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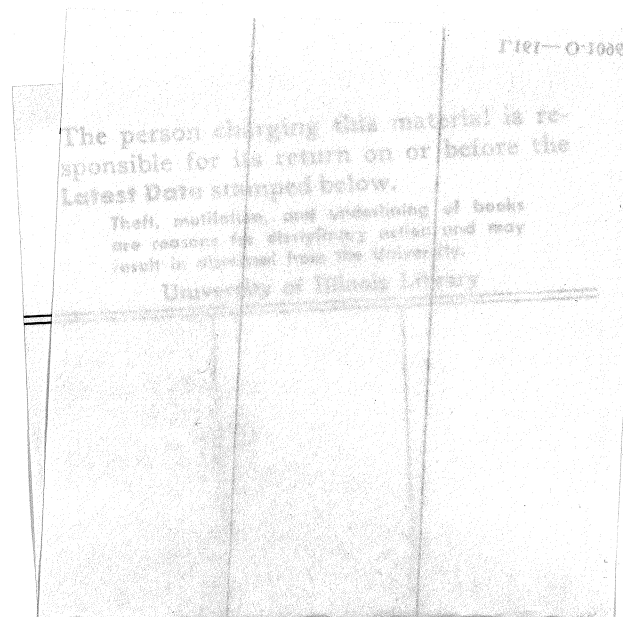
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HANDBOOK of

student housing

**UNIVERSITY
OF ILLINOIS
BULLETIN**

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1950/51



WHAT THIS HANDBOOK IS ABOUT . . .

This Handbook is especially for the student who is enrolling in the University of Illinois for the first time. But it should also be helpful to students who are already enrolled.

As a prospective student, one of your most pressing problems is to arrange for a suitable place to live. Probably the first questions that will occur to you are: "How do I go about finding a place to live?" "How much will I have to plan on paying for room and board?" "Is there any space for me in University-owned housing?" The purpose of this Handbook is to answer such questions — and many others — for you. Also, you'll find in it some hints on how to make final arrangements for housing.

Keep this Handbook, and read it carefully. It contains the housing information you need to know. For instance, one section of this Handbook includes the University *Housing Regulations*, with which every student and every house supervisor is expected to be familiar.

If you want more information, feel free to write the *Housing Division, 108 Illini Hall, 725 South Wright Street, Champaign*. Or, if you are in town, drop into the office for a conference. The housing staff is available for interviews from 8-5 Mondays through Fridays, and from 8-12 on Saturdays. And during the two week ends just before registration, offices are open all day Saturday, from 8-12, and 1-5, and even on Sunday, from 9-12 and 2-4.

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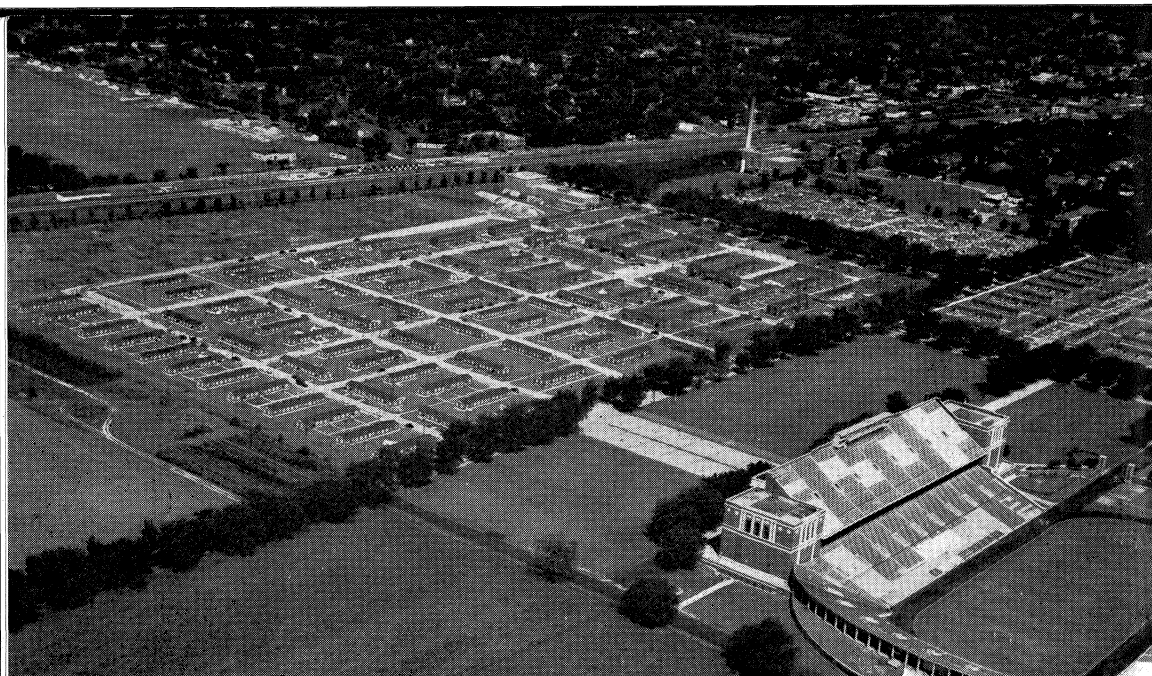
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Air View of Stadium Terrace and Parade Ground
Unit Emergency Housing Area

GENERAL INFORMATION

WHERE IS THE UNIVERSITY OF ILLINOIS?

The University of Illinois is made up of three divisions. The largest of the divisions is in Champaign-Urbana, which is a twin-city community about 125 miles south of Chicago. If you count students and staff along with townspeople, the population of Champaign-Urbana comes to nearly 70,000. This last year almost 19,000 of this number were students.

The campus is tucked in between the two towns. The heart of the campus, the Illini Union Building, is no more than 14 blocks from the business districts of each of the two towns.

The other two divisions of the University of Illinois are in Chicago. One of these is an undergraduate division at Navy Pier. The other includes the University of Illinois Colleges of Medicine, Dentistry, and Pharmacy.

WHAT ARE THE TRANSPORTATION FACILITIES TO AND FROM CHAMPAIGN-URBANA?

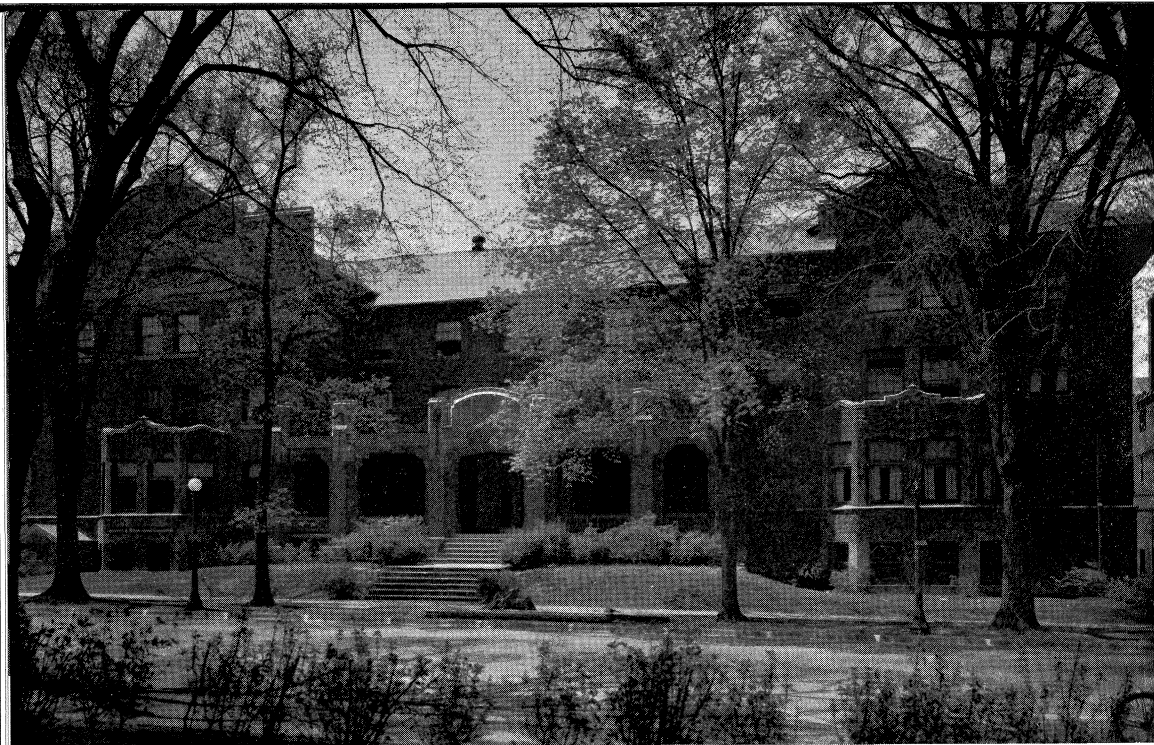
The Illinois Central Railroad, the Indianapolis-Peoria Division of the Big Four (New York Central Railroad), the Wabash Railroad, and the Danville-St. Louis Division of the Illinois Terminal Railroad all make direct train connections in Champaign-Urbana.

If you plan to drive, there are also several State and Federal highways coming into the Twin Cities. The main ones are: Route 45, which runs north to Chicago and south to St. Louis; and Routes 10 and 150, going east to Indianapolis, and west to Bloomington and Decatur.

And if you travel by bus, you can come on the Greyhound, Swallow, or Illini bus lines.



Busey Hall Lounge



Illini Hall — Home of the Housing Division

WHAT IS THE HOUSING DIVISION?

The people in the Housing Division supervise and report on standards of safety, health, comfort, and proper study conditions in all residences in which undergraduate men and women students live, and they keep on file a permanent record of conditions in these places.

They also can give you information on housing-contract forms used by the various house directors or operators; they can answer questions on room prices, food costs and many other matters concerning living accommodations. The Housing Division has the authority to supervise and report on University-owned housing, of course; but it also has the same control over privately-owned housing, such as fraternities, sororities, residence halls, and private homes.

WHAT ARE THE GENERAL HOUSING POLICIES AND REGULATIONS AT ILLINOIS?

Unmarried undergraduate women must live in University-Approved housing unless they live with relatives in or near Champaign-Urbana, or have arranged before registration for special permission to live elsewhere. The special permission form can be obtained at the Housing Division office.

Another regulation provides that undergraduate women and graduate women may not live at the same student home except during the Summer Session.

And, if you are an unmarried undergraduate woman, you must have permission from both the Housing Division and the Dean of Women before you are free to move from one house to another during any one semester.

If you are a non-resident unmarried undergraduate student, you must live in quarters in which there resides some mature, responsible person who is approved by the University.



A Sorority Study Room



Men's
Residence
Halls

THE TYPES OF HOUSING AT ILLINOIS

WHAT FACILITIES DO THE RESIDENCE HALLS OFFER?

The permanent University-owned Residence Halls can accommodate 486 men students and 907 women students. If you are one of these, you rent space by the semester, and you have to eat your meals in the Residence Halls. You are given preference in the assignment of quarters if you have lived in the Halls during a previous semester.

It is possible for you to be assigned a room by yourself, with one roommate, or with two roommates. In this room you do your studying, bull-sessioning, and sleeping. Your room will have in it study desks, bookcases, chairs, mirrors, dressers or chests, wastebaskets, study lamps, window curtains, and lounge chairs. You are supposed to bring your own bedspread, towels, washcloths, blankets, and dresser scarfs. Every day, except Sunday, employees of the University clean the rooms. And there are special rooms in which you can do your personal laundry, pressing, and drying.

You'll eat your meals in a large attractive dining room where all residents are served at the same time.

You get a good chance to form new acquaintances in a Residence Hall, because the group living there is so large, and

because the student life in the halls is intimate. The residents of a Hall not only have good opportunities for serious study; they also hold formal and informal dances, have coke dates, exchange parties, open house affairs, and participate in inter-group athletics, religious events, and student government activities.

There are also some privately-run permanent residence halls at the University which take care of 500 men and 120 women students. If you are a man, you can get both room and board at two of the three private men's residence halls. If you are a woman, you can arrange for room and board in either of the two private women's residence halls.

If you want to try to get into any of the privately-run residence halls write to or see the following:

FOR MEN

Newman Hall
House Director
604 East Armory
Champaign, Illinois
(ROOM and BOARD)

Granada Club
House Director
1004 South Fourth Street
Champaign, Illinois
(ROOM and BOARD)

College Hall
House Director
311 East Green Street
Champaign, Illinois
(ROOM ONLY)

FOR WOMEN

Presbyterian Hall
House Director
405 East John Street
Champaign, Illinois
(ROOM and BOARD)

McKinley Hall
House Manager
801 South Wright Street
Champaign, Illinois
(ROOM and BOARD)



Lounge —
Men's
Residence
Halls



A Portion of the Lounge at Lincoln Avenue Residence Halls

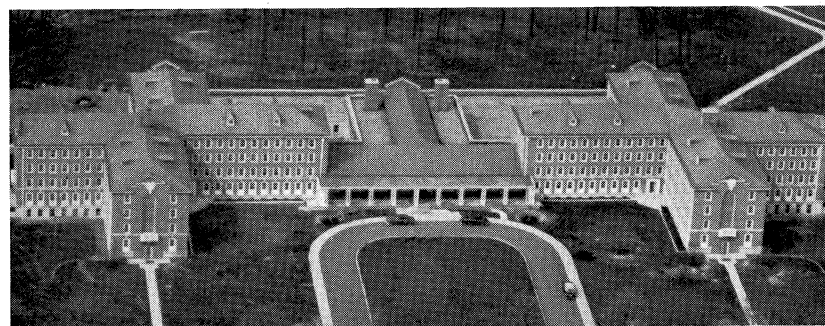
WHAT EMERGENCY HOUSING IS AVAILABLE?

1. If you're a single man student . . .

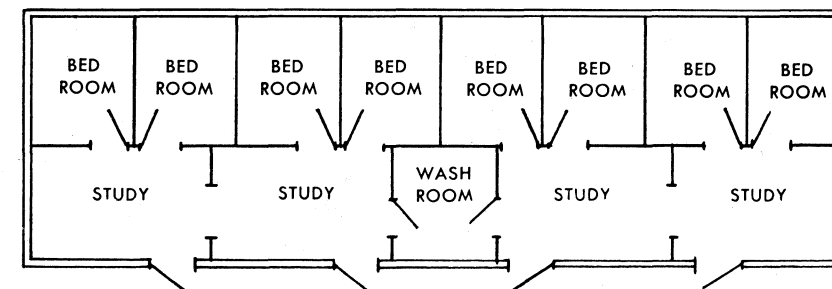
The University of Illinois is now operating an emergency housing program that takes care of about 1260 single men.

These 1260 men live in the Parade Ground Dormitories. If you live here, you will live in a one-story frame building with 15 other men. This building is divided into eight two-man sleeping rooms, and four four-man study rooms, arranged as suites. Each suite has two sleeping rooms and one study room.

In each building are adequate toilet, washroom, and shower facilities. The University provides a single bed with mattress and



Air View of Lincoln Avenue Residence Halls



Floor Plan of a Parade Ground Dormitory — Accommodations for Sixteen

pillow, a study desk, a study lamp, a locker, and some closet space for you, but you must furnish bed linen and blankets. Maids clean the rooms every day.

Students living in the Parade Ground Dormitories must make their own arrangements for meals. The Housing Division, however, operates a canteen in the immediate area for the convenience of the residents where light lunches, soft drinks, sandwiches, and so forth, can be purchased at reasonable prices.



A Study Room in the Women's Residence Hall

U. OF ILL. LIB.



Air View of Illini Village Emergency Housing Area

2. If you're a single woman student . . .

The only emergency housing unit for single women students is the University Residence Hall Annex, a temporary one-story building with space for 49 women students. If you are a veteran



Back Terrace of One of the Women's Residence Halls

or graduate student you are given preference in assignment to the Hall Annex, but there is also a regular residence hall assignment policy which applies to non-veteran applicants.

3. If you're a married student . . .

You can apply by mail or in person at the Housing Division offices for one of 760 emergency dwelling units the University operates. These are distributed among married undergraduates, graduates, and staff people at the University.



Children's Play Area — Illini Village

4. What about meal service in emergency housing units?

If you live in one of the emergency housing units, you arrange to have your meals out. Elsewhere in this Handbook, (page 25) you'll find out where you can go to eat.

WHAT ABOUT SORORITIES AND FRATERNITIES AT ILLINOIS?

Sororities

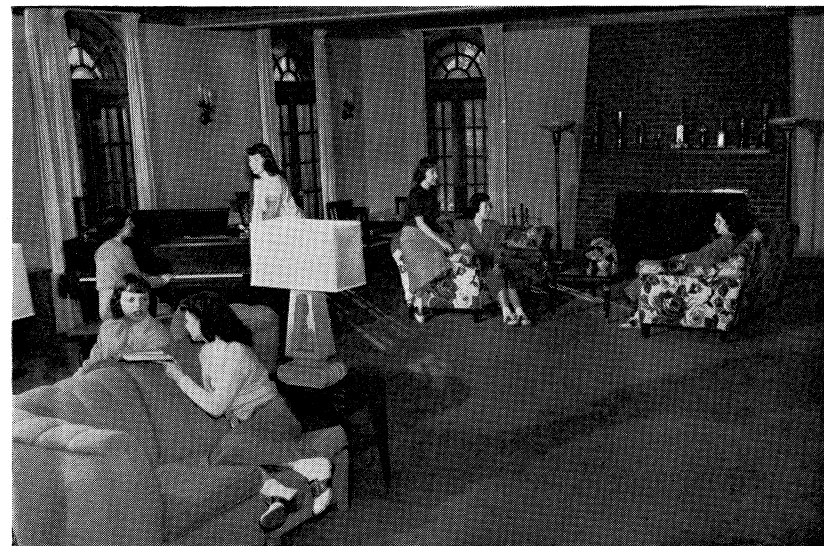
There are 24 national sorority chapters at Illinois. About 1000 undergraduate women belong to these chapters. Each of these organizations has a chapter house. An average of about 40 students live in each house. You must be invited to belong to a sorority. You can find out more about these sororities, and how to become invited, by writing to the *Assistant Dean of Women, Panhellenic Adviser, 100 Bevier Hall, Urbana.*

The idea behind sororities is to encourage superior scholarship, idealistic living, and loyalty to the University. As a sorority pledge or member, you are encouraged to go out for activities; in return, you have an excellent chance to develop your sense of responsibility, your leadership, and your personality.

Fraternities

There are 58 national fraternity chapters at Illinois. About 2500 undergraduate men belong to these chapters. On the average, about 45 men live in each chapter house.

As with sororities, you have to be invited by the active



Sorority Lounge



Fraternity Lounge

chapter members to belong to a fraternity. If you are interested in finding out more about fraternities, write to the *Dean of Men, 152 Administration Building, Urbana.*

Rushing

“Rushing” means the entertainment offered by fraternities and sororities to students interested in possible invitation to membership.

Every fall, the fraternities sponsor what they call a “Rush Week.” It lasts for five days, and comes just before school begins. Sororities also have a Rush Week, but it comes late in the spring.

If you are planning to go through Rush Week, please do not file an application, or make definite arrangements for permanent quarters of any type until you know whether you’re going to pledge a sorority or fraternity or not. You can expect enough housing to be left after Rush Week ends, in case you don’t pledge.

Here’s how rushing works: After you write to the Dean of Men or the Assistant Dean of Women saying that you are interested in taking part in rushing, the Deans’ offices pass on this information to all of the fraternities or sororities. The fraternities



Fraternity Study Room

or the sororities then send you invitations to visit their houses at certain times during Rush Week.

The Interfraternity Council makes housing available for men during Rush Week at about \$1.50 a night. The fraternities send out rushing invitations during the summer. If you are interested in rushing you should let the Dean of Men's office know of your interest in the spring or early summer.

If you're a woman, you can see a list of places to stay during Rush Week in the Dean of Women's office or in the Housing Division. Sorority rushing takes place in June. If you are interested and plan to enter the University in the fall, write to the Dean of Women before you graduate from high school.

Fraternity and Sorority service

Each chapter house is different in the way sleeping and studying is arranged — some have arrangements where you sleep and study in the same room; others provide large dormitories to sleep in and separate rooms to study in. But in all cases, you get a bed, a mattress, a pillow, and in some cases you also get bed linen. Your room, of course, is equipped with the basic furniture you'll need. Without exception, fraternity and sorority houses have excellent lounges, and provide food service.

WHAT ABOUT HOUSING IN STUDENT ROOMING HOUSES?

A good number of the approved places to live for Illinois students are privately-run homes. If they are approved, they are run according to University standards.

There are about 110 of these privately-run student houses to choose from if you are a man student. These 110 take care of about 1250 men students. If you are a woman student, there are about 30 of these houses available to you, all of which take care of about 700 undergraduate women students. The greater number of the men's houses will take care of your rooming problem only, but the greater number of the women's houses take care of both your room and board.

According to University standards, rooms in privately-run homes are furnished with single beds, study desks and chairs, dressers or chests of drawers, metal wastebaskets, mirrors, as well as an easy chair, suitable floor coverings, window curtains, and shades. In some of these houses, the operators also furnish bed linens, but in most of them, you'll have to furnish your own bed linen and blankets and arrange for laundering them.



Independent Home for Women

WHAT COOPERATIVE HOUSING IS AVAILABLE?

There are six Cooperative Houses for Women in Champaign-Urbana which accommodate about 150 women students. Three of these are managed by the University (Alpha, Beta, and Gamma Houses) and the other three (Wescoga, 4-H House, and Stratford House) are privately-run. Members are picked on the basis of need, scholastic attainment, and superior qualities of character and personality.

If you wish to apply for membership in the University-owned cooperatives, you should get an application form from the Housing Division, fill it out, and return it with references attached. Then you arrange for an interview with the Assistant Dean of Women, who is responsible for assigning space in the University residences.

If you want to apply for membership in one of the privately-managed cooperatives, write to the Housing Division to find out who the Presidents or House Directors are. Then write the President or House Director concerned to work out details.

The only officially recognized cooperative house for men is Nabor House. You must be enrolled in the College of Agriculture before you can be considered for membership in Nabor House. New members are picked by the active members of the group.



Cooperative
House
Kitchen

Lounge —
Women's
Independent
Home



If you live in a cooperative house, for either men or women, you are expected to do at least an hour's work each day. This arrangement makes it possible for these units to keep your monthly room and board bill (as of Spring, 1950) down to about \$40.

WHAT HOUSING IS AVAILABLE TO GRADUATE WOMEN?

Most graduate women live in private homes during the regular school year. Some of these homes are inspected by the Housing Division and are run according to University standards. The average home that graduate women live in holds from one to five women. Of course there are a few houses that hold more.

During the Summer Session *only*, graduate women can get rooms in undergraduate student homes. If you are a graduate woman and want a place to live during this Session, you should ask for applications for space from the Housing Division after April 1 — after your "transcript of credit" forms have been accepted by the Office of Admissions and Records. You then return the application to the Housing Division.

If you are a graduate student, you might be able to rent a small apartment, but the chances are slim. The Housing Division keeps a courtesy listing of apartments, and has detailed infor-

mation for you on the different kinds of rooms you can get at the time.

To make arrangements for rooms in privately-run graduate homes, you should arrange for a personal interview with the house director, rather than try to make plans by letter-writing. The Housing Division keeps an up-to-date listing of vacancies in these homes.

You aren't often able to get meal service in graduate homes. You can, though, at the University Residence Hall, where your contract covers both room and board.

WHAT IS AN ORGANIZED STUDENT HOUSE?

An organized independent house is a student home in which the members have resolved to work together to foster good fellowship, develop leadership, stimulate social growth, and encourage scholastic achievement and athletic activity. To be officially "organized," these groups must be recognized by the Committee on Student Affairs.



Lounge — Men's Independent Home



Lounge — Women's Independent Home

The advantage of living in an organized house is that you have a chance to help in developing a group social program, as well as to take part in campus-wide activities, such as Homecoming contests, the Spring Carnivals, All-University Sings, and so on.

Since you can reap obvious benefits from living with an organized group, you may well want to find out whether or not the house you have in mind is organized — either under the Women's Group System (WGS) or under the Men's Independent Association (MIA).

WHAT HOUSING IS AVAILABLE ON THE CHICAGO CAMPUS?

If you go to the Navy Pier division, you'll arrange for your housing by yourself. The University doesn't maintain any Residence Halls or keep a Housing Office at the Pier.

CHOOSING A STUDENT HOME

WHAT ARE THE FIRST STEPS IN ARRANGING FOR A PLACE TO LIVE?

Before you do anything about housing, you will need a permit to enroll in the University of Illinois. If you expect to enter as a new student, you should write to the Director of Admissions and Records for detailed information on entrance requirements and on the University in general. If you are transferring to the Champaign-Urbana campus from the Navy Pier Division, your transfer will be handled by the Examiner and Recorder at Navy Pier.

Shortly after you write to the Director of Admissions, it would be a good idea for you to write to the Housing Division, asking for general housing information. Depending upon what the Division tells you in their answer, you can decide whether or not you should make a trip to Champaign-Urbana. If you do decide to visit the campus, you should allow time for interviews with staff members of the Housing Division (108 Illini Hall, 725 South Wright Street, Champaign), who will give you whatever help you need in making final arrangements for housing.

HOW CAN I BEST USE THE HOUSING DIVISION SERVICES?

To use the services offered by the Housing Division to the best advantage, you should make your first inquiry about rooms by mail. If you want housing for the Fall Semester, write your letter sometime after April 1; for the Second Semester, write early in November; for the Summer Session, write in April. You'll receive an answer supplying you with general housing information.

You can make these early contacts before you receive your permit to enter from the Director of Admissions, but you should never sign a room-rental or room-and-board agreement until you have your permit to enroll in the University.

Look over the information sent to you, and study this Handbook. Then you may decide to visit the campus. The first thing

to do when you arrive is to go to the Housing Division for a conference. During this conference you will get help in bringing your particular problem into focus, in getting specific recommendations, and in having some of your more difficult questions answered.

After the interview, you'll probably begin looking at rooms, and a lot of questions about contracts, prices, approved standards, and the like may come up. If any of these questions are not answered to your satisfaction, get in touch with the Housing Division supervisors right away. Their job is to give you timely advice and information.

WHOM SHOULD I WRITE ABOUT EACH TYPE OF HOUSING?

Write to the Housing Division, 108 Illini Hall, 725 South Wright St., Champaign, about:

- The University Residence Halls
- Private Homes for Single Students
- Housing for Married Students.

Write to the Dean of Men, 152 Administration Building (W), Urbana, about Fraternities.

Write to the Assistant Dean of Women, Panhellenic Adviser, 100 Bevier Hall, Urbana, about Sororities.

WHAT FACTORS SHOULD BE CONSIDERED IN CHOOSING A PLACE TO LIVE?

One of the first things you should consider in choosing a place to live is cost. The best way to figure what you can afford is to analyze carefully how much money you are going to receive and how much money you are going to spend over the entire school year, a period of approximately 8½ months. This comparison will give you some idea of what you will be able to afford for housing.

While you are considering cost, you should keep in mind that some units furnish room only, while others furnish room and board. If you decide to live in a student home which furnishes room and board, you will have to make a further choice, because both services are furnished in three distinct types of

housing—fraternities and sororities, private and University residence halls, and in some private homes. There are many differences in prices, services, types of accommodations, and number of meals served each week.

Next, you should consider **GENERAL LOCATION**. If you expect to enroll in the College of Engineering, for example, you would do better to live on the north side of the campus, because most of your classes will be on the north side. On the other hand, if you enroll in the College of Commerce, you will do better to find housing nearer the south side of the campus.

Finally, you should consider the **SIZE OF THE GROUP** you might want to live with. Individual housing units take care of from two to several hundred residents. By using foresight, you can avoid the common error of finding out too late in the semester that the activities and associations which grow out of the group you have chosen are unsuited to you.

If you find that your individual housing problem is causing particular difficulty, take it to the proper Housing Division staff member, and talk over the problem with him.



Air View of Parade Ground Units

SHOULD I VISIT THE CAMPUS BEFORE SCHOOL STARTS?

The answer to this question is usually "Yes." By visiting the campus early you get a head start on the housing problem. You can kill several birds with one stone during such a visit—perhaps find out about your entrance permit, settle your housing problem, arrange interviews with department heads or advisors, complete the required physical examination and tests, and attend to other preliminary matters. In this way you will find things easier for you during the busy registration period.

WHEN CAN I MOVE INTO MY ROOM?

According to most rental agreements, you will be able to move into your room on the day before the first day of registration. For example: if registration begins on September 10, you can move in September 9, and you pay rent beginning on that day. If you take part in Freshman Week activities, you may move into your room the day before Freshman Week opens.

WHAT TYPES OF HOUSING INCLUDE BOARD?

Since fraternities and sororities serve meals, you will not have to worry about arranging for board if you are pledged to one of them. If you live in the permanent University Residence Halls, in two of the three privately-operated men's residence halls, or in the privately-sponsored women's residence halls, you can also take your meals there and meals are served in most of the approved student homes for women, and in a few of the approved student homes for men.

WHERE DO I EAT IF I HAVE TO EAT OUT?

If you live in a student home where meals are not served, you still can choose from: (1) Commercial restaurants, drug-stores, etc., which are numerous in the campus area; (2) Private dining clubs, which offer meals to outsiders as well as to students living in the house; (3) University-run cafeterias at the Illini Union Building, Bevier Hall, and the Coffee House. You can buy inexpensive weekly meal tickets for use at the Coffee House Cafeteria.

In general, if your student home does not serve meals, it will be better for you to arrange for board during or after the registration period.



Dining Room in a Cooperative Home

ABOUT HOW MUCH WILL I HAVE TO PAY FOR A SEMESTER'S ROOM AND BOARD?

These figures are estimates *only*, because they are subject to change from one semester to the next, and because the services included in these quotations vary from one housing unit to another. For example, some of the rates include the cost of bed linen, laundry and maid service, while others do not, and some include 18 meals per week, some 19, and some 20. You should always find out what the rate includes when you compare prices.

In University-owned residence halls, semester rates range from about \$290 to \$340. This amount includes room rent, and maid service daily except Sundays, and 20 meals a week. Your bed linen is furnished and laundered by the University.

In University-operated emergency housing units, rates range from \$67 to \$90 a semester. These rates do not include meals. If you expect to eat your meals out, you should arrange your budget so as to allow from \$12 to \$15 a week for board. There are approximately 17 weeks in each semester to be planned for when figuring the food costs for one semester.

In privately-operated houses where meals are served, you can expect to pay between \$290 and \$330 for room and board for a semester.

In privately-operated housing without board, rates will range from \$60 to \$140, depending on the number of students you live with, how good the accommodations and equipment are, how far the house is from the campus.

In fraternities and sororities, your charges include room and board, chapter dues, and, sometimes, social dues and building fund assessments. Altogether, the average semester cost will be approximately \$335, to be paid in installments by the month.



Study Room — Women's Residence Hall

ROOM RENTAL AGREEMENTS

WHAT FACTS SHOULD I CONSIDER BEFORE SIGNING A RENTAL AGREEMENT?

In the first place, it is good business procedure to have a written agreement with the person from whom you rent space, because the agreement provides protection for both you and the operator. This agreement is also a partial record of your rights and responsibilities. Usually, you will be required to pay a deposit when you sign an agreement. See page 30 for information on the purpose of this deposit, and on how much to pay.

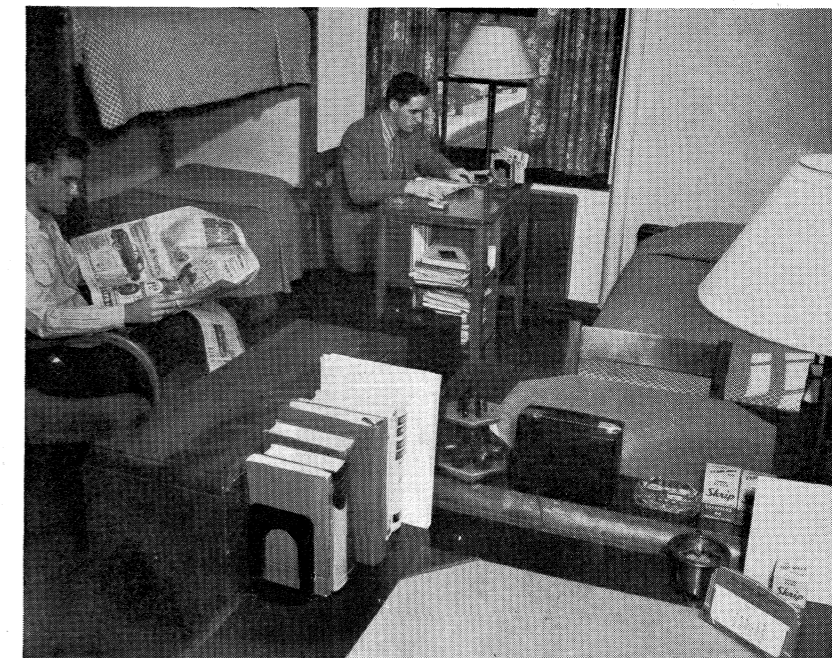
Here are the things which you should have clearly in mind before you sign the agreement:

1. The exact date when you can move into your room.
2. How many roommates you will have.
3. Whether or not the deposit you pay will be applied on the total semester charge for rent.
4. When meals (if any) are served, when meal service begins and ends for the semester, how many meals are served each week, and when meal service begins and ends for holiday periods such as Thanksgiving, Christmas and Easter.
5. Where you sleep — that is, will it be in the study room, or in a dormitory?
6. The conditions under which you must forfeit your deposit.
7. The rules about using or not using your room during official University holidays.

WHAT AGREEMENT FORMS ARE USUALLY USED IN APPROVED HOUSES?

The most common form of agreement now used in the rental of rooms in privately-operated housing is the one called "Rooming House Agreement — For Use in Approved Student Homes." The Housing Division provides this form, which is supposed to be used *only* by persons operating University-approved units.

Before you sign such an agreement, therefore, you should always ask if the home is listed with the Housing Division as an Approved Student home.



Study Room — Men's Residence Hall

If meals are included, the house directors usually ask you to sign a separate meal service agreement. The Housing Division encourages this practice. But there are times when you will be asked to sign a form which combines room and board agreements.

In other words, several different forms are in use. If the terms of any form you are asked to sign are not clear to you, you should get in touch with the Housing Division staff immediately and ask questions about them.

You should always, of course, **READ** the agreement carefully before you sign it. In this way, you can avoid later misunderstandings about what you are supposed to get for your money, whether or not you can use the room during holidays, the conditions under which you might have to forfeit your deposit, who

pays when property is damaged, and so on. Section VI of this Handbook covers the University regulations on some of these points.

WHAT IS A ROOM DEPOSIT AND WHY IS IT USED?

When you choose your room, you will probably be asked to make a down payment to hold the room until you actually move into it. This is a room deposit. When you pay the deposit you agree that you *will* definitely rent the room, and that you will rent it for the period of time shown on the agreement. The house director, in turn, agrees that she will hold the room for you, under the terms you both have agreed upon when she accepts your deposit.

The Housing Division approves of the practice of requiring deposits. It shows that both parties are acting in good faith, and that they both intend to live up to the conditions of the agreement. Agreements are not considered as "fully executed" until everyone concerned has signed, and you have paid the deposit. But if you are a new student, remember that *you should not*



Parade Ground Unit Bedroom



Fraternity Lounge

sign an agreement or pay a deposit until the Director of Admissions has sent you your permit to enter.

Usually, when you agree to rent a room, without board, you are expected to pay a \$10 deposit. If you are to get both room and board service, you will be expected to pay a \$25 deposit. If you are going to be living in a University-operated unit for single students, your deposit will be \$25.

Under certain circumstances you may have to forfeit your deposit: (1) If you do not enroll in the University for any reasons except illness or University action; (2) If you decide not to enroll and fail to let the house director know at least 20 days before the first day of registration.

WHAT "APPROVED" MEANS

WHAT IS AN "APPROVED" STUDENT HOME?

An "Approved" student home is a housing unit which lives up to certain standards set up by the University and approved by the Board of Trustees. These standards take into consideration room capacity, furnishings, cleanliness, washroom facilities, safety, service, and chaperonage.

WHAT IS THE PURPOSE OF THE APPROVED STUDENT HOME PROGRAM?

The University has such a program so that you can be sure of having living accommodations that are consistently decent, insofar as health, safety, comfort, study conditions, and social life are concerned. In addition, the program encourages a sound business relationship between you and your house director. Incidentally, it is an experience which will show the importance of sticking to sound business methods when arranging for a place to live. Finally, the program is set up so that you and the operators of Approved Homes will realize that the University is concerned with both your interests.

WHAT ARE THE STANDARDS FOR APPROVAL?

Size

Each student room should have at least 500 cubic feet of air space and 63 square feet of floor space per person. Unless the Housing Division approves a larger number, no more than two students are allowed to live in one room. You can expect to have, for your own use, closet space at least 22 inches deep and three feet wide. Rooms that are used for sleeping only should have 400 cubic feet of air space for each person sleeping in the room. Each bed should have fifty square feet of floor space. Basement rooms cannot be approved.

Furnishings

The furnishings each student is entitled to for his own use in an Approved Home include: (1) one study desk or table with

a recommended work surface of at least 30 by 40 inches; (2) one straight-back study chair; (3) one dresser or chest of drawers; (4) enough book shelves; (5) one mirror; (6) one metal wastebasket; (7) one easy chair and one lounge cot in single rooms; (8) one easy chair in double rooms if the students sleep in their rooms; (9) two easy chairs, or one easy chair and a lounge cot in double rooms if the students sleep in a dormitory; (10) adequate floor covering, preferably noise-reducing and sanitary in character; (11) adequate curtains; and (12) adequate and proper window shades.

Bed and Bedding

Each student has a single bed at least 36, but preferably 39, inches wide for his individual use. According to health authorities, double-deck beds are not considered desirable, because they "favor mouth spray infection." There must be at least 50 square feet of floor space for each bed. All beds must be at least three feet apart, and must have springs which are in good repair, plus a comfortable clean mattress and mattress pad. The house operator is supposed to furnish your bed linen unless you and she agree to some other arrangement.

Bathroom Facilities

Student homes with six or less students should have available for student use one complete bathroom (tub or shower, lavatory and stool). If the student group numbers between 7 and 16, two such units should be provided. Groups ranging in size from 17 to 26 should have three complete units, etc. You should be able to have hot water from 6:30 in the morning until 10:00 at night.



Sorority Lounge

Plumbing

In an approved home the plumbing should meet the "Minimum Requirements for Plumbing" as set up by the U. S. Bureau of Standards. The house operator is supposed to present a report to the University from the city plumbing inspector before the house is considered for approval.

Heat and Ventilation

House operators of Approved Homes are expected to keep comfortable temperatures in all study rooms between seven in the morning and eleven at night during the heating season. Also, the house operator must make some arrangement to regulate humidity in your room. The Housing Division also recommends some type of window ventilator in each student room.

Living Room

Houses for men, in which more than six students are living, are to have a living or recreation room which all members of the group can use. In houses for women, there must be a living room for students to use, and in which they have the privilege of entertaining guests.

Safety

Operators of Approved Houses are expected to live up to state and city safety laws or ordinances, as well as to University requirements, on fire hazards. The proper city authorities must issue certificates of safety approval to the house operator. All the electrical appliances you use while in a student home must live up to standards approved by the Underwriters' Laboratories Safety Standards.

Lighting

The number of square feet of window space in every study and sleeping room should be at least 15 per cent of the floor area, so that you'll have enough natural lighting and ventilation. Also, each student must be furnished with a certified study lamp, with a 100-watt bulb. There must be enough properly-located wall or floor plugs. The house director must furnish and replace bulbs. The ceilings and sidewalls in the study rooms are supposed to be light in color.

Study Room
Cooperative
Home



Electrical Appliances

Each student may use two connected electrical appliances in addition to the study lamp. You should have a definite agreement with the house director about these additional appliances. You are not supposed to use cooking, ironing, or heating appliances, unless the house director gives you special permission.

Telephone Service

In an approved home, the house director must provide telephone service for your reasonable use. It is all right for the house to have a pay-station phone. Each house group will have its own house rules about when you can use the telephone, how long you may talk, and how to pay for long-distance calls. These rules should be posted where all can see them. A telephone must be available at all hours for emergencies.

Housekeeping Standards

All approved homes must be kept clean, according to general standards of cleanliness the Housing Division sets up. The house director is responsible for having your bed made, preferably before noon, every day except Sunday. All rooms, hallways, and stairways that students use must receive daily care, and a thorough cleaning once a week. The bathrooms, including fixtures, are supposed to be cleaned every day. Not only must walls and ceilings be kept clean, but also painted, papered, or plastered when necessary. Floors are supposed to be painted or varnished. Linoleum and other floor coverings must also be kept in good condition.

The outside of the house should appear neat and attractive. Front and back yards should be free from anything that might attract vermin or insects. All entrances, halls, and stairways must be clean, unobstructed, and well-lighted as a safety precaution. Buildings should be painted often enough to look attractive. The lawns and hedges must receive regular care. All of this care is the responsibility of the house director.

House Director's Responsibility

The house director must be a responsible person, approved by the Director of Housing, and by the Dean of Men, or Dean of Women. The house director is the person in charge of an Approved Student Home. She is expected to supervise the home efficiently, to see that approved standards are maintained, and to be careful about letting strangers into the house. She is supposed to be of good health and character, and temperamentally suited to her job. She should have a record of business integrity, be emotionally stable, and have the understanding needed to work with young men and women. She must not be working at any other place, or have obligations which might take her away from the home for any regular period. In University-operated housing, she must be under the sixty-five year age limit set for retirement. It is recommended that the same age limit be observed by directors of other approved homes.



Lounge — Cooperative Home

HOUSING REGULATIONS

HERE ARE THE GENERAL REGULATIONS YOU SHOULD KNOW:

1. About "quiet hours"

"Quiet Hours" is a phrase used by Illinois students to designate those times set apart for study and quiet, when no one is supposed to talk loudly, turn up the radio, or make other noises which might disturb the sleep or study of others. These quiet hours apply to students, guests, and members of the resident family. Regulation times for quiet hours are: 8-12 in the morning; 1-4 in the afternoon; 7:30-10 at night. After 11 at night people wishing to sleep must not be disturbed.

2. About liquor and gambling

You are not allowed to bring any kind of intoxicating liquor into a student residence, and gambling in any form is prohibited. The reasons for these rules are probably obvious. Officially, the University calls gambling or the use or possession of liquor in student houses "undesirable and prejudicial to the best interests of the University Community." If anyone breaks these rules, he is liable to disciplinary action from the University, and possible arrest by city police.

3. About entertaining guests

If you want your guest to stay overnight with you, you must have permission from the house director. Men students are not allowed to have women guests in their rooms, of course, without approved chaperones. Naturally, this last rule doesn't apply to your mother, sister, or other members of your immediate family.

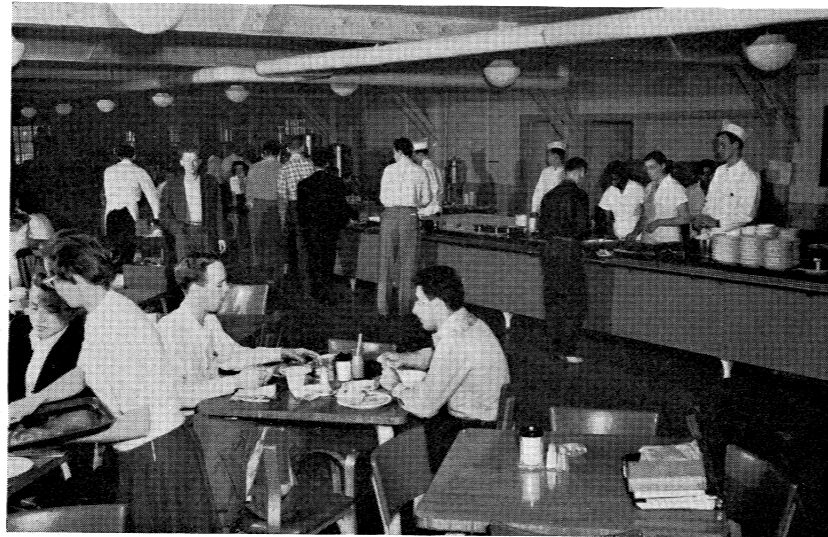
4. About protection of property

You will have to make some kind of agreement with house director about the protection of your property. You ought to check on what coverage the house director's insurance provides. If necessary, you might want to take out some insurance of your own.

5. About students and non-students living together

When you live in an approved student home, you share the home with other students, and the resident family only. The house director is permitted to rent to students only, unless, in exceptional cases, the Housing Division gives her special permission to do otherwise.

Moreover, if members of the resident family live on the same floor, and share the bathroom with students, they must be of the same sex as the students.



Coffee Time at the Illini Union Coffee House Cafeteria

REGULATIONS YOU SHOULD KNOW ON SERVICE . . .

1. About telephones

The house director is required to provide a phone for your use. At the same time, you are supposed to be reasonable about using it. It is all right for her to have a pay-station phone. Rules about when you may use the phone, how long you may talk, and how you are to pay for long-distance calls should be posted where everyone can see them. In case of emergency, a phone must be available at any hour of the day or night.

2. About house meetings

There is supposed to be lounge space available for holding weekly house meetings in all approved student homes.

REGULATIONS YOU SHOULD KNOW ON HEALTH AND SAFETY . . .

1. About utilities

There should be enough heat in each study room so that you'll be comfortable from seven in the morning until eleven at night, during the heating season. "Comfortable" means between 68 and 72 degrees at knee height. There must also be enough ventilation and proper control of relative humidity. You should be able to have hot water from 6:30 in the morning until 10 o'clock at night.

2. About safety inspections

All approved homes are expected to live up to state and city regulations on safety, so that your life and property will be protected, and fire hazards eliminated. The house director has to get certificates of safety approval from the right city authorities if her house is to be approved. There should be an inspection for fire safety once a year.

3. About the disposal of refuse

You are requested to get rid of any refuse you may have accumulated by putting it in fireproof baskets or cans that the house director must provide.

4. About student illness

If you can't attend classes because of accident or illness, your house director is supposed to report the matter to the University Health Service right away, *unless* a local doctor has already examined you and has made arrangements for you to be taken care of in a local hospital. This rule is necessary so that the University will be certain that you receive medical care immediately, and that the other students in your house will be protected. If you should go to McKinley Hospital (that's the University hospital), the staff will try to let your house director know within twelve hours after you enter.

5. About student responsibility for damage claims and use of utilities

Damage Claims

As a student, you are liable for any damage to your room or to the furnishings in it, other than that damage which results from ordinary wear. If you are held liable for damage, you have two choices in settling the matter: (1) You may assume responsibility for having the damaged article repaired, or (2) You may replace the damaged or destroyed article, as long as the replacement is satisfactory to the house director. If there is any difference of opinion, or any question as to the fairness of the damage claim, the best thing to do is to refer the problem to the Housing Division for settlement.

If you have one or more roommates, and your room or the equipment in it has been damaged, each of you is liable for an equal share of the damage claim; unless, of course, one of you feels that he is entirely to blame and wants to take on the whole responsibility for settlement.

Use of Utilities

You are supposed to turn off all lights and water when you are not using them. You are also supposed to use good judgment and moderation in the use of such utilities. The house director, in turn, is responsible for replacing all burned-out light bulbs, and for keeping the plumbing in good order.

6. About enforcement of contracts

If the room rental agreement forms, which the Housing Division provides for use in approved homes only, are properly drawn and signed, they will be enforced by the Housing Division.

If any student uses objectionable business methods, or fails to live up to his agreements, to the point where he puts a black mark on his record and reflects badly on the University, the Director of the Housing Division along with the Committee on Discipline (or the Dean of the Graduate College for graduate students) shall take over the case, and do whatever they think necessary to make the adjustment fair to all.

How Long the Contracts Run

Your agreement will be approved by the Housing Division only if it is an agreement for one semester, or one semester with a renewal clause for the next semester. If there is a renewal clause, both you and the house director have to sign that clause between six and two weeks before the last day of final exams in the semester covered by the original contract.

The Period Between Semesters

The period between semesters is not covered by your room rental agreement. Officially, the approved student homes are closed during this time.

Renting by the Month

If you are renting a room by the month, you must give your house director 30 days' written notice before your next monthly rental payment is due if you expect to move before the end of the period you were originally renting for. Otherwise you'll have to pay rent after you move. House directors, in turn, have to give you the same amount of notice about any changes they want to make.

But if the semester ends before a full monthly rental period is over, and if you are moving from your room at the end of the semester (and have told your house director of your plans to move), you have to pay *only* for that part of the month up to the last day of scheduled semester exams.

When There Is No Written Agreement

If you signed no written agreement, and unless you are paying rent by the week, the Housing Division assumes that you are renting by the month — so the rules on renting by the month will apply to settlements.

During Illness

If you are ill and in a hospital, or away from your room for any reason whatsoever, you still have to pay your room rent.

During Holidays

Approved student homes are officially closed during the Christmas holidays and between semesters. You are *not* entitled



Study Lounge — Parade Ground Unit

to a rebate for the Christmas holiday even though you are not living in your room at that time. But you may leave your possessions in your room during the Christmas holidays without paying anything extra.

If the house director plans to have other people in your room during vacation periods, she must have your written consent first. Also, she must assume full responsibility for any damage to, or any loss of, your property. The University residence halls are exceptions. Because you pay no room rent during the Christmas holidays in University Residence Halls, the space belongs to the University during this period.

In Case of Withdrawal

If you withdraw from the University, you are supposed to remove all your belongings from the room within 48 hours after the official date of your withdrawal. You are supposed to pay rent, of course, up to and including the day you move out.

7. About how room rental agreements end

(1) Room rental agreements end: if you and the house director agree to such action and have the written permission of the Housing Division. If you recommend a substitute roomer, the house director first must agree to take a substitution, and the Housing Division also must give written permission. In that case your contract will end on the day that the substitute roomer and the house director sign their agreement.

(2) If you and the house director disagree about ending your contract, here's what you do: File a written notice that you intend to end your agreement with the house director, and send a copy to the Housing Division. Then the Director of Housing can find out what it is all about and decide whether you have reasonable grounds for ending the agreement. Either you or the house director may have the case reviewed by an appeal board. The board will be made up of three people, including one person you choose, one picked by the house director, plus the chairman of the Housing Advisory Board, ex officio. Whatever the Director of Housing (or the appeal board) says is final.

(3) Room rental agreements end automatically if you withdraw from the University officially for any reason. The ending date is the day you officially withdraw.

(4) Room rental agreements end if you get married, or if you tell the house director that you are married after signing a contract with her. When you tell her, the director or operator can end the contract and make you pay the rent due up to that date, plus one-half of the amount still due when you ask for, or are told of, your release from contract. If you find a suitable substitute, and if the substitute and the house director make an agreement, you owe only for the time before the new agreement takes effect.

(5) Room rental agreements end if the house director includes any provision in the contract (such as payment for board) which is not part of the approved contract form put out by the Housing Division.

(6) Room rental agreements end if the University revokes approval of the home.

(7) Room rental agreements end if either you or the house director does not fill in the contract form correctly, with exact dates, specific description of the living space, all necessary signatures, and so on. If your parent has not signed the contract, that fact alone does not end the agreement, as long as everything else is in order.

(8) Room rental agreements end if the house you live in is sublet, or if the management of the house changes while you're there under contract. If this happens, you should notify the Housing Division that you want to end the agreement. They have to give you written permission before you can move.

(9) Room rental agreements may be ended if the Housing Division decides that it is not in the best interests of the University to let them go on.

8. About summer supervision

Fraternity houses may be open to undergraduates during the Summer Session only if in charge of some mature and responsible person approved by the Dean of Men. If a fraternity house accommodates students other than its own members during the Summer Session, it is supposed to observe all the regulations of the Housing Division on approved homes.

Sorority houses may be open to undergraduate women during the Summer Session only if the Dean of Women grants permission. Like fraternities, sororities housing students other than its own members during the Summer Session are subject to the Housing Division regulations on approved housing.



Stadium
Terrace
Playground
Area



Study Room
Independent
Home

9. About additional regulations

As a student, you are responsible for paying attention to all the regulations you find in the "Code of Student Affairs" and all the rules and regulations announced by the various University offices — especially for those put out by the Dean of Women and the Dean of Men. You should become familiar with all of these rules.

10. About cooperatives

The University assumes no liability, financial or otherwise, for claims coming from cooperative housing units, but it does recognize student cooperatives to this extent: Fifteen or more students may organize a cooperative unit, and ask for approval from the Housing Division if they (1) choose properly certified people as members, (2) secure a responsible person or organization as their sponsor, (3) select an acceptable house director, (4) agree to share upkeep, cost, and labor equally and without profit, and (5) pay attention to general University regulations.

If you are a woman student and want to apply for a room in a University-owned cooperative for women, you should secure application blanks at the Housing Division offices on and after May 1, and December 1. You should then fill out the forms in duplicate and return them to the Housing Division.

Ordinarily, students are assigned to the cooperatives during July for the Fall Semester, and during December for the Spring Semester. All assignments are made by the Assistant Dean of Women, who refers assignment lists to the Housing Division. The Manager of University Residence Halls then mails you the room contract.

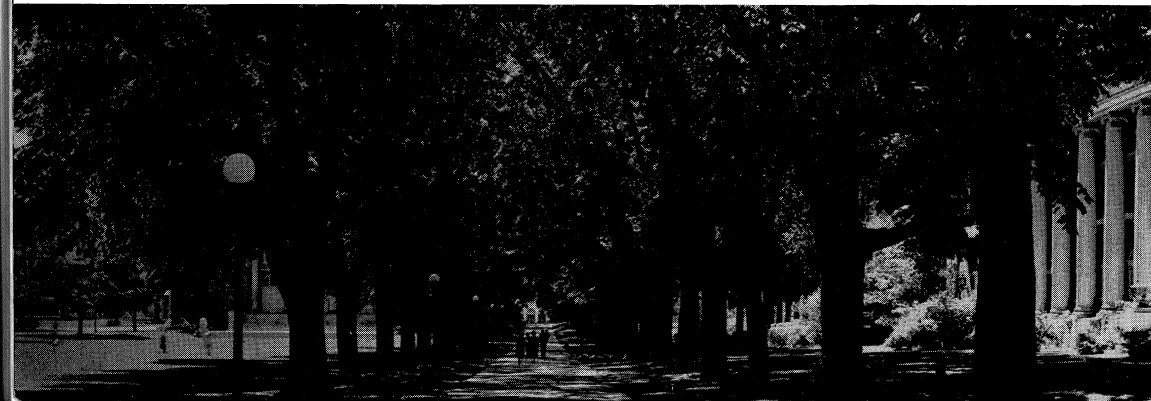
If you plan to take part in sorority rushing, you should not apply for membership in a cooperative home.

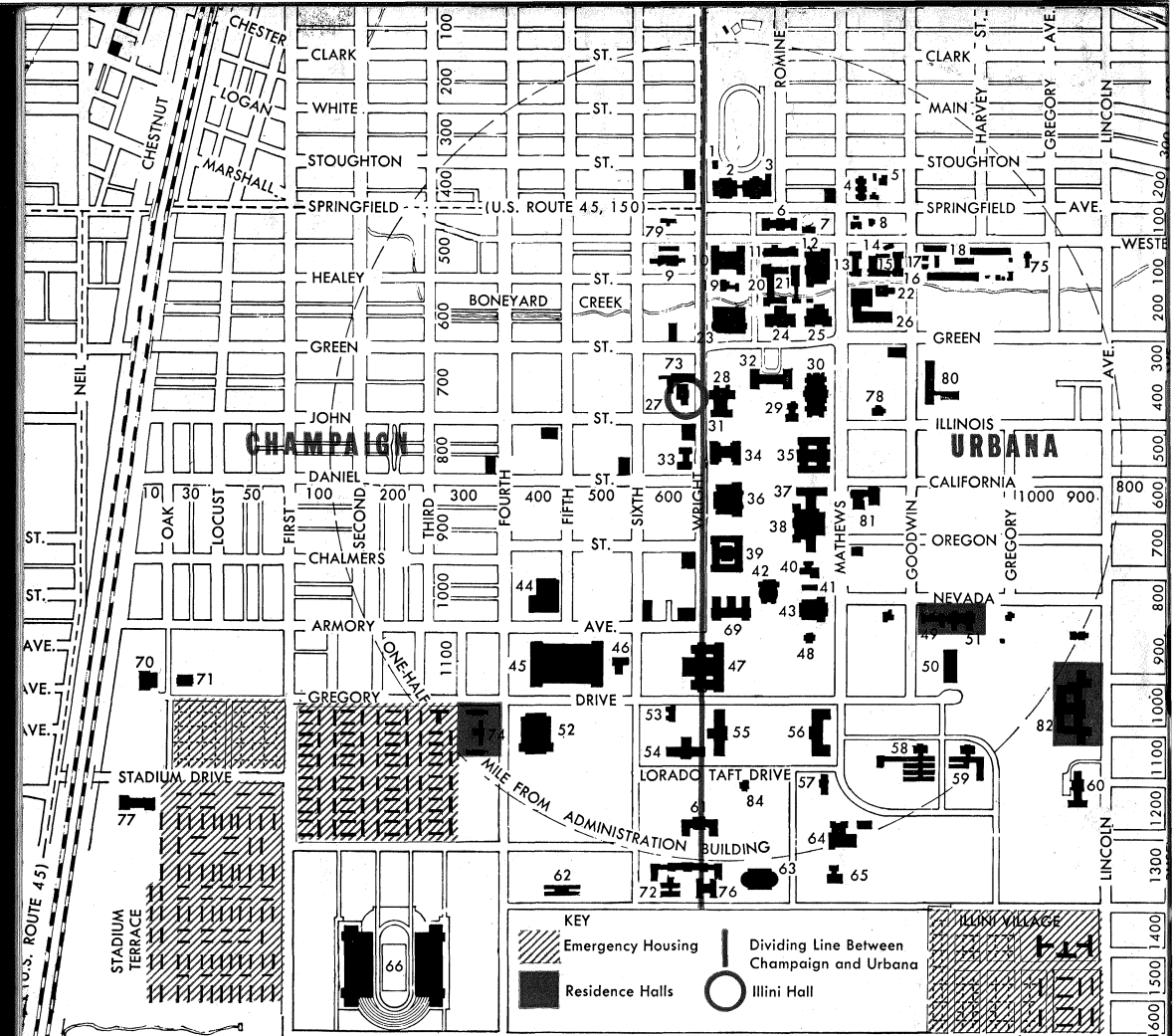
For men, the Housing Division (with the advice of the Dean of Men) has to approve your application for membership in the Cooperative housing group. You have to show need, character, and scholastic attainment to get in, so if you happen to be on probation, or under any disciplinary penalties, there would be no point in applying for membership.

Any group of students trying to get approval to be a cooperative housing group has to submit several items to the Housing Division for approval before it can start entering into contracts or before it can get a charter. These are: (1) a statement signed by the sponsor saying that he agrees to take responsibility for the group's having a sound financial policy, keeping closely in touch with University officers, and paying attention to the University housing regulations; (2) a list of prospective members; (3) a detailed operating budget for the year to come; (4) a description of the proposed residence and the conditions of occupancy. If this report is acceptable, the group will be granted a charter which can be renewed each year, so long as it shows evidence of operating satisfactorily.

Also a cooperative house has to file monthly financial reports with its sponsor and with the Housing Division. And at the end of each semester, the group has to submit a complete report covering expenditures, a budget for the coming semester, and a record of any changes in membership.

The Broadwalk





RESIDENCE HALLS AND EMERGENCY HOUSING At the University of Illinois

UNIVERSITY BUILDINGS

- | | | | |
|---|--|---|--|
| <p>1. Radio Transmission Lab. 2. Gymnasium, Men's Old 3. Gymnasium, Annex 4. University High School 5. High School Gymnasium 6. Woodshop and Foundry 7. Filtration Plant 8. Botany Greenhouses 9. Vivarium 10. Talbot Laboratory 11. Aero. Eng. Lab. II 12. Physical Plant Service Bldg. 13. Transportation Bldg. 14. Aeronautical Engineering Lab. I 15. Mining & Metallurgical Lab. 16. Ceramics Bldg. 17. Psychological Clinic 18. Garage and Shops, North 19. North Greenhouse 20. Electrical Eng. Research Lab. 21. Electrical Engineering Annex</p> | <p>22. Nuclear Radiations Lab. 23. Electrical Engineering Bldg. 24. Civil Engineering Bldg. 25. Physics Building 26. Mechanical Engineering Bldg. 27. Illini Hall — Housing Div. 28. Altgeld Hall 29. Harker Hall 30. Natural History Building 31. Mathematics Building 32. Illini Union Building 33. Davenport House 34. Administration Building 35. Noyes Laboratory of Chem. 36. Bevier Hall 37. Chemistry Annex 38. Davenport Hall 39. Lincoln Hall 40. Ag. Annex & Agron. Greenhouse 41. State Nat. History Survey Lab.</p> | <p>42. Auditorium 43. Smith Memorial Music Hall 44. Skating Rink 45. Armory 46. Band Building 47. Library 48. Observatory 49. Evans Hall 50. Women's Gymnasium 51. Busey Hall 52. George Huff Gymnasium 53. Civil Engineering Surveying Bldg. 54. Architecture Building 55. David Kinley Hall 56. Mumford Hall 57. Animal Genetics Bldg. 58. Floriculture Building 59. Vegetable Crops Building 60. McKinley Hospital 61. Veterinary Pathology Lab. 62. Military Stables 63. Stock Judging Pavilion</p> | <p>64. Agricultural Engineering Bldg. 65. Dairy Manufactures Bldg. 66. Memorial Stadium 67. President's House 68. Horticulture Field Lab. 69. Gregory Hall 70. Abbott Power Plant 71. Geological Survey Lab. 72. Nat. Resources Bldg. 73. Arcade Building 74. Men's Residence Halls 75. Sanitary Engineering Lab. 76. Nat. Resources Garage 77. Physics Research Lab. 78. University Men's Club 79. State Water Survey 80. Student and Staff Apts. 81. East Chemistry Building 82. Lincoln Avenue Residence Hall 83. Staff Housing 84. Mumford House</p> |
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