

WEILL CORNELL GRADUATE SCHOOL OF MEDICAL SCIENCES



Housing Policies and FAQ's

August 2015

Table of Contents

Housing Configurations	2
Apartment locations	2
Guaranteed Housing	2
Housing is guaranteed for all incoming single students enrolled in Weill Cornell Graduate School PhD programs.....	2
Graduate students may live in student housing for up to 7 years. Students must request an extension with the Graduate School if residence is required beyond 7 years.....	3
We cannot guarantee housing for pets.....	3
Family Housing and Domestic Partnership	3
Spouses and children of incoming students are provided family housing.....	3
Open Housing	3
Housing Assignments and Transfers	3
Assigning roommates.....	3
Switching apartments or roommates	3
For transfers within Cornell Housing, contact the Cornell Housing office.	3
For transfers within MSK housing, contact the Graduate School office (not MSK).	4
Extenuating circumstances.....	4
Waitlist for Studios and 1-bedrooms.....	4
Moving In	4
For new students in MSK Housing	4
For new students in Cornell Housing,	4
Furniture	5
MSK	5
Olin.....	5
Lasdon	5
Stuyvesant Town	5
Setting up your utilities	5
Repairs	6
All MSK Maintenance requests	6
To request maintenance or repairs in Cornell Housing	6
Visitors	6
Visitors to MSK Housing	6

Visitors to Lasdon and Olin	6
Subletting	7
Amenities	7
Lobby Services	7
Lost Key or Lockout	7
Renter’s Insurance	7
Moving out	8
Vacate and stipend termination date	8
CONTACT NUMBERS:	8

Housing Configurations

Weill Cornell Graduate School provides housing in buildings owned by Memorial Sloan Kettering (MSK) and Weill Cornell Medical College (Cornell).

MSK Housing	<ul style="list-style-type: none"> • 2-share (2 occupants) • Studio • 1 bedroom 	<ul style="list-style-type: none"> Singles (same gender) Couples* Couples or students with children
Cornell Housing	<ul style="list-style-type: none"> • 2-share and 3-share (2 or 3 occupants) • Studio • 1 bedroom • 2 bedrooms 	<ul style="list-style-type: none"> Singles Couples* Couples or students with children Couples or students with children

** Couples are defined as students who can prove marriage or legal domestic partnership. Studios are currently unavailable to single students.*

Apartment locations

MSK Housing

Sloan House, 1233 York Ave., New York, NY 10065
 306-318 E. 66th St., New York, NY 10065
 303 E. 71st St., New York, NY 10021
 504 E. 81st St., New York, NY

Cornell Housing

Olin Hall: 445 E. 69th St., New York, NY 10021
 Lasdon: 420 E. 70th St., New York, NY 10021
 442 - 444 E. 77th Street, New York, NY 10021
 10 units at Stuyvesant Town: spans 14th – 23rd
 Streets on East side of Manhattan

Guaranteed Housing

Housing is guaranteed for all incoming single students enrolled in Weill Cornell Graduate School PhD programs. New incoming single students are assigned to apartments with at least one roommate. Master’s degree students should contact their respective program for placement and availability.

Graduate students may live in student housing for up to 7 years. Students must request an extension with the Graduate School if residence is required beyond 7 years.

We cannot guarantee housing for pets. MSK Housing permits pets only for students in family housing. Pets are not permitted in MSK Housing shared apartments. Cornell Housing does not permit any pets.

The graduate school does not provide housing supplements for students who decline student housing.

Family Housing and Domestic Partnership

Spouses and children of incoming students are provided family housing with proof of marriage/domestic partnership. For children, proof of birth is required. Family housing consists of studios, one bedroom, and a limited number of two bedroom apartments.

Domestic partners must provide documentation of their domestic partnership to be considered for family housing. Residents of Cornell Housing are subject to the policies on domestic partnership outlined [here](#). All students seeking family housing in MSK or Cornell Housing will need to demonstrate joint responsibility of financial obligations such as a bank account or credit card to the Graduate School at the time of application.

Open Housing

Provided both residents agree, 2-share apartments in Cornell Housing are gender-inclusive, giving students the option to live on campus with whomever they choose, regardless of biological sex, gender, or gender identity.

Housing Assignments and Transfers

The MSK and Cornell Housing offices do their best to accommodate Graduate School requests, and the Graduate School personnel are dedicated to advocating for students' housing needs. Please be aware that the accommodation of **new** students each year takes priority over current students' requests to change their housing.

Assigning roommates

The Graduate School considers all roommate placements in collaboration with MSK and Cornell Housing. We do our best to accommodate building and roommate requests, as well as lifestyle preferences.

Switching apartments or roommates

Switching apartments or roommates are subject to the approval of the Graduate School Office and Director of Student Services.

For transfers within Cornell Housing, contact the Cornell Housing office. If you live in Lasdon and want to switch roommates, your point of contact is the Assistant Director for Student Housing. You

may also apply for a new housing assignment through the Cornell Housing lotteries that are held every year in the spring.

For transfers within MSK housing, contact the Graduate School office (not MSK). Transfers within MSK are only made under extenuating circumstances to be reviewed by the graduate school on a case-by-case basis.

If you want to move from Cornell Housing to MSK Housing with a specific person you must work through the Graduate School.

Extenuating circumstances such as health issues will always be considered by the graduate school office when making assignments and transfers.

Waitlist for Studios and 1-bedrooms

Family housing includes studios and 1-bedrooms. There is one waitlist for each housing type.

To be placed on a waitlist for Cornell or MSK family housing, everyone (whether married or single) must complete the *family housing application* form and file it with the Graduate School. You can download a copy of the application on the Graduate School [website](#) or you can receive one via email from the Graduate School Office.

See the configuration chart for information on housing eligibility. Students expecting children or couples with children receive priority for 1-bedroom apartments. Couples expecting children should request housing that will accommodate children at least 6 months in advance of the due date.

There are no guarantees for wait-time or for availability of the type of apartment requested.

Moving In

For new students in MSK Housing, move-ins can be conducted no more than ten days prior to student start dates, so long as the apartment is ready for occupancy on the date you wish to move in. Relocations to or within MSK Housing occur on the first of the month only, after the move has been approved.

For new students in Cornell Housing, move-ins can be conducted the weekend prior to student start dates. Relocations should be arranged with the Assistant Director for Student Housing in the Cornell Housing office.

Furniture

MSK

All MSK student apartments come fully furnished with a full size bed, nightstand, floor lamp & table lamp, dresser, dining table w/ chairs, computer desk & chair.

Furniture is not to be removed from the apartment. Should any items be missing upon vacancy, the resident will be held liable for those costs. MSK Housing does not have the storage to hold any unwanted items.

Olin

All rooms have a twin bed, a desk, chairs, dresser, and bookcase. We recommend that you do not bring or purchase a bed while residing in Olin. Since there is no summer storage and a move date to Lasdon in the second year cannot be guaranteed, students will need to secure private storage for your personal belongings.

Lasdon

All rooms have a twin bed, a desk, chairs, dresser, bookcase, and a kitchen table with chairs. You may request to keep your room furniture or to have all of the furniture removed. Unfortunately the Cornell Housing Office cannot accept requests for partial furnishings. The bed is the exception: Cornell Housing will remove the bed when requested.

Stuyvesant Town

20 student bed-spaces (ten 2-bedroom apartments) in Stuyvesant Town, a large residential community in the East Village neighborhood of Manhattan are leased by Cornell Housing. Some apartments may be available as family housing apartments (subject to demand and availability).

The apartments are furnished: sofa, kitchen table with two chairs, full-sized bed, one night stand per bedroom, area rugs, and other basic amenities. The furniture cannot be removed.

Setting up your utilities

In MSK housing utilities vary depending on location. You may be responsible to establish electricity, gas, or both. If you want to establish telephone and/or cable TV service, contact your phone service carrier and/or cable company. You must be present to have service visits to your apartment. The Graduate School will reimburse Internet services for apartments that are not hardwired for Internet Services up to \$300 annually. (This includes Stuyvesant Town.) You must have copies of your bank or credit card statements showing payment. Should you be living within shared housing accommodations in which one of the shares is already occupied, you will need to coordinate your utility arrangement with your new roommate prior to occupancy. Contact information will be provided upon assignment of apartment.

All rooms in Cornell Housing are equipped with jacks for phone, data, and cable television. Anyone interested in obtaining cable TV may contact Time Warner Cable. When access to the room is necessary for cable hook-up, you must be present with the cable representative. You may also obtain internet services from commercial vendors. Apartments in Lasdon and rooms in Olin are wired with a data connection to WCMC's computer network. Applications for service are available from ITS. Contact User Support (by phone at 212-746-4878 or e-mail at support@med.cornell.edu).

Residents of 77th street must contact ConEdison at (800-752-6633) to initiate utility service. Those living in Olin Hall and Lasdon House do not need to make such arrangements, as utilities are included.

Con Edison (Gas and Electric) – 1-800-752-6633

Verizon (Cable, Internet, Telephone) - 1-212-890-2350

Time Warner (Cable, Internet, Telephone) - Anglea Cho - 646-499-1506

Repairs

All MSK Maintenance requests must be directed to workorders@MSKCC.org or 212-639-3164, Monday – Friday, 9am-5pm. For any weekend or evening emergencies, contact the on-call operator at 212-639-7887. Monday –Thursday, 5pm-9am, Friday 5pm-Monday 9am. The MSK Housing & Parking Office is open 9am-5pm, Monday through Friday and is located at 307 East 63rd St., 3rd Floor and can be reached at 646-888-8403 or housingoffice@mskcc.org.

To request maintenance or repairs in Cornell Housing, complete a service request form online at <http://maintenanceexpress> from a WCMC computer. Be specific and include your phone number on the service request. Maintenance workers will let themselves into your apartment/room to complete any requested repair work; appointments for service cannot be arranged. No charges will be assessed for damages due to normal wear and tear. However, you will be charged for damages and repairs caused by misuse, abuse, alteration, or accidental breakage. Please do not attempt any repairs yourself.

For Cornell Housing facilities/maintenance types of emergency (e.g., flood, severe electrical problem, elevator breakdown), contact the Housing Office at 212-746-1001. If this type of emergency occurs outside of working hours, contact the Olin Door Station at 212-746-1009. For all other emergencies requiring immediate assistance (e.g., fire, medical, crime in progress) call 911. For cases of known fire, remember to pull the nearest fire alarm and notify the Olin Door station immediately.

Visitors

Visitors to MSK Housing are permitted at any time. Visitors are required to announce their arrival to the doormen in doormen buildings. Extended visits are permitted in studio and one bedroom apartments with prior consent. If you wish to have extended visitors in a shared apartment, you must consult with your roommate and get written permission from them for the visit. Please give a copy of this consent to the Graduate School and MSK Housing.

Visitors to Lasdon and Olin must register and be announced. Residents must be at home to accept visitors. You are responsible for any individual who may be visiting you. If you would like to have your

guest stay overnight, you must have the consent of your roommates/suite mates. Long-term visitors must be approved by and registered with the Housing Office.

Cornell visitors generally are restricted to 7 consecutive days. For special request beyond 7 days please contact Cornell Housing. Allow 3 weeks for special processing.

Subletting

Subletting, including an attempt to sublease, by graduate students is **NOT** permitted within MSK or Cornell Housing. These are grounds for eviction with accompanying fines of \$500 or more.

Amenities

In MSK Housing, amenity spaces, such as a fitness center or laundry facility, vary depending on the property. Residents are provided with keys to gain access to the building/apartment. If it is a doorman building, students may be required to show their ID as proof of address. Washers and dryers are also located in every building.

All graduate students with an ID have access to the gym on the 2nd floor of Lasdon and the gym on the basement floor of Olin Hall. For access in Olin Hall, you must receive a sticker at the Olin Door Station for your ID. You may come and go freely in the building and use the amenities provided if you have a housing sticker.

Lobby Services

MSK offers doorman service in Sloan House. Someone is staffed in the lobby 24 hours a day.

In Cornell Housing, at least one staff member is on duty 24 hours every day in both Lasdon and Olin Halls. Staff monitor and control access, and provide information and assistance. They also distribute mail, equipment, and keys. During evening hours they are assisted by a New York Presbyterian Hospital Security guard who tours the areas surrounding the housing facilities and provides escort service between the front door of 1300 York Avenue and the on-campus housing buildings. In emergency situations, staff are instructed to contact NYPH Security, the local police precinct or 911 for assistance.

Lost Key or Lockout

If you lose a key to an MSK residence or are locked out during the normal business hours of 9am to 5pm, please call the work orders department at 212-639-3164. If this occurs after hours or on the weekend, please call the on call operator at 212-639-7887. You will result be charged a fee for replacement.

If you lose any keys to Cornell residences, notify the Cornell Housing Office immediately. Please be advised that all lock cores within the series of the lost key must be changed. The cost to you is \$100. If you lock yourself out of your apartment, you may obtain a loan key for 24 hours from the Olin Hall desk.

Renter's Insurance

Renter's insurance is highly recommended but not mandatory in MSK and Cornell Housing. MSK Housing provides all residents with a pamphlet on suggested renters insurance upon their move

in. Residents may pick one of these pamphlets up from the MSK Housing Office. Each primary resident in Cornell housing is covered by university-provided insurance for up to \$3000. For any personal property loss or damage please contact Lisa Ryan.

Moving out

For both MSK and Cornell Housing, housing is only guaranteed for up to 7 years.

Vacate and stipend termination date

Your stipend termination date marks your deadline for vacating housing. After this date, your rent can no longer be deducted from payroll. Stipend termination is within 60 days of your defense date. Please inform the Graduate School (WCGShousing@med.cornell.edu) and your respective housing office of your vacate date at least two weeks prior to moving out.

If you live in Cornell Housing, contact the housing office or email housing@med.cornell.edu to begin the vacate paperwork. For MSK Housing, contact housingoffice@mskcc.org. Giving less than two weeks' notice could result in overpayment of rent from your stipend.

CONTACT NUMBERS:

Emergencies 911
Graduate School 212-746-6565
MSK Housing Office 646-888-8403
Cornell Housing Office 212-746-1001
Lasdon Desk 212-746-1005
Lasdon Door 212-746-1008
MSK Maintenance Emergencies after hour's 212-639-7887
MSK Work Orders Department 212-639-3164
Cornell Maintenance Emergencies after hour's 212-746-1009
NYP Hospital Security 212-746-0911
Olin Desk 212-746-1006
Olin Door 212-746-1009
Police (19th Precinct) 212-452-0600
Student Accounting 212-746-1648
Student Affairs 212-746-1062