Move-In Times
Each Kennesaw State University Housing community has specific check-in dates and times. Please reference the Check-In Schedule found on our website:

http://www.kennesaw.edu/housing/move_in.php

There will be a large number of residents moving in on these days; therefore, it is VERY important that you understand how the check-in system works. Please remember: if you are prepared and you move in at your designated time, the process will run smoothly. Check-in will be allowed only on or after your scheduled time.

Move-In Process
The check-in process is simple and easy for those students who have taken care of their pre-arrival requirements (detailed later in this letter).

1. Complete the pre-arrival checklist
2. Determine the Move-In day & time for your specific residential area
3. Arrive on campus during your specified time slot. Campus specifics are below:
   A. Kennesaw Campus Housing: Arrive and park in the designated areas. Exit your vehicle and proceed to the check-in areas to receive your room keys.
   B. Marietta Campus Housing: Arrive on campus and proceed to parking lot P11. You will receive your room keys in our drive through check-in and then proceed to your specific residential area to park.

We will have bins available and volunteers to assist you.

Pre-Arrival Checklist
Please understand that not completing an item on this list may result in a delay on move-in day.

- Obtain your KSU ID Campus Card that is required for move-in http://cardservices.kennesawstateauxiliary.com/campus-card/
- Complete the immunization requirements for Kennesaw State University http://admissions.kennesaw.edu/immunization.php
- Arrange for payment of your housing charges at housing@kennesaw.edu
- Review checklist of items to bring on move-in day http://www.kennesaw.edu/housing/docs/pdf/WhattoBring.pdf
- Register your vehicle with Parking & Transportation http://parking.kennesawstateauxiliary.com/student-parking/
- Print out our parking maps to help navigate on move-in day http://kennesaw.edu/housing/move_in.php
Housing Payments

For Students living in Austin Residence Complex I, KSU Place, University Village & University Village Suites your housing contract payments are divided into twelve equal installments. You may pay for the entire semester’s rent (6 months) in one lump sum if you would like, but your first installment must be received by August 1st. Each subsequent installment is due on the first of each month for the remainder of your housing contract. You will not receive an invoice or bill. Payments are considered late after the 5th calendar day of the month and incur late fees. We accept online payments of credit cards/debit cards and ACH payments (from a checking account). Cash will not be accepted. We do offer recurring credit card/debit card and recurring ACH payment options for your convenience. You can access these payment options by logging into the housing portal at www.kennesaw.edu/housing and then click the accounts tab. If you want to apply your financial aid towards housing you must complete the pre-authorization process prior to move-in day.

For Students living in Austin Residence Complex II and any Marietta Campus Housing your housing contract payments are broken up into 2 installments (fall and spring semester). These installments must be paid in full by the semester payment deadline set by the university. All payments will be paid through the University Bursar’s Office and are due by the payment deadline set by the university. Information on payment methods and the payment process can be found here: http://www.kennesaw.edu/finance/bursar/payments.html

Renter’s Insurance

Every resident is strongly encouraged to carry Renter’s Insurance. Kennesaw State University Housing is not responsible for damages to or loss of personal property. You can obtain such insurance at a minimal cost annually. You may also be able to obtain a rider policy to any parent or guardian’s homeowners policy.