BENNINGTON COLLEGE

HOUSING NEWSLETTER FOR SPRING 2012

This newsletter is designed as a guide to the housing process. It contains a housing timeline, breakdowns of the room selection processes for singles and doubles, triples and quads, frequently asked questions, and key terms. House Chairs facilitate a great deal of the housing process, and can answer most of your questions. If you have questions that are not answered in this newsletter or by a House Chair please speak with Sarah Walcott in the Office of Student Life at x4330 or via email at housing@bennington.edu.

Housing Timeline

Sunday, October 30……...**Mock Room Selection Coffee Hour, In Houses**
Sunday, November 6…… **In House Room Selection Coffee Hour, In Houses**
Tuesday, November 8 …….....**Lottery, Commons Lounge**

Housing Confirmations will be sent to all students via email in early February.

In House Room Selection

During Room Selection Coffee Hour, House Chairs will facilitate the process of reserving rooms for students who want to stay in their current house. Room selection is based on house and class seniority. To reserve a room during Room Selection Coffee Hour, you must plan to stay in the house in which you currently live, or plan to move to a different house with a roommate who already lives in that house. Only rising juniors and seniors are eligible to reserve single rooms during Room Selection Coffee Hour. You cannot reserve a room in a house that neither you nor your roommate(s) (if applicable) live in currently.

Longmeadow and Shingle

Current residents of Longmeadow and Shingle should send an email to housing@bennington.edu no later than Friday, November 4 indicating whether they intend to stay in their current house or move to a different house on campus for the spring term. Any vacant spaces will be entered into the lottery. Students who currently live in Longmeadow or Shingle and who plan to move out of those spaces for the spring should plan to secure housing on campus using the guidelines below.

The Singles Lottery begins at **6:30 pm**. **Lottery numbers will be drawn at this time.**

Students who will be **sophomores** should be present at **6:30 pm ***
Students who will be **seniors** should be present no later than **6:30 pm**.
Students who will be **juniors** should be present no later than **6:45 pm**.

* Sophomores interested in singles for the spring term will draw numbers to determine the order of the single waitlist and will also fill out a Sophomore Single Preference Form, which will be available at the Lottery. Sophomores can choose to waitlist for a single, but can also reserve a double during the Lottery process.

Sophomores who currently live in single rooms should plan to waitlist or reserve a double during lottery. Sophomores can **not** reserve single rooms under any circumstance, even if they were granted a single for the fall term.

The Doubles, Triples and Quads Lottery begins at **7:00 pm**. **Lottery numbers will be drawn at this time. ***

Roommate groups that include a **senior** should be present at **7:00 pm**.
Roommate groups that include a **junior** should be present no later than **7:05 pm.**
Roommate groups that include only **sophomores** or **first-years** should be present no later than **7:15 pm.**

* Roommate group designations are based on the student with the highest class status.

Please note that students who reserve rooms during Room Selection Coffee Hour cannot enter the lottery, with the exception of sophomores interested in wait-listing for singles.

Reservation Information
As a reminder, all rooms must be reserved in the configurations that they are designed for – for example, quads cannot be reserved as doubles, doubles cannot be reserved as singles etc.

The following is a list of the triple and quad spaces on campus:

Triples: Bingham 26, Franklin PR, Leigh 18/19, McCullough 18/19, Merck 318, Paris-Borden 318, Perkins 318, Stokes 22/23, Stokes 26, Swan 18/19, Welling PR, Woolley 18/19
Quads: Fels STS, Fels STN, Fels 25-28 Noyes STS, Noyes STN, Noyes 25-28, Sawtell STS, Sawtell STN, Sawtell 25-28

Due to space constraints on campus, students must remain in the housing configuration they reserve in. For example, if you reserve or are placed in a double room for the spring, you must remain in a double for the entirety of the term, regardless of any room changes/switches made. While students are certainly free to participate in the room change process, we can no longer support students moving from doubles to singles, quads to triples etc. Exceptions will be granted under special circumstances only.

Important Reminder about Past Due Balances
Bennington College policy excludes any student carrying a past due balance on his/her account from participating in the housing process until such time as this balance is paid in full. Students with questions regarding their accounts should contact the Business Office at x4458 as soon as possible.

Students Reserving a Double, Triple or Quad Room

You want to…

…stay in your house with your current roommate(s)
…move into a new house with a roommate(s) who already live(s) there
…stay in your house with a new roommate(s)

So you...

…reserve a room at In House Room Selection Coffee Hour

You want to…

…move into a house that neither you nor your roommate(s) live in currently

So you…

…come to Lottery, where you will draw a number and reserve a room.

You want to…

…reserve a room, but can't find a roommate(s)

So you…

…fill out a Housing Preference Form to be paired with a new roommate(s), as you cannot reserve a room on your own

Housing Preference Forms
Each student is given a copy of the Housing Preference Form – if you are having trouble finding roommate(s) or if you would like to be placed in housing over FWT, please fill it out and return it to the Office of Student Life before you leave campus this term. We will use the forms to place you in a housing situation that will best suit your needs.

Frequently Asked Questions about Doubles, Triples and Quads

If I want to keep the double I have now but I don't have a roommate for the spring term, what do I have to do to keep my room?
In order to reserve a double room you must have a roommate. If you cannot find a roommate, you should fill out a new Housing Preference Form to be paired with a new or returning student who is also in need of a roommate. There is no guarantee that you will be placed in your current house in this process, but you can indicate your house preference on the form.

Can I reserve a triple or quad room with only one roommate and find another roommate later?
No. Rooms can only be reserved in the designations that they are assigned to – you need three people to reserve a triple, four to reserve a quad, etc.

How specific should I be on my Housing Preference Form?
Very. The more information you provide about what is important to you in your living situation, the better we can match you to a house/roommate grouping that will work for you.

If I can't secure housing by Lottery, when will I find out where I have been placed?
Housing confirmations will be distributed via email in early February. You will be given your placement then. If before that time your situation changes or there is more information about your housing preferences that you would like to provide, email housing@bennington.edu.

Students Reserving Singles (Rising Juniors and Seniors Only)

You want to…

…select a single in your house

So you...

…reserve a room at In House Room Selection Coffee Hour

You want to…

…select a single in a new house

So you…

…come to Lottery, where you will draw a number and reserve a room

Students Reserving Singles (Rising Sophomores)

You want to…

…select a single in any house (your own included)

So you…

…come to Lottery, where you will draw a number and waitlist for a single room. If we can accommodate you in a single, you will be notified when you receive your Housing Confirmation email in February. Because single rooms are so limited, we will assume that if you have entered the Singles Lottery, you would prefer a single room to living in the house of your choice. Sophomore Single Preference Forms will be available at the Lottery. On that form, you should indicate which houses you would absolutely NOT live in, even if offered a single there.

Frequently Asked Questions about Singles

Who is eligible for a single?
All juniors and seniors are eligible for singles. Sophomores are eligible for singles *only* after all juniors and seniors have been housed, which is why sophomores interested in singles must apply through the Lottery. Students 22 and older are eligible for singles regardless of class status.

If I don't reserve a room in house but can't get the room I want at Lottery, do I get my old room back?
No, when you did not reserve a room at In House Room Selection Coffee Hour, you gave up your residency in that house.

What is a medical single?
Medical singles are reserved for students who are not eligible to lottery into or reserve a single room (i.e. first-years and sophomores) but who have documented medical issues that necessitate a single space. Medical singles are granted through an application process with the Office of Student Life. If you are granted a medical single, you should pass along your house preferences before you leave campus for the term, and you will be placed in a single room depending on space. Students who receive medical singles are guaranteed a single room, but are not guaranteed a certain house. Please note: you do NOT have a medical single unless you have formally applied and been approved through the Office of Student Life. For more information about the application process, contact housing@bennington.edu.

What if I'm unhappy with my room/house selection at Lottery?
If you do not get into your first choice house at Lottery, you can request to be put on a waiting list for any rooms/houses that become available during FWT. Waiting lists are prioritized on a first come, first served basis, and each student can sign up for a maximum of three lists.

As a sophomore, am I guaranteed a single if I don't get a room during the Lottery but put my name on a waitlist?
Unfortunately, no. Because there are a limited number of single rooms on campus, not everyone on the waitlist is guaranteed one. If necessary, students are placed in doubles based on the house preferences they listed on the waitlist. Waitlisted students will be notified of their housing assignments via email in February.

Other Information

Proxy Information

You can have a proxy select your Lottery number and/or room for you. Proxies must either have a signed note from you giving them permission to select a number or room for you, or must have contacted Sarah Walcott in the Office of Student Life prior to Lottery in order to select a number or room on your behalf.

Waitlist Information
If you are unable to reserve a room or a house that you are satisfied with during Room Selection Coffee Hour, you can waitlist for particular rooms or during lottery for up to 3 additional rooms or houses. If space opens up in that house over FWT, you will be placed in the open space before housing confirmations are emailed out. Please note, if you waitlist for a house, it is assumed that you would prefer to be there rather than your current assignment unless you communicate otherwise, and you will not be contacted before you are moved. The change will be reflected in the housing confirmation email you receive.

House Designations
All houses are courtesy houses. As a reminder, smoking is not permitted in any student house.

Houses with no set quiet hours:
Booth, Canfield, Dewey, Kilpatrick, Fels, Leigh, McCullough, Perkins, Stokes, Swan

Houses with set or extended quiet hours:
Bingham, Merck, Noyes, Paris-Borden, Sawtell, Woolley
Welling, Franklin (extended quiet hours)

Longmeadow House
Longmeadow is an intentional living community that allows students the choice of participating in the College meal plan or not – the idea is to allow students to cook for themselves and their housemates in a cooperative fashion. If you are interested in living in Longmeadow for the spring, you are encouraged to secure housing elsewhere as you normally would during the Room Selection Coffee Hour and/or Lottery process, and to email housing@bennington.edu indicating your interest in the house. In the event that space opens up in the house, you will be contacted about availability over FWT.

Shingle Cottage
Shingle is a small house with a capacity of 4-6 students, located at the edge of campus, on College Road. Generally, the house is reserved for seniors or non-traditional aged students, and features a full kitchen, shared common area and large bedrooms.

Students interested in living in Shingle should plan to secure housing as they normally would, and should email housing@bennington.edu indicating their interest. In the event that space opens up in the house, you will be contacted about availability over FWT.

Off Campus/Welling Townhouse Applications
Applications to live off campus or in the Welling Townhouse for the spring term are due on October 26. Applications for both options are available in the Office of Student Life. Decisions about off campus housing will be made by early November, and the Welling Townhouse will be in touch with their applicants directly regarding a decision timeline.

For students currently living off campus: please email housing@bennington.edu with your intention to either stay off campus, or to move back on to campus for the spring no later than November 4.

Housing Confirmation
In early February, all students will receive confirmation of their housing assignment or status for spring 2012 via their Bennington email address. All students have received a Housing Preference Form. If you do not have housing by the end of the term, complete the Housing Preference Form and turn it in to the Office of Student Life before you leave campus for FWT. Please be advised that every effort will be made to place you in an assignment that reflects your housing preferences, but that you may not be placed in your first choice of house or room configuration. Students who fail to return their Housing Preference form will be assigned rooms at random, and will be notified of their assignment via their Bennington email address over FWT.

Key Terms

Class Status: The number of terms a student has successfully completed.

Seniority: Students with higher class status (Seniors over Juniors, etc.) have priority in room selection.

Residency: The number of consecutive terms a student lived in the same house. This is important in determining who has priority for a room between two students with equal seniority.