Reminder: Full-time Enrollment Requirement

In order to qualify for University housing, the student resident contract holder must be a full-time student at The University of Texas at Austin, registered for a minimum of twelve (12) semester hours undergraduate, or nine (9) semester hours graduate or law and actively pursuing a degree at The University of Texas at Austin to be eligible to live in the University Apartments.

Registration for six (6) hours dissertation credit will satisfy the full-time student requirement. All student residents must be actively pursuing a degree throughout their stay in University Apartments.

Each fall and spring semester, a computer generated report identifies contract holders that are not enrolled for the minimum required hours. Those students will be expected to comply with the above minimum semester hours requirement by registering for additional hours or will be expected to vacate their apartment immediately.

Free ESL Classes

Classes begin in February 2014 and will be held at the following levels:

- Intermediate Grammar & Speaking
- Intermediate Pronunciation
- Conversational

For more information, please send an email to sasmith@austin.utexas.edu
No Solicitation at University Apartments

Bulletin Boards for Official University Postings Only

Because of University rules against solicitation, only University Apartment’s staff may post official flyers, announcements, or notifications on bulletin boards for official University organizations only.

No solicitation by any person or organization:
According to University institutional rules, solicitation is prohibited on all University property including all buildings and grounds of UT Apartments. Door-to-door solicitation of any kind is not permitted, regardless of the purpose or nature of the sponsoring organization or person. Residents should report solicitors to their CA or the Office.

No solicitation of roommates:
Residents may not solicit members of the public through an advertisement, posting or any other format in any medium for any purpose. This means that current residents may not advertise in any way for roommates. Student contract holders are permitted to have “personally invited” guests only, where there is something more than a commercial relationship between the student contract holder and the guest.

Apply to Become a Community Advisor!

University Apartments is now accepting applications for the position of Community Advisor (CA). The CA position is a part-time student live-in position, working an average of 15 hours per week year round, with compensation including paid rent and utilities for a two bedroom apartment and a monthly stipend. CAs serve as representatives of the University and are available to answer questions, assist residents, aid in developing a community atmosphere and assist in enforcing University and Apartment policies. CAs must be enrolled as full time students (at least six hours for dissertation/PhD level) and report to the Associate Director.

If selected for the CA position, you must have a Texas Driver’s license, or be able to obtain one with-in 6 weeks of hire and may be required to drive University vehicles on occasion. Applicants must be willing to relocate to another complex or apartment; be available during holiday breaks; serve on an on-call basis after hours, weekends, and holidays on a rotating basis with other CAs; and be able to commit to a minimum of two years length of service.

If you have any community experience or good people skills and would like to apply for the CA position, please send a letter of interest and one-page resume to: sasmith@austin.utexas.edu

Interviews will be scheduled in February or March and work will begin between March and May 2014.

Deadline to apply: Friday, February 14 by 4:00 p.m.
A Word from the Tenant Advisory Board

The University Apartments Tenant Advisory Board (TAB) invites all residents to attend their regular meetings to give suggestions on ways to improve student life at University Apartments.

For Spring 2014, TAB plans to discuss the following topics:

- Welcoming new student residents to the Apartments
- Monitoring recycling bins to determine resident usage
- Review of areas for additional night lighting and sidewalks
- Spring community garden seminars and programs
- Recruiting new TAB members for Fall 2014

TAB Spring Meeting Schedule:
Mondays, 6-7:30pm.
- January 13th
- January 27th
- February 10th
- February 24th
- March 17th
- March 31st
- April 14th
- April 28th
- May 5th
- May 19th

TAB meeting room location to be announced as soon as meeting room reservations are confirmed.
Moving Out?
Vacating students must notify the UT Apartments office 60 days before they plan to move out. Graduating residents have until the end of the month they graduate to vacate. If you are graduating and have not submitted a vacancy notice, please contact the office immediately to avoid penalties.

To send comments directly to your TAB representatives via the on-line comment form or to download the minutes from the most-recent TAB meeting, please visit www.utexas.edu/student/housing/index.php?site=0&scode=2&id=777

Maintenance Requests

- All maintenance issues in your apartment and around the complex must be reported via an online maintenance request. A paper version of the request may also be submitted to the main office.

Rent

- Rent is always due on the 1st of every month and late after the 5th of every month regardless of whether you receive a courtesy bill reminder email or not
- Bookmark https://utdirect.utexas.edu/apps/dhfs/aptsapp/ for reference if you do not receive the courtesy bill reminder email

Grande Service Request

- All service requests for your cable or internet service must go through the office via a maintenance request.
- Please DO NOT contact Grande for service directly. Grande will be turned away if we do not have a maintenance request on file for you
- You may contact Grande directly if you want expanded services
- Grande will not be given keys to your apartment if you did not submit a maintenance request for the work

Vacancy Notices

- A 60 day written notice is required for all vacancies
- If you give 30 to 59 days written advance notice you will pay a 50% penalty
- If you give 1 to 29 days written advance notice you will pay an 85% penalty
- To view the terms & conditions of your contract in its entirety go to: www.utexas.edu/student/housing/index.php?site=0&scode=2&id=518

Pest Control Requests

- All routine pest control requests must be submitted via maintenance request no later than 8 am Thursday morning
- All routine pest control requests will be scheduled each Thursday between 9 am and 12 noon
- If you request pest control, please remember that you are required to leave your apartment when pest control staff arrive and remain gone for 5 to 10 minutes
- Due to a heavy workload, the tech cannot return that day
- Emergency pest control situations should be reported to the office

Keep up with the University Apartments on Facebook! Search for “UT Apartments” and like us. Make sure to check the page daily to for important information and a chance to win prizes!

TAB
University Apartments

3501 Lake Austin Blvd.
Austin, Texas 78703
Office Hours: 8:00-4:00

Phone: (512) 232-5299
Fax: (512) 232-5353
After Hours Phone:
(512) 496-2803

Hook ‘Em Home
Guided by our values and commitment to support the University mission, our vision is to provide first-class housing and food service while embracing an inclusive, nurturing, community where students and staff realize dreams while achieving goals.

Maintenance Requests: https://utdirect.utexas.edu/apps/dhfs/aptsapp/
Log in and click on maintenance. Request form in the left hand column.

University Apartments Staff

Associate Director
Sheril Smith
sasmith@austin.utexas.edu

Student Development Specialist III
Vacant

Facilities Maintenance Manager
Richard Hestand
R.hestand@austin.utexas.edu

Technical Trades Supervisor
Gilbert Acosta
gila@austin.utexas.edu

Administrative Associate
Paul Previte
pprevite@austin.utexas.edu

Administrative Associate
Denise Zuniga
dzuniga@austin.utexas.edu

Brackenridge CAs:
Ben Crestel, 3457E
ben.crestel@utexas.edu
Meghan Richards, 3551E
meghan.richards@utexas.edu
Kody Cooper, 3374E
kodycooper@utexas.edu

Colorado CAs:
Jeff Graham, K105
jagraham03@utexas.edu
Emre Yavuz, G103
emreyavuz@utexas.edu

Gateway CAs:
Robert Lopez, 1624F
robotoe@utexas.edu
Daniel Mauro, 1642B
dmauro@austin.utexas.edu

TAB Members

Brackenridge Representatives:
Jair Aguilair, Chair
jair.aguilair@utexas.edu
Xiaosa (Jack) Xu
jackxu@utexas.edu

Colorado Representatives:
Elizabeth Glowacki
glowacki@utexas.edu
Kijung Yoon
Kijung.yoon@utexas.edu

Gateway Representatives:
Shubhankar Nath
snath.vet2000@gmail.com
Sudip Chakraborty
sudipm@utexas.edu