Rowan Blvd Apartments Move-In Process

**Arrival:**
All students should plan to arrive at the Rowan Blvd. parking garage, with one vehicle to enter via the entrance closest to the Marriott Hotel, no more than 20 minutes prior to your designated check-in time. Once you arrive to the parking garage at your appointment time, space permitting in the unloading zone, you will be able to start unloading and moving in right away. If you arrive much earlier than your appointment time or the unloading zone is full, you will be instructed to wait on the second level until space is available. Public Safety officers will give direction from the staging deck, releasing vehicles to the unloading zone.

**Unloading:**
Carts and some volunteers will be available to assist with unloading your belongings from your vehicle. Once your vehicle is parked in the unloading zone, you will be instructed to unload everything and then immediately move your vehicle from the unloading zone. At no time should your vehicle be left unattended. The purpose of this process is to allow enough time and space for all students with an appointment time to move in at their scheduled time. Bringing multiple vehicles, arriving at a time different that your scheduled arrival time, or abandoning your vehicle at the unloading zone can cause congestion and long wait times.

Please be sure to monitor your Rowan email address and check the RLUH website for important move-in information. If anything with the process needs to change, that is how we will announce it.

**Other Important Information and Reminders:**

**Your Rowan ID Card** - This is your key to the building entrance as well as the front door of your apartment. It will be activated on the date and time you are scheduled to arrive. If you do not have your ID or it is damaged, before entering the parking garage at Rowan Blvd. you should first report to the Student Center to get a new ID made. They have hours of operation during the day throughout move-in weekend.

**Your Apartment Number** - You need to know what number apartment you are supposed to move into. If you do not know, you can look it up in MyHousing.

**Your bedroom assignment and room PIN code** - Your bedroom door should be locked before you arrive. To find your PIN code for your assigned bedroom door, you can log on to your MyHousing account:
- Log into www.rowan.edu/selfservice
- Click on the student tab
- Click on MyHousing
- Under “Room Assignments” on the main page, you will see “Box Combo”. Box Combo is your pin code for your bedroom door lock!

**Meningitis vaccination records** - Any student who does not have an up-to-date immunization record on file with the University Wellness Center will not be permitted to check in. Your door access will not be activated and you will not be permitted to reside in your housing assignment. If you have been contacted by the Wellness Center or RLUH regarding your Meningitis vaccination compliance, or if you have any doubts or questions, please contact the Wellness Center at 856-256-4333.