU > FUTURE STUDENT > HOUSING > APPLY NOW  
Beginning Fall 2016, only individuals admitted as students will have access to the online housing 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
- RA cell phone
  (636) 212-1827, after hours and emergency use

Apartment Information

- 4 bed/2 bath unit - $385/person/month
- 2 bed/2 bath unit - $490/person/month (limited availability, special request only)
  - Rent includes electric, water, sewage, trash/recycling, and high speed internet.
- All units are single sex, but floors and buildings may be mixed
- Smoke detectors in each bedroom and hallway
- Fire alarm sprinkler system in each unit; pull station alarms in each exterior breezeway
- Private bedrooms include: private door lock; twin bed mattress/frame; nightstand; chest of drawers; desk; study chair; wired for cable television
- Fully-furnished kitchens include: refrigerator/freezer; electric range; dishwasher
- Common area furnishings include: sofa seating for four; coffee table; side table; built-in table dining table; kitchenette chairs

Amenities

- Clubhouse
  - Great Room: big screen TV, DVD player, cable television
  - Housing Office: check out vacuum, plungers, games, etc.; available for resident assistance
  - Mailboxes: each resident has a private mailbox; packages are delivered to the Housing Office
  - 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 barbecue 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: 2 professional/supervisory staff; 4 - 6 Residential Assistants
- Maintenance services provided
- Contract Lengths: Academic Year; Fall Only; Spring Only; Summer
TIMELINE - What happens next??

MAY 1
Completed Housing application priority deadline.
Applicants with a completed application by this date will be considered for a bed space. A completed housing application consists of: 1) A completed on-line application submission; 2) Receipt of the applicant’s legible, state-issued, photo ID; 3) Proof of a paid security deposit ($300 new applicants; $250 returning applicants); 4) Proof of paid background check fee ($30).

MAY 23
Roommate & Apartment self-selection begins at 9 am. Lease Contract is available.
Pending space availability and clear background check results, selected applicants will be notified that a space has been reserved for them. Selected applicants may begin choosing roommates and apartments from those that are eligible on their Self-Service page>room selection. Selected applicants must also complete the Lease Contract found on their Self-Service page>applications.

JUNE 16
Roommate & Apartment self-selection ends at 2 pm. Completed Lease Contract deadline.
Selected applicants who DO NOT self-select roommates or an apartment by this deadline will be auto-assigned by Housing Staff. All selected applicants who are assigned to apartments and have a completed Lease Contract by this deadline will now be considered pending residents. Selected applicants who fail to complete the Lease Contract by this deadline may be moved to the bottom of the wait list and no longer guaranteed a space.

JULY 1
Fall rent charges will be applied to student accounts.
Pending residents can log in to their MyJeffco accounts and review charges under the Student Tab>account summary.

AUGUST 1
Fall 2016 financial arrangements deadline.
Selected applicants will agree to a financial arrangement on the Lease Contract. The arrangement must be in place by this deadline or the pending resident may be moved to the wait list.

AUGUST 11
New Resident Move-In Day
Pending residents who are NEW to Viking Woods 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 NEW Resident Orientation will be held at 4 pm in ASI-119.

AUGUST 12
Returning Resident Move-In Day
Pending residents who are RETURNING to Viking Woods 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 RETURNING Resident Orientation will be held at 4 pm in ASI-119.

AUGUST 15
CLASSES BEGIN!

VISIT WWW.JEFFCO.EDU/HOUSING FOR MORE INFORMATION INCLUDING FLOOR PLANS, ROOM PHOTOS, GLOSSARY OF HOUSING TERMS, AND FAQS.