

WHAT YOU NEED TO KNOW

ABOUT THRIVING
IN YOUR STUDENT RESIDENCE
AT STANFORD



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WELCOME HOME!

The entire Residential & Dining Enterprises (R&DE) team is excited to welcome students to campus once again. We are fully committed to helping you settle into your new home – the place where you will live, eat, study and more while here at Stanford – and to providing excellent service and support during the coming year.

Please take time to read and review the information in this brochure, which contains practical information and important guidelines that will help as you begin to find your way around. Your **Housing Service Center** Supervisor and Housing Building Manager are your primary resources for any housing-related needs. The Housing Service Center, in particular, is your one-stop help desk for check-in and check-out, housing communications, campus information and many other services.

R&DE Stanford Dining is Committed to Excellence by providing meal programs that support the development of communities within residences and across neighborhoods. R&DE Stanford Dining meal plans offer significant value, the highest quality food and flexibility of dining across campus to create new connections and allow students to engage in intellectual and lively discussions over meals with each other, faculty, and members of the Stanford community. R&DE Stanford Dining prides itself on providing **nutritious, sustainable, and delicious** food choices — embodying the **Menus of Change Principles**, as part of its leadership of the **Menus of Change University Research Collaborative** — to meet the wide variety of dietary needs within our diverse Stanford community. The **Eat Well @Stanford program** provides support to students dining with food allergies, religious requirements, medical needs, vegan/vegetarian diets, and other nutritional needs. For more information on navigating your dietary needs in the neighborhoods, please contact nutritionist@stanford.edu.

R&DE Stanford Dining also has a long history of award-winning sustainability leadership. Our **One Plate, One Planet** vision captures the full breadth of our pioneering sustainable food program, which represents bold, long-term commitments to climate action and racial equity. It celebrates the power of social consciousness, operational innovation, and individual food choices in promoting sustainable food systems. We believe that with each plate we serve, and each meal our students eat, we have the opportunity to create a better future for this planet together. Learn more about our **Sustainable Food Ethos** that guides our purchasing decisions, the positive impact we have through our menu and operations in our **Sustainable Food @Stanford By the Numbers infographic**, and practical tips for **How to Eat Sustainably on Campus**.

R&DE Stanford Dining's CleanDining program builds upon the already high standards of food safety and sanitation in the dining halls, utilizing industry best practices and enhanced cleaning protocols. The goal of R&DE Stanford Dining's CleanDining program is to provide students with reassurance of the safety of their dining experience and create a focus on enhanced cleanliness that will be visible to students. Our CleanDining policies and related procedures manual is a living document that will be updated as new university guidelines and county regulations develop. R&DE Stanford Dining's CleanDining program was created to consistently meet all of the evolving expectations during the COVID-19 pandemic. You can also find information about measures we are taking to students and staff safe on the **CleanDining** program page.

We encourage you to learn more about your award-winning Stanford Dining program by visiting the **Stanford Dining website** for details on nutritional support, halal, kosher, food allergy accommodations and more. You can also reach out to a member of the Stanford Dining team – chef, manager, nutritionist who are here to assist you.

Please look for emails and newsletters from your Housing Service Center Supervisor, Housing Building Manager, and Housing Assignments throughout the year. We will communicate important deadlines (such as the undergraduate Winter Break closure) and special events via email and on the R&DE Student Housing website, studenthousing.stanford.edu.

Should you need any repairs in your room or apartment, please submit a Fix-It request to fixit.stanford.edu so our maintenance staff can promptly remedy the issue. For any other housing-related questions or issues, please contact your **Housing Service Center** staff.

Best wishes for a successful start in your academic endeavors at Stanford, and for a terrific, worry-free residential living and learning experience on The Farm.

Again, "Welcome Home!" from all of us in Residential & Dining Enterprises.



Imogen M. Hinds

Imogen Hinds, Ed.D., M.Ed.
Executive Director
R&DE Student Housing



Eric Montell

Eric Montell
Executive Director
R&DE Stanford Dining

BUILDING AND ROOM ACCESS



No doubt you want to settle in quickly so you can meet new friends, explore the campus, or get a head start on the new academic year. Helpful information can be found in the “Moving In” section of our website at movein.stanford.edu. To get you started, we’ve put together a list of the top things you need to know to stay safe and secure (see below and sidebar). Please refer to the Residence Agreement for a complete list of policies and procedures.

As you move in, take some time to familiarize yourself with your housing complex and neighborhood. Learn the location of the emergency exits and the Emergency Assembly Point for your building. Locate the many common areas available to you — lounges, computer clusters, laundry facilities, recreational areas, and meeting rooms. And consider yourself at home.

SECURITY AND ACCESS

The Stanford campus is beautiful and reasonably safe. Our mission at R&DE Student Housing is to maintain our residences and grounds as a safe, secure, and comfortable living and learning environment conducive to all students’ academic success and well-being.

Residential buildings are locked 24/7 and accessible only with a key or access card (SUID), which also provides access to your room and designated common spaces. You will use your Stanford ID card to enter buildings with card access.



LOST KEYS

You are responsible for the keys issued to you. If a key is lost, the locks will be changed and your account will be charged a fee to cover the replacement lock cores and keys. Please report all lost keys immediately to your Housing Service Center. When the Service Center is closed, report all lost keys to our after-hours hotline (650) 725-1602. For everyone’s safety, only an R&DE Student Housing locksmith may repair/re-key your locks. Students who violate this policy will be charged for the re-key and the incident will be referred to their Residence/Graduate Dean. If your key is damaged, please return it to your Housing Service Center for a free replacement.

LOCK OUT ASSISTANCE

If you are locked out, your Housing Service Center staff can let you into your room or apartment during normal business hours. After hours in undergraduate housing, you are encouraged to contact your Resident Assistant (RA) for room entry. Undergraduate who call our after-hours hotline (650) 725-1602 for lockout assistance after the Housing Service Center is closed will be assisted by a member of the R&DE Community Access Response Enterprise (CARE) team. A Stanford ID or government-issued ID must be presented to receive lockout assistance. Please note that there is a \$45.00 fee for lockout assistance provided via the CARE team.

REMEMBER:

- Please report lost keys immediately to your R&DE Housing Service Center.
- If you are locked out of your room or apartment:
 - During normal business hours, your Housing Service Center staff can let you in.
 - After hours in undergraduate housing, contact your RA for room entry.
 - Students can also call the after-hours lock out hotline (650) 725-1602.

LOST/DAMAGED SUID CARDS

Damaged SUID cards will not work for building access. To prevent damage, avoid:

- Machine washing your SUID in clothes pockets.
- Exposing the card to direct heat (e.g., from a clothes dryer or direct sunlight on a car dashboard).
- Punching holes in your SUID card.

Lost or damaged SUID cards may be replaced (for a fee) at the Campus Card Office in Tresidder Memorial Union.

REPORT PROBLEMS

Should you discover any malfunctioning card access equipment, DoorKing entry system, or any other problems with doors, please notify your Housing Service Center, file an online Fix-It request, or after 5:00 p.m. weekdays or any time on weekends, call the Emergency Maintenance Hotline at (650) 725-1602

VISITOR ACCESS

DoorKing is a telephone-based access system that allows residents to unlock a door for a guest visiting the building. Here’s how it works:

- Visitors locate the last name of the person they are visiting in the DoorKing directory. Using the telephone keypad, the visitor enters the three-digit code that appears next to the student’s name.
- Press 9 on your campus telephone keypad when DoorKing rings your landline. Cellphones won’t work for this purpose.
- To deny entry: press # on your telephone keypad or hang up.

Entry,
Press



No Entry,
Press



KEEP YOUR RESIDENCE SECURE

DO:

- Get to know your fellow residents.
- Lock your doors and windows and make sure residence doors latch behind you when you enter or leave.
- Have your key/access card (SUID) handy when approaching your residence.
- Replace lost or damaged cards at the Campus Card Office in Tresidder Memorial Union.

DON’T:

- Allow “tailgaters” to follow you into your residence.
- Prop open residence doors.
- Share your key or access card (SUID) with anyone.



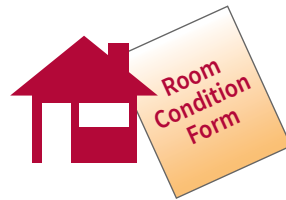
LIVING ON CAMPUS

R&DE MOVE IN TIPS

1 COMPLETE YOUR ROOM CONDITION FORM

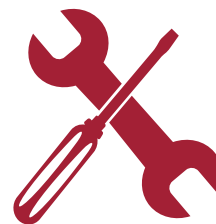
Complete a room condition form or apartment inventory checklist detailing the condition of your room or apartment and its contents. That way, you won't be charged for a pre-existing problem when you move out. If you don't complete and submit this form, we assume that you found no damage or missing furniture in your room.

Undergraduates: Complete the online room condition form (available from your Housing Front Desk or at roomforms.stanford.edu) **within five days of checking in.**



2 REPORT ANY PROBLEMS

We worked hard to prepare your room or apartment for your arrival. Should you find any items that require repair or attention, please **submit an online "Fix-It" request form** available at fixit.stanford.edu so our maintenance staff can address the issue promptly. For serious problems, such as a door that cannot be locked, a flood, or a backed-up sewer line, please call (650) 725-1602.



3 CONSIDER RENTER'S INSURANCE

Stanford University does not carry insurance covering personal property. If your family homeowner's insurance plan doesn't cover your personal property from loss, damage, or theft, consider buying renter's insurance. The university is not liable for, nor does it assume, any responsibility for theft, destruction, malfunction, failure, or loss of money, valuables, or other personal property.

4 CHECK YOUR EMAIL OFTEN

To comply with privacy protocols and ensure we are communicating with the intended individual, R&DE Student Housing corresponds with residents using official Stanford email addresses. Please use your Stanford email address for all official correspondence and check your email regularly for important incoming messages.

5 BED LOFTING/BUNKING (UNDERGRADUATE RESIDENCES ONLY)

Most beds in undergraduate residences are set at the highest level of the headboard to provide maximum flexibility and storage space. In some places it is also possible to bunk or loft beds. For instructions, visit lofting.stanford.edu. Contact your Housing Service Center for information on checking out lofting materials (headboards, rails, bolts, pins) and tools. Supplies are available on a first-come, first-served basis. **Non-university provided bunks or lofts are not permitted in any residence.**

6 MATTRESSES

Our mattresses are specially designed with "plush firm" and "extra firm" sides to accommodate a wider range of sleep preferences. If your mattress feels uncomfortable, try flipping it over to the other side.

7 LAUNDRY

Our Just Like Home laundry program gives students unlimited use of environmentally-friendly washers and dryers. No coins or cards are required as the cost is included in your housing fees. Laundry supplies and detergents are not provided.

- Download the SpeedQueen app to see which machines are open, and to monitor the time left on any machines you are using.
- **Please be sustainable and wash only full loads.**
- Report any equipment malfunctions to your Housing Service Center.

YOU'VE GOT MAIL (AND PACKAGES)

UNDERGRADUATE RESIDENCES

All students living in undergraduate housing, including large residences and Row houses, will receive all mail and packages (envelopes, express mail, certified mail and packages delivered via Amazon, FedEx, UPS and USPS) at the Undergraduate Mail and Package Delivery Center at Tresidder Memorial Union.

Read more about mail and package delivery on the R&DE website. rde.stanford.edu/studenthousing/mail-deliveries

The package and mail center's hours of operation are:

- Monday - Friday: 8 a.m. - 8 p.m.
- Saturday: 10 a.m. - 6 p.m.
- Sunday: 10 a.m. - 2 p.m.

Your address for all mail and packages sent via the U.S. Postal Service:

Your Name
531 Lasuen Mall
P.O. Box # (enter your assigned box number here)
Stanford, CA 94309

Please be sure to follow this addressing standard to ensure proper processing of your delivery and quick notification of its arrival.

Your address for all non-USPS Shipments:

Student first and last name - SUNet ID (place your last name and SUNet ID in the last name field for online forms)
459 Lagunita Drive (address line 1)
c/o Stanford Tresidder Union Package Center (address line 2)
Stanford, CA 94305

Example:

Jane Stanford - jstanford
459 Lagunita Drive
c/o Stanford Tresidder Union Package Center
Stanford, CA 94305

R&DE AT STANFORD



Residential & Dining Enterprises is Student Housing, Stanford Dining, Stanford Hospitality & Auxiliaries and Stanford Conferences. We are committed every day to enhancing the lives of all students and the larger Stanford community. R&DE is proud to be at the heart of your Stanford experience. Most importantly, we want you to know...

You are never an interruption in our day; you are the reason we are here!

RESIDENTIAL & DINING ENTERPRISES

Office of the Senior Associate Vice Provost for Residential & Dining Enterprises

(Monday – Friday, 8:00 a.m. – 5:00 p.m.)

609 Escondido Road, Stanford, CA 94305-6098

Phone: (650) 723-1674

Website: rde.stanford.edu

From the Farm. For the Farm. **R&DE.**
HOUSING • DINING • HOSPITALITY • CONFERENCES

R&DE STANFORD DINING

R&DE Stanford Dining is Committed to Excellence by providing meal programs that support the development of communities within residences and across neighborhoods. R&DE Stanford Dining meal plans offer significant value, the highest quality food and flexibility of dining across campus to create new connections and allow students to engage in intellectual and lively discussions over meals with each other, faculty, and members of the Stanford community. R&DE Stanford Dining prides itself on providing *nutritious, sustainable, and delicious* food choices — embodying the *Menus of Change Principles*, as part of its leadership of the *Menus of Change University Research Collaborative* — to meet the wide variety of dietary needs within our diverse Stanford community. The *Eat Well @Stanford program* provides support to students dining with food allergies, religious requirements (including kosher and halal), medical needs, vegan/vegetarian diets, and other nutritional needs. For more information on navigating your dietary needs in the neighborhoods, please contact nutritionist@stanford.edu.

Meal Plans:

dining.stanford.edu/dining-hall-meal-plans

dining.stanford.edu/row-and-suites-meal-plans

dining.stanford.edu/row-and-suites-meal-plans#co-ops

Hours and Calendar:

dining.stanford.edu

Phone: (650) 723-4751

Follow us on Instagram: [@stanforddining](https://www.instagram.com/stanforddining)



DINING HALL MEAL PLANS

Students can use their meals for breakfast, brunch, lunch, and dinner meals in any open dining hall. Visit our [dining hall locations and hours page](#) for more information. **Meal Plan Dollars** may be used at select R&DE Stanford Hospitality & Auxiliaries retail locations or any R&DE Stanford Dining location, including all late-night operations. **Cardinal Dollars** may be used at all R&DE Stanford Dining and R&DE Stanford Hospitality & Auxiliaries retail locations. **All undergrad students living on campus (except in Mirrielees) are required to be on a meal plan, but students can switch their dining hall meal plan at any time until the last four weeks of each quarter.** The default meal plan for all undergraduates for fall quarter is 15 meals per week. Your meal plan will be added to your account and SUID card prior to your arrival on campus. You may change your meal plan when you get to campus.

R&DE STUDENT HOUSING

R&DE Student Housing is proud to Welcome Home over 13,000 students and family members each year. We:

- House 6,500 undergraduates, 5,500 graduate students, and over 1,000 partners and children each year.
- Pride ourselves on providing a Culture of Excellence in all 350 student residences, with an emphasis on supporting the academic mission of the university by providing safe, secure, comfortable, and sustainable homes.

For more information, visit studenthousing.stanford.edu.



Housing Service Centers & Housing Operations Staff

Please visit housingservicecenter.stanford.edu.

Maintenance and lockouts

Non-emergency repairs: fixit.stanford.edu
Emergency Maintenance and After-Hours
Lock Out Hotline: (650) 725-1602

Housing Assignments

Effective Monday, September 20,
Monday, Tuesday, Thursday, Friday - 9:00 am - 4:30 pm, Wednesday - 10:30 am - 4:30pm. Closed over lunch hour.
408 Panama Mall, Suite 101, Stanford, CA 94305-6034

Questions? Submit a help ticket at stanford.service-now.com/services
Phone: (650) 725-2810

Email: studenthousing@stanford.edu

Phone: (650) 725-1600



R&DE STANFORD HOSPITALITY & AUXILIARIES

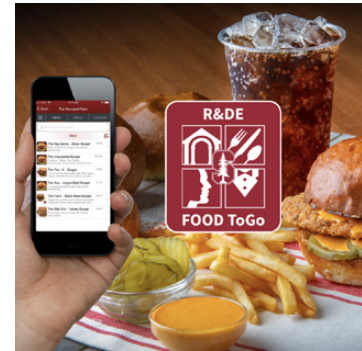
R&DE Stanford Hospitality & Auxiliaries offers an array of fresh and flavorful food options at its retail dining locations on campus, from “the best burgers on The Farm” at the Axe & Palm to plant-forward choices at the Forbes Family Café and fast casual favorites at Tresidder Memorial Union. All locations offer vegan and vegetarian options. Convenient ordering is available online or with the R&DE FOOD ToGo mobile app. For a complete list of locations visit hospitality.stanford.edu/locations.

All R&DE retail locations accept Cardinal Dollars, cash, credit cards, and Google Pay/Apple Pay. Stanford students with a valid ID are exempt from sales tax for food purchases in Stanford-owned-and-operated retail locations.

CARDINAL DOLLARS

Purchasing Cardinal Dollars, loaded on your Stanford ID card, provides the security and convenience of a debit card and a 10% bonus up front -- buy \$100 and get \$110 to spend! Swipe your Stanford ID card to spend Cardinal Dollars at any Stanford-owned café as well as athletic concessions stands at Stanford Stadium, Maples Pavilion and Sunken Diamond. The remaining balance will stay on your Stanford ID card until it is used, and you can reload additional Cardinal Dollars at any time. To purchase, visit cardinaldollars.stanford.edu.

Undergraduate Meal Plan Dollars, referenced above in R&DE Stanford Dining, are accepted at select R&DE retail locations. For more information, cardinaldollars.stanford.edu.



R&DE Stanford Hospitality & Auxiliaries:
hospitality.stanford.edu

Retail Hours of Operation:
rde.stanford.edu/hospitality/locations

Cardinal Dollars
cardinaldollars.stanford.edu



GETTING CONNECTED

INTERNET ACCESS (LEARNING TECHNOLOGIES AND SPACES)

For internet access, register your computer on Stanford's network.

- Simply turn on your computer, connect to the wired or wireless network, and open a web browser.
- For help with connectivity problems, contact the Peer Technology Specialist (PTS) or visit thehub.stanford.edu/services/peer-technology-specialists.
- R&DE Student Housing recommends the use of smart power strips for electronic equipment.

TELEPHONE SERVICE (UNIVERSITY IT)

Stanford provides landline phone service including the phone itself. The service is active when you arrive, and includes call waiting, local calling, domestic and international long distance. Keep the phone plugged into the wall jack to use in an emergency or to receive calls from guests via the DoorKing entry system.



Phone and network service are included in the technology fee charged to your university bill. For more information, visit studentphone.stanford.edu. If you need further assistance, please call 725-HELP (725-4357).

- To learn your telephone number, dial 724-8778 from the phone provided.
- To call any number in the 650 area code, including on-campus phone numbers, dial the 7-digit number. (XXX-XXXX)
- To call any number outside of the 650 area code, dial 1, plus the 10-digit number. (1+(XXX)-XXX-XXXX)
- To make international calls, dial 011+ Country Code + Area Code + Telephone Number.
- For emergencies, dial 911.

STUDENT AFFAIRS

UNDERGRADUATE RESIDENTIAL EDUCATION

The essential conviction of Residential Education (ResEd) is that living and learning should be integrated, not separate; that formal teaching, informal learning, and personal support in residences is integral to a Stanford education. The undergraduate residential experience is designed to foster diversity, equity, and inclusion, health and well-being, belonging and community, and intellectual and personal growth. The ResEd team includes live-in Resident Fellows and student staff, as well as professional staff in each neighborhood including Neighborhood Program Directors, Resident Directors, and Community Coordinators, who all provide support to students.

Residential Education programs and events complement the academic curriculum to provide:

- Opportunities for students in undergraduate residences to learn from each other, from faculty and staff members, and from visiting diplomats, artists, and scholars.
- Popular house activities including faculty dinners, mini-courses and study groups, film screenings, and field trips. For more information, visit resed.stanford.edu.



GETTING AROUND CAMPUS

STANFORD TRANSPORTATION

Parking a private vehicle on campus requires a permit and most lots are restricted to specific permit holders. Available parking spaces can be difficult to locate. Why not leave your car at home and use public transportation or your bike instead?

- Information on the freshman parking policy, emergency ride home program, ridesharing matches, car sharing, parking permits, visitor parking and the free campus shuttle may be found at transportation.stanford.edu and transportation.stanford.edu/evgr/alternatives.

MARGUERITE SHUTTLE

The Marguerite is a free campus shuttle with over 140 regular stops on and around campus. The shuttle can take you almost any place you need to go including classroom buildings on the other side of campus and many popular off-campus locations.

- Operates Monday – Friday 6:00 a.m. – 9:00 p.m. except holidays.
- Download a Marguerite route map and schedule or view the live shuttle map at marguerite.stanford.edu.



BICYCLING AT STANFORD

It's no wonder Stanford has been recognized as a "Platinum-level Bicycle Friendly University" — bicycles are a fantastic way to get around the sprawling campus.



- Make sure to register your bike. For registration locations, visit transportation.stanford.edu/register-a-bike.
- Protect your head and brain! Always wear a helmet while biking.
- For information about Stanford Transportation's bicycling program including bicycle helmet discounts, bike registration, safety classes, route maps and more, visit bike.stanford.edu.

5-SURE

Students United for Risk Elimination, more commonly known as 5-SURE, is a student-run security escort service that:

- Provides escorts to and from a variety of campus locations, ranging from parties and sporting events to campus residences, libraries and department buildings.
- Operates 7 days a week 9:00 PM - 2:00 AM (beginning October 1, not including academic breaks and summer).

Contact 5-SURE at (650) 725-SURE (7873) or visit alcohol.stanford.edu/5-sure/5-sure-service.



YOUR R&DE HOUSING AGREEMENT

The Residence Agreement contains critical information, including important dates and your responsibilities as a resident of university housing. **Please read the entire Residence Agreement**, available online at studenthousing.stanford.edu/residenceagreement. For your convenience here are five "Must Know" points:

UNDERGRADUATE HOUSING:

1 Locate your contract start and end dates, which can be found in Axess. All undergraduate contracts end on June 12, 2020 unless you are assigned for summer, graduating, or have been approved for late-stay housing.

2 Winter Break Closure: **Undergraduate Residences close for Winter Break on Saturday, December 11, 2021 at noon and reopen at 8 a.m. on Saturday, January 1, 2022.** With the exception of the Winter Break Closure, undergraduate residences remain open continuously throughout the contract period, including Thanksgiving week and Spring Break.

3 File a Reassignment Request: Upper-class students can file a reassignment request through their Axess account. Freshmen seeking reassignment should consult their Residence Director.

4 Want Housing for Summer '22 or 2022-23? You will need to apply during Spring Quarter 2022. Information will be available at rde.stanford.edu/studenthousing/stanford-neighborhoods in April 2022.

5 No Sublicensing: Undergraduate residences may not be sublicensed and undergraduate students may not sublicense graduate apartments.

TERMINATION OF OCCUPANCY DATES

- If you are leaving housing before your contract end date, you must apply in Axess to terminate your occupancy. Note that applying to terminate your occupancy does not necessarily release you from your housing contract. To avoid fees, please see deadlines as noted on the chart below. For more information, visit studenthousing.stanford.edu/residenceagreement.
- Undergraduate Housing: If you plan to end your contract before June 10, 2022 because you are participating in an off-campus Stanford program, taking a leave of absence, or graduating, you must apply to terminate your housing in Axess. No other department or person can apply on your behalf.

Residence Agreement Termination Dates and Fees

If your occupancy ceases at the end of:	And you file a Termination of Occupancy form in Axess by:	You are charged an Administrative Fee of:
Autumn Quarter	October 22, 2021 or before	No fee
	October 23 to November 26, 2021	\$100
	November 27 to December 3, 2021	\$250
Winter Quarter	December 4 to December 26, 2021	\$350
	December 27, 2021 or after	\$450
	February 4, 2022 or before	No fee
	February 5 to March 4, 2022	\$100
	March 5 to March 18, 2022	\$250
	March 19, 2022 or after	\$450

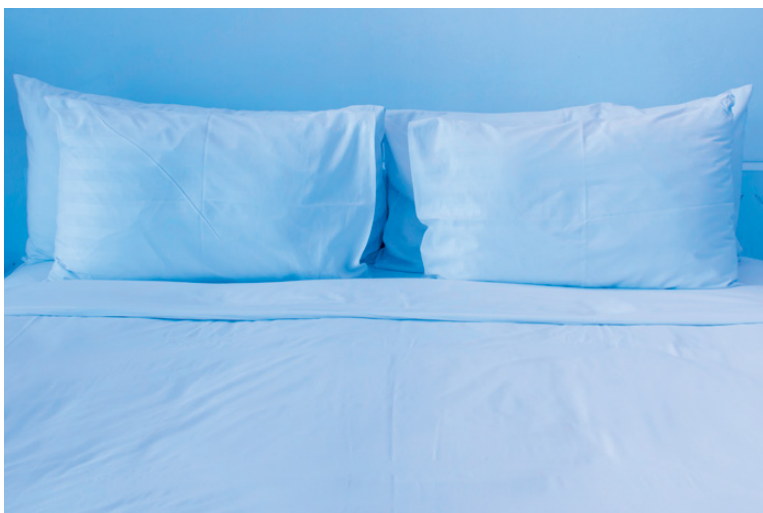
See Residence Agreement for policy

R&DE HEALTH INFORMATION

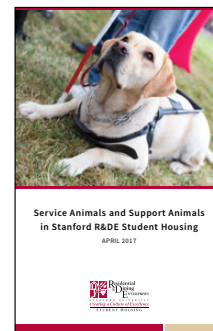
ANIMALS

With the exception of service animals or university-approved support animals, keeping animals of any kind, including fish, in university residences is prohibited.

- Please do not “adopt” the feral cats on our campus.
- Residents with prohibited animals will be charged an administrative fee of \$100 upon discovery and \$100 per day until the animal is permanently removed.
- You could also be charged for any damage or cleaning needs the animal causes, including introducing fleas into the residence.



Students with approval from the Office of Accessible Education to have support animals in their residences agree to comply with all service and support animal policies. For more information, visit rde.stanford.edu/animalpolicy.



DEALING WITH PESTS

Stanford Student Housing has a comprehensive, integrated pest management program that:

- Educates residents how to prevent, identify, report, and alleviate pest problems in their rooms or apartments;
- Trains staff and provides operational procedures to identify and eliminate sources of pests;
- Responds using protocols to address specific problems brought to our attention; and
- Provides environmentally-sound pest control services by a professional pest control management company.

Bedbugs are particularly prevalent in virtually every type of housing, including five-star hotels, hospitals, and college residence halls. Because Stanford is very proactive about this issue, we are fortunate to have had very few cases in the past few years. However, bedbugs can travel in your belongings, so please check your luggage and clothing for bedbugs and their eggs upon first arrival.

For more information on what you should know about bedbugs and other ways to deal with pests, please go to pests.stanford.edu.

SUSTAINABLE LIVING IN R&DE



Sustainability is a core value to Stanford University. For those living on campus, R&DE aims to make sustainability and conservation meaningful and easy to incorporate into residential life. We collaborate with students and staff to offer programs that foster behavior change, reduce energy and water consumption, reduce waste production, and integrate long-term sustainable practices into our operations.

GET STARTED

It's easy to be green here at Stanford. Visit the Student Sustainable Living Guide website studenthousing.stanford.edu/sustainableliving. To get started, follow these tips:

MANAGE WASTE

- We sort our waste to divert as much as possible from the landfill and improve the materials recycling potential. Post the zero waste guidelines on the next page so you always know what goes where.
- Invest in reusable water bottles, coffee mugs and utensils.

REDUCE ENERGY USE

- Wash laundry in cold water and in full loads for maximum efficiency.
- Turn off lights and unplug electronics when not in use.
- Keep windows closed when heating or cooling your room.
- Limit showers to six minutes. Turn faucets off completely and report leaks via the Fix-it form, fixit.stanford.edu.
- Don't bring a vehicle to campus – Stanford is designed to support bicycling and public transportation within Stanford and the Bay Area with the Marguerite, BART and Caltrain. Learn more about alternative transportation at transportation.stanford.edu.

GET INVOLVED

- Join the Stanford community at mycardinalgreen.stanford.edu to earn cash incentives for sustainable actions you perform on campus and to learn about campus-wide sustainability efforts and academic opportunities operated by the Office of Sustainability.
- Join a sustainability-minded student group at sustainable.stanford.edu/student_groups.

Student Housing is committed to green cleaning. If you want an environmentally safe and effective cleaning solution for cleaning your room, pick up an empty spray bottle and contact kparineh@stanford.edu to fill it up with our ozone-based cleaner.

SUSTAINABLE DINING

R&DE Stanford Dining also has a long history of award-winning sustainability leadership. Our *One Plate, One Planet* vision captures the full breadth of our pioneering sustainable food program, which represents bold, long-term commitments to climate action and racial equity. It celebrates the power of social consciousness, operational innovation, and individual food choices in promoting sustainable food systems. We believe that with each plate we serve, and each meal our students eat, we have the opportunity to create a better future for this planet together. Learn more about our *Sustainable Food Ethos* that guides our purchasing decisions, the positive impact we have through our menu and operations in our *Sustainable Food @Stanford By the Numbers infographic*, and practical tips for *How to Eat Sustainably on Campus*.

SORTING WASTE

Stanford has committed to being a **Zero Waste** campus by 2030.



EASY AS 1, 2, 3

1 Tear-out our Zero-Waste Guidelines Page so that you and your guests always know how to sort your waste.

2 Identify where the landfill waste, recycling, and compost bins or dumpsters are located at your residence.

3 In your room, separate your recyclables (paper, plastics and glass) from landfill waste and dispose of each in the correct bins or dumpsters.

4 Donate your unwanted but reusable items year round through R&DE's Give and Go Program. Find a place to donate at giveandgo.stanford.edu

ZERO WASTE STANFORD

WASTE REDUCTION, RECYCLING AND COMPOSTING GUIDELINES



PSSI

339 Bonair Siding, Stanford CA
650.321.4236
recycling@stanford.edu
<http://recycling.stanford.edu>

PLASTICS, METALS & GLASS rinse if possible + separate caps and lids



All Plastic Containers



Metal Cans, Foil & Scraps



Glass Bottles & Jars Only



EXTRA CREDIT Milk & Juice Cartons



NO Styrofoam or Plastic Bags



NO Plastic Utensils



NO Other Types of Glass

PAPER RECYCLING keep them clean and dry



All Paper That Tears



Cardboard Packaging



EXTRA CREDIT Plastic Bags & Bubble Wraps*
*Unique to Stanford



NO Contact with Food or Liquid



NO Corrugated Cardboard
*These belong in their own bin



NO Napkins, Facial Tissue or Toilet Paper

CORRUGATED CARDBOARD please empty and flatten



Corrugated Cardboard



Flatten if Possible



Packaging Tape OK



NO Contact with Food or Liquid



NO Styrofoam



NO Packaging Filler Material

COMPOSTABLES food, soiled paper, and yard trimmings



All Food



Paper Towels, Napkins & Soiled Paper
*Including Pizza & Donut Boxes



Compostable Plastics



EXTRA CREDIT Plants, Leaves & Wood



NO Human or Animal Waste



NO Bathroom or Facial Tissue



NO Gloves

LANDFILL ONLY if all else fails



Styrofoam



Human or Animal Waste
*Including Bathroom & Facial Tissue



Ceramics or Non-Recyclable Glass



Non-Recyclable Packaging



NO Recyclable Materials



NO Yard Trimmings or Compostable Materials



NO Electronics, Lightbulbs, or Batteries

