

GET READY, KNIGHTS!

We are excited to have you move-in with us on campus this Summer semester!

As you prepare for move-in, this guide will give you important information you need to know before you move-in. From packing tips to check-in details, we've got you covered so your move-in experience is easy and stress free.

We're here to support you every step of the way and we can't wait to welcome you to your new home at UCF.

See you soon!

-UCF Housing and Residence Life

BEFORE YOU ARRIVE CHECKLIST

- Pick up your **UCF ID** during orientation and have it ready at check-in. This is your room key and you will not be able to access your room without it.
- Schedule a Move-In Appointment through the Housing Portal
- Download Move-In pass
- Purchase Resident parking permit online at: parking.ucf.edu

Parking is free in unloading zones and long-term parking areas during move-in.

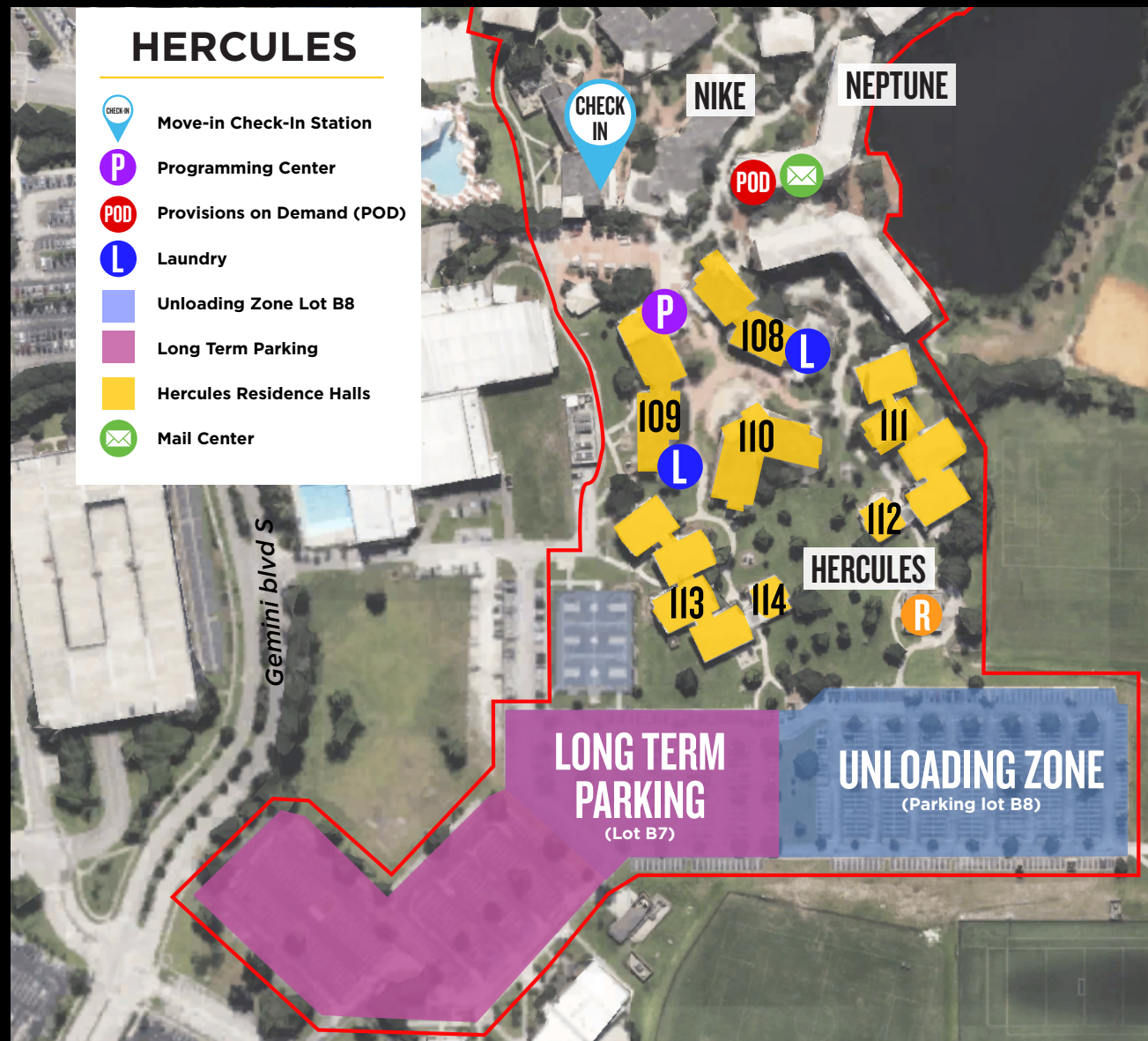
- Review the Community Living Guide (CLG)

Residents are responsible for knowing and following all policies. View on our website: housing.ucf.edu/community-living-guide

Note: Bring your own move-in equipment! A limited number of equipment will be available to check-out and is not guaranteed.

HERCULES SUMMER B MOVE-IN

PARKING MAP



MOVE-IN DAY TIMELINE

Summer B Move-In: Sunday June 21 - Monday June 22

- Arrive during your appointment time
- Head to your community's unloading zone
- Families and Guests: begin unloading your student's belongings
- (While guests unload) Student should: Go to the community office to check-in
- (optional) Check-out available equipment
- Return to vehicle and continue unloading
- Move your vehicle to long term parking

PACKING LIST



BEDROOM

- **Twin XL bed:** Apollo, Libra, Nike, Hercules, Neptune, Lake Claire, Rosen
- **Full-size bed:** Towers
- **Full-size XL bed:** NorthView
- Comforter & blankets
- Sheets
- Pillowcases & pillows
- Mattress topper
- Desk lamp
- Storage & hangers
- Laundry hamper
- Shoe storage
- Mirror
- Wall prints & decorations
- Command strips & thumbtacks
- Powerstrip

BATHROOM

- Toiletries
- Towels & washcloths
- Trashcan & trash bags
- Toilet paper
- Bathmat
- Decorative shower curtains (optional)
- **STANDING** shower caddy or tote bag (NO hanging caddies are permitted)

EMERGENCY & HURRICANE ITEMS

- First aid kit/ medicine
- Flashlight
- Batteries
- Water
- Power bank



CLEANING

- Shower/bathroom cleaner (with bleach)
- Disinfecting wipes
- Toilet brush & cleaner
- Sponges/ scrub brush
- Dish soap
- Vacuum or broom
- Swiffer mop with wet & dry pads
- Laundry detergent

KITCHEN & COOKING

- Microwave (under 1000 watts)
- Mini-fridge (under 5 cubic ft)
- Utensils
- Dishes
- Pots & pans
- Water filter
- Coffee maker
- Apartment & community kitchens only: Toasters, rice cookers, crock pots, and air fryers.

DO NOT BRING

- **NO Hanging shower caddies**
- Animals (other than fish in a 10 gallon or smaller tank)
- Bed lofts or risers
- Halogen Lamps & scented plug-ins
- Curtains used in hallways, windows, or as partitions
- Firearms, explosives, or any sharp weaponry
- Illegal substances, tobacco/vapors, and drug paraphernalia
- Devices using an open flame



For a more detailed packing list of what to bring, visit our website: Housing.ucf.edu/Summer-b-move-in



ROOM SET-UP

MAINTENANCE TIPS

- Bed adjustments must be completed by maintenance staff only
- Shower heads and curtains found in room upon move-in cannot be removed or replaced
- Submit a work order:
 - Online: fo.ucf.edu
 - For emergencies, call: (407) 823-5223
 - Email: wcc@ucf.edu

INTERNET SETUP

- Login using your NID and password
- Need help?
 - Submit a ticket at it.ucf.edu
 - Call service desk: (407) 823 - 5117



Need to submit a work order?

Scan this QR code to place a workorder online

IMPORTANT NUMBERS

Main Housing Line

(407) 823 - 4663

Hercules Community Office

(407) 885 - 0079



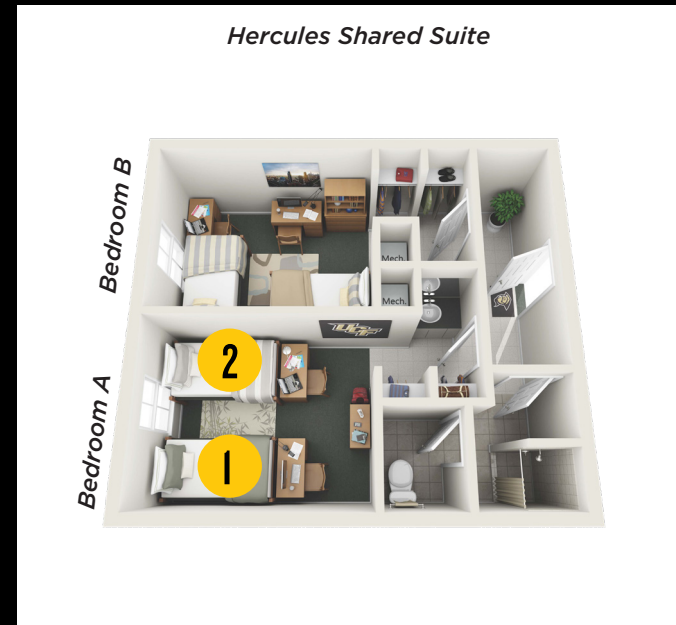
HERCULES SUMMER B MOVE-IN

FLOORPLANS



Example

- **Bedroom A:** 106-501 A
 - **Bedroom B:** 106-501 B
 - **Bedroom C:** 106-501 C
 - **Bedroom D:** 106-501 D
- Bldg. Room Bed



Example

- **Left:** 102-101A1
 - **Right:** 102-101A2
- Bldg. Room Bed

You are assigned a specific side of the room. Be sure you are moving into the correct side to avoid charges to your account upon check-out! If you have questions, please call the community office.

**These numbers can be found on your key packet. These will be the last digit after the letter.*

MOVE-IN TIPS



Arrive in your 15-minute appointment window!

Note: You do **NOT** have to move-in within that window, you will have all day!



Avoid oversized vehicles if possible

Oversized vehicles parking in Lot B6.



Pack light and bring only essentials

Review our packing list for common items to bring.



Bring your own moving equipment

Move-in equipment is not guaranteed.



FOLLOW US ON SOCIAL!

Follow @ucfhousing for move-in tips, events, and everything you need to know for living on-campus!



@UCFHOUSING

Visit our website housing.ucf.edu/Summer-b-move-in for more information on what to expect on move-in day.

MAIL

You can request a P.O. box from Mail Services and receive a mail key. Accepts deliveries from USPS, UPS, FedEx, Amazon, DHL, etc.). Food deliveries are **NOT** accepted at our mail centers.

Example Mailing Address:

Students Name
Academic Village
3700 Libra Dr, #16XXXXX
Orlando, FL 32816



You will get an *email* when your items are ready for pick-up. Packages will be held up to a week. Do not send items more than **1 week** before Move-in