

The Dorm Inform

Moving On? Moving up? Moving Out? Room Changes for Spring 2011

Believe it or not, October is when we start to think about Spring semester. At the end of October, the GHO & Dining Services will apply Spring 2011 room (& board charges for HGS and Harkness residents) to student accounts. The charges will appear on your November e-bill from SFAS.

Students who are applying for December Graduation or otherwise want to cancel their housing contract should submit a Contract Cancellation form and notify the GHO via email at grad.dorms@yale.edu. We will work with students as best we can regarding re-assigning your room to a new housing applicant.

Students who would like to try to change rooms into other available rooms and buildings should submit a Room Change form. Forms can be submitted in person, via email, or fax for a move between any of the 5 dormitories in graduate housing – HHH, HGS, Harkness Hall, 254 Prospect St and 276 Prospect St.

If you have already submitted a form this year, you do not need to submit another.

Forms can be found on-line at
<http://www.yale.edu/gradhousing/students/forms.html>

All requests should be submitted by Friday November 12, 2010. For cancellation requests, you'll be notified if I can approve your request, as I match up new applicants to available spaces on campus. For Room Change requests, you will be notified ONLY if we can accommodate your request. Not every contract cancellation or room change request can be accommodated. Best of luck!



Facilities Repairs Needed?

To report an URGENT or EMERGENT problem directly to the Customer Service Control Center: call 432-6888 or 785-4620.

For all ROUTINE work...
To enter a work request into the FAMIS system:
Visit the following web site:

<http://www.facilities.yale.edu/>

Click "Facilities Work Request" from the left hand menu. (I recommend you bookmark.)
You will need to enter your Net ID and password to access the system.

At the first pull down menu, select your building.
At the next pull down menu, select your floor.
At the next, select your room number.

Then, enter your work request in a brief but detailed message. Example - "Overhead bedroom light is burned out. Please replace bulb."

Finally, click the "submit" button. It's that easy!

The GHO encourages all students to report their own work order problems but contact your RC or the GHO if it's a large scale problem so we can help monitor the progress of repair!

Personal Property Insurance update

The GHO contacted Haylor, Freyer, & Coon, Inc. to purchase personal property insurance for all students who did not provide proof of insurance by the deadline. A \$70 "misc fee" was added to your SFAS account if we did purchase insurance for you. You will see this charge on your October e-bill coming out this week!

October 2010



Cold in the Dorms?

The dormitory buildings have several temperature sensors that help the University Physical Plant Office know how cold or warm a building is. The building's core temperature has to drop low enough in order for the heat to be "turned on". At this point in the fall, the building's core temperatures are still quite high.



The tentative time for "turning on" the heat is mid-October. If daytime and nighttime temps cool off sooner, the heat will start sooner. If it is warm, the heat will start later this month. Once the heat is "on" it stays on until spring time – so hot stretches of fall weather will make it HOT.

If you are feeling cold, first thing is to grab an extra blanket or sweatshirt, close your windows and bundle up. If your windows are drafty – call Physical Plant so someone can address that specific problem, which should keep your room warm enough for sleeping. Most of the graduate dormitories have little to no control over the amount of heat in the rooms. The University sets the temp at 68-72 degrees F during the day and a little lower at night for heat conservation.

GHO DOES NOT allow space heater use in the dorms. Most of the dorm rooms do not have enough electrical capacity to support tvs, lamps, refrigerators, computers, hairdryers, and space heaters. **If you trip the circuit breaker for your room or section of the building, you and your neighbors will be COLD and IN THE DARK.**

When the heat is turned on, you will often notice a funny smell. It will go away after a few hours or a day as the pipes get the heat circulating again after the summer shut down.

The GHO recommends that students move all furniture and personal items AWAY from the heaters in your room. Give the warm air space to circulate and warm your room – not just the back of your desk! If, when the heat is turned "on", your room is still cold, please call Customer Service to report the problem. Many heat issues are actually "plumbing" issues so the Yale plumbers will "bleed" your pipes, allowing the steam to circulate and warm your room.

Good luck and stay warm!

