

# Viking Woods Student Housing Information Sheet

Academic Year 2023-2024

## **APPLICATIONS AT WWW.JEFFCO.EDU > CAMPUS LIFE > HOUSING**

Only individuals admitted as students will have access to the online housing application.  
Payment of housing application fees will be required at the time of online application.

### General Information

- Office Address 806 Mel Carnahan Drive, Hillsboro, Missouri 63050
- Telephone (636) 481-3294 or (636) 481-3000 ext. 3294
- E-mail vikingwoods@jeffco.edu
- Office Hours (Fall/Spring) Mon.-Thur. 8 am – 4 pm; Fri. 8 am – 3 pm; Sat. 10 am – 1 pm  
(Summer) Mon.-Thur. 7:30 am – 5 pm
- RA cell phone (636) 212-1827, after hours and emergency use
- Instagram @JC\_VikingWoods

### Apartment Information

- **Single Room:** single occupancy bed space within a 4 bed/2 bath unit
  - \$2,200\* fall/spring term; \$1,224\*/summer term
  - Rooms include: twin bed mattress/frame; nightstand; chest of drawers; desk; study chair
- **Private Room:** single occupancy bed space within a 2 bed/2 bath unit
  - \$2,763\* fall/spring term; \$1,539\*/summer term (limited availability, special request only)
  - Rooms include: twin bed mattress/frame; nightstand; chest of drawers; desk; study chair; private bathroom
- **Meal Plan:** 14 meals per week
  - Monday through Friday: Breakfast and lunch
  - Monday through Thursday: Breakfast, Lunch and Dinner
  - \$1,283 per semester (Summer \$ TBD- \$12.50 per day)
- **Rent includes electric, water, sewage, trash/recycling, and Wi-Fi high speed internet**
- Smoke detectors in each bedroom and hallway; Fire alarm sprinkler system in each unit; pull station alarms in each exterior breezeway
- Fully-furnished kitchens include: refrigerator/freezer; electric range; dishwasher
- Shared area furnishings include: sofa seating for four; coffee/side table; dining table; kitchenette chairs
- Gender inclusive housing is available
- \*Rent totals are subject to change without notice

### Amenities

- Clubhouse
  - Great Room: lounge seating, big screen TV, cable television
  - Housing Office: check out vacuum, plungers, games, etc.; available for resident assistance
  - Laundry room: accessible 24-hours/day; coin-operated washers and dryers
  - Study Lounge: accessible 24-hours/day; 4 computers with internet access
- Outdoors: pavilion with barbeque grills; picnic tables; sand volleyball court; basketball hoop, large parking lots for Viking Woods Residents (\$10 parking permit required)
- Community Events: Cookouts, Halloween Party, Thanksgiving Dinner, Late Night Breakfast, Super Bowl Party, Game Tournaments, Easter Egg Hunt, Resident Appreciation, and much, much more!

### Additional Information

- Jefferson College Police Department Office located in Viking Woods Apt. 214
- Housing staff live on campus
- Maintenance services provided

# **New/Returning Spring/Fall 2023 Residents**

All terms in italics are defined in the “Glossary of Housing Terms” on [www.jeffco.edu/housing](http://www.jeffco.edu/housing)

## **FEBRUARY 15, 2024**

### **Online housing application will be available on [www.jeffco.edu/housing](http://www.jeffco.edu/housing)**

Housing application fees are required at the time of online application. New *applicants* will be responsible for \$330 in housing application fees: \$300 security deposit is fully refundable prior to move in, however, the \$30 background check fee is non-refundable. Spring 2019 returning *applicants* will be responsible for a \$30 non-refundable background check fee if the online application is submitted prior to June 1. Beginning on June 1, returning *applicants* will be responsible for \$280 in housing application fees: \$250 security deposit is fully refundable prior to move in, however, the \$30 background check fee is non-refundable.

## **APRIL 15**

### **Housing application PRIORITY DEADLINE.**

*Applicants* with a *completed online housing application* by this date will be considered for a bed space based on a first-come-first-serve basis, pending availability, and clear background check results. *Applicants* who are not reserved a bed space may be added to a *wait list* based on housing application completion date/time. *Applicants* with a *completed online housing application* by this date will be notified of their housing status (i.e. *selected applicant*, *wait list applicant*, *incomplete housing application*) by May 1.

## **MAY 10**

### **Online Lease Contract is available to *Selected Applicants*. (EARLY ACCEPTANCE)**

Pending space availability and clear background check results, *selected applicants* will be notified in advance that a space has been reserved for them. *Selected applicants* must complete an *online Lease Contract* found on their Housing Self-Service page under “Important Forms”. **This is the first date** contracts will be released, but as spaces become available and offers are made to *selected applicants*, contracts may also be available at a later date. NEW *selected applicants* must complete a Meningococcal Vaccination Compliance Form which is available at [www.jeffco.edu/housing](http://www.jeffco.edu/housing).

## **MAY 21**

### **Completed Lease Contract DEADLINE.**

### **NEW APPLICANTS ONLY: Meningococcal Vaccination Compliance Form DEADLINE.**

*Selected applicants* with a *completed Lease Contract* by this deadline will now be considered *pending residents* and will be notified by June 1 at their [@jeffco.edu](mailto:@jeffco.edu) accounts. *Selected applicants* who fail to have a *completed Lease Contract* by this deadline may be moved to the bottom of the *wait list* and no longer guaranteed a space.

## **JUNE 3 (9 am) – JUNE 27 (2 pm)**

### **Online Roommate & Apartment self-selection**

*Selected applicants* who have a *completed online Lease Contract* by the deadline above may begin choosing roommates and apartments on their Housing Self-Service page under “Room Selection”. *Selected applicants* who DO NOT self-select roommates or an apartment by this deadline will be auto-assigned roommates and an apartment by Residential Life Staff.

## **JULY 15**

### **Rent charges will be applied to student accounts.**

*Pending residents* can log in to their MyJeffco account and review rent charges under the Student Tab > Student Schedule/Bill. *Pending residents* should ensure that rental charges are accurate and verify all financial has been applied to term credits.

## **AUGUST 1**

### **Financial arrangements DEADLINE.**

*Pending residents* have agreed to finalize financial arrangements at least 10 days prior to the Lease Contract Start Date. Financial arrangements may include paying all rent charges in full, enrolling in a payment plan, or having sufficient financial aid applied to the student account. Financial arrangements must be in place by this deadline or the *pending resident* may be moved to the bottom of the *wait list* and no longer guaranteed a space.

## **AUGUST 14-17**

### **Resident Move-In Day**

*Pending residents* who are NEW to Viking Woods for the 2019-2020 academic year will be eligible to move in from 9 am – 4 pm. *Pending residents* will check in at the Viking Woods Clubhouse: 806 Mel Carnahan Drive, Hillsboro, MO 63050. A MANDATORY Resident Orientation will be held the first week of move in.

## **AUGUST 19**

### **CLASSES BEGIN!**

VISIT [WWW.JEFFCO.EDU/HOUSING](http://WWW.JEFFCO.EDU/HOUSING) FOR MORE INFORMATION  
INCLUDING FLOOR PLANS, ROOM PHOTOS, GLOSSARY OF HOUSING TERMS, AND FAQs.