

## REINHARD VILLAGES FAQ

- **How do I submit a work request?**

1. [www.clarion.edu](http://www.clarion.edu)
2. Scroll to bottom of the homepage, click *Living at Clarion* under *Student Life*.
3. Click *Campus Housing*
4. Look for the green section titled *Work Order Request Forms* - Reinhard

- **When will I find out about my roommate?**

- You can view your roommate(s) by logging into the housing application. Additional roommate information will be emailed to your Clarion Eagle email account mid-July (fall) mid-January (spring).

- **Am I able to have a vehicle at RV?**

-Yes, with a valid driver's license, vehicle insurance, and owners registration card one permit will be issued per resident per housing contract.

- **Can I have a guest stay here and park?**

-Yes, guests may obtain a guest parking permit by stopping in the Leasing Office.

- **Do I have to pay for laundry?**

-No, your Reinhard apartment includes a washer and dryer at no cost.

- **Do I need to pay extra for Internet/Cable?**

No, connections are available in each living room and bedroom. You will need to supply your own TV and coaxial cable for the cable and an ethernet cord for the internet connection.

- **Where is my mailbox located?**  
-In the Community Center. There is one mailbox per apartment and each person has a key.
- **What is my mailing address to receive mail/packages?**  
  
Name  
Apt# and Letter  
Village  
Clarion, PA 162614  
  
(ex: John Doe, 1331C Brook Trout Trace, Clarion PA 16214)
- **What do I do if I am going to receive a package?**  
-If you receive a package, a slip will be placed in your mailbox or a text message will be sent to inform you to pick it up in the Leasing Office during business hours.  
\*You must bring your valid ID to obtain your package.
- **Is my living room furnished?**  
-Yes, the living room includes a couch, love seat, entertainment table, coffee table, and end table.
- **What size are the beds?**  
-Full Size
- **What is included in the kitchen?**  
-Dishwasher, garbage disposal, microwave, oven, full sized refrigerator with ice maker, dining table & chairs (4\*4= 4 chairs, 4\*2= 2 chairs)
- **What is included in the bedroom?**  
-Full sized bed, desk, chair, closet with shelf, and four drawer dresser

- **What is in the Community Center?**

-The Community Center includes the Reinhard Office, resident's mailboxes, a large classroom for events, a fitness center, kitchen, TV lounge, and computer lab. All residents have access to these facilities with their key card.

- **Can I stay at RV over breaks?**

-Yes

- **Who do I call in an emergency?**

-Reinhard Office 814-226-4740 Monday-Friday 9:00-5:00

-After office hours 814-316-1726

- **Can I cancel my contract?**

-Cancellation requests must be done by completing the "[Contract Release Request](#)" form and submitting it to the Office of Residence Life Services. Requests will be reviewed by appropriate personnel and a decision will be made within 10 days of the receipt of the request. Cancellation fees may apply.