



wittenberg
ResLife

GUIDE TO 'BURBS 26-27



WELCOME
HOME!

INTRODUCTION

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ResLife

WELCOME HOME

We are thrilled to welcome you into the Witten'Burbs!

The 'Burbs consist of different styles of houses, apartments, & townhomes surrounding our campus. All units come with a full kitchen, but not all come with furniture. Check out the website for more information on individual units or reach out to housing@wittenberg.edu. -We hope you enjoy this guide- if you have any suggestions to add, please reach out!

-Office of Residence Life

Keep reading for:
-Packing List
-Expectations
-Resources
& More Information!



TIGER UP!



HELPFUL INFORMATION

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ResLife

OFFICE OF RESIDENCE LIFE

- ☎ (937) 327-7800
- ✉ HOUSING@WITTENBERG.EDU
- 🏠 SHOUVLIN CENTER 101

**HOUSING
PORTAL**

SCAN ME!



STUDENT FINANCIAL SERVICES

- ☎ (937) 327-7321
- ✉ STUDENTFINANCIALSERVICES@WITTENBERG.EDU
- 🏠 BAYLEY WELCOME CENTER. 3RD FLOOR



Office of Student Financial Services

FACILITIES MANAGEMENT

- ☎ 937-327-7316
- ✉ FACILITIESMANAGEMENT@WITTENBERG.EDU
- 🏠 225 N. FOUNTAIN AVE

**WORK
ORDERS**

SCAN ME!

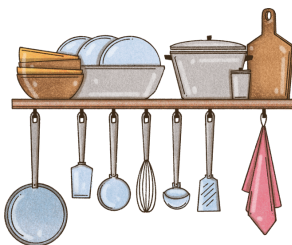


PACKING LISTS



KITCHEN

- Dishes: plates, bowls, cups, etc
- Utensils: forks, spoons, knives, etc
- Water bottles
- Pots/Pans
- Skillet
- Cooking utensils: spatula, spoon, etc
- Baking tray
- Cooking dish (oven safe)
- Hot pads
- Dish Towels
- Sponge/Dishcloth
- Paper towel
- Dish Soap
- Antibacterial/sanitizing cleaning spray
- Drying rack for dishes
- Food catcher (for sink drain)
- Trash can(s)
- Kitchen mat
- Microwave (sometimes present but not university-provided)
- Food storage



LIVING ROOM & COMMON SPACES

- Kitchen table & chairs
- Couch(es)
- Chair(s)
- Coffee table
- TV
- TV stand
- Side Table(s)
- Rug(s)



MISCELLANEOUS

- Febreeze small space
- Cleaning Supplies: vacuum, broom, mop
- Laundry supplies: laundry soap & dryer sheets
- Air Conditioner units (only one per resident + 1 for the house- please see Handbook for more)
- Laptop
- Headphones
- Chargers
- School Supplies: pens, pencils, notebooks, etc
- Calendar/Planner
- Trash Cans (minimum 3 recommended)



PACKING LISTS



BEDROOM

- Bed (bedframe, boxspring, & mattress)
- Bedding: comforter/duvet/sheets
- Blanket(s)
- Pillow
- Dresser
- Nightstand
- Rug
- Clothing storage
- Desk
- Chair/sitting options
- TV/tv stand
- Decorations
- Hamper
- Hangers
- Clothes
- Winter coat
- Rain coat/boots
- Lamp(s)
- Area Rug



BATHROOM

- Shower curtain/liner (may not need)
- Towels/bath sheet
- Hand towel
- Floor mat
- Toilet paper
- Hand soap
- Shower organizer
- Toiletries: soap/shampoo/etc
- Toilet brush/cleaner
- Bathroom cleaning supplies
- Hygiene items: hairbrush, toothbrush, etc.
- Shower Caddy



MEDS & FIRST AID

- Allergy Medication
- Band-aids
- Cold medicine
- Pain relievers
- Prescription medication
- Thermometer
- Antibiotic Ointment



UTILITIES IN THE WITTEN'BURBS



TRASH EXPECTATIONS:

- Trash bins must be taken to the curb on Sunday nights for early-Monday pickup.
- No trash should be outside of the bins
 - Any trash that can't fit in the bin must go to the nearest dumpster
- Furniture and large items must go to the dumpsters on campus
- Trash bins must be moved off the sidewalk/by the street by Tuesday morning
- Refrain from putting loose trash in the cans (this will keep leftover trash in bins down)
- Email Housing for any issues with your bins housing@wittenberg.edu
- Failure to keep your yard free from trash can result in littering fines or tickets and a referral to Student Conduct

INTERNET:

- Spectrum is the internet service consistently available for our Burbs Properties
- You are responsible for the internet charges and setting up the system unless you reside in Sprecher or Keller Apartments
- Closer to move-in (a day or two before) call Spectrum (888) 267-6094
 - You will need the address for your unit
 - Explain that you are a Wittenberg Student setting up internet for your unit
- They will ship your system or work on an installation date for you. If you are unsure where to plug your cables in - Spectrum should be able to tell you which room has a live plug.



LAUNDRY



WITT-PROVIDED (KELLER & SPRECHER)



A.L.L. LAUNDRY IS OUR PROVIDER
TO PUT IT A WORK ORDER:



(888) 362-9299



SERVICE@ALLLAUNDRYSERVICE.COM



BEDLOFT (‘BURBS RENTED)

IF YOU RENT A MACHINE, IT IS THROUGH BEDLOFT
INDEPENDENT SERVICES, NOT WITTENBERG. HERE IS HOW
TO PLACE A SERVICE REQUEST:



(937) 935-5101 (CAN TEXT OR CALL)



SCAN QR CODE FOR SERVICE FORM



PLEASE NOTE, ALL BURBS RESIDENTS HAVE ACCESS TO THE
SPRECHER & KELLER LAUNDRY ROOMS WITH THEIR UNIT KEY

ANY ISSUES EMAIL HOUSING@WITTENBERG.EDU

WORK ORDERS



WITTENBERG FACILITIES MANAGEMENT

THE QUICKEST SUPPORT IS
THROUGH A WORK ORDER.
VISIT THIS PAGE FOR MORE
INFORMATION:

SCAN ME!



(937) 327-7316



FACILITIESMANAGEMENT@WITTENBERG.EDU

Pest Control

You are responsible to address the concern first. If the issue persists, please submit a work order. Be sure to detail what you have done. Exceptions: bed bugs, wasps, or any safety concerns

Damages

If your window breaks, door, or wall has damages that impact your safety, security, or comfort, please put in a work order. We will manage the concern best we can while you reside there. If it was purposeful damage we will need to have Witt PD do a police report as well. Please do not wait till the end of the year, this can cause fines or additional charges.

Snow Removal

You are responsible to treat & clear the snow/ice on your porch and to the main sidewalk. Facilities will take care of the sidewalk as quickly as possible. The Office of Residence Life has shovels to borrow and salt to grab in Shouplin 101- but plan ahead!

Electrical

If you flip the breaker, we ask that you try to resolve it before you place a work order. If you do not know how, please reach out to Facilities so they can show you. You are also responsible for replacing smoke detector batteries as well as light bulbs.

Miscellaneous

Wittenberg Facilities Management does not manage internet or laundry (except for Sprecher or Keller). If you have issues with internet please contact your provider and laundry has a separate page with instructions.

Please note that we consider any safety concerns or lack of heat to be an emergency, please call Witt PD if this is the case so we can troubleshoot solutions. Please note, sometimes the solution is a temporary space while the issue is waiting to be resolved.



APPLIANCES

APPROVED APPLIANCES



Scan above to access
the appliance
registration form

Examples of Approved Appliances:

- Laundry Units
- Air Conditioner units
- Grills (only allowed outside)
- Air Fryers (must have auto-shut-off feature)
- Other small kitchen appliances with shut-off feature

UNAPPROVED APPLIANCES

THESE ITEMS ARE NOT PERMITTED:

- Firepits/fireplaces
- Lighterfluid, charcoal, propane tanks, and grills are not permitted inside the structure (including porches)
- Hoverboards, escooters, etc.
- Candles, candle warmers, wax warmers, & wallflowers
- Anything with an open heating element



For more information
check the Student
Handbook

ANY QUESTIONS EMAIL HOUSING@WITTENBERG.EDU

POLICIES



OFFICE OF RESIDENCE LIFE

WE ARE SOME COMMON VIOLATIONS THAT WE SEE IN THE WITTEN'BURBS. PLEASE SEE THE HANDBOOK FOR MORE INFO.

SCAN ME!



(937) 327-7800



HOUSING@WITTENBERG.EDU

Damages

Please report all damages to Witt PD and Housing immediately so we can ensure it is addressed in a timely manner. This can help avoid additional fines at the end of the year.

Remember the importance of the RCR too!

Fire Safety

Fire safety is something we ask that you take very seriously. As 'Burbs resident we give more approved appliances, but it comes with more responsibility. Please be careful while cooking and do not bring any unapproved items such as candles, wallflowers, etc.

Keys

Reminder to turn your key in at the end of the Fall semester before you depart for Winter Break.

As well as report any missing keys. Failure to report the key can cause additional fines.

Yard Concerns

Please keep the yard clear of debris and furniture unless being used. Failure to do so can cause delays in maintenance and a referral to the student conduct process. Every night, make sure all chairs, corn hole sets, etc are brought off the yard.

Please keep the trash can areas and yards free of debris and trash. Failure to do so can result in a ticket and/or referral to the student conduct process. Help us keep Wittenberg clean!

Grills are not permitted to be on porches or inside any structure, as it is a major fire hazard. This includes the grill, propane, charcoal, lighter fluid, etc.

SAFE SOCIAL HOSTING

OFFICE OF STUDENT CONDUCT

FOR MORE INFORMATION ON THE
REQUIREMENTS FOR SAFE SOCIAL
HOSTING SCAN THE QR CODE FOR
THE STUDENT HANDBOOK



SCAN ME!



(937) 327-7804



STUDENT-CONDUCT@WITTENBERG.EDU

Safe Social Policy

These procedures assist student organizations and groups to plan events with alcohol while understanding liability and risk reduction techniques. It is the responsibility of all students, student organizations, or groups—and its members—to be familiar with all applicable state and federal laws, university policies and procedures. Additionally, students are responsible for their own behavior, utilizing effective risk management practices, and creating a safe environment for all attendees.

To Register an Event

Before any event is held, students must obtain approval for their event if it is to include alcohol. Please adhere to the following procedure for the event to be approved.

1. Submit a Safe Social Hosting Event Registration Form to the Office of Student Involvement two weeks before any sponsored event where alcohol will be present.
2. A Risk Management checklist will be sent to the hosts, they must complete and send it back.
3. Approval will be granted or a follow up conversation will be scheduled, provided the event abides by all university and related organization policies and procedures. A complete list of all guests invited must be turned in by this time. (See Guest List Guidelines)

Any additional questions or concerns, visit the Student Handbook (QR code above) or email the above Student Conduct Email.

ROOM CONDITION REPORT (RCR)



OFFICE OF RESIDENCE LIFE



(937) 327-7800



HOUSING@WITTENBERG.EDU



**HOUSING
PORTAL**

Room Condition Reports- due two weeks after move-in

The easiest way to avoid damage charges at the end of the year is to take the time to fill out the RCR well. RCRs or Room Condition Reports, are available online on the housing portal (scan the QR code in the top right corner), where you can add comments and pictures to your RCR. This allows you to communicate with the housing staff about the condition of your space at the time you moved in. This will help avoid charges for damages that happened before you resided in the space.

RCRs are available for two weeks after move-in. We allow this time to catch issues over a few days after you move in, as we know you will likely notice things over time. If you move spaces, a new RCR will be automatically created for you and will populate over the next few business days. If you have any questions or are missing a form, please contact the housing department (see above).

Please remember not to add anything to your space that permanently alters it or causes damage to help avoid charges. Other typical charges are centered around not following check-out procedure, so be sure to read all communication thoroughly.

EZRY'S GO-TO MEALS



Healthy Tuna or Chicken Salad

2 cans of tuna/chicken
2 hard boiled eggs
3/4 cup celery sticks (diced/chopped)
1/2 cup of mayo or Greek yogurt
1/8 cup Onion (Chopped)
1/4 cup Pickles (Chopped)
1/4 cup Bell Pepper (Chopped Optional)
1/4 cup tomato (Chopped Optional)
Put all ingredients in a bowl and mix to the texture of your liking.
Add Salt and Pepper to Taste

Easy Chicken & Rice

Chicken breasts or Chicken Thighs (amount can vary)
2 cans of cream of chicken
2 packets of chicken flavor rice
1 can full of desired milk
Mix it all together (not including chicken) and transfer to a casserole dish
Add chicken on top and sprinkle pepper on top. Place in the oven on 350 for around an hour
Will serve 4+ (make for great leftovers)!



Egg Bites

Milk
8 Eggs
1 pack of cooked bacon
Veggies of choice
Shredded cheese
Desidered seasonings
Beat the eggs and milk then stir in cut bacon and veggies
Pour egg mixture (do not overfill)
Top with cheese and bake at 375 for 15 minutes or so till eggs are cooked

EZRY'S GO-TO SAUCES



Taco Seasoning

Medium spicy taco seasoning (instead of a packet)
1 Tablespoon Chili powder (1.5 teaspoons if you don't want it very spicy)
1/4 teaspoon Garlic powder (or granulated garlic)
1/4 teaspoon onion powder (or dried minced onion)
1/4 teaspoon dried oregano
1/2 teaspoon paprika
1.5 teaspoons ground cumin
1 teaspoon black pepper

add to 1 pound of ground meat or meat substitute for tacos!

Copycat Cane's Sauce

1/2 cup mayo
1/4 cup ketchup
1 teaspoon ground pepper
1/2 teaspoon garlic powder
1/4 teaspoon Worcestershire

Mix together and enjoy



Yum Yum Sauce

Make at least 2 hours before needed

1 cups Mayo
3 teaspoons ketchup
3 teaspoon melted butter
3 teaspoon mirin (can leave out but nice when you have it)
2 teaspoon rice vinegar
1 teaspoon paprika
1 teaspoon garlic powder
1 teaspoon onion powder
3 teaspoon white sugar
1-2 Tablespoons water

mix all together except water. Add water a little at a time until smooth or the desired consistency. Refrigerate covered until ready to use. Can make the day before.



LOCAL- APPROVED!

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GROCERIES:

- Meijer (Bechtle)
- Aldi (Bechtle & soon E Main St)
- Kroger (Derr Rd & Bechtle)
- Walmart (Bechtle)
- Gordon Food Service (Bechtle)

SWEET TREAT

- Torche & Iron Cafe (Fountain)
- Young's Jersey Dairy (68)
- Crumbl (Bechtle)
- Dairy Queen (Bechtle)
- Grandpa Joe's (High St)
- Fent (Troy Rd)

FAVORITE CHAINS

- Texas Roadhouse (Bechtle)
- Cane's (First St)
- Jersey Mike's (First St)
- Chipotle (S Limestone Ave)
- Steak & Shake (Bechtle)
- Olive Garden (Bechtle)
- Chick-Fil-A
- Five Guys (Bechtle)
- El Toro (Bechtle)
- I-Hop (Bechtle)

COFFEE

- Sips & Tiger Fuel (Library/HWA)
- Coffee Expressions (Plum St)
- 7 Brew (East Main St)
- Starbucks (Bechtle Ave)
- Scouts (Fountain Ave)
- Winan's (Downtown/N. Fountain Ave)
- Un Mundo (N. Fountain)

PIZZAS

- Domino's (McCreight Ave)
- Donatos (N. Fountain Ave) (GF)
- The Hickory Inn (N Fountain Ave)
- The Villa (Villa Rd)
- The Buckeye Barn (Upper Valley Pike)

EATERIES

- Mike & Rosies (McCreight Ave)
- Ridgewood Cafe (Plum St)
- Our Hero (Plum St)
- Viva La Fiesta (Fountain Ave)
- Case Del Sabor (Vester Ave)
- Victor's Taco Shop (Bechtle)
- Catanzaro's Pizza (Dayton Ave)

SHOPPING

- Marshall's (Bechtle Ave)
- Hobby Lobby (Bechtle Ave)
- Five Below (Bechtle Ave)
- Dollar Tree (Bechtle Ave/North St)
- Dollar General (Park Rd)
- Roses (Derr Rd)

