

Welcome to Phillipps Hall

Welcome to your new home! Phillipps is more than just a place you live. Phillipps is a community where you can grow in your understanding of who you are in Christ alongside your fellow brothers and sisters in Christ. We hope that you will be committed to making this the best experience for you and those around you.

The following information may be helpful to you in setting up and decorating your room. If you have any questions, please feel free to ask your Resident Director (x4168) or your Resident Advisor. We are glad you are here and hope you have a great year!

What furniture does my room & suite contain?

Room

2 bed frames with long twin-sized mattresses	2 desks and 2 chairs
2 dressers	voicemail (phone, ethernet and antenna jacks)
closet space	garbage can (you'll need to purchase bags)
window blinds	

Suite (may vary based on size of suite)

1 couch	1 upholstered chair (6 and 8 person only)
1 end table	1 coffee table (6 and 8 person only)
1-2 lamps	2 occasional chairs (only 1 in 4 person)

Maintenance

If any repairs are needed throughout the school year, *Maintenance Request Forms* are available online through skyline or at:

<https://login.myschoolbuildin.com/msb?acctNum=914473704&productID=MD>

Furniture provided by the University CANNOT be removed from the room/suite or exchanged with furniture from other rooms, suites, or lounges.

Disallowed items:

The following items are **not** allowed in your room/suite:

No upholstered furniture (couches or reclining chairs)	Firearms, fireworks, explosives, or any sort of weapons
Cinder blocks or bricks	Oil popcorn poppers
Space heaters	Electric skillet/George Forman Grills
Toasters/toaster ovens	Burnt candles or candle warmers
Halogen lamps	Live Christmas greenery
Hot plates	Video games, TV, or movies with ratings of Adult Only, R, TVMA or higher
Loft Kits	

Allowed items:

The following items are allowed in your room/suite:

coffee maker	air popcorn poppers
hot pot water heater	sandwich makers
bread maker	desk lamp (no halogen lamps)
small microwave (1 per 2 people)	refrigerator (1 per 2 people; under five cubic feet in capacity)
RD approved bed risers	

Can I decorate my room?

Absolutely! You are allowed to rearrange your room and suite (no lofting of beds) and to decorate to reflect your personality! Be sure to talk with your roommate/suitemates to come up with a decorating plan. Also—please read the following guidelines for hanging items/decorating your dorm room:

DO NOT USE: NAILS, TACKS, TAPE, 3M, or SCREWS

Use sticky tack to hang decorations/posters

Use supplied cork strips for hanging heavier items with tacks.

All in-room furniture is stackable with the exception of stacking beds on top of desk/dressers/shelves.

If you would like to bunk, un-bunk, or otherwise adjust your beds, please ask your RA for a rubber mallet

DO NOT put the bed spring on the top notch. The frames crack easily and injury may occur. You will be charged for damage to your bed if it is not stacked properly.

*Cleaning and stocking the bathroom with toilet paper is your responsibility.

*Please clean your bathroom/shower area on a regular basis. Your RA will do inspections on a regular basis.

*Residents of Phillipps should be cautious of sprinkler heads when arranging their room/suite. Any damage resulting from a discharged sprinkler is the financial responsibility of the one who set it off.