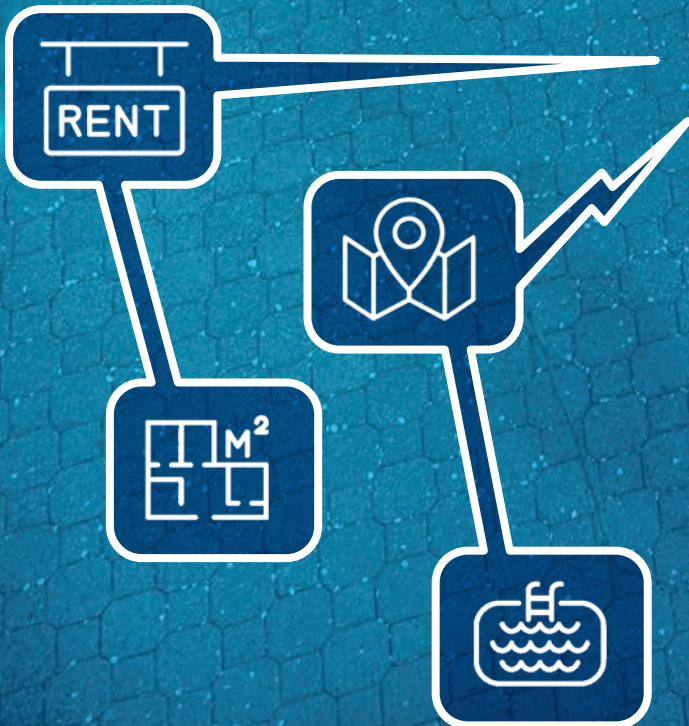
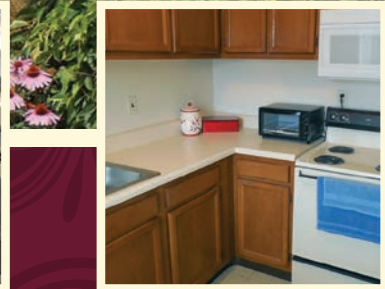
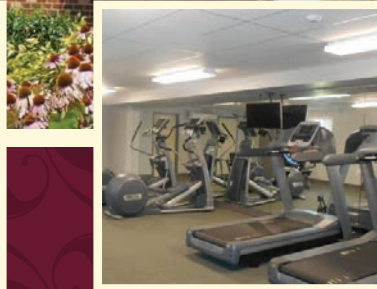
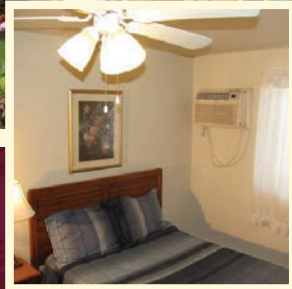


YOUR GUIDE TO LIVING IN NEWARK

OFF CAMPUS LIVING

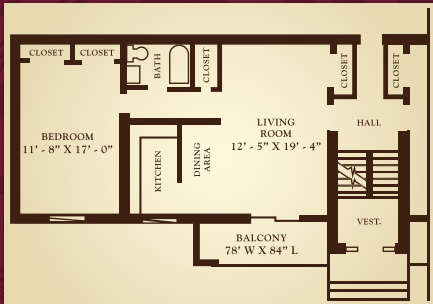


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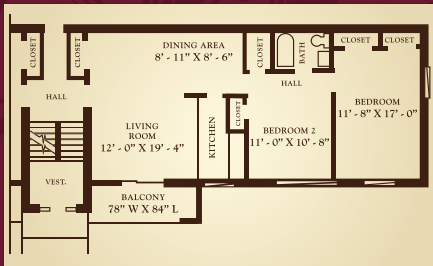


FLOOR PLANS

One Bedroom



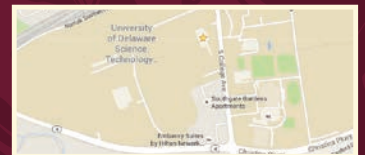
Two Bedroom



Welcome Home!

SOUTHGATE GARDENS APARTMENTS is conveniently located close to the University of Delaware campuses and bus route, downtown Main Street, and local shopping centers.

- 5-Star service
- Spacious 1- & 2- bedrooms
- Fitness center/ Outdoor pool
- Beautifully landscaped
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- UD shuttle stop
- Hallway security cameras
- Laundry facilities
- Business center



24 Marvin Drive B4,
Newark, DE 19713
southgateapts@comcast.net

HOURS:
M, T, Th, and F,
9:30 a.m. to 4:30 p.m.

**SOUTHGATE
GARDEN
APARTMENTS**

302.368.4535

www.thesouthgateapts.com



HOW TO USE THIS GUIDE

This guide has been specially created to ensure that you have the easiest possible transition to college life while living off-campus. We highly encourage you to use this guide as a workbook. Take notes and fill in all the information you find useful and pertinent; it was designed to be written in.

The guide will give you information about how to find an apartment, set up utilities and create successful roommate and neighbor relationships while in Newark. It will also provide information about popular activities and venues in the Newark area (both on and off-campus), Newark favorites from UD students and information about on-campus involvement to ensure, even while you are off-campus, you still have a successful and meaningful relationship with the University of Delaware.

- | | | | |
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| 11 | Roommate Relationships | 23 | Student Rights |
| 12 | Roommate Agreement | 24 | Living Well at UD |
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The University of Delaware does not discriminate against any person on the basis of race, color, national origin, sex, gender identity or expression, sexual orientation, genetic information, marital status, disability, religion, age, veteran status or any other characteristic protected by applicable law in its employment, educational programs and activities, admissions policies, and scholarship and loan programs as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. The University of Delaware also prohibits unlawful harassment including sexual harassment and sexual violence. For inquiries or complaints related to non-discrimination policies, please contact: Danica A. Myers, Interim Title IX Coordinator, 305 HULLIHEN HALL, NEWARK, DE 19716, 302-831-8063, titleixcoordinator@udel.edu. For complaints related to Section 504 of the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act, please contact: Elizabeth Reed, Director, Office of Disability Support Services, Alison Hall, Suite 130, Newark, DE 19716, 302-831-4643, ereed@udel.edu OR contact the U.S. Department of Education - Office for Civil Rights (<https://www2.ed.gov/about/offices/list/ocr/know.html?src=ft>). 05.20/WSR

BLUE HEN STUDENT VALUES

As adopted by the StUDent Government Association

We as Blue Hens are part of a community of scholars that is committed to giving back and making a difference. We create a community where diversity is essential, fearlessness is admired, and pride is born. Our legacy is built as we uphold these values defined by students for students.

RESPECT

We support the inherent right for all members of our community to have a voice and freely share their ideas. We acknowledge that an environment where there is mutual respect and dialogue leads to greater learning.

OPENNESS

We believe that diversity is not enough. Diversity is acknowledging that differences exist. Openness means that we are accepting of learning from and engaging with all members of our community.

INNOVATION

We challenge all Blue Hens to be bold and creative as we strive for a better world. We will be committed to progress, while recognizing the value of past experiences. Our education provides us limitless opportunities to move ourselves and others forward.

ENGAGEMENT

We will take an active role in the life of the University, both as learners and contributing community members. We know that true growth comes from being an active and engaged participant in our experiences.

MENTORSHIP

We seek to become visionary and passionate Blue Hens who understand our role in fostering society's next generation of responsible and ethical leaders. We will build relationships that foster excellence, support and accountability.

DEAR BLUE HENS



A NOTE FROM THE DEAN OF STUDENTS

Living off-campus can be a wonderful opportunity that will serve you well once you graduate. The Office of the Dean of Students is pleased to provide this guide with practical tools you can use to navigate off-campus living within the city of Newark. There is no doubt that Main Street and the strong and vibrant community of Newark, Delaware, are a key part of the UD student experience. My hope is that you recognize the uniqueness of the partnership between UD and the city of Newark and that you commit to being a strong ambassador for UD within your off-campus neighborhood. Blue Hens who live off-campus ought to strive to respect the community, our neighbors, and model our shared Blue Hen values. To that end, this guide begins by highlighting our We Are Blue Hens shared values. I encourage you to embrace the values of your fellow Blue Hens as an off-campus student. Ultimately, committing to these values will help you be productive, healthy and successful, on- and off-campus!

I encourage you to review the guide to obtain more information about the following: finding the right apartment, your rights as a tenant, making Newark your home, and much more.

A challenge for students living off-campus can be feeling disconnected from the University community and, as a result, not being aware of or accessing the robust array of resources and services available to all UD students. Please know that the Office of the Dean of Students is here to support you in your college journey as an off-campus student and connect you to appropriate resources. It's important to know that you are never alone at UD and that many faculty, staff and peers stand ready to support you. Please do not hesitate to contact us if we can help you move toward greater personal, social or academic success!

GO BLUE HENS!

A handwritten signature in black ink that reads "Adam D. Cantley". The signature is written in a cursive, flowing style.

Adam D. Cantley
Dean of Students



CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
302.366.7000 · www.newarkde.gov

Dear Student:

Congratulations on your decision to attend the University of Delaware and join the Newark community! The University has an excellent academic reputation and the City of Newark is proud of the relationship it has with the University and the role we play in the overall college experience for each student.

The City of Newark is a safe and friendly community of approximately 33,858 residents. Strategically located between Philadelphia and Baltimore on the 1-95 corridor, Newark and the surrounding areas offer many amenities while retaining the comfortable environment of a University community.

As a new resident, there are some items to note that will ensure your time here is enjoyable. The City's InformMe system is an automated messaging system that can be customized to your preferences in terms of the information you receive and how you receive it. I encourage you to sign up by visiting newarkde.gov/informme.

While you live in Newark for the next four years, we want you to have a safe experience. You will be living in a diverse community that has existed for hundreds of years. Please understand that Newark has its own specific laws, such as the Unruly Social Gathering law, that are unique to Newark and address issues specific to this community. Abiding by this law helps to maintain respect between students and full-time residents.

Our City government is committed to service excellence and expends considerable effort to maintain a high quality of life for all who live, work and learn here, but our residents also play an important role. Be sure to learn about refuse and recycling schedules for where you live, along with snow removal expectations to help keep Newark clean and safe year-round.

Did you know Delaware is ranked among the most bike-friendly states in the country? For our part, Newark is continuously recognized as a bicycle friendly community by the League of American Bicyclists. With our extensive trail system and ongoing efforts to provide safe accommodations for cyclists, we are improving public health, air quality and quality of life while reducing traffic congestions and parking issues. I encourage you to check them out - along with our extensive parks system and recreational opportunities.

One reminder about vehicles and parking: Though there are several municipal lots downtown, it can seem difficult to find adequate parking. Please learn more about parking in Newark and view our interactive online parking map by visiting newarkde.gov/parking. In addition to utilizing our trails and pathways, please know the local and regional transit system will provide a convenient method of transportation. In addition to the University bus system, a free UNICITY bus service is provided in the community, and companies such as Uber and Lyft operate within City limits as well. These are all great options when looking to get around town quickly and safely.

On behalf of the members of City Council and City staff, I welcome you to the greater Newark community and hope you will become a good neighbor to the people who live, work and travel here. Newark is a wonderful place to live and I'm confident you'll agree. To learn more about any of the topics I've mentioned, please visit newarkde.gov.

Sincerely,
Jerry Clifton, Mayor

Sign up for City of Newark's InformMe automated messaging system at newarkde.gov/informme.
Learn more about refuse and recycling schedules and guidelines at newarkde.gov/publicworks
Learn about Unicity Bus Schedules and/or Bike routes at newarkde.gov/transportation

RENTING BUDGET

WHY BUDGET? You can't find the right place to live until you know how much you are able to spend. This budget spreadsheet is a good reference. Keep in mind all of the extra expenses that go hand in hand with paying rent, such as utilities, transportation, and insurance. Using a credit card monthly to pay your electric bill is not debt management; it is simply building debt.

BUDGET

Monthly Income	\$ _____
Scholarships	\$ _____
Loans	\$ _____

MONTHLY EXPENSES

Tuition	\$ _____
Books/Supplies	\$ _____
Rent	\$ _____

UTILITIES

Electric	\$ _____
Gas/Oil	\$ _____
Water	\$ _____
Waste Management/Recycling	\$ _____
Telephone	\$ _____
Cable/Internet	\$ _____

FOOD

Groceries	\$ _____
Dining Out	\$ _____

TRANSPORTATION

Car Payment	\$ _____
Gas	\$ _____
Car Maintenance	\$ _____

INSURANCE

Car	\$ _____
Renter's	\$ _____
Health	\$ _____
Life	\$ _____

PERSONAL MAINTENANCE

Clothing	\$ _____
Laundry/Dry Cleaning	\$ _____
Haircut/Manicure/etc.	\$ _____

DEBT/SAVINGS

Credit Card Payments	\$ _____
Loans	\$ _____
Savings	\$ _____

ENTERTAINMENT

Vacations	\$ _____
Pets/Pet Care	\$ _____
Books, DVDs, Games	\$ _____
Gym Membership	\$ _____
Other	\$ _____

TOTAL MONTHLY EXPENSES

\$ _____

Keep in mind that housing costs money before you even move in. This includes a security deposit, redecoration fee, pet deposit, sometimes two months' rent, and moving expenses. Create your moving budget so you know how much money you will need before you begin your big move.

MOVING EXPENSES

First Month's Rent	\$ _____
Security Deposit	\$ _____
Pet Deposit	\$ _____
Painting/Redecorating Deposit	\$ _____
Last Month's Rent	\$ _____
Application Fee	\$ _____
Utilities Deposit (Water/Electric/etc.)	\$ _____
Phone/Cable Deposit	\$ _____
Movers	\$ _____
Truck Rental	\$ _____
Gas for Rental Truck	\$ _____
Boxes/Moving Materials	\$ _____
Storage	\$ _____
Shipping	\$ _____
Pet Travel/Boarding Fees	\$ _____
Furniture	\$ _____
Other	\$ _____
Other	\$ _____

TOTAL

\$ _____

Have you thought about other costs? Do you need to buy furniture, TV, bedding, kitchen utensils, a shower curtain, or food for your new apartment? These are often forgotten expenses.

Other	\$ _____
Other	\$ _____
Other	\$ _____
Other	\$ _____

TOTAL MONTHLY EXPENSES

\$ _____

FINDING THE *RIGHT* APARTMENT

Don't just sign a lease at the first apartment you tour. Shop around and get the best value for your money. Find a landlord/management company that you like and trust, find a place that is safe and try to find a place where you will want to live for the duration of your college career.

For your convenience, use the apartment comparison sheet found on page 10.

THINGS TO CONSIDER & QUESTIONS TO ASK

Is the rental unit in a location in which I would feel comfortable? Make sure you visit the place during the day, at night, in the rain and on the weekend to get a full perspective.

Does the rental unit contain most, if not all, of the amenities I desire? Make a list of all the amenities you would like to have before going to look at the rental properties.

Would I feel comfortable renting from this landlord? Talk with current tenants to discover what their experience with the landlord is like.

Is the unit in a condition I am willing to live in? If any promises are made about repairing any part of the rental property, make sure you get that promise in writing.



HELPFUL TIPS



1

Create a list of wants/needs before you start your search: gym, roommate matching, close to local businesses, etc.

2

Know your budget. Live within your means.

3

Location: on a bus route or close to UD? Drive around Newark to get a feel for the town.

4

For crime information in specific areas, please visit the University of Delaware Police Department and statistical information site at: udel.edu/police/crime-stats



CHOOSING THE RIGHT LEASE

Once you've made the decision to move off-campus, you'll have to sign a lease for an apartment or house. Signing a lease may be one of the most important things you do when moving off-campus. Make sure you read and understand the FULL lease agreement before signing. Remember that leases are binding legal contracts.

A lease is a contract between you and your landlord that spells out specific details of your living arrangement. Leases often involve policies about pets, deposits, legal entry and other important information. There are two major types of leases: *Joint Leases* and *Individual Leases*.

A *joint lease* means a landlord will hold all roommates responsible for the lease. If one person breaks the lease, the other roommates are held responsible for paying the total rent. A joint lease is most common when renting a house.

In an *individual lease*, a landlord holds each person responsible for his or her own actions. For instance, if one roommate breaks the lease, that person is still responsible for paying his or her own rent and the other roommates are not held responsible.

For most college students, individual leases are the best choice. Each person in the lease is responsible for his or her own actions and not the actions of a roommate.

Most landlords or apartment managers have the option of providing you with a joint or individual lease. Be prepared to pay more for an individual lease.

APARTMENT COMPARISON

There are many apartment complexes within the Newark community, and it is easy to lose track of the benefits and drawbacks of each. When you begin your search, bring this worksheet with you. It will help you track the questions you need to ask and all the answers you will be given. It is a great way to compare the rent payments, what is included with the rent fee, and what you can afford. Make additional copies and take notes if you plan to view more than three different apartments.

	APARTMENT 1	APARTMENT 2	APARTMENT 3
Apartment Name			
Address			
Date of Tour			
Manager/Landlord Name			
Phone Number			
Email Address			
Rent			
Deposit/Decorating Fee			
Application Fee			
Lease Type			
Lease Length			
Number of Bedrooms			
Number of Bathrooms			
Security System			
Bus Stop			
Parking			
Utilities Included			
Water			
Electric			
Gas			
Phone			
Cable			
Garbage/Recycling			
Internet			
Pets Allowed			
Pet Deposit			
Furnished			
Laundry			
Pool			
Gym			
Close to Shopping			
Distance to UD			
Maintenance			
Sublease Allowed			
Roommate Placement			
Storage			
Safety			
Miscellaneous			

ROOMMATE RELATIONSHIPS

FINDING A ROOMMATE

Look inside and outside of your social circle to find a roommate. Some apartment complexes offer roommate matching and roommate placement. Roommate matching means you fill out a form of preferences regarding your study habits, cleanliness, favorite music, etc. Complex management attempts to match you with similar roommates based on this form. Roommate placement means the apartment management will place you in any open space with no considerations to your study, sleep or social habits. In these two situations, make sure you can make a switch if the complex places you with roommates who are not compatible.

THINGS TO DISCUSS WITH YOUR POTENTIAL ROOMMATE(S)

- Study habits and the expected study environment
- Friends/family visiting and staying overnight
- Cleaning the common spaces (e.g., bathroom, kitchen), including sweeping, dusting, etc.
- Will you share food and shopping responsibilities?
- What are the expectations in a roommate relationship? Are you looking for a friend, someone with whom to do things or just someone to share your space and expenses?
- Will you have parties at your place? If you will have parties, when and how will this be agreed upon?
- How similar or different are your roommate's expectations?
- Is your roommate financially secure? Ask to see a credit report if you are not sure.
- Is it possible to sign separate leases? This way, each roommate is responsible for his or her share of the rent.

STAYING "PERFECT ROOMMATES"

- Communication is key! If problems arise, talk about them calmly. Sometimes it takes a while to calm down before talking, but make sure the situation is resolved in a timely manner.
- Respect each other's space and property.
- Set up a schedule for taking out the trash, doing the dishes and cleaning.
- Complete the roommate agreement right away! (See page 12)
- Get a furnished apartment to avoid confusion about who owns what furniture.

WHAT TO DO WHEN YOU CAN'T RESOLVE ISSUES THAT ARISE...

You have signed a lease and that is a binding contract—**you cannot just move out.**

- Talk with your apartment manager or landlord to see if a transfer is possible.
- Tough it out—sometimes this is the only option. If so, act maturely.
- Finding someone to sublease your apartment may be an option, but make sure that your lease allows you to sublease.
- Contact the Office of the Dean of Students 302-831-8939. There are staff available to assist you with a roommate mediation.

ROOMMATE AGREEMENT

A Roommate Agreement is a great way to facilitate the first conversation with your roommate(s). See the agreement below for things to talk about with your roommate(s) the first week that you begin living together. It is good to discuss the standards below so that issues do not arise later because you have not set forth honest and clear expectations and guidelines.

This agreement, made on _____, is an agreement between: _____, _____, _____, roommates at (address) _____, Newark, Delaware.

I understand that I, as an individual, and we, as a group, are responsible to the manager/landlord, the utility companies, and each other. This agreement can be changed only with the agreements of all parties.

.....

PERIOD OF AGREEMENT

This agreement begins on _____ and ends on _____. I fully understand and accept the written responsibilities of this agreement.

SECURITY DEPOSIT

The security deposit for the apartment/house is \$ _____. My share amounts to \$ _____.

I understand that this amount will be returned to me less the amount deducted by the manager/landlord for unpaid rent and/or damages. I accept the responsibility for damages which I, my pet, or a friend of mine causes, and I will reimburse my roommate(s) for the part of their security deposit withheld for those damages.

RENT

The total rent according to the terms of our lease agreement with our manager is \$ _____ per month. I agree to pay 1/_____ of our monthly rent. This amounts to \$ _____. The total amount my roommate(s) and I are liable for over the period of the lease is \$ _____, of which my share is \$ _____.

I understand that we, as a group, and I, as an individual, am responsible to the manager/landlord for the total rent for the term of the agreement.

UTILITIES

I agree to pay 1/____ of the deposits and/or hook-up charges for all utilities.

I agree to pay 1/____ of the monthly utility bills except telephone.

I agree to pay 1/____ of the monthly phone service charge, plus all long distance calls which I make, including the tax on those calls.

I agree to pay as follows for any additional utilities:

MOVING OUT

If for any reason I move out of the dwelling, I realize it is my responsibility to find a replacement. I agree to look for a replacement who is acceptable to my present roommate(s). If I move out of the dwelling and a replacement roommate has not been found, I realize that I am legally responsible to my roommate(s) for paying my share of the rent and utility bills.

I understand that I, as an individual, can be held responsible to the apartment manager/landlord or the utility companies for up to the entire rent and/or utility bills. If my roommate(s) fail(s) to fulfill their part of the agreement.

I agree to the following arrangements regarding:

Food/Shopping

Cleaning Responsibilities

Privacy

Sharing of Personal Items

Smoking/Drinking/Drugs

Parties/Entertaining

Overnight Guests

Pets

Additional (i.e. security, furniture, appliances, etc.)

As a party of this agreement, I realize that I, as well as each of my roommate(s), have equal rights to the use of the space and facilities in the dwelling with the exceptions of the areas we have designated as each one's private space. This agreement is intended to promote positive communication, mutual expectations, and respect for one another.

Each roommate should sign below and receive an original copy.

Roommate Signature _____ Date _____

Roommate Signature _____ Date _____

Roommate Signature _____ Date _____

Roommate Signature _____ Date _____

The University of Delaware takes no responsibility for roommates not following the guidelines of this agreement or any liability that might result regarding this agreement.

ALCOHOL AND DRUG **AMNESTY** +

**SCAN THE QR CODE WITH YOUR PHONE CAMERA
TO ACCESS THE UD AMNESTY FAQ PAGE.**



RENTER'S INSURANCE

If you live in an apartment or a rented house, renter's insurance provides important coverage for both you and your possessions.

A standard renter's policy contains four separate sections:

- Protection of your personal property in case of theft or damage
- Shields you from personal liability
- Loss of apartment usage due to damages
- Medical payments of others

Your personal property is not the responsibility of your apartment management or landlord unless you can prove negligence. Proving negligence in court may be extremely difficult. That is why it is VERY important to have renter's insurance.

There are several types of residential insurance policies. Read your policy information carefully and ensure you have full coverage.

Policies should cover the following events/conditions:

- Aircraft
- Damage by glass or safety-glazing material that is part of a building
- Explosion
- Falling objects
- Fire or lightning
- Riot or civil commotion
- Smoke
- Theft

- Vandalism or malicious mischief
- Vehicles
- Windstorm or hail

Floods, hurricanes and earthquakes are not on the list.

If you live in an area prone to one or more of the three, you will need to buy a separate policy or rider. Ask your insurance provider for specific coverage and insurance discounts.

Let your agent know about any particularly valuable items you have. Jewelry or electronics might be covered up to a certain amount. If you have some items that are unusually expensive, such as a computer, you will probably want to purchase a separate rider or floater.

Make sure you read ALL literature provided by an insurance agency and ask lots of questions before agreeing to any policy. Shop around. Premiums are different from company to company, but make sure your policy covers your needs.

Some students can be covered under their parents'/guardians' insurance policy for a small additional fee. Talk about whether this is an option for you. If not, check into a policy of your own. A small monthly fee can protect you and your belongings in case the unspeakable happens.

Do not forget to speak with your insurance agent to see if there are any discounts available to you for protective devices (smoke alarms, security systems, fire extinguishers) or multi-policy discounts.

UTILITIES

Now that you have chosen your roommate and found the perfect apartment, you may have to set up all of your utilities depending on the arrangement you set with your landlord. Utilities include everything ranging from electricity, water, and waste management, to phone and cable usage.

GARBAGE DISPOSAL AND RECYCLING

Most apartment complexes will provide garbage and recycling services. Check with management for more details. If you plan to rent or sublease a house in Newark, then you will need to sign up for garbage and recycling.

MOVE-IN CHECKLIST

Now that you have found the right place to live, you have signed your lease and paid a hefty deposit... how do you move in and make sure you get your deposit back?

First thing to do is make an appointment with management or the landlord for a date and time to pick up your keys. This is very important because you do not want to show up and no one is available to give you your keys. Once you have gotten your keys, follow the checklist below. It will help you to have a smooth move in and help you when it is time to move out to get your deposit back.

.....

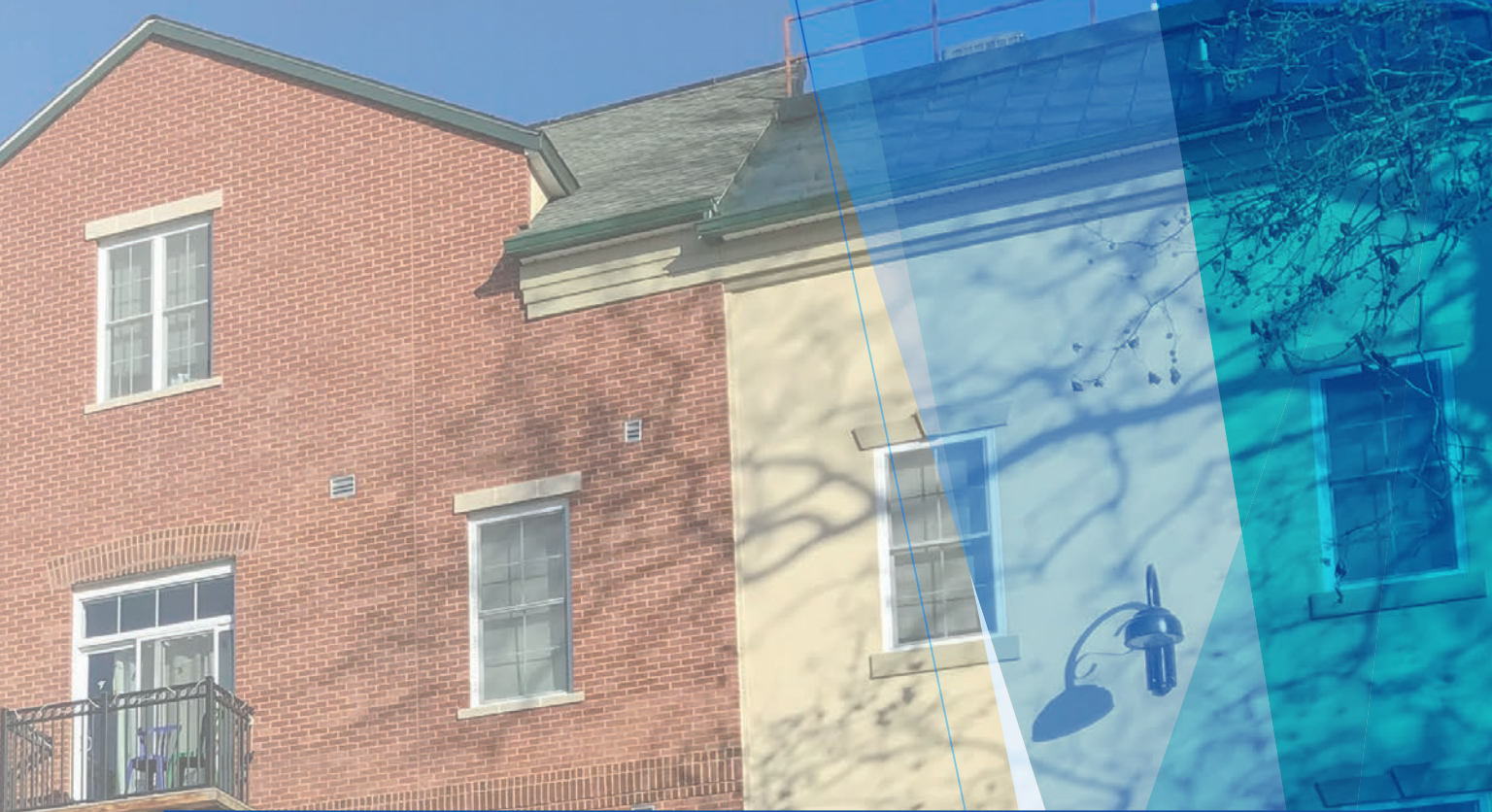
MOVE-IN CHECKLIST

- Take pictures of the apartment before you move in. This will verify any damages present upon your arrival.
- Complete a thorough written inventory of the apartment's condition using the charts on pages 18 and 19 and have the landlord sign the inventory. This helps protect you from the landlord claiming you caused pre-existing damage.
- Try to figure out a time that you and your roommate(s) can move in together. This helps when making decisions about furniture or storage.
- Enlist the help of friends or family.
- Make sure you park legally when moving in and out to avoid tickets or towing.
- Keep your doors locked in your car or apartment. This is a prime time for theft.
- Be careful moving items. Damages to the apartment cost you money.
- Return your rental truck on time or you could have to pay for another day.
- Bring cleaning products with you to clean the kitchen and bathroom before putting your belongings away.
- Unpack one room at a time to avoid confusion and clutter. You do not have to unpack all in one day.
- Find out from your landlord or management the proper place to dispose of boxes.
- Introduce yourself to your neighbors. Have fun getting to know your community and the people who are living next door.
- Find out where the closest supermarket, gas station or bus stop is located—these are great questions to ask your new neighbors.
- Get to know the area.

Comments: _____

COLLEGE
IS SHORT.
LIVE AT
THE **BEST!**

 LIVE AT
LANG



langdevelopmentgroup.com
302-731-1340 @LIVEatLANG

BEFORE YOU MOVE IN...

Complete this inventory of the apartment's condition and have the landlord sign it. This helps protect you from the landlord claiming you caused pre-existing damage.

Resident(s): _____

Address: _____

Complex Manager/Landlord: _____

Move In Date: _____

Move Out Date: _____

	GOOD	FAIR	POOR	N/A	#	COMMENTS
Bedroom						
Walls						
Carpet/Floor						
Ceiling						
Ceiling Light						
Mattress/Frame						
Dresser						
Lamps						
Table/Chairs						
Bathroom						
Walls						
Floor/Tile						
Ceiling						
Ceiling Light						
Sink/Faucet						
Toilet						
Tub/Shower Head						
Towel Racks						
Medicine Cabinet						
Living Room						
Walls						
Carpet/Floor						
Ceiling						
Ceiling Light						
Couch/Chairs						
Tables/Lamps						
Dining Room						
Walls						

	GOOD	FAIR	POOR	N/A	#	COMMENTS
Carpet/Floor						
Ceiling						
Ceiling Light						
Table/Chairs						
Kitchen						
Walls						
Floor/Tile						
Ceiling						
Ceiling Light						
Counter						
Cabinets						
Stove/Oven						
Microwave						
Refrigerator						
Dishwasher						
Garbage Disposal						
Table/Chairs						
Other						
Curtains						
Blinds						
Window/Locks						
Window Screens						
Doors/Locks						
Screened Door						
Exterior Entrance						
A/C Heat Unit						
Water Heater						
Smoke Detector						
Alarm System						
Garbage Bin						
Garage Door						
Keys						
Washer/Dryer						

Resident Signatures:

Name: _____ Date: _____

Name: _____ Date: _____

Name: _____ Date: _____

Name: _____ Date: _____

Manager/Landlord: _____ Date: _____

Additional documentation attached i.e. photos, video, repair bills/notifications.

Walkable
to campus!



OFF CAMPUS HOUSING



MAYHEW
MANAGEMENT

NOW LEASING FOR THE 2021-2022 SCHOOL YEAR



Campus Side & Emily Bell Place Townhouses

- 4, 5 & 6 bedroom units
- 3 full bath
- 5 parking spaces per unit

Campus Walk Luxury Townhouses

- 4, 5 & 6 bedroom units
- 3 and 4 full bath options
- 3, 4 or t parking spaces per unit

Mayhew Management | 58 Corbit Street, Newark, DE 19711 | 302-308-4420

UDRentals.com

LANDLORD & TENANT COMMUNICATION

Another part of your community is your relationship with your landlord or apartment management. Just as it is important to communicate with your roommate, it is equally important to talk with whomever you are renting your apartment or home from. Tell your landlord if something is broken that needs repair, you have damaged something, you are not getting along with your roommate or are having difficulty paying your rent. These are all good things to discuss in a timely manner with the management.

WHAT ARE MY DUTIES AS A TENANT?

- Pay rent on time
- Comply with all zoning restrictions and noise ordinances
- Keep the premises clean and sanitary
- Keep plumbing fixtures sanitary
- Comply with all other lease terms
- Comply with all rules and regulations
- Comply with house and health codes

TIPS FOR POSITIVE INTERACTIONS:

- Start early and do a thorough search when looking for an apartment. If you take the time to research, you will be happier with the place you choose.
- When going to sign a lease, be prepared with the necessary information (ID, Social Security card, proof of being a UD student, references, etc.). Call before the meeting to confirm what you will need.
- Read the lease or rental agreement—know what will be expected of you as a tenant. Ask questions if you don't understand what it says. Make sure you get a copy of your signed lease.
- Get it in writing! If your landlord has told you verbally that they will have an exterminator spray monthly, make sure it is in the lease. If it is not, make sure this or any other agreement is placed in writing, dated, and signed by both parties.
- Pay your rent on time.

- When maintenance issues arise, follow up with your landlord/management quickly.
- Maintain the rental unit and any exterior grounds according to your lease.
- If you damage any part of your rental unit including rugs, walls, furniture or yard, notify your landlord/management quickly.
- Remember to dispose of your garbage properly. Do not allow it to pile up.
- You are responsible for guests and any damages they might cause.
- Follow your lease guidelines or apartment complex standards.
- If you have questions, ask. Management would rather you be informed about their policies.
- Ask your landlord what the preferred method of communication is. Some landlords may want everything in emails, instead of by phone or text.

TENANT RIGHTS

As a tenant, you have rights in Delaware. When you sign a lease for an apartment or home in Delaware, the landlord must provide you with a summary of the Delaware Residential Landlord-Tenant Code prepared by the Delaware Department of Justice, and the New Castle County Tenant Rights Guide and the EPA Lead Paint pamphlet (for homes built before 1978), if

(continued)

applicable. Keep these resources—they can be important resources if you face difficulties with your landlord. And if your lease has terms that conflict with the Landlord-Tenant Code, typically the Code will actually control.

APPLICATION FEE

A landlord may charge an application fee, but that fee cannot exceed the greater of 10 percent of the monthly rent or \$50. If the fee exceeds that amount, you may be entitled to damages.

WRITTEN LEASE

You should expect a written lease. While it's not required unless the lease is for one year or longer, you may (and should) request that the lease be in writing. Prior to occupying the premises, you should receive a copy of your lease and the Landlord-Tenant Code summary from your landlord.

SECURITY DEPOSIT

The landlord may require a security deposit not to exceed one month's rent if the lease is for one year or more. There is no limit on the security deposit for a furnished rental unit. When the lease is not for a defined term or is month to month, the landlord may charge more than one month's rent, but the excessive deposit (anything more than one month's rent) must be returned to the tenant after one year. A pet deposit not to exceed one month's rent may also be charged, but only for pets (not service or verified emotional support animals).

Within 20 days of the termination or expiration of the lease, the landlord must either return the full security deposit to the tenant or provide the tenant with an itemized list of the damages with the cost of repair and return any money remaining from the security deposit. It is the tenant's obligation to provide, in writing, a forwarding address to the landlord. Decide with your roommates where you want the check and correspondence to be sent and give this to your landlord. Most landlords will only send one check with all of the leaseholders' names on it.

THE RENTAL UNIT

You should work to take appropriate care of the rental unit. It is your obligation to keep the premises and plumbing fixtures clean and safe and report any problems to the landlord immediately. You should conduct yourself in a manner that does not unreasonably interfere with the peaceful enjoyment of the other tenants, like not playing loud music and having disruptive visitors.

The landlord is responsible for maintaining the rental unit and fixtures in as good a condition as they were at the beginning of the lease. Upon notice of a defective condition that was not caused by you or your guests, the landlord must reasonably begin repairs within 10 days and complete the repairs within 30 days. If the landlord fails to do so, the tenant may complete the repair and deduct the lesser of one half of a month's rent or a sum not exceeding \$200.00.

You are required to provide reasonable access to the premises during business hours for inspections, to make repairs, to read utility meters or to show the unit to prospective tenants or purchasers. The landlord is required to give 48 hours notice of intent to enter for any reason other than repairs requested by the tenant or for emergencies.

RENTAL PAYMENT

You should pay your rent in a timely manner as set forth in the lease. If the lease provides for a late charge, that late charge cannot exceed 5 percent of the monthly rent and may not be imposed until five days after the due date. Late fees may be assessed if there is any balance so paying partial rent does not prohibit late fees. If the tenant fails to pay the rent, the landlord may send the tenant a written notice that the rent must be paid within five days or the lease will be terminated. The landlord may terminate the lease, but must secure a court order of possession prior to locking you out.

TERMINATION OF THE LEASE

If either party intends to terminate the lease, the party must give written notice at least 60 days prior to expiration of the lease. If either party fails to give the 60-day notice, the lease will continue as a month-to-month lease and all other terms of the agreement remain in effect. Look for a letter from your landlord at least 60 days before the end of your lease. Your landlord may offer you new terms to stay for another year. Read this closely because the lease could automatically renew for another year if you fail to either submit a notice to vacate or otherwise reject the terms in writing. If you plan to move out, mail your landlord a notice to vacate letter via certified mail, at least 60 days before the end of your lease.

If you plan to move out before your lease expires or there will be a change in the roommates, talk to your landlord about your options. Your landlord doesn't have to remove you from the lease or allow a change in roommates. If you move and your name is still on the lease, you can be held responsible for the full rent and any damages. It is important to let the landlord know who is living in the home and ask for their names to be on the lease so everyone can be liable. There are limited circumstances when a tenant may give 30 days' written notice of termination. Those circumstances are detailed in the Landlord-Tenant Code.

For more information, please visit:

attorneygeneral.delaware.gov/fraud/cpu/landlord/.

STUDENT RIGHTS

You are a valued part of the University of Delaware community. We are excited that you're here, and the future of our community rests on the shoulders of every Blue Hen to understand your unique rights and responsibilities.

PERSONAL WELLNESS

You have the right to prioritize your wellbeing, and the responsibility to communicate your needs to faculty, staff and other students. See the following section, "Living Well at UD" for details on several programs and

services that are available at no cost to all students including individual and group counseling services, physical health care, drug and alcohol counseling, sexual offense support, and more. Take special note of these nonstop services:

- **UD Helpline 24/7/365** – Students feeling anxious, depressed or overwhelmed can call UD Helpline at 302-831-1001 to speak with a licensed mental health professional 24 hours a day, 365 days a year. Sexual offense support is also available by dialing this number and pressing 1 to request that a victim advocate call you back within 10 minutes.
- **Crisis Text Line** – Anonymous mental health support is also available via text message to the phone number 741741. Students can send the message "UDTEXT" to connect with a counselor, or send the message "STEVE" to connect with a professional who specializes in supporting students of color.
- **Alcohol and Drug Amnesty** – Your Office of Student Conduct offers amnesty from related conduct and legal sanctions for any student who calls 911 on behalf of themselves or a peer after the consumption of alcohol or drugs. Relevant scenarios include feeling unsafe due to the behavior of someone who's under the influence, feeling ill as a result of personally consuming alcohol or drugs, or encountering a fellow student who is incoherent or unconscious. Amnesty is also granted to students who may have been in violation of UD's alcohol or drug policies when they became a victim of sexual misconduct. For more information, visit udel.edu/amnesty.

SOCIAL RESPONSIBILITY

You have the right to be respected, and the responsibility to respect others within our community. Fellow students and UD administrators continually emphasize how respecting diversity of identity and thought is essential to our pursuit of a better world. If you're struggling to obtain mutual respect with an off-campus roommate, use the mediation services offered by your Office of the Dean of Students. They can be reached in 101 Hullihen Hall, at deanofstudents@udel.edu or 302-831-8939.

LIVING WELL AT UD

Once you know where you'll be living, consider how your approach to your wellbeing will change during this next chapter. Items to consider include:

- A plan for breakfast, lunch, dinner and snacks
- Designated time for homework and errands and a method to keep track of both
- A sustainable schedule for regular sleep, exercise and other restorative activities
- Evaluating relationships outside of your living situation that you plan to continue, and how you will sustain those connections

Blue Hens in need are never alone. Familiarize yourself with the University's wellbeing support network so that you know where to turn if you or a friend are ever in need of mental or physical health care, advocacy, accommodations, or assistance to create or maintain a healthier lifestyle.

- Center for Counseling and Student Development, udel.edu/studentlife/ccsd
- Disability Support Services, udel.edu/studentlife/dss
- Office of the Dean of Students, udel.edu/studentlife/ods

- Student Health Services, udel.edu/studentlife/shs
- Student Wellness and Health Promotion, udel.edu/studentlife/swhp

After classes begin, review the plans you made for studying, eating, sleeping and more. If you have concerns, or needs that you are not able to meet, reach out for help. Take stock of how you're feeling physically, mentally and otherwise. What activities are you interested to try, or return to, now that you have a better sense of your new schedule? Here are some ideas:

- Visit studentcentral.udel.edu to make new connections with other students
- Check out CCSD's mental self-care resource: udel.edu/007410
- Learn about Student Diversity and Inclusion and the Center for Black Culture: sites.udel.edu/studentlife/diversity
- Get involved in Religious Life: udel.edu/spirituallife
- Engage in Recreation programs and services: rec.bluehens.com



JUST CALL FOR HELP FIND AN RA OR CALL 911

CALL FOR HELP IF YOU SEE:

VOMITING
IRRREGULAR PULSE
TROUBLE BREATHING
ABNORMAL SKIN
LOSS OF CONSCIOUSNESS
SEIZURES

designed for UD students

WELLBEING SERVICES

As an undergraduate and then a graduate student of UD I have relied heavily on Student Health Services for a number of issues including allergy issues, general health, and gynecology. I have always had a good and efficient visit with everyone I have interacted with...

“

Counseling allowed me to evaluate things and take control of my college experience.

I helped reduce [stigma] by seeking help myself, and letting others know that it is okay to ask for help – everyone is going through something and we all deal with it in different ways.

”

**HIPAA AND FERPA COMPLIANT
PREVENTATIVE CARE, SUPPORT GROUPS
AND INTERVENTIONS**

**NONSTOP SUPPORT ON
UD HELPLINE (302-831-1001)
AND CRISIS TEXT LINE (741741)**



UNIVERSITY OF DELAWARE
STUDENT LIFE

sites.udel.edu/studentlife/virtual-wellbeing

CONDUCT AND SAFETY

The University of Delaware values a supportive, friendly campus community. UD encourages respect and civility toward everyone, knowing that mutual appreciation and dialogue leads to greater learning. UD strives to offer support for individual growth and learning through a variety of education and student support programs holding students accountable for their actions as members of the UD, Newark, and Delaware communities.

Regardless of where you reside, you maintain your relationship with the University while enrolled and can utilize resources on campus. You are also expected to abide by the expectations of UD. The Code of Conduct provides a framework for both behavior and academic guidance. In following the Code of Conduct, you will maximize your potential for success as a neighbor, friend, and student while at UD.

HELPFUL TIPS ON BEING A NEIGHBOR

- Introduce Yourself
- Be Respectful of Quiet Hours (9 p.m. to 7 a.m.)
- Maintain Your Lawn
- Keep Sidewalks Clear of Debris (snow, garbage cans, litter, etc.)

SEXUAL MISCONDUCT

The University's policy on Sexual Misconduct can be found with the **Office of Equity & Inclusion**. Victims can find confidential support by calling the UD Helpline at 302-831-1001 and pressing 1 to request that a Sexual Offense Support (SOS) advocate call them back within 10 minutes. Confidential support is also available through the **Center for Counseling and Student Development** or **Sexual Offense Support (SOS)** for additional assistance.

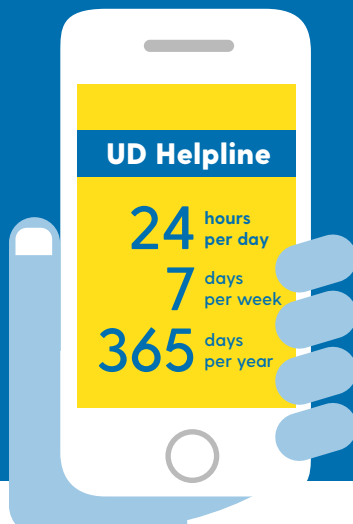
Feeling anxious, depressed or overwhelmed?

UD Helpline is here for you.

302-831-1001

Being a Blue Hen means having access to assistance. Reach a counselor any time of day or night at the phone number above, or visit udel.edu/counseling to learn about the many services that we offer.

Center for Counseling
& Student Development



UNIVERSITY OF DELAWARE
STUDENT LIFE

The University of Delaware kNOW MORE campaign is a reflection of the efforts by UD faculty, staff, and students to stand up, participate, and help to raise awareness about sexual misconduct and gender-based violence. Our goal is to create and foster an environment where sexual misconduct in any form is unacceptable and survivors are supported. All UD community members are encouraged to sign the kNOW MORE/ It's On Us pledge online at www.udel.edu/knowmore.

For a complete list of campus and community support resources, and more information, please visit either the **University's Sexual Misconduct** homepage.

EMERGENCY SERVICES

If you are off campus, individuals can also contact Newark Police at (302) 366-7111 or dial 911 for 24-hour emergency services. When on campus, contact UD Police for 24-hour emergency services by dialing 911 or (302) 831-UDPD. UD Police can also provide a victim services officer who can offer assistance, counseling and support services, and referrals to outside agencies for victims of crime.

General safety tips include:

- Keep your doors locked (room and vehicle).
- Do not prop open residence doors—this is an invitation for trespassers.
- Do not lend keys or your UD ID card to anyone.
- Do not walk on or alongside railroad tracks, and cross them only at designated sites when permitted by signals.
- Avoid walking alone at night.
- Cross only in crosswalks and obey traffic signals.
- Register and protect your valuables.
- Do not share passwords or your student ID number.
- Report all suspicious activity by calling 911 on or off campus

Unanticipated financial crisis?
Apply for help:
bit.ly/bluehencrisis



STUDENT
CRISIS FUND

Supporting Blue Hens in need.

RIDESHARE SAFETY TIPS

- **Share Your Trip:** When traveling alone, especially at night, always share your trip with others.
- **Request Your Ride While Inside:** If you can, request your ride while indoors to avoid lingering outside too long with your phone out, which may attract thieves or pickpockets.
- **Confirm Your Driver and Car Before Getting In:** Always ask a driver for the name of the passenger before you get in the car instead of saying your name first.
- **Never Pay Cash:** A driver should never ask you to pay cash for your ride.
- **Know Your Surroundings:** Track your route on your own maps app to ensure the driver is following the correct route.

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PEDESTRIAN SAFETY

Drivers should always keep an eye out in high-pedestrian traffic areas. Every pedestrian also needs to know when it is safe to cross the road. Follow these rules because sometimes there is no turning back. Violators of the following rules can be fined through Alderman's Court.

- Cross only at crosswalks or intersections with signals or traffic signs.
- When walking at night, carry a flashlight or reflective items.
- Use sidewalks. If there is not one, walk facing traffic as far off the edge of the road as possible.
- Be aware of your surroundings. Look up from a device and keep volume low.
- Be patient. Wait for cars to stop before stepping into a crosswalk.
- Do not walk under the influence of drugs or alcohol.

UD ALERT

UD Alert is the text, voice, and email emergency messaging tool that the University will use to notify you of an emergency. You can update your emergency contact information at any time through UDSIS. In addition, the person you designate as your primary emergency contact will also receive notification if something happens to you or an emergency occurs on campus so you need to keep their information current.

udel.edu/alert

LIVESAFE

The University of Delaware has launched a free smartphone safety app that helps campuses prevent crime and better respond to incidents, helping make students even safer while at school.

Use the LiveSafe app to:

- Connect with campus police: Share information and safety concerns with police via text, with

picture, video and audio attachments, and the option to stay anonymous. You can even start a live chat.

- Let your friends help keep you safe: Use peer-to-peer location tracking with group chat so friends can monitor and talk to you as you move.
- Have fast access to info: Have a faster way to access emergency help, telephone numbers, and important safety information and resources.
- Use a safety map: See where to find nearby safety locations
- Stay up-to-date: Get important safety notifications from campus police.

udel.edu/police/livesafe

WHAT HAPPENS IF I DISRUPT THE COMMUNITY OR VIOLATE THE LAW?

The Code of Conduct compiles guidelines from various sources into a single, comprehensive resource with sections including what happens if a student violates the law, and more. You can review the Code of Conduct in its entirety as well as supporting documents at udel.edu/stuguide. A student who has pleaded or otherwise accepted responsibility for a violation, e.g. Probation Before Judgment (PBJ) or First Offender Program (FOP), in Alderman's Court or another court should be aware of pending University charges. Notification of charge(s) will be sent to your University email and you will be able to participate in the student conduct process. UD will work with you to identify ways to positively impact the community in the future.

Please Note: *You should consult with the Office of Student Conduct if there is a question about how the court matter will affect your status as a student at the University. Police or court personnel are not trained or expected to answer your questions about University consequences for the Violation of Law Policy.*

FINDING COMMUNITY AT UD

Getting involved and spending your spare time with the campus community is the #1 way to feel like a genuine Blue Hen! Check out some opportunities below and visit StUDent Central online to see all of UD's 400+ student organizations: studentcentral.udel.edu.


HANGOUT SPOTS

Every Blue Hen develops their own list of favorite places to study and hang out in and around campus. UD is full of beautiful gardens and sculptures, quiet

corners and reflection spaces, bustling common areas and more. Here is a completely incomplete list of spaces to get you started—the best way to find your place at UD is to wander and see what appeals to you.

- **Center for Black Culture**, 192 South College Avenue
- **Education Resource Center / Willard Hall Education Building**, 25 North College Avenue
- **Fountain**, South Green
- **Grove / goat sculpture**, outside Alison Hall
- **ISE Lab**, 221 Academy Street

(continued)



EMPOWERING **ALL**
STUDENTS TO DEVELOP
AND ACHIEVE THEIR
PROFESSIONAL ASPIRATIONS.

95 %

OF GRADUATES ENTERED
EMPLOYMENT, SERVICE PROGRAMS,
THE MILITARY OR
FURTHER EDUCATION

22

ON-CAMPUS CAREER AND
INTERNSHIP FAIRS, AND MEETUPS
WERE HOSTED DURING
2018-2019 ACADEMIC YEAR

42,035

JOBS & INTERNSHIPS
POSTED IN HANDSHAKE
DURING THE 2018-2019
ACADEMIC YEAR

EXPLORE, PREPARE, CONNECT.

UD CAREER CENTER
—    /UDCAREERS

WWW.UDEL.EDU/CAREERCENTER



- **Morris Library**, 181 South College Avenue
- **Perkins Student Center**, 325 Academy Street
- **Harrington Turf**
- **The Green**
- **Trabant University Center**, 17 West Main Street

UNIVERSITY STUDENT CENTERS

The University Student Centers, Perkins and Trabant, are the community centers of the University of Delaware, serving as a unifying place for students, faculty, staff, alumni, and guests. These centers enhance campus life and complement the academic experience through diverse programming that supports exploration, intellectual growth, and service. The centers also provide opportunities to foster interpersonal connections, build individual leadership capacity, and develop marketable skills while cultivating University spirit.

In Perkins and Trabant, you can find transformational involvement opportunities that including all of the following:

- Blue Hen Leadership Program (BHLP)
- Fraternity and Sorority Leadership & Learning (FSLL)
- Registered Student Organizations (RSO)
- University of Delaware Programming Board
- Esports Arena and competition teams
- The Egg student marketing agency
- Student media including WVUD radio and The Review student newspaper
- Perkins Live and Trabant Now Late Night Programming Series

STUDENT GOVERNMENT

The Student Government Association at the University of Delaware serves to represent the undergraduate student population. SGA is firm in their determination to enhance student life by actively addressing student issues as the liaison among students, faculty, and administration. SGA strives to foster an empowered University community as a leading influence encouraging all students to be heard. Learn more at udel.edu/sga/.



24/7 ACCESS TO
ALL STUDENT
EVENTS AND
STUDENT GROUPS
ON CAMPUS

STUDENTCENTRAL.UDEL.EDU



UNIVERSITY OF DELAWARE
STUDENT LIFE



FREE MEALS

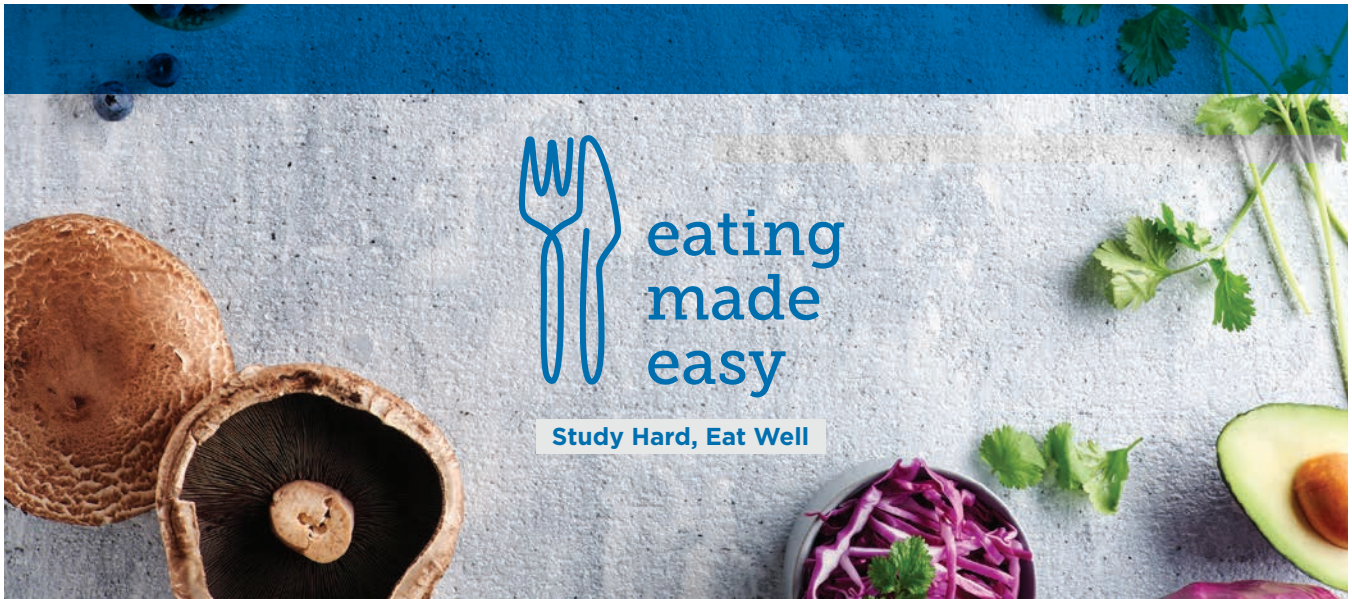
Visit udel.edu/studentlife/hunger for details on free meal swipes (no meal plan required), the Blue Hen Bounty pantry, and other resources for food and housing insecurity

SWIPE OUT

HUNGER

UD

**STUDENT HUNGER IS REAL.
WE CAN HELP END IT.**



eating
made
easy

Study Hard, Eat Well

Choose Less Stress

University of Delaware Dining Services provides a range of delicious and healthy options with meal plans that nourish your campus experience.



ONLY THE BEST

Fresh, sustainable and local are just a few of the quality indicators you'll find served up every day in our chef-inspired, on-trend menus that always feature vegan, vegetarian, and made without gluten options.



TOOLS TO THRIVE

Our team of culinary and nutrition experts are dedicated to delivering well-balanced nutrition, specialized diet options, and complete menu transparency—because you have enough to worry about.



ALL FOR YOU

Your satisfaction is our highest priority. Through creating a student-focused culture personalized with special events, tastings, themed menus, and cooking

Ace Your Appetite

College can be demanding so your meal plan should be effortless and on your schedule.

ALL-YOU-CARE-TO-EAT

Your appetite will meet its match at our three residential dining locations, which serve only the best in variety and value.

ON-THE-GO

We know the struggle of balancing everything and getting a good meal. That's why we offer the best quality and convenience in our dining locations, national brands, and markets.

FIND YOUR FIT

www.udel.edu/dining/mealplans



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can be challenging and is here
to help support you.**



UNIVERSITY OF DELAWARE

STUDENT LIFE

Office of the Dean of Students

101 HULLIHEN HALL

(302) 831-8939

deanofstudents@udel.edu

sites.udel.edu/deanofstudents



@udelaware