



2025 SUMMER SESSION 1

June 20, 2025

Greetings,

We are excited to welcome you to your summer residence at Seventh College! We have put together information that will help you prepare for a smooth and successful move-in.

SUMMER 2025 RESIDENTIAL MOVE-IN AT [SEVENTH COLLEGE](#)

On your assigned move-in date & time, please arrive at the Check-In location listed below. Please bring the following items with you to Check-In:

- **QwikPass:** This can be found on your [Housing Portal](#) that indicates your housing assignment, Move-In Date and Time, 4-digit door PIN code, and PO Box number.
- **Identification Card:** (license, state ID, passport). Continuing students, please bring your student ID card.

Summer Session 1 Move-In Dates & Times	Check-In Location	Physical Address
June 28-29, 2025 from 9am-4pm	North Break: Seventh West, Building 3	10116 Scholars Drive North, La Jolla, CA 92093

When you arrive at Check-In, please have your **QwikPass** pulled up on your electronic device AND your **student ID** ready to present to Seventh staff. When you arrive at Check-In, Seventh staff will verify your cell phone number, verify that your student ID has access to your apartment, demonstrate how to use our E-Locks, give you your bedroom key, and show you where your housing assignment is located within Seventh.

PLEASE NOTE: Students MUST pick up their own key at Check-In – keys will not be issued to friends, family members, or other move-in helpers. Please only move in during your assigned move in date and time. If you attempt to move in earlier than your assigned date and time, your ID access will not be ready and you will not be able to access your apartment or community spaces.

PARKING INSTRUCTIONS

- Follow all parking directions and signs posted on campus. Do not park in “no parking” zones.

- Temporary Parking is available for move-in & unloading along Scholars Drive North - all move-in helpers should wait by your vehicle while you Check-In at North Break.
- If there are no parking spots along Scholars Drive or if you need long-term parking, you may pay for parking in [Lot 357](#), the [Hopkins Parking Structure](#), or the [Pangea lot](#).

HOW TO READ YOUR BED SPACE ASSIGNMENT

Ex: **SW** - **0204** - **3a**

- **SW** - Seventh West (on the West side of Scholars Drive North)
- **0** - Building #, (Both East & West Towers, AKA East & West Building 1, will begin with a 0 or 1)
- **2** - Floor Number (Tower East has 13 Floors & Tower West has 14 Floors)
- **04** - Apartment Number
- **3** - Room Number
- **a** - Assigned Bed Space

Ex: **SE** - **1302** - **4b**

- **SE** - Seventh East (on the East side of Scholars Drive North)
- **1** - Building #, (Both East & West Towers, AKA East & West Building 1, will begin with a 0 or 1)
- **13** - Floor Number (Tower East has 13 Floors & Tower West has 14 Floors)
- **02** - Apartment Number
- **4** - Room Number
- **b** - Assigned Bed Space

Typical Triple Room



Triple rooms are appropriately furnished with a bed and desk for each student in the room; however, configurations vary by college and facility.

Your bedspace is the letter after your room number...i.e TO-102a.

- If you are assigned to the "a" bedspace, your bed is the lower bunk
- If you are assigned to the "b" bedspace, your bed is the upper bunk
- If you are assigned to the "c" bedspace, your bed is the loft

Typical Double Room



Double rooms are about 190 SF, on average. Double rooms are offered in apartments and residence halls, depending on the particular facility. Double rooms are set up for two students.

Your bedspace is the letter after your room number...i.e TO-102a.

- If you are assigned to the "a" bedspace, your bed is on the left as you enter the room
- If you are assigned to the "b" bedspace, your bed is on the right as you enter the room

For a general idea of the floor plan of your room/apartment, please visit the [Seventh College Residence Life Website](#). Please plan according to the information provided to you in MyRoomAssignment as some spaces have changed room types since our floor plans were created.

MOVE-IN CARTS

- Seventh College Residence Life will have a limited number of carts to check out for RESIDENTS ONLY. **Move-in helpers will not be allowed to check out or return carts on their student's behalf.**
 - In exchange for using one of our carts, you will be asked to provide your phone number and a form of identification (ex: Driver's License, State ID, Library card, High School ID) when checking out a cart to ensure proper return. We will not accept high-value items such as passports, debit cards or credit cards, or phones in exchange for a cart.
 - Residents must keep their cart within their possession at all times and must promptly return the moving cart after unloading items to your assigned room. **Residents will be financially responsible for lost carts or carts that are not returned to Residence Life.**

INFORMATION ABOUT YOUR APARTMENT & WHAT TO BRING

- Not all of our buildings at Seventh College have elevators, so please plan accordingly. If you need a housing accommodation, please contact the [Office for Students with Disabilities](#) if you have not done so already. Only service animals and pets that have been approved by the Office for Students with Disabilities are allowed in our residential buildings.
- Your apartment does not come with a microwave or a vacuum. You may want to coordinate with your apartment-mates to decide who will bring these items. Information on what comes with your apartment can be found on the [Seventh College Residence Life website](#).
- After moving in, please complete the **Room Inventory Form** through your [Housing Portal](#). We encourage you to be detailed when completing this form - take photos and note any damages/cleanliness concerns present when you first enter your apartment. Though not required, it is ****HIGHLY ENCOURAGED**** that you complete this form to avoid any damage charges at the end of your stay. As a reminder, your housing contract states: *"Failure to complete and return the Move-In and Move-Out Inspection Checklist/Room Inventory Form within the specified time shall be construed as acceptance by the Student of the premises and inventory. Defects and damages found after Student vacates premises, not reported at time of possession of premises as noted on the Move-In and Move-Out Inspection Checklist/Room Inventory Form shall be the sole expense of the Student."*
- Familiarize yourself with the [Residential Life Community Standards](#) to learn about our policies as well as what appliances can be safely acquired for your apartment.

RA COMMUNITY MEETING and RESIDENT AGREEMENTS

As you settle into your new home, we want to ensure you have all the information you need to make the most of your experience here. Your Resident Assistant (RA) will host a meeting to cover useful topics like community standards, locations of trash and laundry, what to do if you get locked out, what to do if there's an emergency, and the living space agreements you will need to complete.

To foster a positive living environment, we have two crucial resident agreement meetings:

- **Living Space Agreements:** The Living Space Agreement is where all apartment mates have an RA moderated discussion setting apartment expectations

- **The Roommate Agreement** is a meeting that takes place if you have a roommate. This meeting is about setting expectations for the shared bedroom.

Your RA will contact you with information on how to schedule these meetings and complete the necessary sign-ups.



ADDITIONAL RESOURCES AND INFORMATION

AMAZON LOCKERS

Amazon lockers are located in Seventh West Building 2, on the ground floor next to the restrooms. Instructions for sending packages to these lockers can be found on the [Seventh Website](#).

CUSTODIAL SERVICES

Students are responsible for cleaning their unit (kitchen, bathroom, bedroom, etc.) as custodial services are not offered over the summer. No supplies or services will be provided. **Please bring your own toilet paper, paper towel, garbage bags and remove your trash and recyclables.**

- There will be a courtesy cleaning the week of finals- a notice will be sent prior to custodial entering.

- Please call FixIt for mold or mildew in showers.
- Furniture that is moved and not put back in place may be subject to charges.

DINING

To learn more about what is open and how to pay for items with your campus ID Card, please visit the following website:

<https://students.ucsd.edu/campus-services/dining/index.html>

FIX-IT REQUESTS

Fix-It is on campus to help with maintenance, custodial, or pest problems. Call 858-534-2600 or request assistance online. Learn more at hdhfacilities.ucsd.edu/fix-it/index.html. Fix-It can also be called for support with lockouts after hours when the front desk is closed.

HELPFUL CONTACTS

- Dining Plans & Billing Questions. Email: hdhbilling@ucsd.edu
- FIX-IT: Call 858-534-2600 or request assistance online at hdhfacilities.ucsd.edu/fix-it/index.html.
- General Housing Questions, Housing Contracts. Email: housingcontracts@ucsd.edu; Phone: 858-534-4010
- Seventh College Residence Life Front Desk: Email: seventhreslife@ucsd.edu; Phone: 858-246-4577
- Seventh College Resident Assistant (RA) Duty Phone Number: 858-761-3853
- Residential Disability Accommodations. Email: housingliaison@ucsd.edu
- Resnet Services. Email: resnet@ucsd.edu; Phone: 858-246-4357
- Triton Card Services. Email: tritoncardaccounts@ucsd.edu

HYDRATION STATION LOCATIONS

- Residential Services - Seventh West Building 2, downstairs on the first floor by the Amazon Lockers.
- West side of Seventh West Building 3 Laundry Room, first floor.
- Outside of the Seventh East Building 3 Laundry Room, first floor.

INTERNET/CABLE

Connect your devices to the residential [ResNet WIFI](#) and to the overall campuswide [UCSD-PROTECTED](#) WIFI for lecture usage. If you have issues with Internet or Cable, call Resnet services at 858-246-4357 or email resnet@ucsd.edu.

LAUNDRY

- Locate the laundry rooms closest to you, we have **three laundry rooms**:
 - East Building 3 first floor
 - West Building 1 first floor in the back westside
 - West Building 3 first floor in the back westside
- Laundry rooms use [Triton Cash](#) as payment. The machines do not accept dining dollars, cash, or coins.

MAIL SERVICES

You will be provided with your mailbox number in the Housing portal.

- Example of your Seventh College mailing address:

STUDENT'S NAME
BOX NUMBER (assigned 5-digit mailbox)
9450 GILMAN DR
LA JOLLA CA 92092-010

PETS

As a reminder, unless you have a service animal or a pet that has been approved by the Office for Students with Disabilities, animals are not allowed within our residential buildings per the Residential Life Community Standards. Unapproved pets will result in an Administrative Resolution Meeting via the student conduct process.

PUBLIC RESTROOMS

All public restrooms will be located on the Seventh West campus. Please refer to the provided map below.

- Residence Life Office - Seventh West Building 2, downstairs on the first floor by the Amazon Lockers.
- West side of Seventh West Building 3 Laundry Room, first floor.

QUIET HOURS

- Sundays - Thursdays: 10 pm - 7 am.
- Saturdays - Sundays: 12 am - 9 am.
- During Finals Week: the 24-Hour Quiet Hours will go into effect during finals week.

RESIDENT ASSISTANT (RA) DUTY PHONE NUMBER: 858-761-3853

The Resident Assistant (RA) is a registered full-time student employee who lives and interacts with their peers at Seventh College. RAs respond to emergencies (such as fire, medical emergency, serious maintenance problems, personal crisis), uphold University policies and regulations within the Residential community, and help connect residents to campus resources. RAs are identified as a Campus Security Authority. Please note that RAs do not work during holidays or university closures.

RESIDENTIAL LIFE COMMUNITY STANDARDS

View [UC San Diego's Residential Life Community Standards](#) prior to arriving on campus so that you are informed of our policies.

RESIDENCE LIFE OFFICE & LOCKOUT POLICY

The Seventh College Residence Life Office is located in Seventh West Building 2

Summer Office Hours

- Monday-Sunday: 9am-9pm
- Email: seventhreslife@ucsd.edu

The Seventh College Residence Life office will assist residents with apartment and bedroom lockouts during business hours. **If you lose your bedroom key, you will be charged a \$65 fee and can receive a replacement through our office.**

After the Residence Life Office is closed and no Duty RA is on call, residents who are locked out of their on-campus residence will need to call **Fix-It at 858-534-2600** for assistance. A University Safety Official (USO) will provide lock-out service. Expect an average wait of up to 30 minutes for response to lockouts after hours, and expect a charge for this service in your student account. To avoid being locked out, remember to carry your keys with you at all times!

SEVENTH COLLEGE INSTAGRAM

Regardless of your college affiliation, we encourage you to follow the Seventh College Instagram page for helpful information as a Seventh College Resident! [@seventhcollegeucsd](#)

SUSTAINABLE LIVING: COMPOST, TRASH, RECYCLING, DONATIONS

- We have a Compost Bin located outside of Seventh West Building 3. The code for this bin is 2019. Please review the [waste sorting guide](#) to avoid cross contamination.
- Community Trash and Recycling bins can be found throughout Seventh College. Most are located outdoors with signs on them, while others may be behind closed doors, such as in Tower West. Please refer to our [Seventh College map](#) for these locations or feel free to ask staff members if you have any questions.
- If you would like to donate items, please consider donating to the Veterans Thrift Store Bin, which is located directly outside of the Seventh College Game Room in Seventh West Building 3.

Thank you for taking time to read through this information. We look forward to welcoming you to Seventh College.

- Your Seventh College Residence Life Team