Holding a Conference at a University offers a wonderful learning environment, and some very affordable housing options. While motels are available in the area, you might want to keep your costs down by taking advantage of dorm life for the week. If you haven’t been a student for more than a few years, here are some tips about residence hall living.

**What to expect**

Rooms include bed linens (sheets, mattress pad, pillows, pillow case and blanket), towels and bath soap.

Restrooms are communal and on each floor. When mixed genders are assigned to a floor, restrooms will be marked gender specific by the use of signage on the doors.

Services available in the dorms include:

- Complimentary linen exchange
- Area information
- Fans available upon request, no charge
- Refrigerator rental
- Parking pass sales
- Laundry facilities
- Lobby and lounge areas
- Computer labs
- Vending Machines
- Mail service
- Wake up call service

**What rooms don’t include**

Hangers – this is always a surprise, so pack a few!

Hair dryers, and those cute little sample shampoos, so pack your baggy for the plane

Air conditioning, but fans are available for free by request

Irons, but we will be in the Wild West so who needs them?

Double beds

Radio or TV in your room

Alarm clocks, but there is wakeup service (see above) or figure out how to set the alarm on your cell phone

**Yes, if you are over 21, you may have alcohol in your dorm room!**

In compliance with Montana State Law and the Montana University System Board of Regents, possession and consumption of alcohol is prohibited in all areas, except by individuals of legal age in private sleeping rooms.

**No, you may not smoke, even in your dorm room**

MSU buildings are smoke free. Visitors are required to be at least 25 feet from a building when smoking.
For things you forgot, or don’t want to pack:
There is a market about a three minute walk from your dorm.

Checking your email The SUB, which is where the meetings take place, has full wireless coverage and there is no charge. There are also public access computers throughout the SUB for folks to check their email.
If you are bringing a laptop, the Ethernet network connection in your dorm room will be active. Once the laptop is plugged into a wall and Internet browser is started, the system will walk you through the setup process. There is no charge for the connection for the first 3 days. After that point, there will be a weekly charge.

The INS and OUTS

Check-in/Check-out Times
Check-in time is 1:00 p.m. and check-out time is 11:00 a.m..

Lost or Damaged Keys
Guests are responsible for returning issued keys to the front desk at the time of check-out. Any keys not returned by a contracted group will be billed for all rekey or damaged key charges.

Special Needs
Guests requiring special assistance or those needing additional assistance during emergency situations are asked to notify Conference Services prior to the arrival date or the desk clerk at the time of check-in.

Building Entry
For security reasons, front doors will be locked from 11:00 p.m. to 6:00 a.m. All other doors will be locked 24 hours a day. Front desks will be staffed 24 hours a day and available to allow access to guests during those hours.

Room Occupancy/ Capacity
Sleeping rooms are arranged for single or double occupancy. The maximum number of guests in a room is not to exceed the number of beds placed in a room at the time of check-in.

Front Desk Services
Residence hall front desks are staffed 24 hours a day, 7 days a week to assist guests. Desk services include linen and towel exchange, fan and refrigerator check out, parking tag and laundry card purchase and general campus or Bozeman information.