



Dear Scott Court Resident:

Welcome to the Scott Campus Housing family! We are very excited about Scott Court being your home. The following move-in guide was designed to provide important information about move-in day.

Information included is: your mailing address as well as parking permit and UNO ID information. A meal plan application has been included (if you have not already signed up for a meal plan) as well as "Love from H.O.M.E." and a map of the property.

If you decide to dine with us at Scott Café during the school year and have not already submitted an application, please complete the attached application and return it to Scott Dining Services. \*If you have signed a Scott Court Academic room and board lease contract, you will NOT need to fill out a meal plan application.

In order for your move-in day to be as hassle free as possible, we have grouped the buildings as follows:

**MOVE-IN DATE: SUNDAY AUGUST 14, 2016**

**\*In order to receive your keys on move-in day, you MUST bring your student ID (MavCard) with you\***

- Buildings 1 and 3\*: 9:00 a.m. to 10:30 a.m.
  - Buildings 2 and 4\*: 10:30 a.m. to 12:00 p.m.
- \*(You will receive your building and roommate assignment in late July)**

On August 14, 2016, please report to the Scott Conference Center at 6450 Pine Street to check in (it is highly recommended that you check in on August 14<sup>th</sup>-the check in process is expedited on this day). If you cannot check in at Scott Conference Center by 4:00 p.m. on August 14, 2016, the next available move in time is:

- August 15, 2016 between 9am-4pm. If you are moving in on the 14<sup>th</sup> or after, please report to the Scott Housing Office, located at 1601 South 64<sup>th</sup> Street.

We must have your Financial Aid Guarantee Form / Financial Aid Documentation on file if you are using Financial Aid to pay for housing. If not, your payments are due as listed on your lease agreement. If you did not submit your Financial Aid Documentation to us and your account has a balance, you will not be able to pick up your keys or move in. If you chose the monthly payment plan (annual lease only) your first payment is due **July 1, 2016** (semester and annual payments are also due July 1, 2016). Your next monthly payment is due **August 1, 2016**. Please remember that we do not send invoices. Please refer to your lease cover page for payment and late fee information.

If you have any questions please contact our office at 402.778.6541 or e-mail me at leasing@scottcampus.com. We look forward to your arrival!

Sincerely,

Libby Coker  
Leasing Director  
leasing@scottcampus.com

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1601 South 64th Street Omaha, NE 68106 402.778.6541

**SCOTT**  
CAFÉ

**SCOTT**  
HALL

**SCOTT**  
VILLAGE

**SCOTT**  
COURT