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New Haven: What a Town

New students to the University should take advantage of the free walking tour of the campus hosted by the Yale Visitor Center at 149 Elm Street. They can be reached at 203.432.2300. The tour highlights the history, architecture, culture and tradition of Yale University. “Walk where many Presidents have walked”. Tours are typically available 10:30 & 2:00 Monday through Friday and 1:30 on Saturdays and Sundays.

During your time here at Yale, you’ll begin to notice all of the things the City of New Haven has to offer. Apart from the University, New Haven is a city rich with culture, entertainment, and history.

A company of British Puritans founded the New Haven Colony in 1638. At the head of this company of five hundred men and women was the Reverend John Davenport (for whom the college is name). Mr. Eaton, a London merchant, who helped fund the trip, and co-founded the colony, also accompanied the Reverend Davenport.

These settlers, much like the Puritans of Massachusetts, sought to create a utopian Christian society. Adhering to the Protestant work ethic that was deeply ingrained in the collective consciousness, they also planned for New Haven to become a commercial empire. They sought to control all of Long Island Sound, and all of the coastline as far south as Delaware. While the lofty ambitions never came to fruition, their work laid the foundation of what New Haven has become today.

**For more information visit:
www.cityofnewhaven.com**

During the Revolutionary period, New Haven had become known as a center for industry, invention, and manufacturing. After the American Revolution, New Haven continued on the same path, and is known as the birthplace of many inventions that are still in use today. For example:

- In 1794, Yale Graduate, Eli Whitney, invents the Cotton Gin. Whitney’s assembly line, made popular by Henry Ford, was first put to use in Brewster’s Carriage Factory on Wooster Street in 1809, using Whitney’s idea of interchangeable parts.
- Colonel Sam Colt invents the first automatic revolver at Whitney’s Armory in 1836.

- In 1839, Charles Goodyear patents the process for vulcanized rubber.
- The first American hamburger is born at Louis' Lunch on Crown Street.
- In the early 1960's the Chapel Square mall is completed. It is the second indoor mall ever built in the United States.

New Haven isn't just all work and no play. The downtown area is famous across the state as an excellent place to see a show, enjoy fine dining, and shop.

The City of New Haven also enjoys a very special "Town and Gown" relationship with Yale University and its students. Yale University was founded in 1701. It is the third oldest learning institution in the United States. Yale University is New Haven's largest employer. Yale has over 6,000 staff members, over 2,700 faculty, and over 10,000 undergraduate, graduate and professional students. The University consists of an ever-expanding 175-acre campus with well over 180 individual buildings.

Eight Things in New Haven That Can't Be Missed

Although people could argue about what's best in New Haven, most would agree that you should at least try the eight things on this list once. Experience what locals consider an essential part of being an Elm City resident.

1. Go to the top of East Rock

Experience the spectacular view of New Haven and the Long Island Sound from the top of East Rock Park. On a clear day, you can see all the way to New York. Bring a take-out coffee, sit facing the vista and enjoy!

2. Attend an Outdoor Event or Performance

Watch local events listings for the performances that take place outdoors in the city parks all summer. You'll want to pay special notice to the Green downtown. Make a date, take a picnic and spend an evening under the stars with friends. One of the many possibilities is to attend one of the excellent productions of Shakespeare in Edgerton Park, by the Elm Shakespeare Company, which usually takes place in late August.

RECREATION: The New Haven area has a large number of museums, theatres, parks, restaurants, sports facilities, concerts, beaches, and historical sites for your enjoyment. Again, neighbors and the local papers are the best source of information. The cost of local entertainment ranges from free to expensive. Call ahead. Some of the more popular destinations are listed here.



3. Take a trip to the shore

Lighthouse Point – Take the G bus from New Haven or ride your bike for a great workout. It's not Florida, but it's really nice and very close, only a 20 minutes bus ride from downtown New Haven. With an antique carousel, play equipment and water park for kids (and kids at heart), picnic area, nature trails, bathrooms with a changing area and of course a Lighthouse. To get there from New Haven, ride Water Street to Townsend Ave. turn right on Townsend. Go to Lighthouse Rd. and take a right. The park is at the end of the road on the left. Or take the G bus.

Hammonasset State Park – You need a car to get to this beautiful state park beach on Long Island Sound. From New Haven, take I-95 North to exit 62. *West Haven Promenade* – Said to be the longest stretch of public access beach in the state of Connecticut. Go for a late afternoon or early evening stroll along the shore. Have a fresh seafood dinner at Stowe's, 347 Beach Street. To reach by car from New Haven: Take I-95 south to exit the J7 to West Haven and get off at Capitan Thomas Blvd.

Stony Creek/Thimble Islands – This charming area just north of Branford offers a beautiful New England coastline. Take a tour of the historic and fascinating Thimble Islands. Sea Mist is one of the more popular boats www.seamistcruises.com. There is a small park along the shore overlooking the harbor and a café where you can have a bite to eat or a coffee. By car: I-95 north to exit 56. Go right at end of ramp. Follow Leetes Island Road to Thimble Island Road. Continue straight to Stony Creek harbor area. More details on page 12 of this guide.

4. Go Hiking at Sleeping Giant Park

Only 8 miles up Whitney Ave. in Hamden. Go on a nice day and be sure and hike to the tower for a spectacular 360 view of the surrounding area. It feels like a mini-vacation out of New Haven. If you fee that you've burned too many calories, after your hike, turn right out of the park onto Whitney Avenue and go have some homemade ice cream at Wentworth's about a mile up the road on the right.

5. Visit Wooster Square in the Spring

A spectacular display of cherry blossoms. For a most delightful experience, when you go to see the cherry tress, make sure you walk down Hughes Place, a little street off the park that offers a canopy of soft pink petals.

6. Try some Italian Ice & Pastries

Libby's Italian Pastry Shop –139 Wooster St., 203.772.0380. Go for coffee, Italian pastries or an Italian ice after a pizza dinner on Wooster Street. Lively

weekend evening scene. Lucibello's Italian Pastry Shop—935 Grand Ave., 203.562.4083. Excellent Italian-style bakery.

7. Eat a Real American Burger

Louis' Lunch – 263 Crown St., 203.562.5507. This small brick establishment is said to be the birthplace of the American hamburger. Established in 1895, the owner forbids the use of ketchup because it is an insult to his art. The burgers are still made fresh on special vertical grills. Order a burger with 'the works'.

8. Have a Famous New Haven Pizza

New Haven, with a sizeable Italian-American community, is famous for its pizza. The two pizza shops on Wooster Street that vie for the top ranking in the New Haven pizza war are, Sally's and Pepe's. However, locals know there is plenty of good pizza to be had elsewhere without the long wait for a table. Should you try Sally's or Pepe's at least once? That's your decision, but aren't you just a little bit curious to know what the fuss is about? Go during the weekdays when the lines out front tend to be shorter. Sally's Apizza—237 Wooster St., 203.624.5271; Frank Pepe's Pizzeria Napoletana—157 Wooster St., 203.865.5762. Outside of Wooster Street, on State Street is Modern Apizza, well-known for great pizza as well.

Cinema

A new theatre, Criterion Cinemas, was recently built and is located at 86 Temple Street. More information can be found at www.criterioncinemas.com. The larger theatre chains have cinemas in the immediately surrounding areas (North Haven, Milford, etc.). In addition, there are several Yale film societies offering cheap semester passes:

Bob's Film Society, which show films in SSS; Spectrum Films, screening films in Davies Auditorium; and the Yale Medical School Film Society (YMSFS), which shows films in Harkness Auditorium. YMSFS is probably the most popular of the three, showing a variety of recent releases, classics, Hollywood and foreign films. On Saturday afternoons, the Yale Center for British Art shows films. Admission is free.

If you feel like staying home with a movie, you can rent videos from the Yale Film Studies Center, 53 Wall Street. For more information, call 203.432.0148 or, if you have a car, you can drive to one of the truly great video stores anywhere, Best Video (1842 Whitney Avenue in Hamden, 203.287.9286). Specials include two-for-one movie nights on Tuesdays and Wednesdays and four videos for four nights for \$10. More videos than there are stars in heaven (and you'll think you're in film heaven).

Museums

New Haven and Yale are home to three distinguished museums: the *Yale Art Gallery* and the *Yale Center for British Art*, both located on Chapel Street in downtown New Haven, and the *Peabody Museum of Natural History*, located on Whitney Avenue. Other outstanding collections and programs are featured at the *Eli Whitney Museum*, the *New Haven Colony Historical Society*, *Artspace* and the *Creative arts Workshop* on Audubon Street.

Night Clubs

Alchemy, 223 College St.	203.777.9400
BAR, 254 Crown St .	203.495.8924
C.O. Jones, 969 State St.	203.773.3344
El Amigo Felix, 8 Whalley Ave	203.785.8200
Miya's, 68 Howe St.	203.777.9760
Playwright, 144 Temple St.	203.752.0450
Toad's Place, 300 York St.	203.624.TOAD (8623)
Viva Zapata, 161 Park St.	203.562.2499

See www.clubct.com/newhaven.htm for more information

Parks and Beaches

East Rock Park: Offers a fantastic view of New Haven and Long Island Sound with picnic areas and hiking trails. East Rock Road, and Davis Street, New Haven, 203.787.6086.

Bradley Point Park & Promenade: Seaside, off I-95, exit 42, West Haven, 203.937.3651. A beautiful place to walk, bike, fly kites on Long Island Sound. Admission is free. Open daily. Call for special events information.

Sleeping Giant State Park: 200 Mt. Carmel Avenue, Hamden, 203.789.7498. 1,500 acres with 33 miles of hiking trails. Walk uphill to an observation tower. Good picnic area, with brick barbecue pits. Fishing is permitted in Mill River. Free admission.

Lighthouse Point Park and Beach: End of Townsend Avenue (I-95, exit 50), New Haven, 203.787.8005. Gorgeous beach, changing rooms, and food concessions, plus nearby ball fields and picnic areas. Admission fee in summer is \$10.00 per car, unless you have your New Haven car registration with you. Open daily.

West Haven Beaches: Off I-95, exit 42, West Haven, 203.937.3651. Along the shore are four beaches open to the public: Bradley Point Beach, Sandy Point Beach, Morris Beach, and Oak Street Beach. Admission is free for West Haven residents only. Others pay \$5. There is a season pass available for \$165. Open daily.

Restaurants

There are many restaurants in the downtown area. Some are for the student budget, other's are a little more pricey. Here is a sample of what's available:

- Chinese: Royal Palace, 32 Orange St., 203.776.6663
- French: Union League Café, 1032 Chapel St., 203.562.4299
- Indian: Royal India, 140 Howe St., 203.787.9493
Nirvana, 148 York St., 203.776.8644
- Italian: Scoozzi Trattoria and Wine Bar, 1104 Chapel St., 203.776.8268
- Latina: Roomba, 1044 Chapel St., 203.562.7666
- Pizza: Yorkside Pizza, 288 York St., 203.787.7471
Modern Apizza, 874 State St., 203.776.5306
Frank Pepe Pizzeria Napoletana, 157 Wooster St., 203.865.5762
- Sushi: Miya's Sushi, 68 Howe St., 203.777.9760
- Thai: Thai Taste, 1151 Chapel St., 203.776.9802

Sports

Aside from the various Yale varsity sports season, there is an annual professional tennis tournament, and for golf enthusiasts, the Yale Golf course, is considered one of the finest courses in the country.

Theatres

The Shubert Performing Arts Center and the *Long Wharf Theatre* near the water in New Haven are Tony Award-winning regional theatres. The original *Shubert Theatre* was one of the most famous off-Broadway theatres in the country and premiered such classics as *My Fair Lady* and *The Sound of Music*. In addition to these (and also Tony Award-winning), *The Yale Repertory Theatre* season usually includes six productions of both new and classical work. Student season passes are available. Student rush tickets are available on the day of each performance. The Yale Rep is located at 1120 Chapel Street. Call 203.432.1234 for information.

Shopping

Most needs can be met by a combination of specialty markets in town and the big supermarkets in the suburbs. Some local favorites include:

Orange Street/Science Hill area:

Nica's Market: 603 Orange Street, 203.787.5919. Fine gourmet foods.

Romeo and Cesare Gourmet Shoppe: 771 Orange Street, 203.776.1614. Great gourmet Italian products, cheese, and produce. For lunch, stop by the deli counter and pick up one of their famous fresh mozzarella sandwiches.

Downtown/Central area:

Atticus Bookstore Café: 1082 Chapel, 203.776.4040. Not just a bookstore, but also a place to buy great breads baked fresh daily.

Jong's Produce: 1147 Chapel St., 203.562.7725. A favorite of Art and Architecture students, long's features fresh produce and a well-stocked pasta and salad bar.

For all-purpose food shopping, there are several Super Stop & Shop supermarkets (open 24 hours a day). The most convenient location may be on the corner of Skiff Street and Dixwell Ave. or Putnam Ave and Dixwell Ave. in Hamden. Shop Rite recently opened in the Hamden Plaza on Dixwell Ave.

See maps starting on page 64

Farms and Orchards

Bishop Farms and Winery—500 South Meriden Road, Cheshire, 203.272.8243. A 200-year old working farm with apple orchards, cider press, fruit winery, and farm animals. Admission is free. Open daily from March through December.

Bishop's Orchard—1355 Boston Post Road, Exit 57 off of I-95, Guilford, 203.453.6424. Pick your own fresh fruits. Gather strawberries in June, blueberries in mid-July, peaches in August, and raspberries and pears from late August through fall.

Field View Farm—707 Derby Avenue, Orange, 203.795.5415. The oldest operating dairy farm in CT, run by the same family for over 300 years. One of the few places that still sells fresh milk, cream, homemade ice cream, vegetables, and flowers. Admission is free and the farm is open year round.

There are four good sources of information for any shopping needs: the local newspapers, the telephone book and (probably best of all) your neighbors. If you have a car, there are a lot of great shopping districts around the New Haven area.

Area Shopping**Dixwell Ave in Hamden**

Along this road you will find several stores to meet your needs: Bed, Bath & Beyond, TJ Maxx, Wal-Mart, Marshalls, Bob's, Gap, Old Navy, Staples and much more. There is also Once Upon a Child, a children's consignment shop with great quality clothes, furniture and toys.

Frontage Road in East Haven

This street includes Office Max, Home Goods, and Expect Discounts, an inexpensive but good grocery store. Take I-95 north, exit 51, stores are on both sides of the road.

Universal Drive in North Haven

Another source of great shopping: Home Depot (hardware), Sally's (beauty supplies), Payless Shoes, Sports Authority, Office Max, Burger King, TJ Maxx (clothes for men, women, and children), Coconuts (music and videos), Target and more. Take I-91 north to exit 9. Make a left at the bottom of the ramp, then turn right and follow the road over the bridge.

Boston Post Road in Milford

Check out hundreds of stores here. Just to give you an idea of what's available: Costco (household), Sears, Sam's Club, Home Depot, Pier 1, a furniture and rug district, and much more (including the Connecticut Post Mall, the largest mall in the area). Take I-95 south to exit 39B and turn right at the bottom of the ramp.

See maps starting on page 87

Living as a Student in New Haven

Banks

Because a local checking account is almost a necessity, check with individual banks for more information on what they offer. For a more complete listing see Area Businesses in the rear of the book.

Bike Registration:

Bicycle registrations are provided free of charge as a service to the community by the Yale University Police. All bicycles are entered into the YPD/NHPD database as well as the National Bike Registry. Bicycle registrations begin September 1 and are good for one year. Bicycles may be registered at any time during the year. A registration form can be found on the website: www.yale.edu/graduatehousing.

Cable Service

Comcast Cablevision of New Haven, located at 630 Chapel Street, is the local cable television provider. For customer service, call 1.800.266.2278.

Satellite dish service is not available at the apartments.

Children's Public School Registration

Contact the New Haven Board of Education immediately upon arrival to register children ages 5 to 18. If you wish to have your child participate in a magnet program, keep in mind that magnet school applications are due on February 14th. Call 203.946-8804 for general information.

Day Care

The University Benefits Office has produced an excellent directory listing day care available in the Greater New Haven area. Susan Abramson, the Program Coordinator can be reached at 203.432.8069. This information is also available online at: www.yale.edu/daycare.

Family Issues

The Yale WorkLife Program provides the Yale Babysitting Service, available exclusively for Yale University parents (faculty, staff and students). The web-based service links Yale parents with current Yale students who are interested in babysitting. To use the service, eligible parents will access a password-protected database of Yale students registered as babysitters.

To learn more about the Service, eligibility, and to register go to www.yale.edu/babysitting.

Employment

The University's Human Resources Office is located at 221 Whitney Ave. There are usually a wide variety of positions available. Visit the office, call 432.5700 or visit the website at www.yale.edu/hronline.

Yale Health Plan

The Yale Health Plan (University Health Services) is located at 55 Lock St. Clinics and support services are open year round, Monday through Friday, from 8:30 AM to 5:00 Pm. The Infirmary is open 24 hours a day, seven days a week. The Urgent Care Department is open 24 hours a day, year round. For more information, visit their website at www.yale.edu/uhs or call 203 432 0246.

The State of Connecticut offers insurance through its State Assistance Programs. They are:

HUSKY: Healthcare for Uninsured Kids and Youth. Quality healthcare for every child in Connecticut. Dependent upon income, parents and caregivers may also be eligible for free or low-cost insurance. Call 1.877.CT.HUSKY (1.877.284.8759) or visit www.huskyhealth.com for more information and applications.

WIC: Women Infants and Children

Connecticut State Agency 1.800.741.2142. WIC Provides monthly vouchers for the purchase of specific foods for pregnant, postpartum and breastfeeding women and children under the age of five. Foods that can be purchased

with WIC coupons include eggs, milk, beans, carrots, tuna fish, cheese, juice, cereal, peanut butter and infant formula. Eligibility is based on income and other qualifications. Call the Connecticut State Agency for more information.

Health Programs

If you are an enrolled student attending Yale at least halftime and working towards a Yale degree. You receive many YHP services, including primary care, at no charge (YHP Basic). If you are eligible for YHP Basic you are also required by the University to obtain additional coverage for hospitalization and specialty care. There are two options:

1. You can purchase Yale Health Plan's Hospitalization/Specialty Coverage, with or without Prescription Plus.
2. You can have other coverage, either by being a dependent on someone else's plan (parents' or spouse's or domestic partner's) or by purchasing other coverage on your own. You will still be able to use YHP specialty services, but your other insurance will be billed for them as well as for any services obtained outside YHP, even if you are referred by a YHP clinician.

Yale ID

A student and spousal ID can be obtained by visiting the Yale ID Center, located at 246 Church Street, 203.432.0165. Your ID card identifies you as a member of the Yale University community. You should carry it at all times while you are on campus and present it, upon request, to University officials whose assigned responsibilities authorize them to seek proper identification. Your ID can be used for a number of things, including: the Yale Shuttle Bus, Yale Athletic Events, the Peabody Museum, the Payne Whitney Gym, and Yale library usage.

Lost & Found

The Lost & Found Center is located in the University Police Headquarters, located at 101 Ashmun Street and is open M-F 9:00 am–4:30 pm 203.432.4405. Three other areas provide lost & found services:

- Athletics: 203.432.1420, room 103RTH for items lost at any intercollegiate event or Yale athletic facility.
- Sterling Memorial Library: 203.432.1830, room 116C SML
- School of Medicine Security Desk: 203.785.4202

McDougal Graduate Student Center

The McDougal Center is a Center for Careers, Teaching and Student Life. The Center has a Common Room with the student-run Blue Dog Café,

and a program room for events and work-shops. The McDougal Center also houses the Dossier Service, the Resource Library, meeting rooms, a recreation room, and a computer cluster. The McDougal Center is located at 320 York Street. Center staff and fellows organize various programs and activities throughout the year. Visit their website at www.yale.edu/graduate-school/mcdougal/welcome.

Newspapers

The New Haven Register and The Connecticut Post service the City of New Haven. Out-of-town newspapers, specifically New York and Boston papers, are readily available at area newsstands (NewsHaven on Chapel Street has perhaps the best selection). The New York Times is available through subscription and at boxes throughout the city. The Advocate is a weekly alternative paper and contains the most thorough listings of things-to-do around town. Look for the black boxes around town or pick up a copy at your favorite area coffee shop, deli, record store or neighborhood market.

O.I.S.S.

The Office of International Students and scholars is responsible for the general welfare of more than 3,000 international students and scholars at Yale. For more information on the services they provide International students and scholars are urged to visit their office at 421 Temple St, call 203.432.7166 or log-on to their website at www.oiss.yale.edu.

Religious Ministry

The University is affiliated with numerous religious organizations. A directory is available in the Graduate Apartment Office for reference. Information on these organizations as well as local services may be obtained by calling the Religious Ministry at 203.432.1128.

Shuttle Bus Services

Yale provides convenient bus service throughout the university. Anyone with a Yale ID rides free. During the day there are three bus routes: the VA shuttle, between the Yale-New Haven Hospital and the Veteran's Administration Hospital; the YNHSH shuttle, throughout Yale campus with designated stops; and the BioMed Shuttle, between the Med School and the Science Hill campus with stops at the train station. After 6 pm these services stop running and the Minibus services begin. The Minibus has designated stops throughout New Haven or you can call 203.432.6330 to be picked up and dropped off anywhere within the Minibus service area, which encompasses all the Yale campus and many off-campus residential areas. Between

1:00 am and 6:00 am the Minibus stops running regularly and you must call for pickup. The bus usually arrives within 10 minutes of the request. Be sure to check out www.yale.edu/shuttle for shuttle maps and to view live tracking of shuttle buses.

S.O.S. – Spouses (and significant others) of Students

This group has been established for spouses or significant others of Yale students so they can get to know others and find mutual support through social activities. Contact the McDougal Center for more information on upcoming events at: mcdougal.center@yale.edu.

Transportation & Travel

Airports

Tweed-New Haven Airport: 203.946.8283. From and to NYC Airports and Hartford: Connecticut Limousine, 800.472.5466.

Bus Service

Connecticut Transit: 203.624.0151. Local buses can take you anywhere in New Haven and to nearby towns. Most bus routes begin and end downtown at the New Haven Green. Schedules are available at the Parking and Transit Office, 221 Whitney Ave. Cost for one zone is \$1.00; \$1.50 for two-zones.

Useful routes:

- A: Runs from Union Station to downtown and up Orange Street
- C: Runs from the Green to Universal Drive (exit 9 off I-91), where Showcase Cinemas North Haven, Home Depot, and other stores are located.

Important Phone Numbers:
Tweed-New Haven Airport **203.946.8283**
From and to NYC Airports and Hartford:
Connecticut Limousine **800.472.5466**
Bus Service: Connecticut Transit **203.624.0151**
Rail Service (from Union Station): AMTRAK:
To Boston, Washington D.C., and beyond **800.872.7245**
Metro North Railroad: New Haven to
NYC Grand Central (and points in between) **800.638.7646**
Taxi: New Haven Taxi Co. **203.877.0000**
Metro Taxi **203.777.7777**

B and M: Run from Yale New Haven Hospital (YNHH) to the VA Hospital.

G: Runs from Tweed- New Haven airport to downtown and up Dixwell Avenue.

J: Runs from Union Station to downtown and up Whitney Avenue to Connecticut Post Mall.

O: Runs between YNHH, St. Raphael's Hospital, and Connecticut Post Mall.

On Campus

Yale Parking and Transit also manages the University shuttle system. Yale shuttle information and schedules are available online at www.yale.edu/parkingandtransit. Shuttle service is FREE to students and spouses with Yale I.D. Spousal ID's can be obtained by visiting the I.D. Center, located at 246 Church Street.

Rail Service (from Union Station)

AMTRAK: To Boston, Washington D.C., and beyond, 800.872.7245. www.amtrak.com

Metro North Railroad: New Haven to NYC Grand Central (and points in between), 800.638.7646.

Taxi

New Haven Taxi Co. 203.877.0000

Metro Taxi 203.777.7777

Travel Agencies

Yale Travel Services: www.yale.edu/travel located at 55 Whitney Ave. Suite 445. They are very helpful with plane reservations into and out of Tweed as well as Hartford, CT and New York.



Graduate Apartments

Living as a Student in Graduate Apartments

Automobiles/Parking

Parking is available at some of the Graduate Housing locations. The resident must provide a copy of the car registration to the Graduate Apartment Office. **There is enough space to allow one car per apartment.** Spaces are not assigned. Unauthorized vehicles will be towed at the owner's expense.

For residents with more than one vehicle, or where parking is not available, contact Yale Parking and Transit at www.yale.edu/parkingandtransit or call 203.432.9790.

- **New Haven Declaration of Personal Property:** Motor Vehicles are subject to a local property tax, whether registered or not. If you do not register a vehicle but retain ownership, you must annually file a declaration form with your assessor between October 1 and November 1. Even if your car is not registered in CT, you may be liable for local tax if you operate it here. See New Haven assessors info and declaration form online at www.cityofnewhaven.com/assessor/declaration.asp. Location: New Haven Assessor's Office, City Hall, 165 Church Street.
- Call your state DMV and ask them what to do if your registration is due for renewal.
- If you want to register your car in Connecticut, call the DMV office at 1.800.842.8222 to find out their office hours and what paperwork you need to complete.
- Parking at the apartments is only available for one car per apartment. Alternative arrangements must be made if you have a second car.

Alterations to Apartments

You may not make any alterations to the unit without the prior permission of the University. University personnel and their agents are the sole providers who are authorized to perform alterations, maintenance or repairs to the unit, building, and grounds. If you have any questions, please call the Graduate Apartment Office for clarification. (203.432.8270) See Appendix: Care of the Premises for more details.

Appliances

Every apartment is equipped with a frost-free refrigerator and gas or electric range. The operation and maintenance of these appliances is relatively

simple, however, if you have any questions, please call. Any damage beyond normal wear and tear will be deducted from the security deposit, including full replacement cost, if necessary. Dishwashers, washing machines, dryers, etc., are not permitted in the apartment. Air conditioner repair is not the responsibility of the University except at the Mansfield apartments where it is part of the HVAC system.

Bathtub

When you take a shower, it is very important to keep the shower curtain inside the bathtub and to keep it closed tightly against both ends of the shower enclosure. This will keep the water inside the tub. Water that gets on the floor damages the flooring. If you live on the second or third floors water may go through the flooring in your apartment and drip through the ceiling of the apartment below yours. Handheld shower heads are often a source of many water related problems. It is preferred that they not be used. *Important Notice: Water damage caused by a resident's failure to properly use a shower curtain will be assessed toward the resident's bursar bill.*

Community Rooms

At Mansfield, Whitehall and Esplanade complexes, community rooms are available for resident use. Contact the resident coordinator at your complex to arrange for its use and password. There is no charge and arrangements must be made in advance. Responsibilities for using the community room: leave it cleaner than you found it.

Carpeting

For those with hardwood floors, it is required that residents place area rugs throughout the apartment to preserve and protect the flooring. Carpets will lessen the noise for your neighbors and keep the room warmer.

Vacuums

For those with carpeted apartments, vacuums are available for loan during the year, with a \$50.00 deposit, through the Graduate Apartment Office.

Cleanliness

If personal practices infringe on the rights of other residents, individuals may be required to maintain certain reasonable standards. Pest control, in particular, may require the cooperation of all neighboring residents. It is easier to practice habits which prevent problem with household pests than eliminate the pests once they appear! Call the Apartment office with

the onset of a problem. Foil use on the kitchen wall by the stove is strictly prohibited. It acts as a hiding place for roaches and other pests. Also, grease build-up on the foil acts as a roach and pest magnet. Residents should not place plastic on the walls behind the stove either.

Appliances, kitchen floors, and bathroom fixtures should be regularly cleaned with a diluted mild detergent such as Top Job or Mr. Clean. Hardwood floors require only regular vacuuming or sweeping. Water and cleansers will damage the finish. Specific cleaning questions may be directed to the Graduate Apartment Office. A Welcome Bucket with a variety of cleaning materials is provided for each new resident at the apartment.

Consideration of Others

As outlined in the Housing contract, mutual respect and consideration are required. Noise and personal property are both of particular concern. Remember that noise travels from apartment to apartment. Parents should be aware that when children who live on any floor drop toys, run around, etc., the noise could disturb neighbors living below or above them. Problems should be discussed between residents in a friendly and open manner. In many cases the offending party is not aware that the behaviors is affecting others. Generally, quiet hours may be considered to be between 10:00 PM and 8:00 AM. Personal property, such as children's toys, should be stored in the basement or inside the apartment when not in use. Please be considerate of your neighbors whether they are next door, upstairs, or downstairs. Residents are encouraged to use area rugs on the hardwood floors to soften noise.

Contract Terms and Conditions:

Your copy of the contract contains the Terms and Conditions of Occupancy (also see Appendix for copy of current contract.) It is a valuable source of information and you should be knowledgeable on its contents. All contracts will expire on June 30th. Vacating in advance may result in financial penalties. Review your contract! We are available to clarify any questions you may have regarding eligibility, length of occupancy, cancellation, penalties, vacating, etc.

Subletting/Summer Leave

As outlined in the Housing contract, a unit may be sublet to other Yale affiliates for the summer months only, by a student who has renewed their graduate apartment for the next year. This is a particularly valuable option to students leaving on internship for these months. The sublet must be arranged with the Housing Office's approval and executed on the appropriate forms from that office. A brochure describing procedures is available from the GHO office.



Students who are away for academic reasons during the month of July and do not wish to sublet their apartment are eligible for a reduced rent. Please let the office know if you would be willing to provide accommodations for visiting families around graduation. Written documentation from your department is required by June 1st. Keys need to be turned in and mail stopped while away.

Garbage/Trash Disposal

Dumpsters and recycling bins are provided at each apartment complex. Each resident is responsible for disposing of their own garbage and trash in the appropriate bins and in a timely manner. Please be sure to secure all garbage in plastic bags and that it is placed **INSIDE** the dumpster. Household garbage should not be placed in hallways, or outside, for any length of time prior to being brought to the dumpster.

Hallways

Halls are not to be used for storage. This poses a serious fire hazard and will not be tolerated. The only acceptable item to be placed in the hall is a doormat! The Fire Marshall's Office conducts random inspections and will tag items for removal.

Facilities: How to Use Our System

In addition to administration, the Graduate Apartments Office is responsible for overseeing apartment maintenance and repairs. Understanding how to use our system will help you to receive the best possible service. **Residents are not permitted to obtain services from a private contractor.**

Inspection Checklist

Each new apartment resident receives an information packet upon arrival. Included in this packet is the "Apartment Inspection Checklist". All new residents are required to complete the 'move-in' section of this form and return it to the housing office within 5 days after moving in. The checklist allows you to report any repairs that may have been missed when your apartment was being prepared for you. It also allows you to document the apartment conditions. The checklist is also used by the housing staff as a guide when vacating. Any damages not listed on your checklist could result in charges. (See Vacating for more details)

Reporting Maintenance Issues

There are two types of maintenance requests: Emergency and Routine. Emergencies include situations such as no heat or hot water, broken windows, power failure, lack of single light source, unsecured doors, flooding and stolen keys. Routine maintenance consists of non life threatening situations such as leaky faucets, appliance repairs, etc.

It is the residents' responsibility to report all maintenance requests to the appropriate area. The numbers are as follows:

- Report all emergency requests to Facilities at 203.432.6888. Personnel are available 24/7 to assist you. **If you suspect a gas leak, leave your apartment and call the Southern Connecticut Gas Company at 1.800.659.8299.**
- Routine requests for maintenance should be directed to the Facilities website at <http://www.facilities.yale.edu>. Select 'students' from the left side menu.
- Problems with laundry equipment should be report to MacGray Laundry Services at 1.800.622.4729 or online at www.macgray.com/laundrylinx. Password: yalebulldogs
- Issues with window blinds/shades can be directed to the Graduate Apartments Office at 203.432.8270 or email grad.apts@yale.edu
- If you think you have a pest problem contact Facilities at 203.432.6888 with a full description.

Custodial Services

Responsibilities include cleaning the common areas and hallways.

Extermination

If you think you have a pest problem contact the Graduate Apartment Office with a full description. Service is usually performed within one or two days. Residents are not permitted to obtain service from a private contractor.

Fire Safety Codes

It is a violation of the State and Local Connecticut Fire Safety codes for belongings to impeded entries and exits of residential housing. Therefore, it is essential that all bikes, strollers, shoes, toys, etc. be removed from the hallways and placed inside the apartment or in alternate storage areas in your building.

The safety and security of students and their families is a primary concern of Yale University. An orientation session is presented by the University Police

at all of the apartments at the Fall Welcome Barbecues. All residents are strongly encouraged to attend. The University Police Department consists of 78 sworn officers and provides the kind of police services normally found in all urban communities. The University Security Programs Department, with a staff of 80 security officers, is responsible for the physical security of Yale's buildings and residence areas.

Fire drills are randomly scheduled for all dormitories and apartment complexes. When the alarm is sounded, everyone must vacate the building. It is not a matter for choice. The Fire and Police Departments are the only ones who can authorize the return to the building.

Gas Leaks

If you suspect a gas leak, leave your apartment immediately and call the Southern Connecticut Gas Co. (1.800.659.8299) from a neighbor's telephone. Also, call and inform the Graduate Apartment Office of any problems (203.432.8270).

Grounds Maintenance

Responsibilities include trash removal, snow removal and landscape maintenance. Residents are required to place all trash in garbage bags before disposing in dumpsters.

Heat

When heat is included in the rent cost, the University follow certain standards of operation. All furnaces are turned on in the early fall and shut off in late spring. By law, all landlords must provide 68 degrees F minimum heat, the temperature recommended for comfort and economy. When leaving your apartment during vacations, be sure the thermostat is turned down but not shut off. Some heat is required to prevent the water pipes from freezing in cold weather. Thermostats are simple to use, but if you have any questions please call. Your conservation efforts are appreciated.

Contact Information: Routine repair during the business day (Monday – Friday, 8:30 am – 4:30 pm) Graduate Apartments Telephone: 203.432.8270 email grad. apts@yale.edu. Emergency requests evenings and weekends: Physical Plant Telephone: 203.432.6888

Painting

Paint may be obtained FREE from the Graduate Apartments Office. Housing may arrange to paint unoccupied apartments. Many apartments are painted before occupancy, but some are not. Only Yale-approved antique white semi-gloss may be used. Residents may not paint cabinets, floors or doors. In order to not be charged the full cost of repainting an apartment, residents are encouraged to return all the walls to the approved Yale White color. Wallpaper is strictly forbidden.

Power Loss

When you lose power you should:

- Call the control center at 203.432.6888
- Unplug sensitive electronic equipment (computers, TV's stereos, VCR's, etc.)
- Keep refrigerator and freezer doors closed

The Security Programs Department offers the STOP Program National Registry for the life-time of your laptop. Students can contact Pat Killps at 203.432.2873 for more information.

If you need assistance with a computer or networking problem, online help is available at <http://www.yale.edu/its/stc>. Student Technology staff can be reached at 203.432.5242 or email student.technology@yale.edu.

Recycling

The University is strongly committed to recycling programs and sustainability. There are color coded bins at all complexes which are designated for paper, cans, bottles and cardboard. Please follow the instructions and place your items in the appropriate bins. Cardboard must be flattened in order to be collected. For more information about the University practices visit www.yale.edu/recycling. Questions or concerns regarding these services should be directed to Facilities at 203-432-6888.

Smoke and Carbon Monoxide Detectors

By law, each apartment contains both smoke detectors and carbon monoxide detectors. The Yale Fire Marshall's Office is responsible for the correct operation of the unit and provides yearly inspections. If the unit "beeps" periodically, that indicates the battery needs replacement. Call the Housing Office. An employee of the Fire Marshall's office will replace the battery. **Do not remove batteries or tamper with the smoke detector!** In case of a building fire alarm, *vacate your apartment immediately*. Do so even if there is no fire

and no matter how often the alarm goes off. If the detector beeps because of steam from the bathroom or kitchen, the best thing to do is open a window to let the steam out.

Guest Registration

It is requested that visitors for more than a one-night stay be registered with Graduate Housing. Guests are not permitted to bring any pets to the area while visiting. The form is available on the website under resources, forms.

Keys & Lockouts

Students who are locked out of their apartment can call security at 203.785.5555 for assistance to get into their apartment. If a student has lost their keys, please notify the Graduate Apartments Housing Office to obtain a set of keys. There is a \$25 charge for replacing each lost key.

Lost ID cards must be reported to Yale Security at 203.785.5555. For those buildings which are card access, your lost card will be deactivated for safety reasons. You can obtain a new card from the ID offices on campus. There will be a \$20 charge for replacing your lost ID card.

Laundry Services

Coin operated machines are located in the basement of each complex. Apartment entry keys will access the locked door. Requests for the repair of washers and dryers should be made directly to Mac-Gray Co., by calling toll-free 1.800.622.4729 or online at www.macgray.com/laundrylinx. Please make note of the following guidelines:

- Please remove your clothes promptly from the washer & dryer
- Be aware that leaving your clothes in the machines longer than necessary might tempt others to remove them for you
- Do not remove other people's clothes while the machines are still running
- If clothes are left beyond the time the machines require, please treat others' clothes as you would want them to treat your own. Give the person a chance to retrieve the clothes or if necessary, please put them in his/her laundry basket or on the table
- Please clean up after yourself! Make sure you recycle empty bottles, throw out any trash and clean lint traps. The tables and shelves are available for everyone's use.
- Prices may increase from year to year.

Mail Delivery

Residents receive mail through the U.S. Postal Service, delivered directly to an assigned mailbox or door slot at the street address. It is helpful to the Postal Carrier (in fact a postal service requirement) to identify the mailbox with your last name. Mail delivered incorrectly should be dropped off at the Graduate Apartments Office for forwarding.

Personal Property Insurance

It is required that all residents purchase renter's insurance. For a relatively nominal fee, renter's insurance may protect your possessions from theft or damage. Information on obtaining student insurance is available at the Graduate Apartment Office.

Playgrounds

Every year Yale University welcomes new families to its housing. And with families, there are children. Therefore, so that the use of our playground facilities can be safe, social and most of all fun, observance of the following guidelines will certainly help to ensure just that.

Please do

- Pick up all toys before leaving the play area.
- Keep the playground gates closed at all times.

Pool Safety Reminder

Pools are a terrific way to keep cool and have fun during hot, humid summer weather. Unfortunately they are also dangerous, especially to young children. According to the US Consumer Product Safety Commission, approximately 350 children under the age of 5 years, drown in pools each year nationwide during summertime. For this children's age group, drowning is the second leading cause of death after motor vehicle accidents.

More than 2,500 additional children are treated in hospital emergency rooms each year for near-drowning injuries. Pool depth is rarely the main factor in these kinds of injuries, since even shallow 'wading' style pools are responsible for a large proportion of these incidents. Many campus-housing residents use small 'wading' style pools in the summer for their children. Please keep the following issues and precautions in mind whenever using your own pool or letting your children play in a neighbor's pool:

- Drowning incidents occur quickly and without warning. Direct, continuous adult supervision is the only effective protection. Never leave young children alone in or around a pool containing water.

- Only small, portable-style pools may be used on campus property. These are typically less than five feet in diameter and contain no more than 6-8 inches of water.
- Young children are naturally drawn to water. As a result, an unsupervised pool full of water constitutes a serious hazard to other children. Avoid injury to your and your neighbor's children by always draining the water from your pool after use.
- Pools and other sources of standing water must also be drained regularly to prevent microbial growths and to reduce mosquito-breeding habitat. Store unused pools in such a manner that they do not accumulate rainwater.
- Residents assume all risks in connection with the use of pools, and they are solely and fully responsible for proper use of pools, supervision of children and pool users, and avoidance of accidents.

Avoid injury to your and your neighbor's children by always draining the water from your pool after use. Supervise your children.

The Office of Environmental Health & Safety, Graduate Housing and Early Childhood Program of the Child Study Center have prepared the above guidelines. For additional information about pool safety visit the website of the U.S. Consumer Protection Safety Commission at www.cpsc.gov.

Rental Billing

You are billed monthly rent on your Student Financial Account. Our office forwards the rental charges to the SFAS office where they are included on your monthly statement. Payments are made directly to SFAS. Questions regarding billing and special payment arrangements should be made at their office located at 246 Church St., 203.432.2700. First Month's Rent—Contracts and rent charges begin either the first or the fifteenth of the month. For example, if you move in July 25th, the rental charges will begin July 15th. Anticipate the first, current and next month's rent charges to appear all at once.

Residence Life

An active Residence Life program provides activities for students as well as families. Anyone interested in being involved should contact the Resident Coordinator of your apartments. For more information about the various programs being offered, visit the section marked with your Apartment Complex. Look for upcoming activities in the monthly newsletter and on the bulletin boards in the hallways to your apartments.

Storage Areas

Many apartments have assigned storage areas. All items must be stored inside the cage/basement room, labeled with the student's name and apartment number and locked securely. Do not store food items, valuables or flammable items in storage areas. It is recommended that items not be stored directly on the floor. Storage is not available at the Mansfield Apartments. Residents are not permitted to store belongings in the utility closet, where the boiler and hot water units are located. The University is not responsible for loss, damage or theft.

Utilities

United Illuminating 1.800.722.5584 www.uinet.com

Southern Connecticut Gas Company 1.800.659.8299 www.soctgas.com

AT&T (telephone company) 1.800.453.7638 www.att.sbc.com

Comcast Cablevision 1.800.266.2278 www.comcast.com

Planning to Vacate

The Vacating day stated on the Resident Survey will be used to schedule inspections. A vacating packet is delivered to each apartment thirty days before departure. Instructions and responsibilities are outlined in the brochure enclosed. All apartments are inspected once and all decisions are final. Failure to follow through with vacating procedures may result in the partial forfeiture of the security deposit. Be sure to follow the checklist below before vacating your apartment to avoid deductions from your security deposit.

Remove all furnishings and belongings from your apartment and storage area. The university reserved the right to dispose of these items without further notice. You are charged for removal of anything you leave behind.

- Remove all trash and garbage from apartment and storage area/basement.
- Refrigerators must be cleaned thoroughly inside and out, defrosted, unplugged and the door propped open.
- Clean your stove (also under burners) and oven removing all grease/oil build-up.
- Kitchen and bathroom countertops, and cabinets (inside and out) must be thoroughly cleaned with an all-purpose cleaner.
- Bathroom tile should be washed removing all soapy build-up.
- Mini blinds must be dusted.
- Windows must be closed and locked.
- All temporary fixtures must be removed, i.e. shelf lining, picture hooks, etc.
- All floors must be swept or vacuumed and tile or linoleum floors washed.

- Walls, ceilings and trim should be free of dust and dirt.
- All nail holes in walls need to be spackled.

There are several additional things to attend to before vacating your apartment:

Vacating

All contracts expire on June 30th this year. Early cancellation will result in penalties specified in the contract. A courtesy is given to students who are graduating and wish to vacate, to be released from their contracts for the month of June. Graduation must be confirmed in writing from your department by May 13th. All personal items must be removed from the apartment by May 31st. Any earlier departure, the graduating student will still be responsible for rent through May. Vacating information packets will be delivered to the resident at the 1st of the month indicated for vacating.

Forwarding Address

Register your change of address with the U.S. Postal Service and with the Graduate Apartment Office to direct any deposit refund or any other correspondence. Once you have vacated your apartment it is no longer permissible to receive mail at that address. Keys: All keys for your apartment and mailbox must be returned on the day of your inspection. If you are vacating on a non-business day notify the Graduate Apartment Office that you will leave your keys in the locked apartment.

Records

A student's housing file will be saved for three years from the date of vacating. Any questions or problems should be corrected within this time. Files over one year require time consuming research, so please check all your paperwork in a timely manner.

Security Deposit Refund

After you have returned your keys and your apartment has been inspected, the Graduate Apartment Office will forward the refund information to Student Financial Services. If your account is not up to date, SFAS may apply the deposit to charges on your account. Refunds take approximately 4-6 weeks to process. Please email refund@yale.edu to have a check sent to you. Be sure to include your name, social security number, and forwarding address. Please Note: All residents must vacate their apartment by the contract expiration date. Late vacancies without prior written approval from the Graduate Apartment Office will be subject to an administrative fee.

Security Deposit Deduction Charges

Charges for non-compliance with the vacating standards are listed below:

Cleaning Charges

(The cost for excessive cleaning will be charged according to material cost and hourly rates.)

Sample Charges

Refrigerator (cleaned & defrosted)	\$30.00
Stove (burners & exterior)	20.00
Oven (interior)	30.00
Bathroom	35.00
Kitchen Cabinets	20.00
Trash Removal (per room)	10.00
Furniture Removal (per item)	30.00
Floors (per room)	20.00
Mini-blinds (per window)	10.00
Walls, ceilings and trim (per room)	30.00
Carpeting (per room)	50.00
Smoke Detectors	10.00-44.00

Damage Repairs

(Repairs and/or replacements may delay the return of the security deposit until final costs have been determined.)

- Screens/Windows, Shades/Mini-blinds: actual replacement cost
- Cause for replacement of appliances, carpet, fixtures, and vacuum cleaners, etc. actual replacement cost

Maintenance repairs above the normal wear and tear to the apartment will be assessed additional charges.

Wireless Service

All of the Graduate Apartments and Dormitories are equipped with wireless service. When you first move into your housing you will need to register your computer in order to access the Yale wireless network. The following quick steps should be followed: Register your computer's wired and wireless Ethernet cards at <http://www.yale.edu/netreg>. If you need assistance visit www.yale.edu/its/stc.

There are a variety of services available to assist students in their packing and vacating at the end of their contract. Three examples of interest are provided. There is no intention on the part of Graduate Housing to endorse either of these services but to provide opportunities.

123 Movers

Whether you are moving across town or overseas, 123 Movers can provide you with moving quotes, self-storage units, moving boxes, and more. For further information, visit www.123movers.com.

ABF: U-Pack Moving

Move with U-Pack Moving as an alternative to renting a truck. YOU PACK and load the trailer that ABF delivers to your home. WE DRIVE the trailer to your new destination, getting your items there worry-free. YOU SAVE by avoiding unknown costs and pay only for the space you use. For more information, visit www.upack.com.

Atlas Van Lines

When you need a mover, the moving companies of the Atlas network answer with choices. See why families have trusted Atlas for over sixty years to provide flexible services for household moving. For more information, visit www.atlasvanlines.com/movers/connecticut/new-haven-ct/

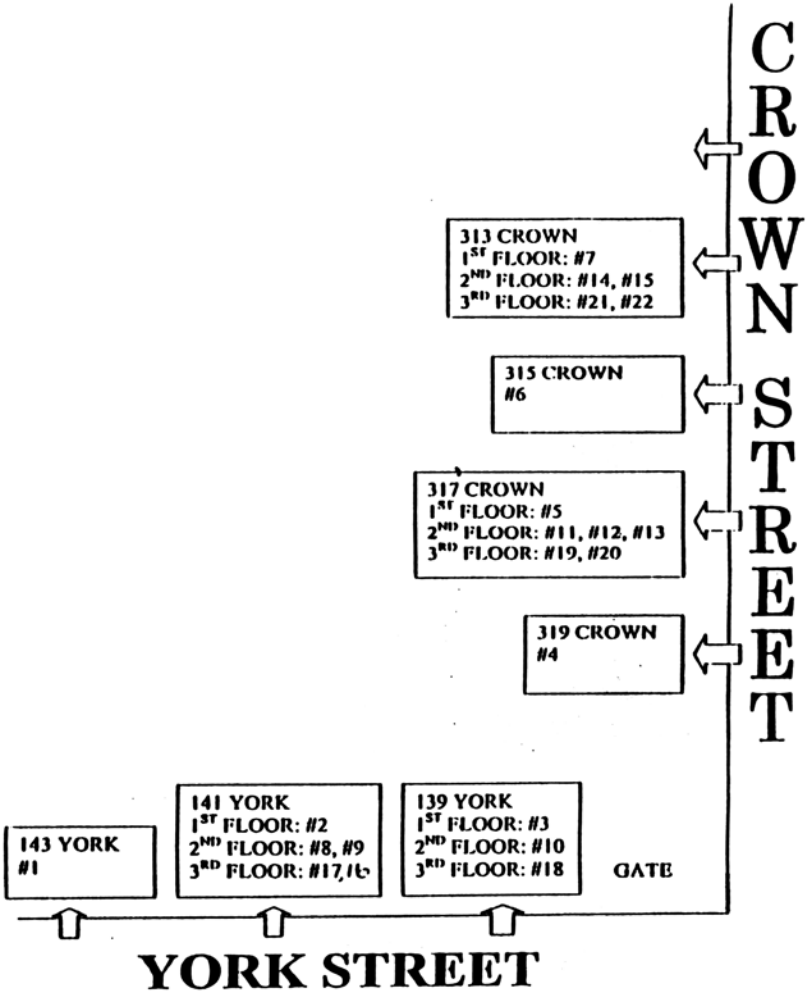


York Crown Apartments

Courtyard: The courtyard features a picnic table and standing charcoal barbecue grill. Residents are invited to make good use of both but please clean the area and (especially) the grill when you are done. The courtyard also has a large flower box and a bicycle rack for storage of bicycles.

Garbage Collection: *There is no garbage collection on the property.* The courtyard will no longer be a place to drop off boxes, unwanted items, trash, etc. All garbage must be deposited in one of the two Yale blue dumpsters located in the parking lot behind 305 Crown Street (accessible through the far corner gate in the courtyard and also through the driveway adjacent to 305 Crown Street) and in the parking lot behind the Yale Repertory theatre on York Street.

Intercoms: An intercom is installed in each apartment which allows residents to screen visitors prior to entry into the building. Easy to use, residents push down the lever to speak and up to listen. It does not open the doors remotely.



Laundry: The laundry room is located in the basement at 317 Crown Street and is accessible through the gate entry to the courtyard. There are two washers and two dryers that are coin-operated: each cycle costs \$1.25.

Maintenance requests: Through the use of the FAMIS System, residents can enter their own work requests. See more specific information in the front section of the Handbook. Calls can also be made to the Graduate Apartments Office at 203.432.8270. Emergency requests which occur during non-business and weekend hours, please call Customer Service directly at 432.6888.

Parking: There are a number of Yale-operated and privately-owned parking garages and lots in the downtown area. A small number of spaces are reserved for York Crown residents at the Chapel-York Garage (conveniently located just across the street). For more information, please call Parking and Transit at 203.432.9790.

Recycling: Color-coded bins are located in the rear of 305 Crown Street. The green bin is for paper and the blue for cans and bottles. Cardboard should be broken down and placed in the corrugated cardboard holder located in the area located behind 305 Crown Street. It is important that only recyclable materials are placed in the recycling bins. They can not be used for garbage disposal.

Residence Life Programs: The Resident Coordinator is David Currell. If you have questions or concerns regarding any aspect of Graduate Housing, feel free to contact him either by email at david.currell@yale.edu or call the Graduate Apartments Office at 203.432.8270.

Storage: There is additional storage space available for you in your building's basement, which is accessible through the courtyard. Your basement is accessible only to the other residents in your particular building. Your apartment key will open the door to your building's basement. Please be sure to label all items grouped together with our name and apartment number.

Transportation: Public transportation and the Yale shuttle frequent the area. See Information section of the Handbook for more information; visit the website at www.yale.edu/parkingandtransit: or give them a call at 203.432.9790. There are daytime, nighttime and weekend programs for transportation.

York Crown Apartments are designated smoke-free. This means that there is NO SMOKING inside the apartments, basements and within ten meters of the buildings.



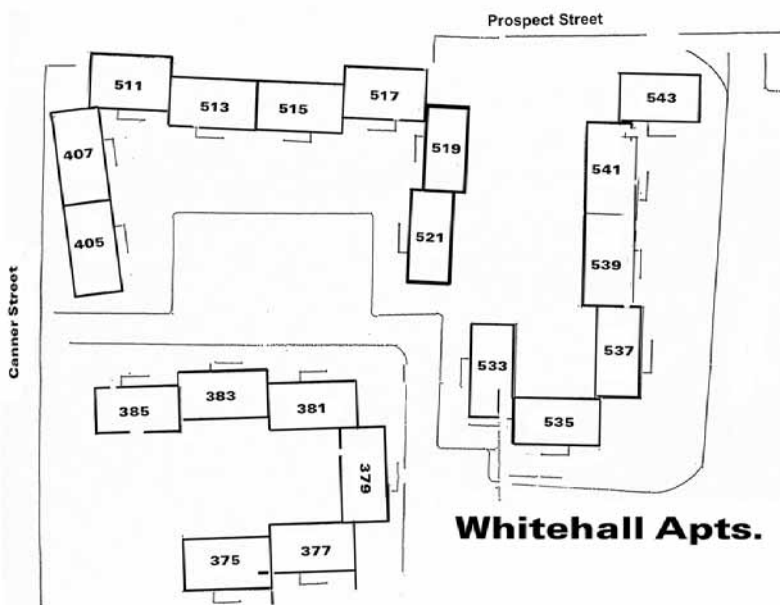


Whitehall Apartments

Bicycle Storage: There are bicycle racks located both on the grounds of the Whitehall Complex and within the basements of the three buildings. Please be sure to use appropriate locks to secure your bicycle. University Police do have a Bicycle Registration Program. For more information on this, please visit their website at www.yale.edu/police.

Community Room: Our air-conditioned Community Room located at 535-5 Prospect Street has a TV, VCR, DVD and comfy sofas with kitchenette furnished with a refrigerator, stove, microwave and a large table with chairs. Recently renovated, Whitehall residents can reserve the Community Room by contacting the Resident Coordinators. The Community Room is available to all Whitehall residents! We only ask that you clean up the room and take out the trash when you are finished. This space is for use by residents of Whitehall only. It is not meant for business usage. It cannot be booked for a whole day or on a reoccurring schedule. Any questions, please call the Graduate Apartments Office at 203.432.8270. Programs must be respectful of their neighbors. Usage cannot extend beyond 10 PM unless given written permission by Graduate Housing Administration.

Furnishings: All apartments are equipped with blinds on the windows, an electric stove with range hood and refrigerator. The Living room and bedroom floors are oak and are kept in good condition. To protect them and soften the potential noise concerns, it is required that all residents supply their own area rugs for these three rooms.



Garbage & Recycling: There are two locations within the Whitehall Complex where there are dumpsters and color coded recycling bins. We strongly encourage recycling efforts at Whitehall! Each apartment has been provided with a blue barrel to help you store disposable items for recycling. There is a separate dumpster for cardboard and barrels for paper, bottles & cans, and newspapers. Please rinse all glass bottles, cans and plastics (#1 & 2 symbols on the bottom) including milk jugs and detergent containers. Only those items listed on the barrels should be bagged and placed inside the dumpsters.

Laundry: There are laundry rooms in the basement of each of the three Whitehall buildings. The largest of the three, 405-521, has two locations. For convenience, they are as follows: Basements of 379, 511, 517 & 537. Washers and dryers cost \$1.25 per load (5 quarters for the washer, 5 quarters for the dryer). Please note that quarters are available at the local banks but not at ATM machines. Any problems with the machines, Requests for service on the laundry equipment can be done on line at www.macgray.com/laundrylinx. Password is yalebulldogs.

Outdoor Space: Whitehall has two enclosed courtyards with play structures, grills and picnic tables. It also has one gated playground and slide play area.

We ask that residents keep these areas clean. The toys are available for everyone to enjoy. Please see the Safety Section regarding Playground Rules.

Parking: Space is very limited in the parking areas. There is room for one car per apartment at Whitehall. Additional cars can be parked on the street or contact the Parking & Transit Office for alternative sites. All residents must register their car and provide a copy of their car registration. A parking sticker is given which should be placed on the inside of the front window, passenger side. Cars that are not registered with a visible parking sticker are subject to being towed.

Residence Life Programming: Two Resident Coordinators oversee the Community Life at Whitehall. They are Elizabeth Taylor (375-2, elizavernon@gmail.com) and Mary Glendon (385-3, glendoma@hotmail.com). Both are available to answer your questions. They oversee the larger programs for the community as well as the usage of the Community Room. Two other programs are also on-going at Whitehall. The Preschool Playgroup is under the direction of Becca Tobin (rebecca.tobin81@gmail.com) meets weekly with a program of songs, arts & crafts and playtime. This group is for children ranging in age from newborn to school age and their caregivers. Special programs for older children will be announced in monthly newsletters.

Storage: There is one storage cage for each apartment located either directly below their apartment in the basement or an adjacent area. All belongings need to be stored inside the caged area. Please supply your own lock and label cage door with your name and apartment number.

Transportation: Public transportation and the Yale Shuttle frequent Corner and Prospect Streets. See the Information section of the Handbook or call Parking & Transit at 432.9790. The shuttle travels from 7:30 AM until 5:30 PM. There are also night time shuttles and escort services. Riders must call to arrange a pick up at other times. This information as well as all shuttle schedules can be viewed in greater detail at www.yale.edu/parkingandtransit.

Whitehall Apartments are designated smoke-free. This means that there is NO SMOKING inside the apartments and basements and within ten meters of the buildings.



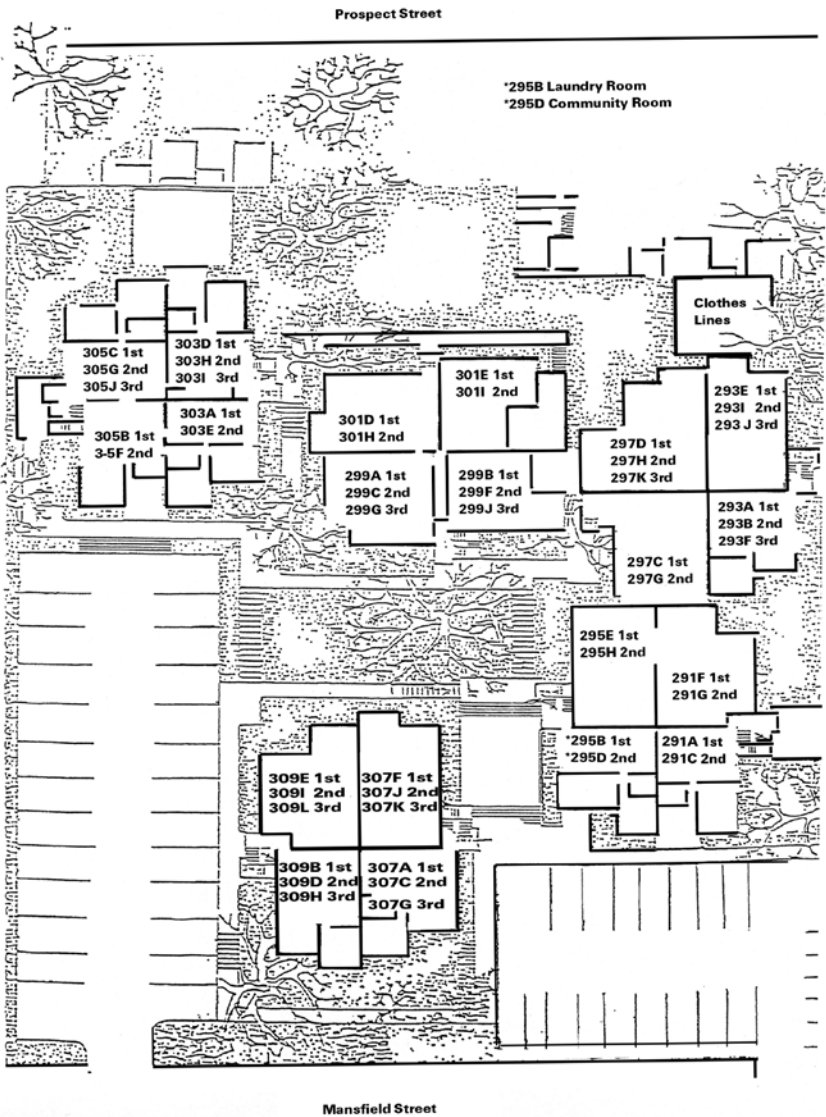
Mansfield Apartments

Bicycle Storage: There is a room dedicated to the storage of personal bicycles. It is the back room of the laundry area and is accessible with your apartment key by an entrance from the parking lot. Please do not store bikes in the hallways or to exterior railings. A bike rack is available in the 309-307 rear courtyard.

Community Room: There is a community room directly above the laundry room in 295D. The community room has a TV, VCR, and DVD player, as well as a foosball table and fully equipped kitchen. The Community Room is available to EVERYONE! You simply need to sign out the key from the resident coordinators (see below). You can use the community room for a party, to watch TV or even just to play foosball. We only ask that you clean up the room and take out the trash when you are finished.

Intercom: An intercom system allows residents to communicate with visitors and release entry door to allow access from your apartment.

Laundry: The laundry room is located in 295B. The entry key to your apartment building will open the door to the laundry room as well. There are a number of coin operated washers and dryers located there. Each cycle costs \$1.25. There is no change machine, so stock up on your quarters. Please shut



out the lights when you leave! If you should have a problem, please go on-line to MacGray at www.macgray.com/laundrylinx. Password is yalebulldogs.

Recycling: There are color-coded recycling bins located next to the dumpster on the south side of the complex. The green bin is for newspaper, the blue for cans and bottles, and brown is for glossy and white office paper. There is a

separate dumpster for cardboard. Cardboard should be broken down before being placed in the dumpster. Please rinse cans and bottles before recycling!

Residence Life Program: The Resident Coordinator is Carolyn Ly (299F). She is available to answer questions, organize programs or address building/neighborhood related concerns. If there is a program that you would like to see organized or wish to share interesting thoughts, please contact her at carolyn.ly@yale.edu or call the Graduate Apartments Office at 203.432.8270.

Special Features: In the backyard, there is a grill. Please feel free to use it, but be sure to clean it when you are through. Also, there are laundry lines in this area to dry clothes in favorable weather and a small playground for children of all ages!

Transportation: Public transportation and the Yale shuttle frequent Mansfield and Prospect Streets. See the Information section of the Handbook for more information or call Parking and Transit at 203.432.9790. The shuttle travels from 7:30 am until 5:30 pm. Riders must call to arrange a pick up at other times. Shuttle schedules can be viewed at www.yale.edu/parkingandtransit.

There is a short cut out to Prospect Street that will make it easier for you to catch the shuttle bus. It is a paved walkway on the left side of the playground along the fence of the International House. The actual shuttle stop location is at the mailbox near the end of the walkway.

Mansfield Apartments are designated smoke-free. This means that there is NO SMOKING inside the apartments and basements and within ten meters of the buildings.



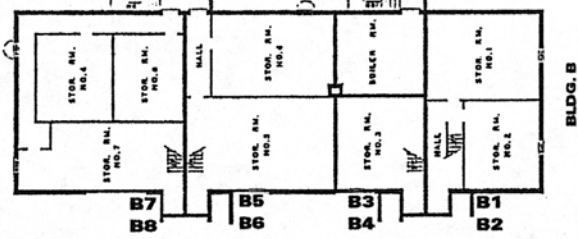
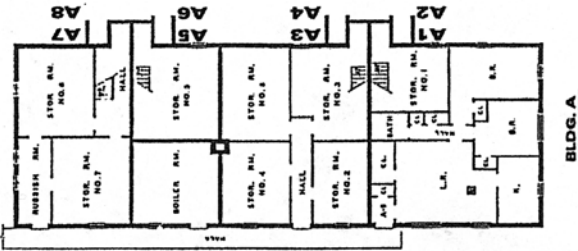


Esplanade Apartments

Community Room: Esplanade has a brand new community room in the back of 'A' building. The community room has a TV, VCR, DVD player, and a fully equipped kitchen. There is a children's room, which is used by the Preschool Playgroup. The Community Room is available to EVERYONE! You simply need to sign out the key from the resident coordinators (see below). You can use the community room for a party, to watch TV or study. We only ask that you clean up the room and take out the trash when you are finished.

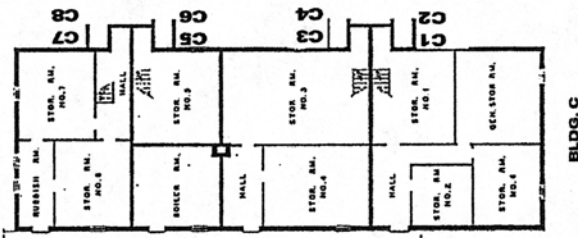
Garbage & Recycling: All garbage should be placed in bags inside the blue Yale dumpster, located in the parking lot behind the E building. Please do not leave any refuse outside the entry of your apartment building at any time. Doing this may encourage unwelcome pests. There is a separate dumpster for cardboard. Cardboard should be broken down before being placed in the dumpster. There are labeled barrels for recycling of cans, bottles, paper, and newspapers. Please rinse all cans and bottles before recycling! Only those items listed on the barrels should be placed for recycling.

Laundry Rooms: Each building has its own coin-operated laundry facility. Your building entry key will allow you to open the door where they are located. Washers and dryers cost \$1.25 per load. Any problems with machines, go online at www.macgray.com/laundrylinx. Password is yalebulldogs.



386 Prospect Street

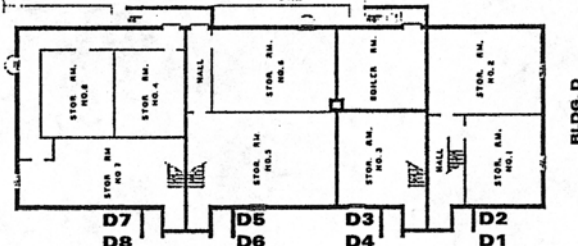
To locate the laundry rooms in each building:



A Building – enter 3rd door in the rear.

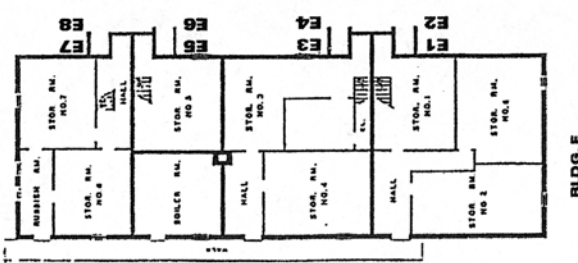
B Building – enter at B1/B2 entry.

C Building – enter 3rd door in the rear.



D Building – enter at D1/D2 entry.

E Building - enter 3rd door in the rear.



All recycles cost \$1.25.

Parking: There is room for one car per apartment at Esplanade. Additional cars can be parked on the street or contact Parking & Transit for alternative sites. All residents must register their car with the Graduate Apartments Office. Please provide a copy of your car registration and each car is given a parking sticker that should be placed on the inside of the front passenger window. On site parking is available in the two large lots behind the E building. The few spaces between buildings A/B and C/D are reserved for elderly residents or residents with small children. Please be considerate of those who need these spaces. If you are not using your car on a daily basis, please park in lots behind the building.

Preschool Playgroup: In September we will begin to plan some childrens' weekly activities after surveying the residents of the complex.

Residence Life Program: The resident coordinators are Todd and Monica Holmes in E2. They are available to answer your questions. Stop by and introduce yourself or give them a call.

Special Features: Esplanade Apartments have a small playground set up between units C&D. A charcoal grill has been installed between the buildings A&B for all residents to use.

Storage: There is additional storage space available to you in your building's basement. The first floor apartments can access their storage area from inside their apartment and the upper floor apartments can access their individual storage areas from the backside of the building.

Transportation: Public transportation and the Yale shuttle frequent Prospect Street. See the Information section of the Handbook for more information or call Parking and Transit at 203.432.9790. The shuttle travels from 7:30 am until 5:30 pm. Riders must call to arrange a pick up at other times. Shuttle schedules can be viewed at www.yale.edu/parkingandtransit.

Esplanade Apartments are designated smoke-free. This means that there is NO SMOKING inside the apartments and basements and within ten meters of the buildings.



68 Mansfield

Berkeley Apartments

Laundry: The laundry room is located in the basement of the building, accessible through the back stairwell. There are two washers and two dryers each coin-operated \$1.25 per cycle. Quarters (25 cent coins) are needed for use of the equipment. They can be obtained from the bank but not ATM machines. The room recently had an overhaul and now boasts an iron, drying rack, and a new table with shelving for peoples' detergents. Please shut out the lights when you leave! If there is a problem with the equipment, please go on-line to www.macgray.com/laundrylinx to register the problem for service. The password is yalebulldogs.

Parking: On street parking is available by city permit to residents of 68 Mansfield Street. City permits can be obtained from the New Haven Department of Traffic & Parking. Their office is located at 200 Orange Street and can be reached at 203.946.8070. The car has to be first registered with the New Haven Assessor's Office, even if it doesn't have Connecticut license plates, in order for a permit to be sued. This office can be reached at 203.946.8070. Proof of residency, such as your housing contract, will need to be provided. There is a University garage within walking distance on Prospect Street. For more information on this location, please contact Parking & Transit at 203.432.9790 or visit their website at www.yale.edu/parkingandtransit.

Recycling and Trash Removal: There is no garbage collection on the property. All garbage and recycling must be deposited in the blue Yale dumpster and recycling bins located in the rear parking lot of Ingalls Rink (directly across the street). There are color coded recycling bins located next to the dumpsters. The green bin is for newspaper, blue ones are for cans and bottles, gray is for glossy and colored paper, and brown is for white office paper. Please rinse cans and bottles before recycling! Cardboard should be broken down and laid down next to the bins.

Residence Life Program: Agha Akram will serve as the Resident Coordinator for the Berkeley Apartments. He lives at 68 Mansfield, Apt 3R. Ideas for the community activities or building/neighborhood concerns can be addressed to him at agha.akram@yale.edu.

Special Features: There is a picnic table and charcoal grill located behind 68 Mansfield Street for all residents to use. The basement has recently been furnished with a ping pong table and some sofas.

Transportation: Public transportation and the Yale shuttle frequent the area. See the Information section of the Handbook for more information or call Parking and Transit at 203.432.9790. The shuttle travels from 7:30 AM until 5:30 PM. Riders must call to arrange a pick up at other times. Night shuttles and Escort Services are also available. For the schedules and more information please visit their website at www.yale.edu/parkingandtransit.

Berkeley Apartments are designated smoke-free. This means that there is NO SMOKING inside the apartments and basements and within ten meters of the buildings.



Sterling Quadrangle Apartments

There are approximately 85 Sterling Quad apartments, located in Bellamy, Fisher, and Curtis Halls. The majority of these are unfurnished apartments; residents need to bring in all bedroom, kitchen, and living room furniture. A small number of apartments are furnished, making it convenient for long-distance and international students to live in an apartment. Furnished apartments generally come with a double/full size bed, bureau, end tables with lamps, love seat & chair, coffee table, small kitchen table with chairs, microwave, and some kitchenware. In furnished two-bedroom apartments, the second bedroom comes with a single bed.

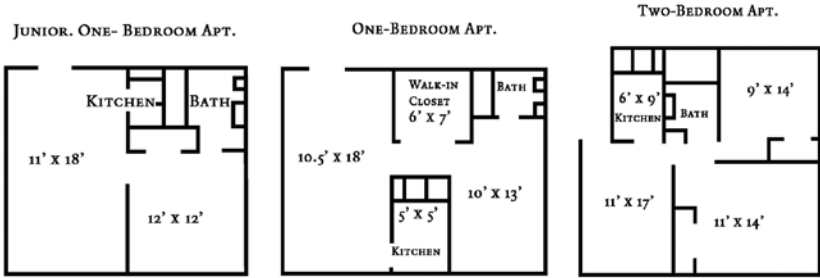
Single students or married couples can request to live in the One-Bedroom Small, One-Bedroom, or Two-Bedroom Apartments.

Students interested in sharing an apartment with another Divinity School student can request to live in a Two-Bedroom Shared apartment.

Included in your monthly rent are heat, hot water, electricity, and wireless internet. One parking space per unit will be provided to students who have cars. Proof of vehicle ownership is required. Each building has coin-operated laundry facilities in the basement.



Sample floor plans for each type of apartment are shown below. (Note: These are sample floor plans only. Each apartment may vary in floor plan and size.)



The Sterling Divinity Quadrangle consists of three residence halls. Bellamy, Curtis and Fisher Halls were completed in 1957. They are red brick buildings, designed simply and without ornamentation in the geometric style common in the 1940's and 1950's.

Bellamy Hall

Located at 354 Canner Street, Bellamy Hall consists of 29 apartments located on the first and second floors. The apartments are a mix of furnished and unfurnished, One-Bedroom, One-Bedroom Small, and Two-Bedroom apartments. Each apartment is equipped with electric stove and refrigerator.

Curtis Hall

Located at 350 Canner Street, Curtis Hall consists of 29 apartments located on the first and second floors. The apartments are a mix of furnished and unfurnished, One-Bedroom, One-Bedroom Small, and Two-Bedroom apartments. Each apartment is equipped with electric stove and refrigerator. There is also a bicycle storage area for the residents.

Fisher Hall

Located at 352 Canner Street, Fisher Hall is a three story building consisting of 23 apartments. The apartments are a mix of furnished and unfurnished One- and Two-Bedroom units. Each apartment is equipped with electric stove and refrigerator.

Fisher Hall also houses the Yale Black Seminars office on the 1st floor and Divinity Women's Center on the 2nd floor.



Graduate Dormitories

Resident Coordinator Staff

Resident Coordinators are Yale students that assist with administrative needs of Graduate Dormitory Housing as well as facilitate community concerns to the Graduate Housing administrative staff. The Resident Coordinators also provide the community with social programs throughout the year. Please contact your Resident Coordinators with your questions and concerns about Yale and Graduate Housing that are not answered within this handbook.

254 Prospect Street
Room 7 (2nd floor)

Monica Bowen
beatrice-monica.bowen@yale.edu

276 Prospect Street
Room 103

Bryan Yoon
bryan.yoon@yale.edu

Helen Hadley Hall
Room 105

Bonnie (Yang) Lin
bonnie.lin@yale.edu

Room 429

Lily Zeng
lily.zeng@yale.edu

rc.hhh.yale@gmail.com

Hall of Graduate Studies
Room C-1300

Greg Ryslik
gregory.rysluk@yale.edu

Rebecca Wolitz
rebecca.wolitz@yale.edu

rc.hgs.yale@gmail.com

ES Harkness Hall
Room 910

Richard Oduro
richard.orduro@yale.edu

Room 410

Matt Kruse
matthew.r.kruse@yale.edu



General Dormitory Information

Bikes

Bicycle racks are provided in or around the dormitories for active use of bicycles, not long term storage. Bicycles left on racks for extended periods of time, or which appear to be unusable may be removed per university protocol and discarded.

The University recommends:

- use of a u-bolt lock
- register your bike with Yale police
(see yale.edu/police/crime.html#bike)

Cable

All bedrooms are cable ready. Students must provide their own co-axial cable to connect their television to the cable outlet in the wall. Approximately 40 channels are provided through the Yale cable network. (See page 61 for the full list.)

Common Social Rooms

There are common rooms in each building for social gatherings. Every resident has access to these spaces and equipment. Residents must respect established community standards regarding use of space.

Only residents and their guests can access common area rooms. Please reserve television time by posting requested notices on designated bulletin boards. Contact the Graduate Housing Office or your Resident Coordinator if you would like to reserve and use a common room space for a social or academic related function. Quiet hours must be observed in common area rooms.

Custodial Services

Monday through Friday services by our custodial staff include mopping the kitchen floor, emptying common area trash containers, common area vacuuming, and bathroom cleaning, including replenishing paper towels, soap dispensers, and toilet paper containers. Contact the Graduate Housing Office if anything related to common area custodial cleaning has been missed or forgotten for more than 1-2 days.

Certain buildings may receive brief weekend services to help maintain trash and bathroom products. On the weekend, if the trash bag gets full, please

remove it and place it in the outside garbage dumpster. Extra bags can be found on the side or the bottoms of the trash cans.

Fire Safety

If the fire alarm sounds, *leave your room at once* and exit the building through the nearest exit stairwell. Wait outside by the front of the building until the Fire Marshall says it is safe to reenter the building.

- Use the fans above the stove when cooking (where available).
- Never leave the kitchen when you are cooking.
- Do not use high heat when cooking.
- If you set off the alarm in a non-fire incident, call 111 to let Yale Police know it is a non-emergent alarm. Only the person who sets off the alarm should make the call.

Guests

You may have a guest stay with you for a 3-day, 2-night period occasionally. All guests are to sleep in student rooms, not in common rooms. Keys are not issued to guests.

You must register your guest with the housing office. Please email *grad.dorms@yale.edu* including your name, your room number and building, as well as the name of your guest and the dates of their stay. Failure to register your guests can result in loss of guest privileges. Guests should conduct themselves in a manner that is respectful to the other residents. It is your responsibility to let your guest know about the campus regulations and housing expectations. Guests should not be left in student rooms and buildings when their hosts are not with them.

Gym

The Payne Whitney gym has a vast array of exercise equipment, swimming pools, jogging track, etc. Helen Hadley Hall and ES Harkness Hall residents also have access to the small gym located within their buildings. Please contact the housing staff if you have questions about location or access into the gyms located within the residence halls.

ES Harkness and HHH Gym Rules

Exercising has risks and you should consult with a physician before starting an exercise program. Become familiar with the equipment and techniques.

Yale is not responsible for any injuries.

1. Keep the gym clean and neat
2. Proper attire including shirts and shoes are required



3. Wipe perspiration off equipment
4. Place all trash in receptacles
5. Return newspapers and periodicals in their proper place
6. Use a spotter when lifting weights
7. Do not slam the weights down when putting them back
8. Return all weights to their proper location
9. No running permitted in the gym
10. Keep sharp objects such as key away from upholstery
11. Do not provide access to persons not permitted otherwise in the gym
12. Do not leave weights on bars
13. Be respectful of all users

Hallways

The hallways are to be kept clear of your belongings. Keep personal items inside your room or in the storage room of your hall. Do not leave personal objects in the hallway—such items create fire hazards and they interfere with our ability to clean the hallway. Any items in hallways may be discarded (or stolen!) without warning.

Heating & Cooling

No air conditioners are allowed in student rooms. Students are encouraged to use electrical fans for cool air circulation. Students who illegally add air-conditioning units to their rooms or windows, will have their AC units confiscated without notice and are subject to fines.

Heat is turned on in each building from approximately October 15 to May 15. Keep all furniture away from the radiators to allow for proper movement of air and heat throughout your room. Report heating problems to Physical Plant at 203.432.6888 or 203.785.4620.

Internet Access

Each room in the dormitory has been wired for computer networking to the entire Yale campus with internet access. To begin using the Yale network, you must register your wired and wireless Ethernet cards at the Student Network Registration site. Prior to registering your computer on campus, you will only be able to access Yale websites; elsewhere, you will not be able to access any websites. After registering your computer with Yale, you will have full network access on campus. To register, visit www.yale.edu/netreg/ For help with problems in connecting to the network, call or email the Help Desk (785.3200 or 432.9000, helpdesk@yale.edu) For information regarding email accounts please visit: www.yale.edu/its/email/

Laundry

There are laundry facilities in each residence hall. All Yale ID's are ready for laundry use. The Debittek machine will credit money to your account for use in the laundry room. If there is a problem with the washers or driers, call MacGray Laundry at 1.800.842.7320 and inform the Resident Coordinator of service problems not resolved within 2-3 days. Each load is \$1.25. For on-line access to view available or in-use machines in HGS and Harkness laundry rooms, visit <http://laundryview.com/lvs.php>. Most laundry rooms have a steam iron and ironing board for student use. Please make sure that you unplug the iron after use.

Lost Keys & ID Cards

Students who have lost their keys can obtain a temporary “lockout” key from their building lock out box. If you have lost your keys, a lock change will be completed by the Yale Physical Plant staff. Associated charges will be billed to your SFAS account.

Lost ID cards must be reported to Yale Security at 203.785.5555. Your lost card will be deactivated for safety reasons. You can obtain a new card from the ID Offices on campus. There will be up to a \$25 charge for replacing your lost ID card. Lost “temporary access cards” (issued to new students at check-in) also need to be reported to the GHO when lost. Lost card fees will be applied to your SFAS account.

Mail

Mail from the USPS is received Monday through Friday in all halls except HGS. Mail is sorted and placed in individual mailboxes each day. Only mail that has your name on it will be delivered to your box. Mail accidentally delivered to the wrong box should be placed in the “misdirected mail” bin.

Local US Post Office locations are:

369 Washington Ave
New Haven, CT 06519-9998

206 Elm St
New Haven, CT 06511-9992

150 Court St STE 1
New Haven, CT 06510-9998

More information about your mailing address and receiving mail in your campus mailbox is located on your Dormitory specific page in this handbook.

Maintenance Repairs

Students can contact the Physical Plant and Custodial Customer Service Center to submit their own facilities requests when small repairs need to be completed in the rooms or within their residence hall.

For EMERGENT or URGENT ISSUES (items which need attention within 24-48 hours such as elevator concerns, heat issues, serious plumbing concerns, bug or rodent sightings, etc.), please contact Customer Service Center by telephone at 203.432.6888 (central campus) or 203.785.4620 (medical campus) anytime of the day or night.

For ROUTINE work requests, please enter the request on-line:

Please visit www.facilities.yale.edu to start your work request.

- Click the “Facilities Work Request” link from the left hand menu; you will be required to enter your net ID and password.
- Once in the system, select your building, floor, and room number from the pull down menus.
- In the available text box, specifically but briefly explain the problem. Finally, click “submit”.

Parking

Information about student parking can be found at the Parking Office located at 221 Whitney Ave (203.432.9790) or www.yale.edu/parking.

Any community member can utilize most Yale parking lots after business hours each day and on weekends. Street parking is also free on weekends and evenings. Read all signs carefully to avoid receiving parking tickets and/or having your vehicle towed.

Pest/Insect Control

The University has a pest/insect control contract, which requires periodic treatment of all buildings for roaches. Additional extermination will occur as needed. Inform the Customer Service Center and the Graduate Housing Office immediately if you observe any pest activity in your room or other areas. It will be addressed within 24 hours. Do not accept insect or pest activity in your room as normal.

- Store rice and pasta products in seal-tight containers.

- Non-refrigerated food leftovers and fruit also attract other insects.
- Discard old and rotting food items in a timely manner.
- The pest control company will advise Housing of any resident rooms contributing to a problem; appropriate measures will have to be taken. Residents who do not keep their room clean enough to prevent or discourage pest activity can have their contracts cancelled.

Quiet Hours/Noise

Always be respectful of others. Quiet hours are from 11:00 pm to 8:00 am; noise (voices, music, etc.) should be kept to an absolute minimum. At other times, courtesy hours are in effect—please respect any requests to limit noise that is affecting others in the community.

Piano hours are 10:00 am to 8:00 pm on weekdays and 12:00 pm to 8:00 pm on Saturdays and Sundays. The pianos are *not* to be used for serious practice or playing by our music students. Use of pianos is limited to 30 minutes.

Recycling

Connecticut law, New Haven ordinance, and Yale University policy all require you to recycle. The recycling bins are clearly marked with lists of materials to be recycled. Please wash glass, plastic and cans before placing recyclables in the bins.

Refrigerators

Residents can rent a refrigerator from the Associated Student Agencies (203.432.1888) located at 246 Church St. The dormitory does not provide refrigerators in the kitchenettes. You may choose to buy a small refrigerator from a local store such as Wal-Mart, Home Depot, etc. Some rooms or buildings have extra refrigerators that have been donated by past residents. If interested, please ask the housing staff if any donated refrigerators are available for use. If your room has a refrigerator upon move-in, you are welcome to use it for the academic year or discard it if necessary.

Security

We are all responsible for security of our buildings and communities. Your room door should be kept locked at all times. The front, back and side doors of the halls should be locked at all times, closed tight and never propped open. NEVER let anyone in without enquiry. There are Blue Phones

throughout campus and at the entrances of most buildings for guests to contact you on your bedroom telephone. You are responsible for providing entry access for your guests and escorting them within the building. You can be held responsible for the actions and behaviors of your guest when they visit you. Guests who are problematic to the community can result in the loss of registration privileges as well as the cancellation of your housing contract.

Carry your ID card and keys with you at all times. They will identify your authorization for access into residential areas. For assistance when locked out of your room, see the building specific pages of this handbook.

Security Deposit Refund

Within 4-6 weeks after the end of your contract or your actual move-out, your security deposit will be credited to your student account. You will receive notification from the Graduate Housing Office that this credit has been completed. Once credited, students can log into: <http://www.yale.edu/sis/> to request a refund. Students can also email their name, student identification number, and forwarding address to Student Financial Services at refund@yale.edu. If your account is not up to date, that office may apply the deposit to any monies owed. Any charges for non-compliance with the vacating standards will also be detailed on your student account.

Security Deposit Deduction Charges

Charges for non-compliance with the vacating standards are listed below:

Cleaning Charges

(The following costs are the minimum charges. These may be adjusted for various reasons depending on the severity of the problem. The cost for excessive cleaning will be charged according to material cost and hourly rates.)

Trash Removal	\$25.00
Furniture Removal	\$30.00 per item
Walls, ceilings and trim	\$25.00
Carpeting	\$50.00

Damage Repairs

(Repairs and/or replacements may delay the return of the security deposit until final costs have been determined.)

Holes in wall or ceiling	\$20.00 and up
Screens or Windows	Actual replacement cost
Shades or blinds	Actual replacement cost

Cause for replacement of carpets, fixtures, etc.	Actual replacement cost
Smoke Detectors	\$50.00

Missing Furniture

Mattress	\$100.00
Bed frame	\$170.00
Desk/table	\$250.00
Desk chair	\$75.00
Lounge chair	\$75.00
Filing cabinet	\$150.00
Dresser unit	\$250.00
Book shelves	\$250.00

Other Fees

Late departure	\$450.00 plus cost of weekly rent
Key	\$20.00

**Maintenance repairs above the normal wear and tear to the room will be assessed additional charges.*

Smoking

There is NO SMOKING in any campus building, including the residence halls. Please be aware of smoking around entrance hallways and open windows. Respectfully stand at least 10 feet away from entrances and exists. Use smoking receptacles to discard cigarettes and cigars.

Storage Room Standards

Each residential building has at least one storage area for residents to utilize to store a few of their personal items not able to fit into their rooms during the academic year, or during the summer, only if they are returning residents for the next academic year.

- All items must be boxed, labeled/taped with the resident's name, room number, and year.
- No item larger than 2'x3' is to be put in any storage room.
- No furniture, mattress/spring box or food is to be put in a dormitory storage room.
- Remove and discard 'popcorn' or peanut type packing material from boxes before putting them in storage. Flatten empty boxes or put them inside each other to maximize space.

- Be considerate of other residents' items. Do not block or stack items that could damage their items or prohibit them from retrieving them.
- If there is no room to put your belongings in dorm storage, then you must use an off campus self-storage unit.

Periodic inspection and removal of any of the above items, non-labeled items or belongings of former residents will take place at any time by the Housing Staff and Resident Coordinators. Yale assumes no responsibility for items placed in storage; the Grad Housing Office mandates that you buy renters insurance.

Telephone and Data

Your telephone port should be working when you arrive but you must register for service by early October or your phone will be disconnected. Telephone service may be arranged on-line at www.yale.edu/yaletele/telecom/student_servintergrad.html. To call a Yale number from an on-campus phone, dial the last 5 digits of the Yale number. For non-Yale local numbers, touch 9+ the 7-digit number.

***Telephone plugs into the left port, and the computer data line plugs into the right port. Dialing instructions from campus phones can be found at http://www.yale.edu/telecom/gen_dialing.htm*

To make a long distance call, you must use a calling card or have a Telecom TAN#. Under no circumstances should collect calls ever be received on a common area campus phone. Prepaid telephone cards are available at local stores.

Yale University Telecommunications will assist you with telephone service. Their office is located at 25 Science Park. Hours are 8:30 am to 5:00 pm Monday–Friday. For further information contact 203.432.2001. All Yale telephone service includes call waiting and 3-way calling at no additional cost. Campus phone numbers are pre-assigned to each room. Students are not required to have dormitory telephone service.

Trash

There are trash barrels in the hallways for students to use for emptying personal trash. If one trash barrel is full, please utilize another trash bin on your floor, in the bathroom area, or in the kitchen.

Your Room

All rooms are furnished with a bed & mattress, desk and/or table, chair, and closet/dresser unit. Some rooms may also contain a university provided lounge chair, small filing cabinet, and bookcase. **Furniture may not be removed from the room at any time.**

Your Room is Pre-wired for a Telephone, Cable TV, and Ethernet. Basic television cable service and the Ethernet connection are free of charge. Avoid deductions on your security deposit. Return your room condition form to the Resident Coordinator or the Graduate Housing Dormitory Office within 5 days of moving in.

Note that strict rules apply to the condition of rooms:

- Absolutely no painting of the rooms is allowed. Any painting will result in a significant fine.
- Please do not install hooks, brackets, or shelves on the doors, cabinets, or woodwork. Not following this rule will greatly shorten the life of the wood. **Do not hang items from the sprinkler heads in the rooms.** This would be considered “tampering with fire safety devices”, and may break the sprinkler heads, causing a flood in your room and evacuation of the building.
- When hanging pictures on your walls, all hangings should be attached using removable adhesive mounting options only.

IMPORTANT NOTE: Rooms come equipped with minimal overhead lighting. You may find it necessary to supplement the room with your own lights. Supplemental lighting must be UL approved and conform to University Fire Marshal guidelines.

Cleaning Your Room

Residents are responsible for cleaning their own rooms. Residents with a private or a semi-private bathroom are responsible for cleaning their bathrooms and purchasing related bath supplies (toilet paper, soap, etc.) A vacuum cleaner is available for resident use. Please abide by quiet hours when vacuuming. Be aware of the items you are vacuuming; unclog the vacuum when necessary. Empty the vacuum dirt-collection container after each use; replace the vacuum bags regularly (where applicable). Inform the Resident Coordinator or Housing Office Staff if the vacuum cleaner does not work properly.



Yale Cable Television Channel Guide

<i>Name</i>	<i>Channel</i>
SCBS-TV 2 CBS NEW YORK	2
WFSB-TV 3 CBS HARTFORD	3
WVIT-TV 30 NBC HARTFORD	4
SCOLA ONE	5
WTIC-TV 61 FOX HARTFORD	6
WTNH-TV 8 ABC NEW HAVEN	7
SCOLA TWO	8
WCTX-TV	59
UPN NEW HAVEN	9
Yale Special Events/BBC RADIO	10
WTXX-20 WATERBURY	11
CPTV PBS HARTFORD	12
WUTH TELEFUTURA HARTFORD	13
RESEARCH CHANNEL/Yale CMI	14
ARTS – CLASSIC ARTS SHOWCASE	15
WNBC-TV 4 NBC NEW YORK	16
WABC-TV 7 ABC NEW YORK	17
WUVN-TV 18 UNIVISION HARTFORD	18
WRDM-TV 13 TELEMNDO HARTFORD	19
CN8	20

Yale Cable Television Channel Guide *(continued)*

<i>Name</i>	<i>Channel</i>
WNET-TV 13 PBS NEW JERSEY	21
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TBS SUPERSTATION	25
EDUCATIONAL ACCESS	26
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ESPN	29
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MSG – MADISON SQUARE GARDEN NETWORK	31
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TNT	35
FOX NEWS CHANNEL	36
CNBC	37
CNN HEADLINE NEWS	38
CNN	39
MSNBC	40
CSPAN 2	73
WSAH-43 BRIDGEPORT	95
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EWTN/HALLMARK CHANNEL	99



254 Prospect Street



Attic Storage

The third floor attic storage is for current 254P residents only. The key is kept in the closet on the second floor. Students must sign the key in and out each time it is borrowed. Please return promptly after use.

Extra mattresses are also kept in the attic for students to borrow when they have overnight guests. Please contact your resident coordinator if you are having guests and need to borrow a mattress.

Bathrooms

All hallway bathrooms are mixed gender baths containing a single shower, toilet, and sink. Please be considerate about the length of time you spend in the bathroom during high use hours of the morning and afternoon. Always knock before entering the bathrooms; where possible, lock your bathroom for privacy. Please clean up after yourself—wiping down sinks, and counters, toilets (if you splash), etc.

Computer Room

The Prospect Street residential computer cluster is located at 276 Prospect Street. The room contains three PC's, one iMac, and one laser printer all on the Yale network with Internet access. Problems with any of the equipment should be reported on www.yale.edu/cas. For access to the 276 Prospect computer room, sign out the 276P front door key from the 2nd floor closet, and when through return the key promptly signing it back in. Please ensure the closet door is locked after each use. There is only one available key, so

please be considerate towards others; **do not forget to return the 276P front door key after each use.**

Kitchen Rules

As the kitchen seems to be the heart of the house and shared by all residents, it is important to keep it clean and sanitary. You have chosen to live in a community atmosphere where it is necessary for each resident to clean up after themselves. The kitchens are meant for light meal preparation only.

The following things are to be done by each resident:

- Wipe off excess food from plates, pots, etc. into the wastebasket—not into the sink. Do not rinse food down the drain! We do not have garbage disposals so even small bits of food will clog the drain and inconvenience the community.
- Keep the strainer in the sink—this prevents food from going down the drain which causes clogged drains. Shake it into the wastebasket to keep it clean.
- Do not empty excess hot grease into the sink—empty cooled grease into the wastebasket.
- **Never** put metal or aluminum foil in the microwaves! This means dishes that have gold or silver trim, and/or containers having metal rim! Metal in a microwave can cause an electrical outage or fire damaging the microwave.
- Do not use excessive heat when cooking.
- Put a piece of paper towel over your food to prevent splatters; clean all splatters immediately.
- If bread, etc., gets stuck when using the toaster, unplug it before trying to get it out.
- **Never** leave the kitchen with food cooking in the stove or items baking in the oven. Preserve the privilege of having a kitchen to use by staying in the kitchen when using the stove to prevent fire alarms. The smoke detection and sprinkler systems are very sensitive and when the alarm goes off, the fire department will respond.
- Use the stove vent/fan when cooking. Wipe all spills/splatters from the stove surface after each use to keep it clean for the next resident to use. Using a tab of dishwashing liquid on the scrubby sponge works great.
- Do not leave your dishes, pots, pans, etc., soaking on the counters or in the sink as this is an unsanitary practice to use in a group living situation.
- Store perishable items in sealed containers. All cupboards and shelves must be kept clean by you. Anything that attracts bugs may be thrown out by the Resident Coordinator or Housing Manager without notice.



- Refrigerators must be kept clean. Remove outdated food frequently and wipe up any spills. Any spoiled or rotting food items may be thrown out by the Resident Coordinator or Housing Manager without notice.
- Wipe off the counter and table top after use.
- Do not borrow anyone else’s food, silverware, dishes, pots, pans, etc. without permission.
- If an appliance, light, etc., needs repair, tell the Resident Coordinator so Housing can have it repaired or replaced.
- If the kitchen trash container gets full over the weekend, pull the bag out, tie it off and leave it next to the container. There are extra bags in the bottom of the container or draped over the side for replacement.
- Each resident must sign up to clean the kitchen twice each term. The Resident Coordinator will post what needs to be done and the schedule of whom and when the work is to be done. This will be discussed in the first house meeting.

If each person cleans up after themselves as described above, the kitchens will be clean for the each person to use.

Heating/Cooling

All windows have storm/screen windows. Make sure the screen portion is down when you have the window open. When the weather gets cold, put the screen in the up position and put the storm window in the down position. Do not place anything on or in front of the radiators. If you need assistance with your storm windows, please contact Customer Service for Physical Plant at 203.432.6888.

Lockouts

A lock-box with a “spare key” to each student room is in the living room. Please contact the GHO if your ID card does not work to open the lock-box. It is best to try accessing your spare key before you actually need it.

Mail

Your mailing address is:

Your Name

254 Prospect St., Room ____

New Haven, CT 06511

The nearest post office is Yale Station, located in the basement of Wright Hall, Old Campus (on the corner of High and Elm streets). Outgoing US mail and campus mail may be placed in the box next to the front door. Private carrier packages may be signed for by current residents only and left by

the mailboxes. Students who would like more secure package delivery can have their package mailed to themselves; C/O Graduate Housing Office 420 Temple Street, New Haven CT 06511. Upon receipt of package, residents will receive an email notice so they can claim their package at the Graduate Housing Office.

Newspaper & Magazines

The building subscribes to different newspapers and magazines. Please do not clip or remove these articles from the common rooms until it is 2 days old/ two weeks old. Newspaper over 2 days old should be recycled. The newspaper and magazines should be left in the front sitting room each morning for everyone's access.

Parking

Residents may request to park in the adjacent parking lot (Lot #20) but it is not guaranteed that your residency will result in parking authorization. Contact the Parking & Transit Office at 2 Whitney Ave., 203.432.9790 to apply. Without a valid parking permit cars will be towed at your expense.

276 Prospect Street



Bathrooms

All hallway bathrooms are mixed gender baths containing a single shower, toilet, and sink. Please be considerate about the length of time you spend in the bathroom during high use hours of the morning and afternoon. Always

knock before entering the bathrooms; where possible, lock your bathroom for privacy. Please clean up after yourself—wiping down sinks, and counters, toilets (if you splash), etc.

Basement Storage

The basement storage room is for current 276P residents only. Please be observant of the need for many residents to use and access this room throughout the year. Store all your items in boxes clearly labeled with your name and room number.

Bike Storage

Bikes can be kept in the basement bike storage rooms. Always lock your bicycle. Do not leave your bike outside overnight in New Haven, if possible.

Computer Room

The computer cluster is located immediately across from the front door of the building. In 276 Prospect, the room contains three PC's, one iMac, and one laser printer all on the Yale network with Internet access. Problems with any of the equipment should be reported on www.yale.edu/cas.

Heating/Cooling

All windows have storm/screen windows. Make sure the screen portion is down when you have the window open. When the weather gets cold, put the screen in the up position and put the storm window in the down position. Do not place anything on or in front of the radiators. If you need assistance with your storm windows, please contact Customer Service for Physical Plant at 203.432.6888.

Kitchen Rules

The kitchens are meant for light meal preparation and dining.

- Wipe off excess food from plates, pots, etc. into the wastebasket—not into the sink. Do not rinse food down the drain! We do not have garbage disposals so even small bits of food will clog the drain and inconvenience the community.
- Keep the strainer in the sink—this prevents food from going down the drain which causes clogged drains. Shake it into the wastebasket to keep it clean.
- Do not empty excess hot grease into the sink—empty cooled grease into the wastebasket.

- **Never** put metal or aluminum foil in the microwaves! This means dishes that have gold or silver trim, and/or containers having metal rim! Metal in a microwave can cause an electrical outage or fire damaging the microwave.
- Do not use excessive heat when cooking.
- Put a piece of paper towel over your food to prevent splatters; clean all splatters immediately.
- If bread, etc., gets stuck when using the toaster, unplug it before trying to get it out.
- **Never** leave the kitchen with food cooking in the stove or items baking in the oven. Preserve the privilege of having a kitchen to use by staying in the kitchen when using the stove to prevent fire alarms. The smoke detection and sprinkler systems are very sensitive and when the alarm goes off, the fire department will respond.
- Use the stove vent/fan when cooking. Wipe all spills/spatters from the stove surface after each use to keep it clean for the next resident to use. Using a tab of dishwashing liquid on the scrubby sponge works great.
- Do not leave your dishes, pots, pans, etc., soaking on the counters or in the sink as this is an unsanitary practice to use in a group living situation.
- Store perishable items in sealed containers. All cupboards and shelves must be kept clean by you. Anything that attracts bugs may be thrown out by the Resident Coordinator or Housing Manager without notice.
- Refrigerators must be kept clean. Remove outdated food frequently and wipe up any spills. Any spoiled or rotting food items may be thrown out by the Resident Coordinator or Housing Manager without notice.
- Wipe off the counter and table top after use.
- Do not borrow anyone else's food, silverware, dishes, pots, pans, etc. without permission.
- If you drop it, pick it up.
- If you spill it, wipe it up thoroughly.
- If you break it, clean it up.
- If an appliance, light, etc., needs repair, tell the Resident Coordinator so Housing can have it repaired or replaced.
- If the kitchen trash container gets full over the weekend, pull the bag out, tie it off and leave it next to the container. There are extra bags in the bottom of the container or draped over the side for replacement.

If each person cleans up after themselves as described above, the kitchens will be clean for the each person to use.



Lockouts

A lock-box with a “spare key” to each student room is in the living room. Please contact the GHO if your ID card does not work to open the lock-box. It is best to try accessing your spare key before you actually need it.

Mail

Your mailing address:

Your Name

276 Prospect St. Rm. # ____

New Haven, CT 06511

The nearest post office is Yale Station, located in the basement of Wright Hall, Old Campus (on the corner of High and Elm streets). Outgoing US mail and campus mail may be placed in the box next to the front door. Private carrier packages may be signed for by current residents only and left by the mailboxes. Students who would like more secure package delivery can have their package mailed to themselves; C/O Graduate Housing Office 420 Temple Street, New Haven CT 06511. Upon receipt of package, residents will receive an email notice so they can claim their package at the Graduate Housing Office.

Newspaper & Magazines

The building subscribes to different newspapers and magazines. Please do not clip or remove these articles from the common rooms or kitchen until they are 2 days old/ two weeks old. Newspaper over 2 days old should be recycled. The newspaper and magazines should be left in the front sitting room each morning for everyone's access.

Parking

Residents may request to park in the adjacent parking lot (Lot #20) but it is not guaranteed that your residency will result in parking authorization. Contact the Parking & Transit Office at 221 Whitney Ave., phone 203.432.9790 to apply. Without a valid parking permit cars will be towed at your expense.

ES Harkness Hall



There is one bathroom on each floor, and it is co-ed, except for on the single gender floors. We ask all residents and their visitors respect the privacy of those bathrooms. Any student living on any floor can choose to use the single gender bathrooms on floors 6 (male) and 8 (female).

Ballroom (Harkness Lounge)

This room is adjacent to the apartment wing and houses a Steinway baby piano. All users are asked to respect the following rules regarding the use of the E.S. Harkness Ballroom:

- Do not use helium balloons for decorating, because they will activate the fire alarm system if released (this would automatically notify the fire department and it would result in a building-wide alarm with dormitory evacuation).
- Furniture and plants may not be removed from Marigolds. (Furniture must be arranged in advance via YSM custodial services or a party rental company).
- Please keep the piano covered unless it is being used.
- Please be sure that the exterior ballroom doors are closed and locked when an event is over.
- You may not block the end door. This is a fire exit door.
- Decorations on the walls must be affixed with masking tape only and all decorations and tape must be removed at the end of the event.
- No open flames are permitted. Only enclosed holders may be used on tables.

- Arrangements must be made with YSM custodial services for the cleaning of the room at the end of the event.
- Always allow for additional time for set-up and break-down time when reserving the Ballroom.
- YSM Catering Services the recommended vendor of Ballroom users. They are familiar with the permitted use of this space (203.785.4685).
- Be advised that there is no storage at Harkness for items delivered prior to or following the event.
- Absolutely no roller skating is permitted in this room.

Note: To reserve the Ballroom, please contact Customer Service at 203.785.4620.

Billiard Room

Located at the Mezzanine level overlooking Marigold's Dining Cafe.

Bike Storage

Bicycles can be stored outside Harkness in the bicycle racks. Bicycle storage facilities may be available in the basement of Harkness at the beginning of the academic year.

Computer Rooms

Computer and printing stations are located in 517 & 817.

All residents will automatically have access to the computer rooms. Please contact the Resident Coordinators in Harkness or the Housing Office if the printer toner cartridges are reporting low. Students should bring their own paper to use in the printer.

Dormitory Floor Lounges

Harkness kitchenettes also have small lounge areas associated with them and located on the 4th, 7th, 9th, & 11th dormitory floors. Residents socializing with friends or watching TV should congregate inside the lounge areas (not in the hallways) and keep the noise level reasonable inside of the lounge areas.

Harkness Gym

The Class of 1958 Fitness Center opened in November 1999. This room features an assortment of state-of-the-art aerobic exercise machines, Cybex weight equipment, and free weights. All residents have access to the gym through their ID card.

Kitchenettes

The kitchenettes are located on the 4th, 7th, 9th, and 11th floors and are available for all Harkness dormitory residents to use. Please respect these rules so that the kitchenettes are kept clean for all users:

- Do not leave the area unattended when you are cooking.
- Do not place metal objects (including dishes with metal trim) in the microwave oven.
- Each user is responsible for cleaning up after him or herself.
- You must keep your food, cooking supplies, and cleaning supplies in your room. We have provided a large community freezer for frozen items. Please label your belongings. Respect other residents—do not borrow items from the freezer (without proper authorization for use from the owner.) The kitchenettes do not have community refrigerator. Please bring a personal-sized mini-fridge for your dorm room, for your perishable items.
- We do not have a garbage disposal, so do not dispose of food items down the sink drain anywhere in Harkness.
- Each user must provide his or her own cooking utensils, cooking supplies, and cleaning supplies.

Laundry

The basement has a laundry room with 6 washers and 6 dryers. If your ID card does not initially work in the laundry room (after “loading” your card with money), then visit the Harkness Housing Office to code your card for use in the laundry room machines.

Lockouts

Lock out boxes are located in the lobby near the mailboxes. Lock out keys can be accessed at any time of the day or night. Please read and follow the specific directions on the boxes. Housing is advised that all students learn how to access their lock out key before they are locked out of their room. For assistance in using the lock out boxes, please ask the Graduate Housing Office staff.

Mail

Your mailing address is:

Your Name

367 Cedar Street

Box (room #)

New Haven, CT 06510

Private Carrier packages can be sent to this same address. Once received, you will be notified that your package has arrived.



Marigolds Dining Room

Marigolds is the School of Medicine cafeteria located on the first floor of Harkness. It is under the supervision of University Dining Services. It serves a variety of meals from continental breakfast, lunch, and dinner. The hours of operation are Monday through Friday from 7:30 am to 7:00 pm. Marigolds is committed to providing a diverse menu selection that includes health-conscious fare, home style cooking, contemporary American cuisine, international specialties, soups, salads, sandwiches, and assorted desserts. Please visit their web page for more information <http://www.yale.edu/dining/>

Breakfast is served from 7:30 – 11:30 am

Lunch is served from 11:30 – 1:30 pm

Dinner is served from 5:00 – 7:00 pm

Limited Afternoon Services are available from 1:30 – 5:00 pm

Marigolds will also be closed on the following holidays:

Labor Day

Thanksgiving

Holiday recess

Martin Luther King Day

Good Friday

Spring recess

You will have access to your dining points by swiping your University ID card at the cafeteria cashier's station. Please indicate that you are using your points. The food service system has been designed to give students optimum flexibility. The amount of each food purchase is automatically deducted from the debit account.

Rules regarding the use of Marigolds for student events:

Marigolds cannot be used for student events during normal serving hours. Furthermore, students must realize that cleaning occurs after the 7:00 pm closing time; evening events should not start prior to 8:00 pm.

- Seating is limited. Please be considerate of those who purchase food in Marigolds who require seating. Use of seating for food obtained from an outside vendor may be restricted.
- Students must contact Customer Service (for social events) when they are interested in reserving Marigolds: 203.785.4620.
- When dining hall equipment is borrowed, it should be signed out in advance via one of the Marigolds managers. Such equipment must always

be returned the next business day and it should be returned to a manager. (Please plan ahead, since there are no guarantees as to what equipment is available to borrow from the cafeteria).

- Tables and chairs must be returned to their proper location. (Prior to the event, you should contact the Marigolds dining manager for a copy of the floor plan).
- Tables must be wiped clean and all trash put in closed trash bags.
- The trash bags must be taken to the dumpster by the loading dock and please be sure to use the trash bin. Any cardboard boxes must be flattened and placed in the cardboard recycling bin.
- The floor must be vacuumed—as needed. (Please arrange for a vacuum from the dormitory office prior to the event).
- Do not use helium balloons when decorating the room, since they may activate the fire alarm system.

In summary, please remember that Marigolds is a community area and every person using it is expected to contribute to its upkeep.

The Spinelli Lounge

Located adjacent to Marigold's, this room is air conditioned, and offers cable television.

Single Gender Floors

The 8th floor of Harkness is the all female floor; the 6th floor is the all male floor. While students of the opposite gender may visit the floors (and stay overnight as an guest) the bathrooms on these specific floors must be respected as single gender bathrooms.

Storage Rooms

Each floor in Harkness has one small hallway storage closet (the -05 room) for all students to share. Several storage cages are available in the sub-basement of Harkness for larger items.

Vending Machines

Available and Located in the basement of E.S. Harkness Hall.

Hall of Graduate Studies



Bicycles

Bike racks are available as you enter HGS. If there is no rack space available, you should store your bike in the HGS Bike room, located in the basement, B-19. Never put your bike on the ramp or railing. It is recommended that you:

- Use a U-bolt lock
- Lock your bike to the bike rack inside the gate in either courtyard
- Register your bike with Yale Police. See yale.edu/police/crime.html#bike

Common Area

The basement Rec Room, room B-30, is for residents only. It cannot be reserved for a private function. It features a pool table, ping pong and foosball tables, cable TVs and VCR/DVD player.

Computer Room

The basement computer room, room B-36, opens with your room key. The HGS computer assistant can be contacted by emailing: cas-hgs@pantheon.yale.edu. The computer assistant will also inform you of other computing services as they become available. **Use of the computer room is restricted to residents – it is not a public cluster.**

Elevators

There are 2 main elevators for accessing the residential sections of HGS: The D-wing elevator across from the Dining Hall on the ground level and the C-wing elevator in the lobby of the tower section (by the wooden ramp). The HGS C-wing elevator operates by key authorized access only. Do not let the tower elevator sliding door slam closed as it can impair its use.

Make sure the door is closed tight before pressing the floor buttons. Each elevator has an emergency phone directly connected to Campus Police in case of emergency. Contact the Customer Service Center at 203.432.6888 and the Graduate Housing Office to report issues with the elevator.

Kitchen

The basement kitchen, room B-34, is a locked residential-use-only kitchen, meant for light cooking. It has an electric stove, refrigerator, sink, microwave and dishwasher. Food stored in the fridge must be labeled with a name and date. Unlabeled food items are for common consumption. Appliances and cookware stored in the kitchen are for general use. No storage of food/cookware is allowed as space is limited. Do not use high heat when cooking. Do not cook anything that requires more than 2 tablespoons of cooking oil. The kitchen is a convenient alternative for when the dining hall is closed but does not take the place of the dining hall contract requirement. Keep it clean for the next person's use please. Cleanliness of the kitchen is the responsibility of the residents—HGS custodians do NOT clean the residential kitchen.

If you would like to have access to the HGS kitchen, please visit the HGS Resident Coordinator. There is a \$25 one-time deposit for the HGS kitchen key. Deposits will not be refunded if students lose their key or if damage or “mess” is attributed to specific students.

Kitchen Rules:

- Wipe off excess food from plates, pots, etc. into the wastebasket—not into the sink. Do not rinse food down the drain!
- Keep the strainer in the sink—this prevents food from going down the drain which causes clogged drains. Shake it into the wastebasket to keep it clean.
- Wipe the stove surface down after each use to keep it clean for the next resident to use. Using a dab of dishwashing liquid on the scrubby sponge works great.
- **Never** put metal or aluminum foil in the microwaves! This means dishes that have gold or silver trim, and/or containers having metal rim! Metal in a microwave can cause an electrical outage or fire damaging the microwave.
- Put a piece of paper toweling over your food when you heat it up in the microwave so that the food doesn't splatter. If it still makes a mess, clean it up right away.

- If bread, etc., gets stuck when using the toaster, unplug it before trying to get it out. Leave the toaster unplugged except when in use.
- **Never** leave the kitchen with food cooking in the stove or items baking in the oven. Preserve the privilege of having a kitchen to use by staying in the kitchen when using the stove to prevent fire alarms. The smoke detection and sprinkler systems are very sensitive and when the alarm goes off, the fire department will respond.
- Keep track of your refrigerated items and throw away expired food. Do not leave pizza boxes or empty containers in the refrigerator. Make sure the refrigerator door is closed.
- Wipe off the counter and table top after use.
- Do not eat or borrow anyone else’s food without permission.
- Leave the light on and make sure the door is closed tight when you leave the kitchen.

This kitchen is indeed small and it is intended for light meal preparation only. If each person cleans up after themselves, the kitchen will be nice and clean for the next person to use.

Mail

HGS does not accept direct delivered resident mail from the US Post Office. Students must rent a P.O. Box from the USPS at Yale Station, in Wright Hall (corner of High & Elm Streets) or make arrangements to have mail delivered directly to their academic department addresses.

If renting a mailbox at the USPS at Yale Station, your mailing address is:

Your Name

P.O. Box #20 ____

New Haven, CT 06520-_____ (put the last 4 digit of your P.O. Box here.)

By providing your address in this way, your mail will correctly be sent to your Yale Station post office box for your retrieval. The United States Post Office scanner system reads from the bottom up, so when it sees the post office number it will automatically be sent to your post office box.

Packages from Private Carriers (FedEx, DHL, etc.) can not be accepted by the Graduate School mail room or office staff. Arrangements can be made to have those kinds of items delivered to the Graduate Housing Office on Temple St. (Please read more about this option in the “General Dormitory Information” pages of this Handbook.)

Laundry Room

Washers, dryers, an ironing board, and iron can be found in the HGS laundry room, located in the basement under B/C wing. Precision Wash™ (a detergent –on-demand system) is available at the HGS laundry room and allows individuals to purchase and use a hands-off laundry detergent when activating their washing machine from the swipe card activation machine in the laundry room. Availability and progress of machines can be seen by visiting laundryview.com. The HGS laundry room is maintained by students hired through Associated Student Agencies on campus. Please remember to clean up after yourselves (remove dryer lint, pick up dryer sheets that fall to the floor, etc). Laundry should be promptly removed from washers and dryers to prevent others from moving your items.

Lockouts

A lock-box system, located in the basement of HGS under C-tower, is available for student use. Students can access a spare key to their bedroom by following the directions printed on the front of the Box. Please contact the GHO if your ID card does not open the lock-box. It is best to try accessing your space key before you actually need it.

Residents' Board Community Meetings

The HGS Residents' Board meets once every month to discuss building wide concerns and share opinions regarding the planning of social events. The Resident Coordinator and/or Dorm Housing Manager will attend meetings as requested. Students are encouraged to participate and develop leadership of the group to facilitate social event planning and discuss community concerns. All residents are welcome. Those who cannot attend are welcome to email the Resident Coordinator and/or Housing Manager to express ideas and concerns to be discussed. Minutes will be available to all residents.

Storage Rooms

There are two residential storage areas in HGS. The smaller storage area is located within the residence floors is located in the 7th floor at the end of the hallway opposite room 2843. Go up the stairway one flight. The door will open with your entry key. A limited number of items may be put in the caged areas only. Your name and room number must be on each item. Any item outside the caged area will be discarded because the rest of the space must be accessible to Physical Plant and Telecommunications. Make sure the caged area is locked.

The larger storage area is located in the basement, B-75. When using the storage rooms, be considerate of the available space and make room for others to access shelving and floor space areas. Do not store food in the storage rooms.

The storage of excessive or large items (such as furniture) must be in an off-campus storage facility. Self storage units may be found in the yellow pages of the phone book.

12th Floor Study Room

Located on the 12th floor of the Tower, the study room is for the use of HGS residents only. It can be reserved for HGS resident study groups and gatherings by signing up with the Resident Coordinator. All residents have access with their room key. Residents using the room are responsible for cleaning the room.

HGS Social Function Policy

The HGS Recreation Room (B-30 in the basement) may not be reserved for a private function as it is a common area for all residents. The Tower 12th Floor Study Room Policy is as follows:

- It is available to any HGS resident for a quiet place to study or gather with other HGS residents or their escorted guests.
- If an HGS resident desires to reserve the room for a function, they must make a request or register the usage with the Resident Coordinator at least one week in advance. Only current residents may register to use the room. Functions in the 12th floor common room must be available to all interested residents. If the space is available, ongoing or weekly events such as regular study or prayer groups may be scheduled. A notice should be put on the entrance door stating that a function is in progress with the date and time and then removed at the end of the function.
- Functions are limited to 24 people or less, per Fire Code Regulations.
- Users of this room must observe noise regulations of HGS, which specify quiet hours between 11 pm and 8 am. Loud music is not allowed as there are student rooms next to, above, and below this study room.
- If food or beverages are brought in, the waste must be put in bags, tied up and left in the trash barrel in the stairwell. If trash items cannot fit in the provided trash receptacles, the trash must be taken outside and put in the dumpster next to the Morse College master's house. Bottles and cans should be placed in appropriate recycling bins.
- Windows should generally be kept closed for noise reduction. Nothing is to be thrown out of the windows.

- Student must adhere to US Federal and CT State laws as well as Yale University Rules and Regulations pertaining to alcoholic beverage consumption.
- There is no smoking in the 12th floor study room.
- The Resident Coordinator will report all scheduled events to the Housing Manager. Any repairs or problems with the event will be reported to the Manager within 24 hours. If the Yale Police are called due to a disturbance or complaint, the registering resident may face disciplinary charges.
- The HGS resident registering to use the room is responsible for cleaning the room after use and repositioning the furniture in an appropriate layout. The room should be left in good condition. The Resident Coordinator will check the condition of the room before and after use.
- If the room is not cleaned or if repairs are needed, the necessary charges will be billed to the registering resident's student account.

Vacuum

Vacuum is stored at the Resident Coordinator's suite and is available for use by signing it out with the Resident Coordinator in HGS Tower suite #1300.

Helen Hadley Hall



Barbecue Grill

A grill is available for residents to use on the back patio. **The Resident Coordinator is to be notified whenever it is used.** Use ONLY Match-Light charcoal – no lighter fluid is allowed.

Bike Storage

There is limited space for current HHH residents to store their bicycles in the ground floor bike room. All bikes must have note of the resident's name and room number. Students can not store anyone else's bicycle. If no hooks are left to hang a bicycle, please use the bike racks in the rear patio or store it in your room. For security reasons:

- Use a U-bolt lock
- Lock your bike to the bike rack inside the patio
- Register your bike with Yale Police – see yale.edu/police/crime.html#bike

Cleaning Supply Closets

Each floor has a cleaning supply closet with various cleaning supplies for residents' use. Please contact the resident coordinator when supplies have been missing from the closet for an extended period of time. There is a vacuum on each floor as well as secondary vacuum that can be signed out from the Graduate Dormitory Housing Office on weekdays.

Computer Room

The computer room is located in the lobby next to the mailboxes and opens with your HHHW entry key. It is for HHH residents only. A photocopier is also located in this room. A CA (computer assistant) can be reached at cas-hhh@pantheon.yale.edu.

Guest Registration

Extra mattresses or roll-away cots are available for sign out if you're expecting an overnight guest. All guests visiting for more than 12 hours must be registered with the housing office. Please email the Resident coordinator at rc.hhh.yale@gmail.com with your name, building, room number, your guest's name, and the dates of your guest's stay.

Kitchen Rules

Common area kitchens are provided in the halls to assist in meal preparation for students who choose not to eat in the dining halls. Basic cleaning of the room and basic supplies, like dishwashing liquid and sponges are provided by the custodial staff and Housing Office. All students are expected to clean the kitchen and appliances after they use them.

- Wipe off excess food from plates, pots, etc. into the wastebasket—not into the sink. Do not rinse food down the drain! The sinks do not have garbage disposals so even small bits of food will clog the drain and inconvenience the community.

- Do not empty excess hot grease into the sink—empty cooled grease into the wastebasket.
- The glass top stoves may be wiped clean with scrubby sponges and a dab of dishwashing liquid after it's cooled down. It is important that you be vigilant when cooking so that liquids do not boil over. Do not use high heat when cooking.
- **Never** put metal or aluminum foil in the microwaves! This means dishes that have gold or silver trim, and/or containers having metal rim! Metal in a microwave can cause an electrical outage or fire damaging the microwave.
- Do not use high heat when cooking. Do not cook anything that requires more than 2 tablespoons of cooking oil.
- Put a piece of paper towel over your food when you heat it in the microwave to prevent splatters. Clean any splatter from inside the oven or turntable immediately.
- If bread, etc., gets stuck when using the toaster, unplug it before trying to get it out.
- **Never** leave the kitchen with food cooking in the stove or items baking in the oven. Preserve the privilege of having a kitchen to use by staying in the kitchen when using the stove to prevent fire alarms. The smoke detection and sprinkler systems are very sensitive and when the alarm goes off, the fire department will respond.
- Do not leave your dishes, pots, pans, etc., soaking on the counters or in the sink as this is an unsanitary practice to use in a group living situation. Items left in this condition may be discarded without notice.
- There is no storage of individual's dishes, food, pots/pans, rice cookers, coffee pots, etc., on the counters/in the kitchen. Everything brought in to cook your meal must be brought back to your room. Items left in the kitchen will be thrown away without notice.
- The freezers are for all the floor residents to use, so storage of multiple items is not encouraged. At no time is there to be an abundance of one person's items. All items put in the freezer must be tightly wrapped, especially meat products, for health and space concerns. Your name should be indicated on each item. Do not put perishable such as soda, milk, eggs, etc. in the freezer. Remove old items, empty bags, and containers regularly. Housing will discard any items not in accordance with these rules.
- Refrigerators are NOT provided in the kitchen. Small personalized refrigerators should be kept in your room for perishable items.
- Wipe the counter and table clean after each use. Throw all waste paper/packing in the trash container.

- Don't take/borrow anyone else's food, silverware, dishes, pots, pans, etc.
 - without permission!
- If you drop it, pick it up.
- If you spill it, wipe it up thoroughly.
- If you break it, clean it up.
- If an appliance, light, etc., needs repair, let the Resident Coordinator know right away.
- If the kitchen trash container(s) gets too full over the weekend, start a new bag of trash. Respect the custodians who have to tend to these chores.

Laundry Rooms

A washer and dryer are located on each resident floor. The first floor laundry room contains the Debitex machine that loads money onto your ID card for use in any of the laundry rooms. The HHH laundry room is maintained by students hired through Associated Student agencies on campus. Please remember to clean up after yourselves (remove dryer lint, pick up dryer sheets that fall to the floor, etc.) Laundry should be promptly removed for the washers and dryers to prevent others from moving your items.

Lockouts

KeyWatcher lock-out key boxes are located in the lobby near the mailboxes. Lock out keys can be accessed at any time of the day or night. Please read and follow the specific directions listed on the front of the boxes to access your lock-out key. Housing advises all students to learn how to access their lock out key before they are locked out of their room. For assistance in using the lock out boxes, please ask the Graduate Dorm Housing Office staff.

Mail

Your mailing address is:

Your Name

420 Temple St. Rm. # _____

New Haven, CT 06511

Outgoing US mail may be placed in the mailbox by the front door. This is a USPS pickup location once a day Monday through Friday. Campus mail goes can be dropped off near the Off-campus computer kiosk in the lobby. Write "CAMPUS MAIL" on the envelope; correctly address campus mail per the campus mail standards.

Packages sent to students will be received by the GHO. Students will receive a package slip in their student mailbox; students can pick up their packages for the GHO between 9 am–12 pm or at night when the “Package Pick-up” desk is open.

Newspapers & Magazines

Housing provides a community subscription to several newspapers and magazines which can be found in the magazine rack by the elevators or on the desks in the front lobby.

Residents' Board Community Meetings

The HHH Residents' Board meets once every month to discuss building wide concerns and share opinions regarding the planning of social events. The Resident Coordinator and/or Dorm Housing Manager will attend meetings as requested. Students are encouraged to participate and develop leadership of the group to facilitate social event planning and discuss community concerns. All residents are welcome. Those who cannot attend are welcome to email the Resident Coordinator and/or Housing Manager to express ideas and concerns to be discussed. Minutes will be available to all residents.

Storage Rooms

Each resident floor has several storage rooms that will open with your room key. Any item put in a storage room must have the residents name and room number on it. Items are stored at your own risk.

Be considerate of other residents' items. Do not block or stack boxes and belongings that could result in damage their items or prohibit other residents' access to their items. If there is no room to put your belongings in the storage room, then you must use an off campus self-storage unit—they are listed in the yellow pages of the phone book.

Periodic inspections and removal of any items not in accordance with these rules will take place to ensure the storage room(s) are used as noted.



Guide to Area Businesses

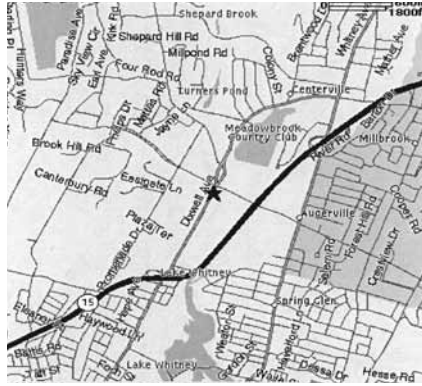
Directions to selected businesses

These are provided only as a rough guideline. Please be sure to call ahead to verify.

Super Stop & Shop Grocery Store
 2335 Dixwell Avenue, Hamden
 203.288.6379

Directions:

1. Head Southeast on Elm St towards Church St.
2. Turn Left onto Church.
3. Turn Left onto Grove.
4. Grove becomes Tower Pkwy.
5. Turn Right onto Goffe St.
6. Goffe becomes Dixwell.
7. Dixwell becomes Dixwell/CT 10.



Distance approximately 5.2 miles
 Trip time approximately 13 minutes

Shop Rite Supermarket
 2100 Dixwell Avenue, Hamden
 203.281.9829

1. Head Southeast on Elm St. towards Church St.
2. Turn Left onto Church.
3. Turn Left onto Grove.
4. Grove becomes Tower Pkwy.
5. Turn Right onto Goffe.
6. Goffe becomes Dixwell.
7. Dixwell becomes Dixwell/CT-10.



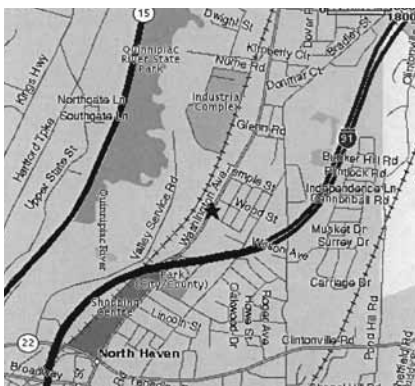
Distance approximately 4.8 miles
 Trip time approximately 12 minutes

Bedding Barn

314 Washington Avenue,
North Haven
203.239.4461

1. Head Northwest on Elm St. towards Sherman Ave.
2. Turn Right onto Sherman.
3. Turn Right onto Whalley.
4. Whalley becomes Broadway.
5. Turn Slight Left onto Elm.
6. Elm becomes unnamed road.
7. Left onto State St./US-5 N.
8. Turn Right onto ramp.
9. Merge onto I-91 N.
10. Take US-5/Washington Ave. exit.
11. Turn Right onto US-5/
Washington Ave.

Distance approximately 10.5 miles
Trip time approximately 16 minutes



Railroad Salvage

1131 Campbell Avenue, West Haven
203.933.5468

1. Head Northwest on Elm St. towards Sherman Ave.
2. Turn Left onto Sherman.
3. Sherman becomes Winthrope.
4. Turn Right onto Davenport.
5. Turn Right onto Columbus/US-1.
6. Columbus Ave./US-1 becomes Orange Ave./US-1.
7. Orange Ave./US-1 becomes Orange Ave./US-1/CT-122.
8. Turn Slight Left onto Campbell Ave./CT-122.

Distance approximately 2.4 miles
Trip time approximately 5 minutes

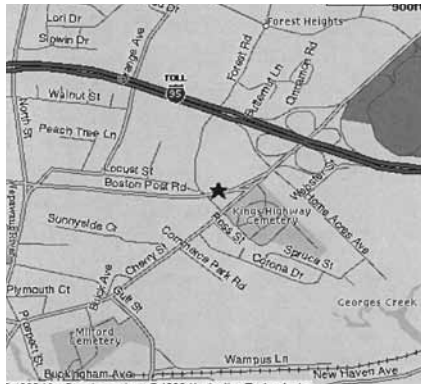


Boston Post Road

Milford, CT 06460

This area has hundreds of different stores and the Connecticut Post Road Mall selling a variety of items for your home.

1. Head Northwest on Elm St. towards Sherman Ave.
2. Turn Left onto Sherman.
3. Left onto George St./CT-34.
4. Turn Right onto Dwight/CT-34.
5. Left onto Legion Ave./CT-34.
6. Turn Right onto Howard Ave.
7. Stay straight onto Kimberley Ave.
8. Turn Left onto CT-10/Ella Grasso.
9. Take the I-95 South ramp.
10. Merge onto I-95 S.
11. Take the US-1 South exit.
12. Merge onto Boston Post Rd./US-1.



Distance approximately 10.0 miles
 Trip time approximately 15 minutes

Costco

1718 Boston Post Road
 Milford, CT 06477
 203.882.8898

1. Start out going southwest on Temple St. toward Temple Ct. (<0.1 Miles)
2. Turn right onto Grove St. (<0.1 Miles)
3. Turn right onto Hillhouse Ave. (0.1 Miles. Turn right onto Trumbull St. (0.2 Miles).
4. Merge onto I-91 S via the Ramp- On The Left- Toward I-95 /New London /N.Y. City. (0.7 Miles)
5. Merge Onto Governor John Davis Lodge Turnpike / I-95 S Via The Exit On The Right. (5.8 Miles)
6. Take The Marsh Hill Rd Exit – Exit 41–Toward Orange. (0.1 Miles).
7. Turn Right Onto Marsh Hill Rd. (0.3 Miles). Marsh Hill Rd Becomes S. Lambert Rd. (0.3 Miles).



8. Turn Left Onto Boston Post Rd / Us-1. (1.3 Miles). End At 1718 Boston Post Rd

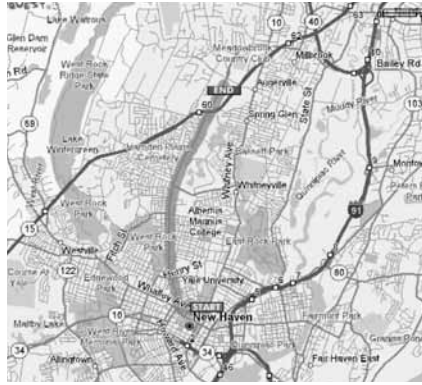
Total Est. Time: 14 Minutes/Total Est. Distance: 9.33 Miles

Walmart

2300 Dixwell Avenue, Hamden
203.230.0285

1. Start out going southwest on Temple St. toward Temple Ct. (<0.1 Miles)
2. Turn right onto Grove St. (0.2 Miles)
3. Grove St. becomes Tower Pkwy. (0.2 Miles)
4. Turn right onto Goffe St. (<0.1 Miles)
5. Turn slight right onto Dixwell Ave. (4.3 Miles)
6. End at 2300 Dixwell Avenue

Total Est. Time: 14 minutes
Total Est. Distance: 4.98 miles



Target

474 Chamberlain Highway, Meriden
203.634.6049

1. Start out going southwest on Temple St. toward Temple Ct. (<0.1 Miles)
2. Turn right onto Grove St. (<0.1 Miles). Turn right onto Hillhouse ave. (0.1 Miles).
3. Turn right onto Trumbull St. (0.2 Miles). Merge onto i-91 N via the ramp- on the left- toward Hartford. (18.3 Miles).
4. Merge onto Ct-15 N/Wilbur Cross Pkwy via exit number 17 toward Berlin Tpke/ct-66/i-691. (0.9 Miles).
5. Merge onto I-691 W via exit number 68w toward Meriden/Waterbury. (2.2 Miles)
6. Take the Lewis Ave exit- exit number 6- toward Ct-71. (0.2 Miles). Turn left onto Lewis Ave. (0.2 Miles).



7. Turn left onto Kensington Ave. (0.5 Miles)
8. Turn left onto Chamberlain Hwy/Ct-71. (0.1 Miles)
9. End at 474 Chamberlain Hwy, Meriden

Total est. Time: 28 minutes/total est.
Distance: 23.24 Miles

Ikea

450 Sargent Drive, New Haven
203.865.4532

1. Start out going southwest on Temple St. toward Temple Ct. (0.2 Miles)
2. Turn left onto Elm St. (0.2 Miles)
3. Turn right onto State St/us-5 S. (0.4 Miles)
4. Turn left onto Water St/US-1. (0.3 Miles)
5. Turn right onto Brewery St. (0.1 Miles)
6. Stay straight to go onto Sargent Dr. (0.2 Miles)
7. End at 450 Sargent Dr. New Haven

Total est. Time: 5 minutes
Total est. Distance: 1.67 miles



Banks**People's United Bank**

265 Church Street 203.785.9119

Citizens Bank

209 Church Street 203.821.3080
395 Whalley Avenue 203.782.3160

First Niagara Bank

195 Church Street 203.789.2601/
203.787.1111
36 Fountain Terrace 203.392.3549

Wells Fargo

205 Church Street 203.773.9037
388 Whalley Avenue 203.777.7113

The Bank of Southern Connecticut

215 Church Street 203.782.1100

Chase

234 Church Street 203.784.3760

Webster Bank

80 Elm Street 203.782.4500

Car Rentals**Avis**

50 Union Avenue (Train Station)
203.624.2161

Budget

323 George Street 203.786.6584
Tweed Airport 203.468.5704

USAVE Auto Rental

244 Whalley Avenue 203.772.1143

Enterprise

408 Crown Street 203.789.2252

Hertz

1 George Street 203.777.6861
Tweed Airport 203.469.8826

Furniture and Bedding**IKEA**

450 Sargent Drive,
Long Wharf, New Haven
203.865.4532
www.ikea-usa.com

Railroad Salvage

1131 Campbell Avenue, West Haven
203.933.5468

Columbia Mattress

870 Dixwell Avenue, Hamden
203.789.1213

Bedding Barn

131 Boston Post Road, Orange
203.795.0271
314 Washington Avenue, North Haven
203.239.4461

Goodwill Store & Donation Center

86 Amity Road
203.397.2735

**Salvation Army Thrift Store
& Donation Center**

274 Crown Street
203.776.2448
1349 Dixwell Avenue, Hamden
203.230.2323

Insurance

Prudential Property and Casualty

1.800.437.5556

Metropolitan Insurance Company

203.785.9119

Thompson and Peck

203.787.6781

Parking Garages

Audubon Parking Garage 203.624.8026

Broadway Management 203.865.8173

Chapel-York Garage 203.781.8032

Crown Street Garage 203.781.8037

Grove Street Garage 203.776.8937

One Century Tower 203.624.7494

Pro Park Garage 203.781.8039

Pro Park Neon Garage 203.781.8035

Professional Parking 203.781.8030

Pharmacies

Walgreens

1471 Whalley Avenue 203.387.7079

464 Whalley Avenue 203.777.7889

88 York Street 203.752.9586

CVS

1168 Whalley Avenue 203.387.6784

215 Whalley Avenue 203.401.4660

RiteAid

60 Whalley Avenue 203.777.3080

Post Offices

Yale Station

206 Elm Street 203.275.8777

New Haven Main Office

50 Brewery Street 203.275.8777

1744 Dixwell Ave 203.275.8777

Storage

New Haven Self-Storage

140 Ferry Street, New Haven

888.459.3422

Amodio Self Storit

2755 State Street, Hamden

203.388.5621

Filcon Storage

34 Raccio Park Road, Hamden

203.627.2776

Rt. 80 Self-Storage

79 Ciro Road, North Branford

203.315.1225

Public Storage

168 Bull Hill Lane, West Haven

203.937.7511

Keep-Safe Storage

321 Highland Street, West Haven

203.933.1387

The World's Best Pizza

New Haven is famous for its pizza, and is home to some of the best pizzerias in the world according to Zagat's Survey.

BAR Pizza and Bar

(Home of Mashed Potato Pizza!)

203.495.1111
254 Crown Street

Frank Pepe Pizzeria Napoletana

203.865.5762
157 Wooster Street

Modern Apizza Place

203.776.5306
874 State Street

Sally's Pizza

203.624.5271
237 Wooster Street

Wall Street Pizza

203.776.9021
90 Wall Street

Est. Est. Est. Pizza

203.777.2059
1176 Chapel Street

Tony & Lucile's Little Italy

203.787.1621
150 Wooster Street

Amato's Pizza

858 State Street, New Haven
203.562.2760

Other Restaurants

Chinese:

Royal Palace
203.776.6663
32 Orange Street

Blessings II Go

203.624.2462
898 State Street

Hamburgers:

Educated Burgher
203.777.9198
51 Broadway

Louis Lunch

(No Catsup Allowed!)
263 Crown Street

Indian:

Royal India
203.787.9493
140 Howe Street

Tandoor

203.776.6620
1226 Chapel Street

Italian:

Tre Scalini Restaurant
203.777.3373
100 Wooster Street

Japanese:

Miya
203.777.9760
68 Howe Street

Miso

203.848.6472
15 Orange Street

Mexican:

Jalapeño Heaven

203.481.6759
40 North Main Street, Branford, CT

Middle Eastern:

Mamoun's Falafel Restaurant

203.562.8444
85 Howe Street

Chap's Grille

(Features Vegetarian Cuisine)

203.562.3966
1174 Chapel Street

Noodles:

Ivy Noodle

203.562.9933
316 Elm Street

Thai:

Bangkok Garden

203.789.8684
172 York Street

Pad Thai

203.562.0322
1170 Chapel Street

Vegetarian:

Clare's Corner Copia

203.562.3888
1000 Chapel Street

Yes We Deliver!

Papa Johns

203.776.7272
125 Whalley Avenue

Brandon's Deli and Grocery

203.787.3877
55 Frank Street

Domino's Pizza

203.624.3317
357 Whalley Avenue, West Haven CT

Wah-Chun Chinese

203.785.1957
218 Grand Avenue

Delivery.com

(we will deliver any food to your home)

Anna Liffey's
 (Tuesday Night is Trivia Night)
 203.773.1776
 17 Whitney Avenue

Archie Moore's Bar & Restaurant
 203.773.9870
 188½ Willow Street

Bars and Clubs

C.O. Jones
 203.773.3344
 969 State Street

Toad's Place
 203.624.8623
 300 York Street

Alchemy Nightclub
 203.777.9400
 223 College Street

GPSCY
 203.432.2638
 204 York Street

Rudy's
 203.865.1242
 372 Elm Street
 (A Yale Tradition – Legendary
 for their fries)

Groceries

Edge of the Woods
 203.787.1055
 379 Whalley Avenue
 (Natural Market features natural pro-
 duce, homeopathic/herbal remedies)

Gourmet Heaven
 203.787.4533 & 203.776.0400
 15 Broadway & 44 Whitney Avenue
J-Mart Asian Market
 203.782.1234
 15 Orange Street

Household

Target
 203.859.3490
 200 Universal Drive
 North Haven, CT

Home Depot
 203.799.1900
 440 Boston Post Road
 Orange, CT

Bed, Bath & Beyond
 2045 Dixwell Avenue, Hamden

Clothing

J. Crew
 203.624.7101
 29 Broadway
 (Show student ID for student discount)

Urban Outfitters
 203.776.7444
 43 Broadway

Ann Taylor Loft:
 203.777.2304
 900 Chapel Street
 (Petite sizes)

Music

Cutler's Records & Tapes

203.777.6271
33 Broadway
(New & Used)

Uniforms/Textbooks/and other School Supplies:

Yale Barnes and Noble Bookstore

203.777.8440
77 Broadway

Heidi's Uniforms

203.624.8931
15 Orange Street

Office Max:

203.234.2208
200 Universal Drive, North Haven, CT

Malls & Outlets

Westfarms Mall

800.561.3420
500 West Farms Mall, Farmington, CT
<http://www.shopwestfarms.com>
This mall has the only Nordstrom in Connecticut as well as J. Crew, Banana Republic, Pottery Barn, Swiss Army, Aveda, Restoration Hardware, and many more.

Westfield Trumbull Mall

203.372.4500
5065 Main Street, Trumbull CT
<http://westfield.com/trumbull>
Exit 47 off the Merit Parkway (Rt. 15)
This mall has a Filenes, Macy's, and Lord & Taylor department stores.

Westfield Connecticut Post Mall

203.878.6837
1201 Boston Post Road, Milford, CT
<http://www.westfield.com/connceticut-post>
Filenes, Sears, and Dick's Sporting Goods among others.

Clinton Crossing Premium Outlets

203.664.0700
20-A Killingworth Turnpike, Clinton, CT
<http://premiumoutlets.com/clinton>
Barney's New York, GAP, Coach, Nike, DKNY, Calvin Kline, Kenneth Cole, Crate & Barrel, and Off Saks 5th Avenue among other outlets.

Tanger Outlet Center Westbrook

314 Flat Rock Place, Westbrook CT
<http://www.tangeroutlet.com>
Eddie Bauer, and J. Crew outlets among others.

Nine West Shoe Outlet

203.288.3710
2300 Dixwell Avenue, Hamden, CT

Entertainment

Theaters

Criterion Cinemas

203.498.2500
83 Temple Street

Regal Cinema 12 Branford

203.481.2711
325 East Main Street, Branford, CT

Rve Cinema Deluxe

Westfield Connecticut Post Mall
203.301.5035

**Shubert Theater
Performing Arts Center**
203.624.1825
247 College Street

Video Rental

Blockbuster Video
203.562.4601
956 Chapel Street

Salons & Spas:

SoHo Hair Group Day Spa
203.387.6799
916 Whalley Avenue

Karma
203.777.6333
263 College Street

Rimage
203.562.4247
1210 Chapel Street

Parks & Beaches

East Rock Park
East Rock Park Road

West Haven Beach
Captain Thomas Boulevard & Ocean
Avenue, West Haven, CT

Sleeping Giant State Park
203.789.7498
200 Mt. Carmel Avenue, Hamden, CT

Lighthouse Point Park and Beach
203.946.8790
Townsend Avenue

Hammonasset Beach and State Park
203.245.2785
1288 Boston Post Road, Madison, CT

Misquamicut State Beach
401.596.9097
257 Atlantic Avenue, Westerly, RI

Listing of Important Phone Numbers

<i>Police/Fire/Medical Emergency (City of New Haven)</i>	911
Graduate Apartments	
Graduate Housing Office	203.432.8270
Apartment Manager	203.432.8270
Graduate Dormitories	
Graduate Housing Office	203.432.2167
Dormitory Manager	203.432.2167
Physical Plant Customer Service <i>(including Night and Weekend Emergency Repairs)</i>	
Central Campus	203.432.6888
Med Campus	203.785.4620
University	
Yale Police (111 from campus phones)	203.432.4400
Crime Prevention	203.432.4410
Yale Health Services Emergency	203.432.0123
Routine Information	203.432.2046
Yale Fire Marshall	203.432.9923
Campus Security (5.5555 from campus phones)	203.785.5555
Escort Service (2-WALK)	203.432.9255
Minibus	203.432.6330
Associated Student Agencies	203.432.1888
Dining Services	203.432.0420
Office of International Students and Scholars	203.432.2305
<i>http://www.yale.edu/oiss</i>	
Parking and Transit	203.432.9790
<i>www.yale.edu/parkingandtransit</i>	
Utilities	
United Illuminating	1.800.722.5584
Southern Connecticut Gas Company	1.800.659.8299
AT&T (telephone company)	1.800.453.7638
Comcast Cablevision	1.800.266.2278

2011–2012 GRADUATE HOUSING CONTRACT TERMS AND CONDITIONS

LICENSE: PERMITTED USE AND USERS: This contract is a binding legal agreement between you and the University that creates a license, not a lease, for the use of the above housing unit. The University reserves the right to make any changes in unit assignment or terminate this license and an assignment as necessary. The unit may be occupied by you and only such occupants who the University has approved in advance in its discretion. The University reserves the right not to approve any additional occupants of the unit including members of your family. Only individuals who have a confirmed affiliation with Yale University are eligible to sign new licenses for occupancy in our units.

ELIGIBILITY: I/We at all times during the term, must be enrolled as a student(s) in good standing in one of the graduate or professional schools of the University and must remain current on all financial obligations to the University, including the license fee, tuition and other charges. I/We also agree to comply with any and all applicable handbook, bulletins and/or regulations governing student conduct adopted by the University, including your graduate or professional program.

TERM: The term of this contract is stated above. I shall have no right to renew the term of this contract without the prior consent of the University. I agree to respond to the Graduate Housing Office in March of the term period to inform them whether I will be requesting renewal or vacating the unit. If I do not contact the Graduate Housing Office, the University shall conclude that I have no intention to renew and can enter into an agreement with another party at the expiration of the term.

PAYMENT: License fees are billed to each students bursar account through University Student Financial & Administrative Services. License fees are billed by month/semester as indicated above. Any questions regarding the license fees and other charges should be directed to SFAS. Monthly charges are made thirty days prior to each month. Semester charges are made in advance of each term. The University reserves the right to continue charging license fees beyond the term period, until all keys are returned, your room/unit is in broom clean condition and completely empty of your belongings. You are liable for license fees through the end of the term of this license if you vacate the unit during the term period without the University approving a termination of this license.

FEES: All fees are due at the time of submission and signing of the contract:

Application Fee: A non-refundable fee of \$30.00 is required with all accepted **Apartment** and **Dormitory** applications.

Security Fee: A refundable fee is required with all applications as follows:

Apartments: One (1) month's payment of your license fee and appropriate key deposit.

Dormitories: \$470.00 (four hundred and seventy):

Dormitory Social Fee: A non-refundable annual fee is required of dormitory residents. Amount determined by dormitory building.

The University reserves the right to apply the security deposit to any license fees or other outstanding charges you may owe the University. Any refundable fees paid will be returned to you via the University SFAS student financial account, without interest at the end of the term period, provided that you have complied with all of the provisions of this contract.

TRANSFERS FROM ONE UNIT TO ANOTHER:

Once assignments have been made, the University may, but shall not be obligated, to permit you to exchange your unit for another within the University's Graduate and Professional Student Housing. All transfers must be made in writing and subject to approval by the University in its sole discretion. All approved transfers will require the signing of a new contract and payment of a transfer fee of \$250.00.

VACATING THE UNIT: *At the end* of your license term, you must vacate the Unit and leave it in broom clean condition, and do the following before departure: (a) notify the Housing Office that you will not renew your contract (via the Intent for Housing form distributed to current residents in March) and provide your forwarding address; (b) remove all of your belongings from the unit and storage areas; (c) return all keys; (d) turn off all utilities for which you separately contracted; and (e) comply with all of the other provisions of this contract. Except as may be otherwise provided in this contract, you will be charged the full amount of the license fee through the last month of the contract even if you vacate before the end of the contract period. You will be responsible for any charges that the University may incur, including cleaning charges, as a result of your failure to remove your possessions and leave the unit in broom clean condition. Any belongings left in the unit or storage areas will be deemed abandoned and will be disposed of at

your expense. A representative of the University will inspect the unit after you have vacated, to determine if you have complied with this contract and elaborated on in the Vacating Instructions that will be provided to you.

If you wish to vacate your unit *before the end* of your license term and to terminate this license, you must submit a written Request for Cancellation to the appropriate Graduate Housing Manager. This form will serve notice that at the date noted, you will vacate the unit. Your Request for Cancellation will be considered by the University and may be approved by the University in its sole discretion. If the University approves the Request for Cancellation, the other provisions of this contract, including those regarding the manner in which you must leave your unit, will apply. There is a \$250.00 contract cancellation fee, which will be applied against your security deposit. In order to assist in the approval process, you are encouraged to propose a qualified replacement that is currently enrolled as a graduate student and meets the other criteria of the University who is not already living in the Graduate Housing system, to fill your vacancy. The other provisions of this contract, including those regarding the manner in which you must leave your unit, will apply to any early termination. If the University does not approve your Request for Cancellation, you must continue to pay the license fee, even if you vacate the Unit.

CONTRACT CANCELLATION POLICY: The University may terminate this contract by written notice to you in accordance with University policy. The University may terminate this contract if it is determined that damage by fire, water, or the elements makes the unit unfit for occupancy; or the University decides to vacate the unit to prepare for or conduct renovation, demolition, construction, or any similar activity on the unit or the building. In any such event, if the University cannot offer you alternate housing, this contract will automatically terminate thirty days after the University gives you notice, or sooner if circumstances should require. Until the end of the period stated in such notice you will still be bound by the terms of this contract. You will be entitled to a prorated refund of the license fees paid as of the date you vacate, unless you caused, permitted or contributed to such damage. Other than any applicable refund of the license fee, you will not be entitled to any other recompense or damages for such cancellation. In the event of your death, this contract will be terminated and the fee will be adjusted on a pro rata basis as of the date of death and the security and key deposits will be returned to the estate of the deceased in accordance with the provisions of this contract.

CONTRACT ENFORCEMENT; EARLY WITHDRAWAL; MEDICAL/PARENTAL LEAVE:

If you default in any of the obligations under this contract, including the obligation to pay the license fee in a timely manner, or if you make any false statement on your housing application, the University may terminate this contract upon written notice to you. Upon receipt of such notice, you must vacate the unit immediately and in compliance with this contract. In the event you default under this contract, the University shall be entitled to immediate payment of any amounts you may owe under this contract, and all legal and equitable remedies available, together with all damages, costs, and attorneys' fees it may incur as a result of such default. If you fail to comply with any provision of this contract, the University may at its option cure your default and bill you for the costs of doing so. If you are absent from the unit for more than two weeks during the term without prior notice to the University, or if you do not take occupancy within two weeks of the commencement of the term, you will be deemed to have defaulted hereunder and abandoned the unit. In addition to its other remedies, the University may give your unit to other occupants in the event of your abandonment.

If you must take a medical leave of absence, it must be properly documented and approved by your school and department. If you are otherwise in compliance with this contract, the University will refund a prorated portion of any license fees paid for the remainder of the term. Students granted 'Parental Leave' may continue to reside in their unit to the end of the academic semester for which the leave was first granted, but no longer.

Care of Premises: You accepted the unit in "as in" condition by moving in. If you notice any damage to the unit when you move in, you must report the damage to the University on the inspection sheet provided within one week of occupancy or you may be held responsible for the damage. The University performs pest control inspections or treatment on all units twice a semester. You are required to prepare your unit and cooperate with these inspections.

ALTERATIONS: You will not make any alterations or changes in or to the premises, facilities or utilities contained therein, without our prior, written approval of University Housing Management. University personnel and their agents are the sole service providers authorized to perform alterations, maintenance or repairs to the unit, building, and grounds. You are not permitted to obtain such services from unauthorized personnel. Any items installed with our permission will become our property upon installation and will be left in the premises when the license expires, or if we require,



removed or renovated at your expense. You will be responsible for the cost of repairs for any damage to the premises caused by such removal.

KEYS & IDs: The Graduate Housing Office will issue one set of keys per resident living in the apartment or dormitory unit. Apartment residents who need additional keys must request extra keys from the Apartment Housing Office, submitting the required deposit amount for each key. Lost keys must be reported immediately. Replacing lost keys is a minimum charge of \$25 per apartment or dormitory key; \$100 for a lost apartment mailbox key. Changing locks is at the discretion of the Graduate Housing Office. Students may be responsible for the total cost of changing a lock and replacing lost keys. Students issued a University picture ID card must report lost ID cards to Yale Security and the Housing Office staff immediately. Replacement cards can be obtained at the ID Centers, per their replacement fee. Lost temporary access cards, issued by the Graduate Housing Office, will be replaced by the Graduate Housing Office for a fee of \$25.00.

PERSONAL PROPERTY: The University shall not be liable, directly or indirectly, for any loss of or damage to any article of your personal property or your vehicle occurring anywhere on University property, including loss or damage caused by fire, water, steam, the elements, insufficient heat, loss or surges of electricity, or the actions of third persons, except to the extent that such damage is caused by the willful misconduct of our employees or agents. Your vehicles must be registered with the University and are subject to the University's rules and regulations. Your personal property is not covered by University's insurance. Before you take occupancy of the premises, you are required to obtain renter's insurance coverage in an amount sufficient to protect yourself, your guests and your personal property, all from an insurance carrier licensed to do business in the State of Connecticut.

UNIT ENTRY AND INSPECTION: The University reserves the right to enter and inspect your unit and any storage areas used by you upon reasonable notice, or without notice in the event of emergency. To safeguard the health and safety of you and the other occupants of your unit/building and to repair, maintain or protect the integrity of the building and its systems, the University may deem it necessary or be required to enter your unit to make inspection or repairs without prior notice to you. No exercise by the University of any rights hereunder shall entitle you to any compensation, damages, or abatement of the license fee for any injury or inconvenience occasioned by such exercise. The University Fire Marshal shall have the right to enter and

inspect the unit and storage areas at all times for fire hazards and you must comply with all of the Fire Marshall's directives on such matters.

COMPLIANCE WITH LAWS; GENERAL SECURITY AND LOSS OF PROPERTY: You, your family and guests must comply with all state, federal and local laws, regulations and orders governing yourselves and the unit. The University is concerned about your safety and the safety of your property. In order to assist the University in maintaining such safety, you should be vigilant and immediately report to the University Police (432-4400) any theft, crimes or any suspicious activity or person that you think might constitute a threat to security. The University Police should be notified immediately in the event of a theft or any crime that may occur in and around the unit.

STRIKES, WORK STOPPAGES, JOB ACTION, AND THE LIKE: No rebates will be given to you, nor may this contract be rescinded, on account of the interruption, as the result of a strike, work stoppage, union dispute, "job action" or other interruption of services customarily furnished by the University.

UTILITIES: If applicable to your unit, you are required to pay for and maintain utilities to your unit for the term period of this agreement. You are required to solely enter into a legal binding contract with the appropriate utility company and are responsible for all cost incurred with these services. The University is not liable for any utility or cost of utility that the resident separately contracted with. You are required to pay for the utilities named in your license; you are responsible for transferring utility services to your name at your license commencement and terminating services at the license conclusion.

SUMMER APARTMENT SUBLET: *The University restricts subletting to graduate apartments only.* The Graduate Housing Office allows for residents to sublet their apartment during the summer. All residents must comply with the following University policy:

- Sublet agreement must be completed by all parties and approved by a representative of the Graduate Housing Administration **prior** to contract holder departure and sublettor arrival.
- An inspection of the apartment being offered for sublet will be done by a representative from the Graduate Housing Office.
- All guidelines given to the contract holder must be followed.
- All advertisements (postings, whether electronically, published print or hard copy) need to be approved by the Graduate Housing Office prior to posting.
- Single students who live in shared occupancy

units must have their roommates sign the sublet agreement to acknowledge that they have been informed.

- University student contract holder is fully responsible for making the monthly payments to SFAS during the sublet term.
- The contract holder assumes responsibility for all damages beyond normal wear and tear that may be caused to the premise during the period of subletting and bears all costs of such repairs.
- Any resident, who sublets their apartment in violation of the Graduate Housing Subletting Policy, is subject to University termination of their contract.

The University on-line database is available at www.yale.edu/och to post all summer sublet listings. Please submit the advertisement to the Graduate Housing Office for review before entering it to the on-line system.

SUMMER ACADEMIC LEAVE: In order to qualify for the reduced rent option (50%) during the months of July in the **Apartments** or June, July, and August in the **Dormitories** the following conditions must be met:

- Graduate Student must have a signed valid contract with Graduate Housing for term beginning on or after July 1st.
- The Graduate Student must provide the Graduate Housing office written confirmation/documentation on or before June 1st from their department or location of internship.
- Mail is to be forwarded to another address or held by the US Post Office. All keys (including mailbox) must be returned to the Graduate Housing office upon departure.
- Utility accounts must remain active and in the student's name while away.
- Empty all contents of refrigerator and freezer prior to departure. *Do not unplug the refrigerator.*
- Unplug all equipment that may be set on a timer (clock radios, stereos, etc.)

If these conditions are not met, the resident will be charged, to their SFAS account, the full monthly or weekly license fee.

PHOTOGRAPHS: The University reserves the right to use your photograph in university publications, including recruiting materials, university housing brochures and newsletters, and in electronic versions of those publications, and on bulletin boards in its facilities. If you prefer not to have your photograph used in this manner, you must inform the University's Housing Office in writing, and the University will make good faith efforts to prevent further use of your photograph.

PROHIBITIONS: The University restricts certain behaviors or items that they deem necessary. Full lists of prohibitions are listed in the University Graduate Housing Handbook. I/We agree to reading, understanding and obeying the prohibitions during the term period of this contract.

DINING SERVICES: Certain University Graduate Housing dormitories require compulsory meal plans, regardless of academic program or year. Dining Services is a separate operation and will apply the associated fees for all required plans. See Dining Services website at www.yale.edu/dining for associated costs.

RULES AND REGULATIONS; FINES: Residents are provided with a copy of the current Graduate Student Housing Handbook with their initial move-in. Updates of the handbook are available on line at the Graduate Housing website and a new copy is forwarded each summer to continuing residents via U.S. Mail. Residents shall read and comply with all rules and regulations adopted from time to time by the University. The University has established a fine system for violation of this contract, the Graduate Student Housing Handbook and any other established rules and regulations. A list of these fines is included in the Graduate Student Handbook which you have been provided. I/We agree to reading, understanding and obeying the fine system during the term period of this contract.

GUESTS: Registered guests are permitted to stay for up to one week's length of time per semester. You are responsible for your guest at all times, will ensure they abide by existing rules and policies, and must be present when the guest is visiting. The University reserves the right to restrict you from having guests or requiring guests to leave campus. There is no parking for visitors in University parking lots/garages; visitors will not be issued keys or electronic access cards to the unit they are visiting.

CONDUCT AND CONSIDERATION OF RESIDENTS: It is essential that all residents in University housing show mutual respect for one another and help to foster an environment conducive to research and study in reasonable comfort, quiet and privacy. Creating or permitting excessive noise is a particularly serious breach of the mutual respect that is required of all residents of University housing. Students must control use of their voices and use equipment, musical instruments, TV sets and the like at noise levels that are considerate of the needs of others. Quiet hours are to be respected from 10 PM until 8 AM the following day.

NOTICES: Notices under this contract shall be made in writing and delivered by hand, campus mail or by US Mail as follows: Notices to you shall be delivered to the unit; Notices to the University shall be delivered to the appropriate Manager (Apartments or Dormitories), Graduate Housing, Helen Hadley Hall, 420 Temple Street, New Haven, CT 06511-6802. Notice by electronic mail shall also be valid provided that the recipient gives the sender confirmation that the recipient received and opened the notice. Electronic notices will be deemed received when the recipient gives confirmation of receipt. All other notices will be deemed received when delivered, or if delivery is refused, upon such refusal. Either you or the University can change the address for notices by written notice.

INDEMNIFICATION: The University shall not be liable to you or your guests or any person claiming by, through or under you for any loss for bodily injury or death, and property damage, unless said loss or damage is caused by the negligence or willful misconduct of the University or its agents. You agree to indemnify,

hold harmless and defend the University from and against any and all costs, liabilities, obligations, penalties, claims, damages, and expenses, including reasonable attorneys fees arising out of personal injury or property damage claims in, on or around or relating directly or indirectly to the unit, the use of it by you or your guests, except to the extent caused by the negligence or misconduct of the University or its agents.

MISCELLANEOUS: This contract represents the entire agreement on this subject matter and supersedes any prior oral or written agreements. This contract may only be revised in a written agreement signed by you and the University. Connecticut law governs this agreement. No third parties are intended to be benefited by this contract. Any waiver by the University of its rights under this contract shall not be deemed a continuing waiver. If this contract is signed by more than one person as occupant, all of the signers shall be jointly and severally liable for all obligations hereunder.

Addendum: Yale University Graduate & Professional School Student Housing Contract 2011 – 2012

RULES AND REGULATIONS; FINES: Residents are provided with a copy of the current Graduate Student Housing Handbook with their initial move-in. Updates of the handbook are available on line at the Graduate Housing website and a new copy is forwarded each summer to continuing residents via U.S. Mail. Residents shall read and comply with all rules and regulations adopted from by the University. The University has established a fine system for violation of this contract, the Graduate Student Housing Handbook and any other established rules and regulations. A list of these fines is included in the Graduate Student Handbook which you have been provided. I/We agree to reading, understanding and obeying the fine system during the term period of this contract. The initial set of which are as follows:

ALL GRADUATE HOUSING UNITS:

Health and Safety: I/We are responsible to maintain the unit in a decent, safe and sanitary condition with particular attention paid to pest control. Garbage and waste should be enclosed in plastic bags and emptied from the unit on a regular basis. **Recycling:** I/We will adhere to the University's recycling program.

Narcotics: I/We will not use, sell or distribute any narcotics or other controlled substances in, on, or around the premises or allow others to do so. **Fire safety:** I/We will not disconnect, disable or tamper with any life-safety devices (i.e. smoke detectors, carbon monoxide detectors, fire extinguishers, sprinkler heads, etc) which are installed in my building, room, or apartment. I/We will not possess, store or maintain any flammable or combustible material, explosives, fireworks, ammunitions or weapons (including but not limited to firearms, air rifles, swords, & crossbows), in, on, or around the building. The University may impose a \$100.00 fee in addition to any costs incurred for work performed to correct any hazards. Burning of candles, incense or other incendiary or open flame items is prohibited.

Individual Garden Plots are not allowed. University sponsored community gardens are permissible. **Personal Property** including bicycles, strollers, and children's toys, shoes or grills may not be left at any time in hallways or stairways. No gas-powered vehicles may be stored, chained or repaired in the building. **Waterbeds** are prohibited. **TV antennae or satellite dishes are prohibited.** No wires or other implements of any kind may be placed on the outside of the building or through the hallways. **Businesses:** I/We are not permitted to operate a business from my room,

apartment, or building. **No Signs or Graffiti.** I/We will not place, draw or write anything, including signs or advertising notices, on or have visible from the outside of the building or its common areas, windows, or doors, including those of the unit except in the areas, if any, designated by the University for this purpose. **No Smoking.** Neither I/We nor my guests are permitted to smoke in or within thirty feet of the building. **Security:** I/We will keep my unit doors, building entry doors and windows within my unit secured. I will not affix additional locks or alarm systems to my room or apartment. **Noise:** I/We will not play loud music or televisions, musical instruments, or create other noises which can be heard outside of my room or apartment. Quiet hours are to be respected from 10 PM to 8 AM.

APARTMENTS:

Appliances: I/We will not substitute the stoves, refrigerators and laundry equipment provided by the University in the unit and/or building. I/We will not install any major appliance in my unit or the building without the prior permission of the University. I/We will check with the Housing Department for appropriate guidelines for electrical service needs for air conditioners before installation. **Area Rugs:** I/We will provide area rugs in my unit where there is hardwood flooring. Wall-to-wall carpeting is not permitted. **Pets:** Animals are not allowed except small animals such as gerbils, hamsters or fish that are kept in a sanitary fashion indoors in cages or tanks.

DORMITORIES:

Air Conditioners: I will not install an air conditioner unit in my dormitory room. **Appliances:** I will not use "cooking" appliances in my room or suite including hot plates, microwaves, and rice cookers. Any electric kettles or coffee makers must have an automatic shut off and timer. I will only keep one "mini-refrigerator" in my room if assigned to a building where I am not provided with a University refrigerator in or near the kitchen. **Fire Safety Regulations:** I will not use the fireplace in my room or suite. I will not use a space heater in my room unless it is provided to me by the University. **Windows & Fire escapes:** I will not place myself or my personal items (including air conditioners) outside of my windows or on exterior window sills or fire escapes. **Pets:** I am only allowed to keep fish, in a fish tank of 10-gallons or less, in my personal living unit.





July/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8 Canada Day	9
10	11 Independence Day University Closed	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



August/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8 Ramadan Begins	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29 Ramadan Ends	30 Grad Information Fair	31 Fall Term Classes Begin			



September/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	Labor Day University Closed	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	International Day of Peace	29	Autumn Begins	
			28		30	
			Rosh Hashanah			



October/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	Columbus Day Thanksgiving Day- Canada				Yom Kippur	
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
	Halloween					



November/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
Daylight Savings Ends		Election Day			Veterans Day Remembrance Day- Canada & UK	
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	Thanksgiving Day University Closed	Recess Day University Closed	



December/2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17 Human Rights Day
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Christmas	Kwanzaa Begins Boxing Day-Canada & UK	Hanukkah		Winter Begins	Recess Begins University Closed	Christmas Eve
						New Year's Eve



January/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
Happy New Year		Recess Ends University Opens			Three Kings Day	
8	9	10	11	12	13	14
	Spring Classes Begin					
15	16	17	18	19	20	21
	MLK, Jr Day GHO Closed					
22	23	24	25	26	27	28
29	30	31				



February/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9 Groundhog Day	10	11
12	13	14	15	16	17	18
19	20	21 Valentine's Day	22	23	24	25
26	27 President's Day	28	29 Ash Wednesday			



March/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8 Housing Intent Available	9 Spring Recess Begins	10
11	12	13	14 Purim	15	16	17
18	19	20	21	22	23	24 St. Patrick's Day
25	26 Spring Recess Ends Housing Intent Due	27	28 Bahai New Year	29	30	31



April/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
April Fool's Day Palm Sunday	Contract Signing	Contract Signing	Contract Signing	Contract Signing	Good Friday Passover GHO Closed	
8	9	10	11	12	13	14
Easter						
15	16	17	18	19	20	21
Eastern Orthodox Easter				Yom Ha Shoah		
22	23	24	25	26	27	28
Earth Day						
29	30					

*Contract signing April 2nd thru April 5th



May/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	Cinco de Mayo 12
13	14	15	16	17	18	19
Mother's Day 20	21	22	23	24	25	26
27	Commencement 28	29	Declaration of the Bab 30	31		Shavuot
	Memorial Day University Closed	Ascension of Baha u'llah				



June/2012

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21 Flag Day	22	23
Father's Day 24	25	June 19th 26	27	28	29	30

Attention:

Yale University Graduate Housing is providing this information as a courtesy to Yale's community of graduate students. Yale makes no representations or warranties regarding the completeness or accuracy of this material or the availability of the amenities described in this packet. The material does not reflect the opinion of the University and the University does not endorse any of the products or service providers listed in this packet. This information may not be used for advertising or product endorsement and is protected under copyright law.