



University Place!



Welcome to University Place

On behalf of our entire staff, we wish to extend our welcome to you. It is our sincere hope that you will find your experiences in our residential community both rewarding and valuable in terms of personal growth, lasting friendships, and future development. We are here to assist you, so please do not hesitate to contact us with any needs that may arise or any questions you may have.



Best wishes for a successful year!

Fork Em' Demons!



Residence Life

THE PLACE TO LIVE * LEARN * GROW

RESIDENT ASSISTANTS FOR UNIVERSITY PLACE

Resident Assistants (RAs) are role models, programmers, mentors and friends for a diverse group of students living in a residential community. Resident Assistants are students selected on the basis of leadership, experience, scholarship and the desire to help the resident realize their potential for self-development through group living.

INFORMATION YOU NEED TO KNOW

University Place Office Hours

Monday - Thursday: 8:00 am to 8:00 pm
Friday: 8:00 am to 5:00 pm
Saturday: 10:00 am to 1:00 pm
Sunday: 1:00 pm to 4:00 pm

UP Office 318-214-5400

UP1 RA On Call 318-471-0551

UP2 RA On Call 318-471-0179

University Police 318-357-5431

Registrar 318-357-6171

Financial Aid 318-357-5961

One Card Office 318-357-5131

University Place
Northwestern State University
NSU Box 4187
Natchitoches, LA 71497
318-214-5400
nsula.edu/campushousing/
housing@nsula.edu

@ResLifeNSU

NSULA Housing
& Residence Life

Follow Our Socials!

Helpful Information



Wi-Fi

Network Name: **University Place**
Password: **livelearnrow**

Gaming Consoles:

Network Name: **Playstation Wifi**
Password: **1Livelearnrow!**



Mail

All mail that comes through the United States Post Office, UPS, or Fed-Ex will be delivered to the Campus Postal Office. Each student must register for a NSU Box in order to receive mail. No package or mail delivery is allowed at University Place.



Laundry

Laundry Rooms are located on each floor in the center of the building. It is \$1.50 to wash and \$1.50 to dry. Machines accept quarters or credit/debit cards through the SpeedQueen app



Bicycles

All bicycles must be registered with University Police and University Housing. You will receive tags to display on your bike.



Visitation

Overnight guests are only allowed on Fridays and Saturdays. Guests within the unit after 12am (midnight) are considered overnight guests, and must be registered with our office. Residents must submit the overnight guest form by noon on the Wednesday before the guest's arrival, and your guest must be approved by all roommates. You are responsible for your guests' compliance with all Community Policies and Regulations that are in your lease.



Tobacco Free

Please remember that Northwestern State University is a tobacco free campus and all tobacco items are prohibited, including vaping and e-cigarette devices.



Trash

All trash must be taken to the dumpsters, located around the property! Do not place trash nearby your unit door, in stairwells, or in the halls.



Pool

The pool is open daily from 10am - 8pm for current on-campus housing residents only. All residents must have a Student ID. No lifeguard on duty. Community policies and guidelines must be followed



No Pets

No pets are allowed on property at any time. Only residents with a Service Animal or Support Animal approved by University Housing are allowed.



Parking

Please observe all posted signs regarding parking. All residents will need to have a parking sticker issued by University Police.



Lock Out

If you are locked out of your room during office hours of the weekday, please go to the clubhouse/lobby. After hours (Mon-Friday, 8pm-8am and All-Day Saturday and Sunday), call the RA On Call and have your ID readily available.



No Alcohol

Consumption or possession of alcohol is prohibited in the residential communities.

Solutions

How to Submit a Work Order

Have a maintenance issue you need to report? Follow these steps:

1. Go to the following website: <https://clvusa.starrezhousing.com/StarRezPortalX/NSU2>
 2. Enter Email address and password
 3. Click on “maintenance request” - Then, new job. *Be as detailed as possible.*
- If for any reason the website is not working, please stop by the lobby (UP2)/clubhouse (UP1) to complete a Manual Work Order Form.
 - **If it is a maintenance emergency, call the office or the RA On Call ASAP. Tell them your name, room number, and what emergency has occurred.**

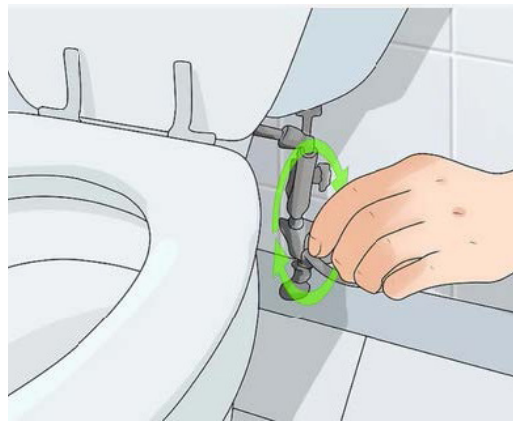


Toilet Overflowing/Clogged?

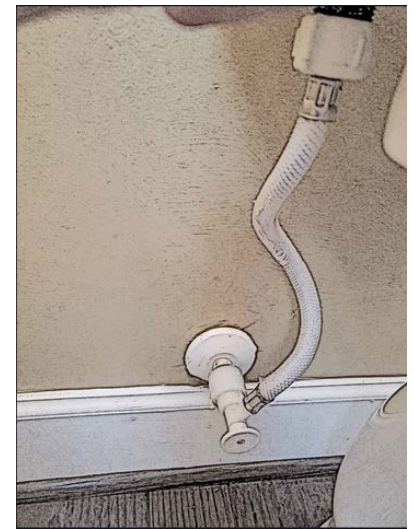
1. Turn the water off to the toilet by turning the knob clockwise until it is tightened (UP1) or by pulling the round handle out (UP2). Do not use too much force.
2. **Call the UP Clubhouse during office hours or the UP1 or UP2 RA if after hours ASAP. DO NOT LEAVE IT, REPORT IT!**



UP1



UP1



UP2