

# LAKELAND UNIVERSITY SUMMER INTERN HOUSING GUIDE



LAKELAND  
♦UNIVERSITY♦

## Dear Summer Intern,

Congratulations on being selected as a summer intern in Sheboygan County! Lakeland University is pleased to offer apartment-style living to accommodate you during your internship. The purpose of this guide is to answer some commonly asked questions regarding your housing and to help you make a smooth transition to your internship experience. We encourage you to keep this guide handy for your ongoing reference.

## LOCATION

Lakeland University is approximately 20 minutes from the City of Sheboygan, Village of Kohler, City of Plymouth and one hour from Green Bay and Milwaukee. We are located in the rural countryside of northeast Sheboygan County. For GPS and mailing purposes, the address of Lakeland University is:

### Lakeland University

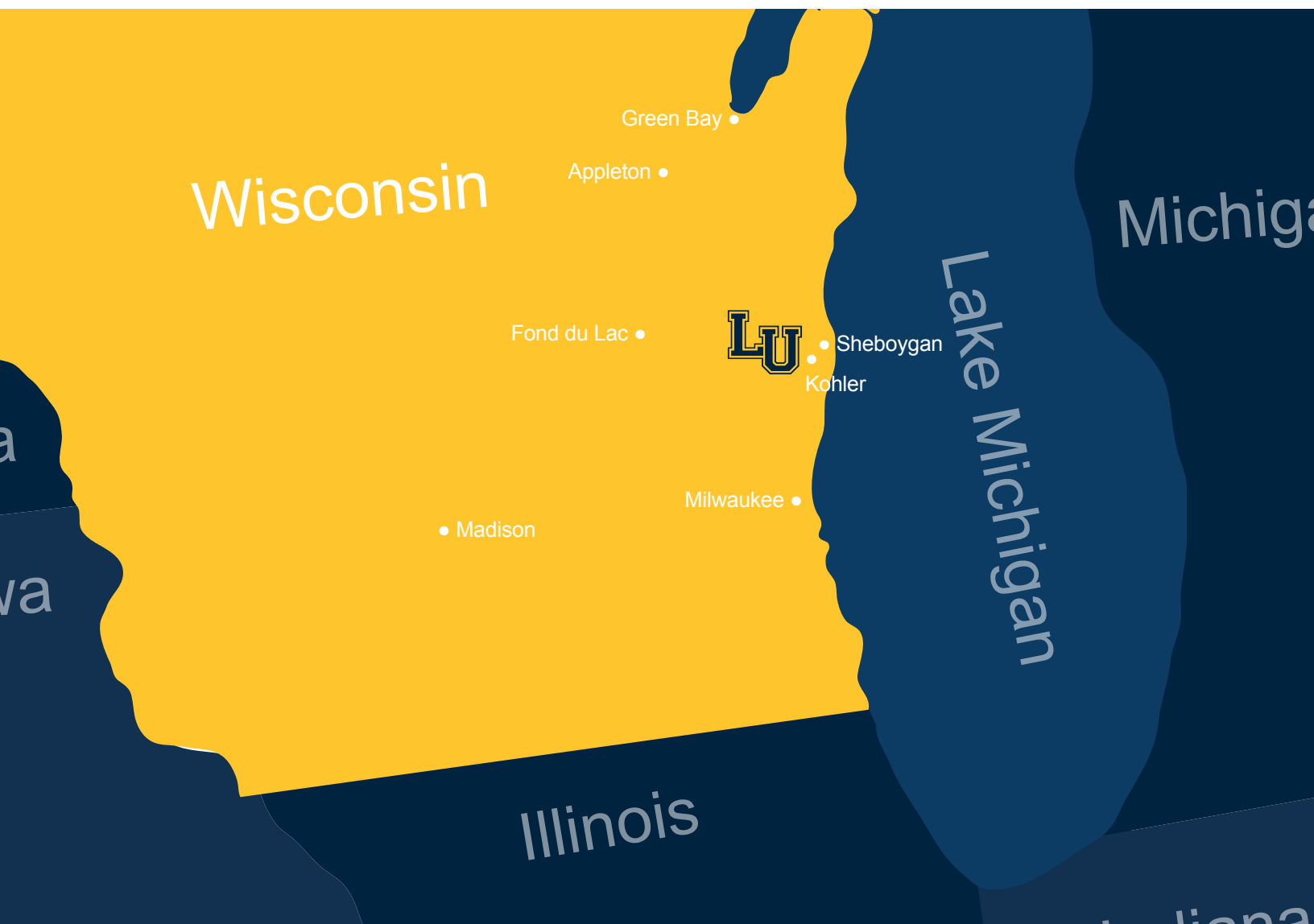
W3718 South Drive  
Plymouth, WI 53073

## LENGTH OF STAY

Lakeland offers housing from June to mid-August. The dates applicable to summer intern housing are on the intern application found on Lakeland's website located here: [lakeland.edu/Campus-Life/kohler-intern-housing-agreement](http://lakeland.edu/Campus-Life/kohler-intern-housing-agreement)

Applications can be submitted as early as February 1 for the upcoming summer. **Please contact residence life at 920-565-1000, ext. 2465 or [housing@lakeland.edu](mailto:housing@lakeland.edu)** if you have any questions. If you wish to extend your stay beyond the prescribed contract dates, please request your desired length of stay via e-mail to [housing@lakeland.edu](mailto:housing@lakeland.edu). Please note that all requests cannot be honored, but residence life will work with you to meet your housing needs as closely as possible.

[Directions](#)





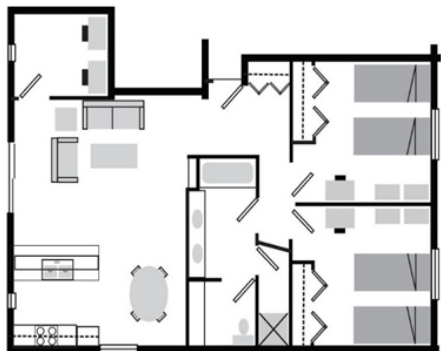
## APARTMENT LIVING AT LAKELAND UNIVERSITY

Lakeland has four apartment-style halls available: Hill, Morland, Kurtz and South. All of these buildings have fully furnished apartments with these amenities: central air conditioning, cable, adjacent free parking, Wi-Fi and laundry facilities. Laundry use is provided at no charge. Lakeland's buildings are all smoke free. All rooms are furnished with beds, dressers, desks and closets. Each apartment's common (or shared) area includes a kitchen, dining area, living room and bathroom. Common areas in each apartment include a refrigerator, stove, dining table and chairs, coffee table, couch, love seat and cabinet space. Some apartments also have lockable storage rooms within each four-unit section and all feature either a patio or deck.

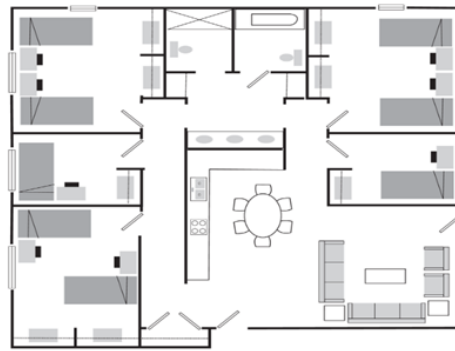
Linens are provided for each twin extra-long bed at the beginning of stay and interns are responsible for laundering their sheets thereafter.

- **Hill and Morland Houses** are four-person apartments if each double bedroom is filled with two individuals with two double rooms, large living room, kitchen and study lounge.
- **Kurtz House** offers six-person apartments, if each double bedroom is filled with two individuals, with two double rooms, two single rooms, two restrooms, large living room and kitchen.
- **South Hall** offers eight person apartments if each of the three double bedrooms are filled with two people and two single bedrooms, large restroom, living room, and kitchen. In addition, Lakeland's inviting two-story South Hall is an "L" shaped building that consists of two housing sections separated by a common activity area. The common activity area on the first floor is two stories high and includes a commons room, restrooms and small kitchen. It features a large fireplace and televisions and is designed for relaxation, study, gatherings and special events.

**Morland and Hill Floor Plans**



**South Floor Plans**







## ROOM COSTS AND DEPOSIT

Interns can choose to reside in either a single room or a double room. If you select a double room, you have the option to either choose a roommate of your own or Lakeland can place you with a roommate. The following services are included in the room rate: linens, Wi-Fi, all utilities including cable television (the occupant will need to supply their own television and cable cord), fitness center, parking and use of the laundry facilities.

### Room rates:

- \$90.00/week - Single room rate
- \$60.00/week - Double room rate

Four weeks (one month) of rent is due on the day of your arrival; thereafter, the business day prior to the next rental period rent will be due. Thereafter, rent is due the Friday prior to the next week of stay.

Rent can be paid weekly, monthly or lump sum payment.

A security deposit of \$200.00 is required of each intern at the time of application and is used only to offset any damage or extraordinary cleaning charges due to misuse of the facility. This deposit is not applicable as rent payment. If no charges are incurred, interns can expect their deposits mailed within six weeks of departure to the address provided on the application.

**To apply online, pay the deposit online or make rental payments online, please follow this link:**

[lakeland.edu/Campus-Life/applications-and-contract](http://lakeland.edu/Campus-Life/applications-and-contract)

Payments can also be made in person at the Campus Center front desk—credit card, check, or cash are accepted. Questions about payments can be directed to the Lakeland University Business Office at 920-565-1000 Ext. 2223.

## MEALS/AMENITIES

Lakeland University's food service department is open during the summer months and offers meal plans. Meals are provided in Bossard Hall located on the second floor of the Younger Family Campus Center. Interns can choose either the 10 meals per week plan at \$85 per week or the 5 meals per week plan at \$42 per week. Interns also have the option of purchasing meals on an individual basis.

**All meals are all-you-care-to-eat. Hours the food service department is open and meal costs are:**

Breakfast (7-8 a.m.)	\$6.00/person
Lunch (11 a.m. to 1 p.m.)	\$8.50/person
Dinner (4:30 p.m. to 6 p.m.)	\$10.50/person

Lakeland also offers use of its Fitness Center located in the Wehr Center. Hours generally run from 6 a.m. to 8 p.m. and there is no cost to use the facility.



## STAFFING

The residence life staff is available to assist with check-in, check-out, lock-outs and any concerns interns may have about their accommodations.

The residence life staff can be reached at 920-565-1000 Ext. 2465 or via e-mail [housing@lakeland.edu](mailto:housing@lakeland.edu).

Regular business hours are from 8 a.m. to 4 p.m. However, summer staff is available 24 hours/day and their contact information will be posted on entrance doors in all halls.

Lakeland also provides professional security personnel 24 hours per day. The Department of Safety and Security is located on the ground floor of Brotz Hall and can be contacted at 920-565-1000 ext. 1126.

## CHECKING IN/OUT

When arriving on campus, check-in is located at front desk of the Younger Family Campus Center. The check-in process takes approximately 30 minutes and will consist of filling out some necessary forms such as emergency contact information, providing evidence of health insurance coverage and signing your housing agreement. Residence life staff will have a room condition report which details the condition of each room. We ask each intern to take this report to the assigned room and check it over to assure the room condition report is accurate. If not, notations should be made and returned to the residence life office to ensure no damages charges are assessed which are not the responsibility of the intern.

You are required to make a check-out appointment with residence life, prior to checking-out. The room is to be cleaned and left in the condition it was upon your arrival. A residence life staff member will inspect the room and collect the room key. Fees will be assessed for items and garbage left in the room or damages. The check-out process takes approximately 30 minutes.

## WHAT TO BRING/WHAT NOT TO BRING

Please see the following link for a Residence Life Q&A brochure:

[lakeland.edu/Campus-Life/applications-and-contract](http://lakeland.edu/Campus-Life/applications-and-contract)

## COMMUNITY LINKS

The Sheboygan County area in the summer offers many recreational and social opportunities. Just 20 minutes from the beaches of Lake Michigan in the City of Sheboygan and 10 minutes from beautiful Elkhart Lake, dining and social activities are within close proximity.

Please visit the following link for a listing of such activities available to you:

[business.sheboygan.org/events/calendar](http://business.sheboygan.org/events/calendar)

