

## RESIDENCE HALL COMPLEX:

### Single Suite

2 Residents | 2 Bedrooms | 1 Bathroom



The Villages are a suite style residence hall complex. It is not apartment living. The residence hall wings are co-ed, while suitemate assignments are same gender.

- Bedrooms per suite
- 1 Bathroom
- Dresser Drawers
- Closet
- Desk and desk chair
- Window – mini blinds; limited opening range
- Hardwood flooring
- Temperature controlled room
- Wireless Internet
- Common area kitchen is located on the 1<sup>st</sup> floor
  - Stove/Oven
  - Refrigerator
  - Microwave Oven
  - Dishwasher
  - Garbage Disposal

## EXPENSES:

**Room:** \$175.00 per week per student  
*does not include a meal plan*

**Parking Pass:** \$58.00

**Lost Key:** \$100.00/key

**Lost Conference Card:** \$10.00/card

**Processing Fee** is non-refundable in the event of a cancellation.

**Damages:** Charges for any/all restorative services may vary. For a full fee list and additional information please visit the Millersville University Housing & Residential Programs website.



## PARKING:

Corporate Interns are required to purchase a summer session parking pass during their stay on campus. Passes and more information can be found within the Parking Division at Lebanon House or by visiting the Millersville University Police website.

*We thank your corporate organization for offering these opportunities to students outside of our Millersville community!*



*Are you a corporation or business who values the importance of interns to your organizational success?*

Millersville University will partner with your organization to provide affordable summer housing to a student looking to build their resume but may not have the means or connections in the local Lancaster area.

University Housing & Conference Services  
Lombardo Welcome Center  
(717) 871-4200  
[scott.helfrich@millersville.edu](mailto:scott.helfrich@millersville.edu)



## THE PROGRAM:

The Corporate Intern Housing Program (CIHP) is a unique opportunity for currently enrolled college students, who are not registered students at Millersville University, to have access to convenient affordable housing while interning in the local Lancaster County area. CIHP is only available during the summer session months (May - August).



All applicants must complete the online request form to open their application. Enrollment begins during the spring semester.

Requirements for admission into this program:

1. Interns must currently be a registered college student at a higher education institution and must provide proof of enrollment at the home institution.
2. Corporations must be able to provide a copy of the internship offer letter.
3. Interns and/or corporations must sign a Summer Occupancy Agreement.
4. Payment is due prior to the requested check-in date.



## CHECK-IN:

The Millersville University Housing & Conference Services (UHCS) staff will supervise and oversee an intern's summer stay.

A convenient check-in timeframe will be provided to all interns. Suggested check-in time is between 3:00 p.m. - 9:00 p.m. Occupancy weeks begin on Sunday through Saturday.

Upon check-in, an intern will receive:

- Conference card (access to residence hall)
- Keys to suite

## CHECK-OUT:

At the end of the summer and the internship, UHCS staff will walk through check-out procedures. Interns are requested to check-out no later than 5:00 p.m. on their last day.

Upon check-out, you will return the conference card and room keys received upon check-in. Fees will be charged for lost keys or card.

## ON-CAMPUS SERVICES:

### Self-Service Laundry:

- Machines are coin-operated and open for use 24/7.
- Cash for coin exchange can be done at the SMC Business Office during business hours.

### Student Memorial Center (SMC) Recreation Center & Outdoor Recreation

- Guest passes are available for purchase at the front desk in the SMC Rec Center.
- Walking and running trails are available to corporate interns. Trail maps can be found on our website.
- Pool memberships are purchased through SMC Ticket Office.

*Did you forget something?*



## University Store

- Located in the Student Memorial Center
- Stocked with toiletries and amenities
- The University Store is open Monday through Friday 8:30 a.m. to 4:30 p.m.

## POLICIES:

### TOBACCO, ALCOHOL & DRUG USE

*Millersville University is a **dry and non-smoking campus**.* The storage and use of alcoholic beverages, tobacco, and vaping paraphernalia in the residence halls and around campus is strictly prohibited.

The possession and usage of illegal and illicit drugs are prohibited. Failure to comply with these regulations may result in forfeiture of the privilege of using University facilities and services, or termination of this agreement.

### NOTICE OF NON-DISCRIMINATION

Millersville University does not discriminate on the basis of race or ethnicity; gender; sexual orientation, gender identity, gender expression; campus status; marital status; pregnancy; age; religion or belief system; disability; national background or origin; or veteran status in admission or access to, or treatment of employment in, its programs and activities. For more information please visit the University's website.