

Tennessee State University Fall 2022 Move-In Plan

Freshman Move-in will take place August 15-17, 2022. Based on a student's room assignment, they should go to their myTSU Housing Portal and select a specific move-in time and date beginning on July 15th. Students will be scheduled in 2-hour blocks based on building capacity. There are two checkpoints when arriving to TSU Campus. They are: 1) Gentry Complex parking lot off Walter S. Davis Blvd, and 2) Rudolph Center back parking lot off Albion Street. It's essential that you report to the correct checkpoint. Students assigned to Watson, Wilson, Eppse, or Boyd Hall, should arrive at the Gentry Center checkpoint at their selected move-in appointment time. Students assigned to Rudolph, Hale, or the New Housing Facility should arrive at the Rudolph Center checkpoint at their selected move-in appointment time. All students will be escorted from their designated checkpoint to their respective residence facility. Do not go directly to the residence facility, without passing through your checkpoint.

At the entrance of every residence facility (hall), there will be a designated station to verify that students have completed the check-in form and are assigned to that hall. If a student does not complete the online check in form prior to arrival, a QR code will be provided for them to complete on their phone. Be prepared to show the confirmation email or screenshot in order to get your room key.

Any student who cannot make their confirmed move-in schedule will have the option to change their move-in request online (as long as the date/time is available) in the same place where they submitted their initial request. Students registered with Disability Services will have to contact that department at least two (2) days prior to their move-in date if they want to request special arrangements.

No student will be able to check-in without immunizations being on file in Student Health Services. You can check your status by going to your myTSU Housing Portal and selecting "View My Assignment".

Please follow your confirmed move-in schedule which was processed through the Housing Portal's Move-In Appointment Scheduler. Students with no appointments or who show up on incorrect days or times will not be allowed to move in. You can check your appointment status by going to your myTSU Housing Portal and selecting "View My Move-In Appointment".

Students must claim his/her housing assignment by checking in within 24 hours of their scheduled move-in appointment. Please complete the **Hold My Room** form if you are unable to check in within 24 hours of your schedule and need a late check-in. You must be registered in 12 or more credit hours to qualify for a late check-in. This form is found on the Housing Portal as well. Failure to do so may result in loss of the housing assignment.

We strongly recommend for the first week, that students do not bring their cars to campus to help alleviate the traffic congestion during move-in.

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Health and Safety Measures:

- **Limited contact** - The check-in process has to offer a low-contact process in a large venue where physical distancing can be maximized. Students and guests are recommended to wear face coverings while going through the check-in process. Check-In forms are now offered online in which students will have to complete prior to their move-in date to receive a key. Student and guests will have 1 ½ hours to move their heavy items into their room from the unloading area located near the building but must move to the designated parking lot provided after the time has expired. Students and guests can continue moving in from that parking lot.
- **Reduced density** - During move in, students are allowed up to two guests to enter the residence hall to help them unpack, set-up, and settle into their rooms. Similarly, a limited number of staff will be on hand to allow for increased physical distancing. Students are encouraged to come in one vehicle and to limit the number of items to bring to campus. U-Haul's and trailers are discouraged because of the limited space in the unloading zone and extended parking lots, and it could mean you've brought too much. 😊
- **Elevator capacities** - Elevators will have limited capacities to promote physical distancing. This will be monitored during move-in times. Capacity limits will stay in effect after the move-in period.
- **Designated traffic flow** - Students and guests will be expected to follow directional signs that signal traffic flow throughout campus and within buildings. Stairwells will indicate a one-way flow (*except in case of an emergency). Directional traffic flows will stay in effect beyond the move-in period. Location of the residence facility will determine which entrance students will be directed to enter onto campus.
- **Hand sanitizer stations** - Hand sanitizer stations will be available in all halls and in elevators.
- **Protective face coverings recommended** - Students and guests are encouraged to wear protective face coverings and gloves to help protect others around them. Disposable masks will be available for those without one.
- **Trained staff to assist** - University staff and volunteers will be proficient in health and safety protocols to assist students while respecting measures to reduce the spread of COVID-19.
- **Shelter areas**- Designated emergency areas will be identified in case of inclement weather. The Emergency Management team will provide the move-in committee with weather updates to ensure proper communication is sent to parents and students on where to seek shelter.