



BRANDON UNIVERSITY
RESIDENCE



2025-2026 MOVE-IN GUIDE

Move-In Days: August 29th & 30th

TABLE OF CONTENTS

Page 2 | Welcome Home
Page 3 | Move-In Days
Page 4 | Before You Arrive
Page 5 | How to Get Here
Page 6 | Campus Map
Page 7 | Your Room
Page 8 | Your Meal Plan
Page 9 | What to Bring
Page 10 | Checking In
Page 11 | Living in Residence
Page 12 | Services
Page 13 | Services
Page 14 | Parent Information
Page 15 | Residence Resources
Page 16 | Questions?





Hello Incoming Resident,
Move-in Day is an exciting time for us at Brandon University Residence. Each year, we look forward to meeting new people and seeing familiar faces move in to our residence complex to begin their academic journey for the upcoming year. We are incredibly excited to be able to offer our residence to our Brandon University and Assiniboine College community this year and we can't wait for your arrival. Our staff and volunteers on campus are dedicated to making your check-in experience a great one. Although it is a high-energy and efficient process, the information included in this guide is designed to help you plan ahead for a smooth move-in. We wish you all the best as you prepare for your move to campus!

Cheers,
The Residence Team

MEET THE TEAM



DEREK BOOTH
RESIDENCE MANAGER



JACKIE NICHOL
ANCILLARY MANAGER



KAILIN MACRAE
RESIDENCE CLERK



CINDY SISSON
ANCILLARY CLERK



MOVE-IN DAYS

AUGUST 29th &

AUGUST 30th

9:00am-1:00pm

Booking Your Check-In

Residents will be given a one hour time slot to arrive on campus:

9:00 AM Booking: Arrive between 9:00 AM and 10:00 AM

10:00 AM Booking: Arrive between 10:00 AM and 11:00 AM

11:00 AM Booking: Arrive between 11:00 AM and 12:30 PM

Residents should arrive no later than 12:30 PM

to ensure that check-in is complete by 1:00 PM

No check-ins are permitted outside the scheduled hours.

Residence rooms are not available prior to the scheduled move-in days; not even for storage. If you need to arrive early you will be required to book off-campus accommodations i.e. hotel.



Online booking for check-in is MANDATORY.

Book your time TODAY

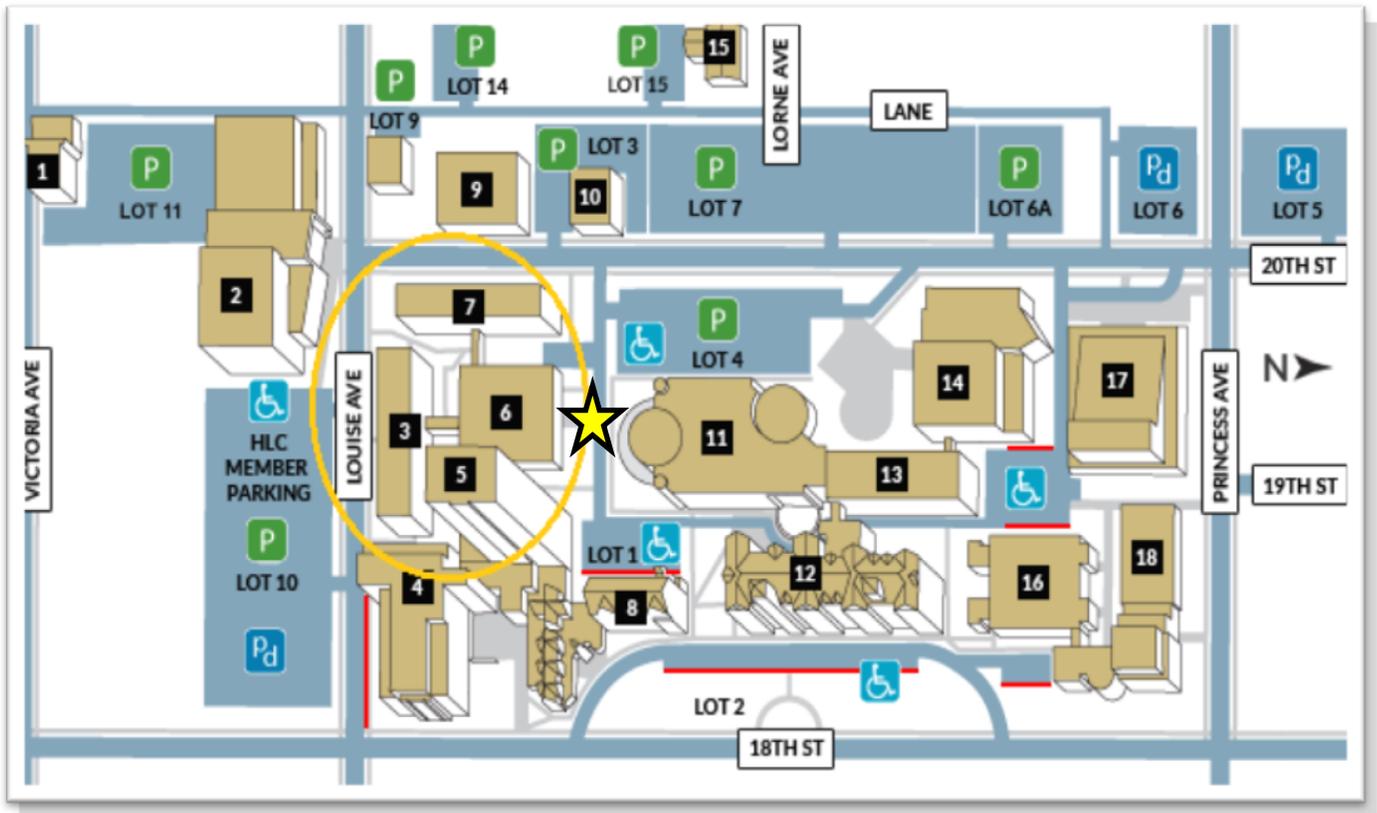
Check your Student Email for the link!

BEFORE YOU ARRIVE!

KNOW BEFORE YOU GO

- ✓ Make sure you Book Your Check-In Day/Time. All bookings are done online using the Online Booking Form. Check your Student Email for the link!
- ✓ Remember your Student Number and check your email account that you've assigned to your eRezLife profile.
- ✓ Pay your First-Term Residence Fees. Information on payment methods can be found at www.brandonu.ca/pay. Residents who pay by August 15 qualify for express check in.
- ✓ Bringing a vehicle? Residence Students are guaranteed parking for an additional cost. Please see page 13 for instructions.
- ✓ **Protect your belongings!** Be sure to purchase tenants insurance. See your Insurance Broker for guidance.
- ✓ Fill out the Student I.D. application form to order your card. Every student living on campus needs an I.D. card. www.Brandonu.ca/Ancillary/student-id-centre/. Applications open July 29th.
- ✓ Connect with your roommate (if applicable). contact information is shared after August 1st. Please email us at residence@brandonu.ca for details.
- ✓ Review the Brandon city transit map, found at www.brandontransit.ca
- ✓ Review the Residence Agreement and Residence Handbook online: <https://www.brandonu.ca/residence/resources/>

HOW TO GET HERE



Where are the residence halls located?

On the campus map above is where the halls are located:

- 3. Flora Cowan Hall
- 5. McMaster Hall
- 6. Main Dining Hall (Harvest Hall) ★ Check-in Headquarters
- 7. Darrach Hall
- 12. Clark Hall (Where Financial and Registration Services are located)

The residence street address for mapping your way here on a GPS is:

270 18th Street Brandon MB, Canada R7A 6A9

Where do I park to unload my vehicle for move-in?

You can park and unload your vehicle in parking lots 1,4, and 7 or any available street parking on Louise Avenue and 20th Street. Be sure to avoid Fire Lanes.

Where can I park after unloading?

Residents who have reserved their parking permit can park in their assigned lot Those who do not have a parking permit can park in lots 5 or 6 (not 6A). After move-in weekend, parking permits will be required for those wishing to park at Brandon University. If you still need one you can visit the Ancillary Services Office during check –in

YOUR ROOM

Furniture Included in Your Room

McMaster Hall

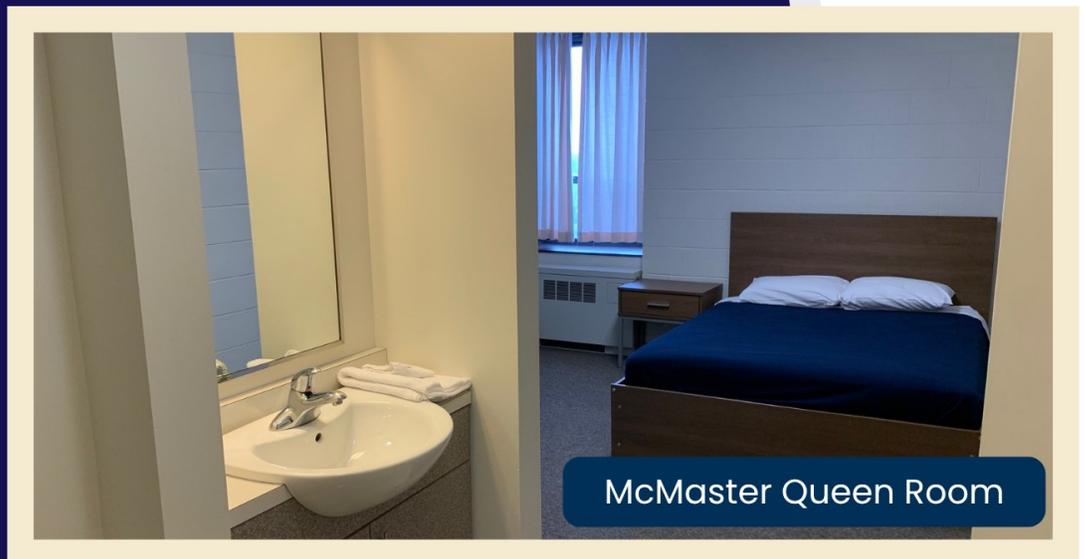
Twin XL Bed (Queen Rooms have Queen Beds) & Mattress
Desk
Chair
Closet Space
Dressers
Bed Tables (Queen Rooms have Executive- Style Night Stands)

Flora Cowan Hall

Twin XL Bed
& Mattress
Desk
Chair
Built in Closet Space
Built in Dressers
Night Stand

Darrach Hall

Double Bed
& Mattress
Desk
Chair
Built in Closet Space
Dressers
Night Stand



McMaster Queen Room

IMPORTANT:

- Residents are not permitted remove residence furniture from their rooms.
- Any furniture removed will be considered missing and the replacement value of that furniture will be charged to the student.
- Most Single Rooms (with the exception of Queen Rooms and other various rooms in McMaster and Flora Cowan Hall) have double sets of furniture. We encourage taking advantage of the extra furniture in the room to customize your space how you like it.
- Residents are not permitted to bring in used upholstered furniture items. Residents who bring in new upholstered items must be able to provide a receipt of purchase.
- Residents are not permitted to bring in new or used mattresses.
- We strongly encourage residents to speak with their roommate, if applicable, to coordinate what each of you will contribute to your new living space.

YOUR MEAL PLAN

How Does it Work?

After you've paid your residence fees, your meal plan money will be loaded onto your Student ID card for the term.

Value Meal Plan: \$2,425 per term

Basic Meal Plan: \$2,800 per term

Premium Meal Plan: \$3,175 per term

Review the Harvest Hall and Meal Plan Info Online!

<https://www.brandonu.ca/food-services/meal-plan/>

Your meal plan operates from a Declining Balance Model – which means the amount you spend per purchase is deducted from your meal plan balance. We strongly encourage all residents to monitor their meal plan balance to ensure they do not under or over spend their meal plan money for the term.

To Monitor your Meal Plan Balance

BU students → go to your BU student portal and review the 'meal plan' tab.

All students → check your receipts after making a purchase at Harvest Hall.

Residents can add meal plan money to their Student ID card at the Ancillary Services Office. Note that any unused meal money, at the end of your contract, is non-refundable and non-transferable.

Dietary Restrictions

Food Services understands the challenges that dietary restrictions, food allergies and intolerances can present for many students. To ensure a safe food experience, the Food Services Team is happy to guide residents on how to navigate the Harvest Hall menu and meal options.

Look for our Food Services Table at Move-In Headquarters to speak directly to Harvest Hall Team and the Executive Chef with any specific questions and concerns regarding your dietary needs.

Food Services welcomes any and all questions and concerns about Harvest Hall services and meal options – they even take REQUESTS! They can be reached at foodservices@brandonu.ca.



WHAT TO BRING

We only Allow the Following Appliances:

- CSA Approved Microwave
- CSA Approved Toaster
- CSA Approved Kettle
- CSA Approved Keurig style coffee pot
- CSA Approved Mini fridge (max. 4.0 Cubic Feet)
- CSA Approved Blender

*We ask that only one cooking appliance be plugged in at any one time as to not overload our electrical system.

We Suggest you Bring:

- Flip Flops for the shower
- Toiletries (Toothbrush, Floss, Mouthwash)
- Pillows, Sheets, Comforter, Towels
- Kitchen utensils and small set of dishes
- Laundry Detergent
- Laundry Bag
- Sticky Tac and “3M” brand Command Strips
- Posters/Décor
- Clothing Hangers
- Laptop/Tablet/Computer
- Printer
- Storage Containers
- Surge Protector Power Bar
- Clothing for all seasons
- School Supplies

You Cannot Bring:

- Hot Plates/Electric Grills/Deep Fryers/Electric Hot Pots/Air Fryers/Rice Cookers
- Space Heaters
- Explosives/Firecrackers
- Subwoofers/Amplifiers
- Halogen Lamps
- Nails or Tacks
- Pets
- Weapons
- Items that promote unsafe alcohol consumption
- Used upholstered furniture
- Decorative candles, incense, potpourri burners, and flammable liquids
- Extension Cords
- Mattresses

You May Also Want To Bring:

- Hair dryer
- Plants
- Can Opener
- Desk lamp
- Over-the-door mirror
- Board Games/Gaming System
- Electric Fan
- Winter Clothing and Boots
- Mattress Foam Topper
(our mattresses can be quiet firm)
 - Must be new, not used outside of residence
 - Must provide receipt to Ancillary Services Office

CHECKING-IN

Step by Step



1

PARK YOUR VEHICLE AND ENTER HARVEST HALL

WAIT! Do not start unpacking just yet! First, we need to get you checked in and make sure everything is in order on your student accounts. You can park in lots 1, 4, and 7 or in any available street parking on 20th Street or Louise Avenue. Please don't park in a fire lane.

2

MAKE YOUR WAY TO CHECK-IN HEADQUARTERS

Check-in HQ will be at the North Entrance of Harvest Hall, located in the heart of all three residence halls. You will be greeted outside by a volunteer (weather permitting) who will check to make sure your file is complete.

Residents who have completed all the pre-arrival steps qualify for Express Check-in and can go right to Move-in Headquarters (Step 4). If not, carry on to step 3. Residents who need to discuss and/or make payment or sign forms must go to the Ancillary Services Office (Step 3).



3

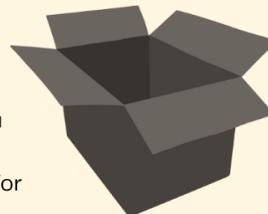
HEAD TO THE ANCILLARY SERVICES OFFICE

The Ancillary Services Office is located on the main floor of McMaster Hall - a volunteer will guide you and show you where to go! This is where you will complete the necessary paperwork and payments needed prior to receiving your key package. This includes confirming housing payment or payment arrangements that were made later than August 15.

4

TAKE YOUR GOLDEN TICKET DOWN TO MOVE IN HEADQUARTERS

Now THIS is the fun part! Once everything has been settled, you will be directed to Move in Headquarters inside Harvest Hall where you will receive your key package. Make sure to stop by for a scheduled tours and visit the Food Services Info Booth!



FYI

- Carts will be available, but in limited supply. There is a one hour time limit to use a residence provided cart. If you have a personal cart, we encourage you to it.
- McMaster Hall has an elevator that stops on every odd numbered floor. Stairs are directly behind the elevator to get to the even floor.
- Flora Cowan and Darrach Hall have no elevators and 3 floors of stairs.
- Please move your vehicle as soon as you are done unloading.
- There are garbage rooms located on every floor of each building - please dispose of garbage accordingly.

LIVING IN RESIDENCE

Residence Orientation and Move-In Weekend Events!

Moving away from home and starting University classes can feel like a huge mountain to climb. Residence Orientation is designed to give you a big advantage as a new student by connecting you to your new communities and providing you with the opportunity to develop a network of support. During check-in weekend, residence will be hosting a variety of community events and an important residence orientation floor meeting! Be sure to look out for posters for more details! With help from your RAs, Residence Council teams and your new peers, you will start an amazing three day adventure to help you succeed at University!

Residence Handbook and Community Standards

It is your responsibility to familiarize yourself with all the rules and guidelines of your community. Please visit our website to review the [Residence Handbook](#). The handbook can also be accessed through your eRezLife portal. Simply click the 'Resources' tab on the left blue sidebar. Once you access the 'Resources' tab, select the link labelled 'Residence Resources' at the bottom of the page. It will be important for you to read through it to understand your rights and responsibilities as a member of the Residence community.

Living With Roommates

All residents with a roommate are required to complete a Roommate Agreement through the eRezLife platform. Roommate agreements are designed to ensure roommates get to know one another and to set expectations and boundaries living in a shared space. Our RA Staff are trained to use the Roommate Agreement as a tool to mediate roommate conflicts and to remind both parties what they had agreed upon when moving in. Completing the Roommate Agreement is mandatory.

SERVICES

Parking

Residents are welcome to purchase a BU Parking Pass through Ancillary Services—there is guaranteed space available for residents who require parking.

How do I get a Parking Pass?

Parking set up and updates are all online with your Parking Profile: <https://brandonu.ops-com.com/>
Detailed steps can be found in your previous emails.

Step 1: Create and Verify your Parking Profile

New Users create a Parking Profile. Current Users verify log in credentials.

Step 2: Log your Vehicle Information

Enter/Update vehicle information—this is the only method of permit verification. There will be NO physical hang tags.

Step 3: Email Us

Email our office to request for parking approval - include your future residence hall and the type of permit you are looking for. Please direct your emails to: parking@brandonu.ca

Step 4: Await Your Confirmation

You can expect an email from the Ancillary Services Office with next steps.

Parking Cost Estimates

4 Month Parking Pass \$235.50

8 Month Parking Pass \$393.00

12 Month Parking Pass \$431.00

For questions and additional assistance with your parking, please email: parking@brandonu.ca

Mail Boxes

All Residents are assigned a mail box and receive a mail box key upon arrival. Mail boxes are located on the Ground Floor of McMaster Hall. The Ancillary Services Office receives resident mail received from the Brandon University mail room and sorts resident mail during business hours. Residents can expect to receive their mail within 1-3 business days of delivery.

For large parcels and packages, Residents will receive a parcel slip directing them to pick up their mail at the Ancillary Services Office during business hours.

Your Mailing Address

First and Last Name
Box Number (given upon arrival)
Brandon University Residence
270 18th Street
Brandon MB
R7A 6A9



SERVICES

Internet Access

Wi-Fi access has now been integrated into all 3 residence halls, so there is no need to bring a wireless router or Ethernet cable. You should receive an email with your unique WIFI Access Code prior to your check in. If one was not sent to you, or you have misplaced it, contact residence@brandonu.ca.

Mini Fridge Rentals

Residents can rent a mini fridge from the Ancillary Services Office for an eight month contract (September to April). To rent a fridge please visit the Ancillary Services Office during business hours. Please note fridges are in limited supply.

Mini Fridge Rental Rates
8 Month Rental – \$141.69
4 Month Rental – \$78.97



Security

There is 24/7 Security on BU Campus. All students can request a Safe Walk – where a Security Guard can walk with a student to their desired destination on campus.

There is Residence Security on site from 11:00 pm to 5:00 am. During these hours, all residents and approved guests must report to the Security Office to enter their respective building.

and More!

Study Rooms
TV/Games Lounges
On-Site Laundry – \$2.50/wash, \$2.50/dry

PARENTS & SUPPORTS

During this time of transition we highly encourage you to keep in contact with your parents for updates and guidance during your time in Post-Secondary; however, Brandon University Residence cannot share your personal and financial information to your parents and/or support without your consent, due to Freedom of Information and Protection of Privacy Legislation.

If you would like Brandon University Residence to share personal and financial information to someone you trust, you can sign a "Release of Information" form available through eRezLife.

It is very important that you discuss with your parents/support how and how often you want to communicate. We also encourage you to have open conversations about the following:

- Personal Safety
- Budgeting and Expenses
- Encouraging Independence

As you go through the ups and downs of being a student, it's important to remember that these challenges are normal. We believe that through grit, determination, and the support of family and loved ones, you can do it.

Also note that a drop in grades is normal through this transition as well, so we encourage you to seek out your support system and our on-campus supports.

You can tell your parents and loved ones that residence offers the following academic programs and supports.

- 24/7 study spaces in each residence hall
- Academic Residence Assistants
- Weekly Study nights & other academic themed events

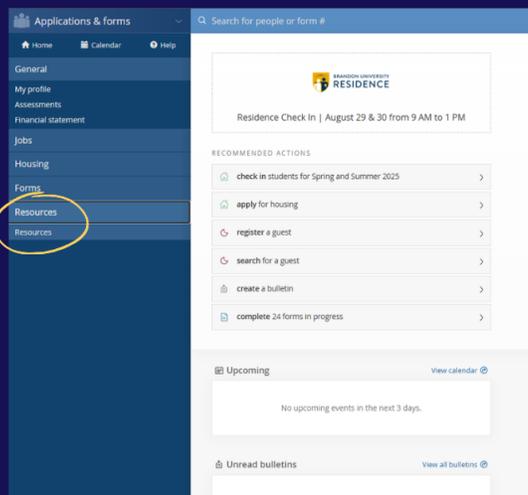
As a housing institution, Brandon University Residence makes every reasonable effort to ensure the safety and security of all those who reside in our buildings, including:

- Secure access to Residence Buildings
- Surveillance Cameras
- Emergency Alert - Intercom System
- On Campus Security 24/7
- Residence Assistants

RESIDENCE RESOURCES

There is a lot of things to know about Residence Living – from keeping track of important dates to learning where to find your mail box, we understand how it can be overwhelming to remember it all!

We have compiled residence documents and websites into one Resources page in eRezLife.



To Find Resources:

- Log in to eRezLife
- In the legend, select “Resources”, then “Resources”
- From there, you will be shown a list of our resources, ranging from important documents to helpful webpages from the Brandon University Website.

What you can find in Resources:

- Important Dates
- Residence Agreement
- Residence Handbook
- Guest Requests for Minors
- Residence Resources Webpage:
 - Check-in and Check-out Procedures
 - Cancellation Policy
 - Mail Services
 - Wi-Fi Services
 - Frequently Asked Questions
- and more.



Have Any Questions?

Please contact our office for any questions you may have regarding the information in this guide. We are always happy to hear from incoming residents!

**BU Residence
Ancillary Services Office—Brandon University**

Phone: (204) 727-9761

Email: residence@brandonu.ca