

# APARTMENT SEARCH & LIVING

AN INTERACTIVE GUIDE FOR STUDENTS: TRAINING THREE  
STAGE 3: MOVING IN



COMMUTER AND OFF-CAMPUS LIFE



# About This Guide

This online interactive guide is a resource for UIC students searching for off-campus housing. This online training will provide guidance and resources related to the following topics:

- The apartment search process
- Legal responsibilities of both tenants and landlords
- Navigating landlord/tenant issues
- Being a good neighbor off-campus

# 5 Stages To Your Apartment Search

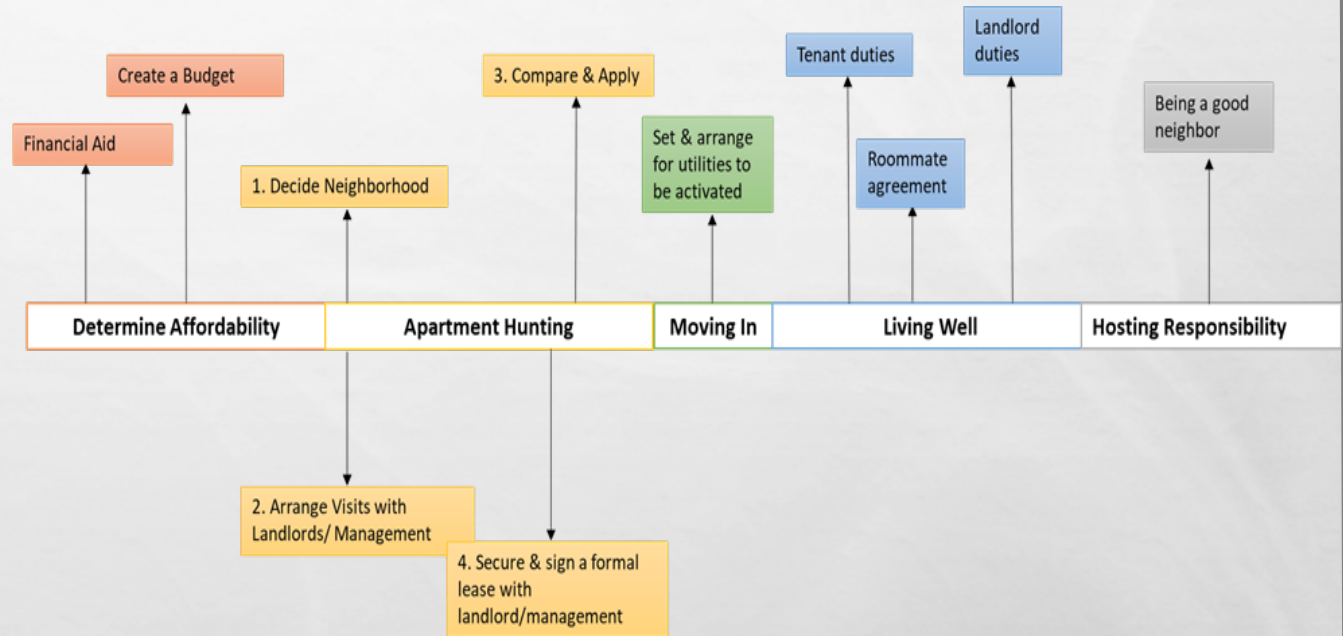
**STAGE 1:** Determine Affordability – Learning about your financial feasibility to prepare for your search.

**STAGE 2:** Apartment Hunting – how to search and select an apartment that best accommodates you.

**STAGE 3:** Moving In – things to consider upon moving into your new apartment.

**STAGE 4:** Living Well – navigating issues with landlords and hosting responsibly.

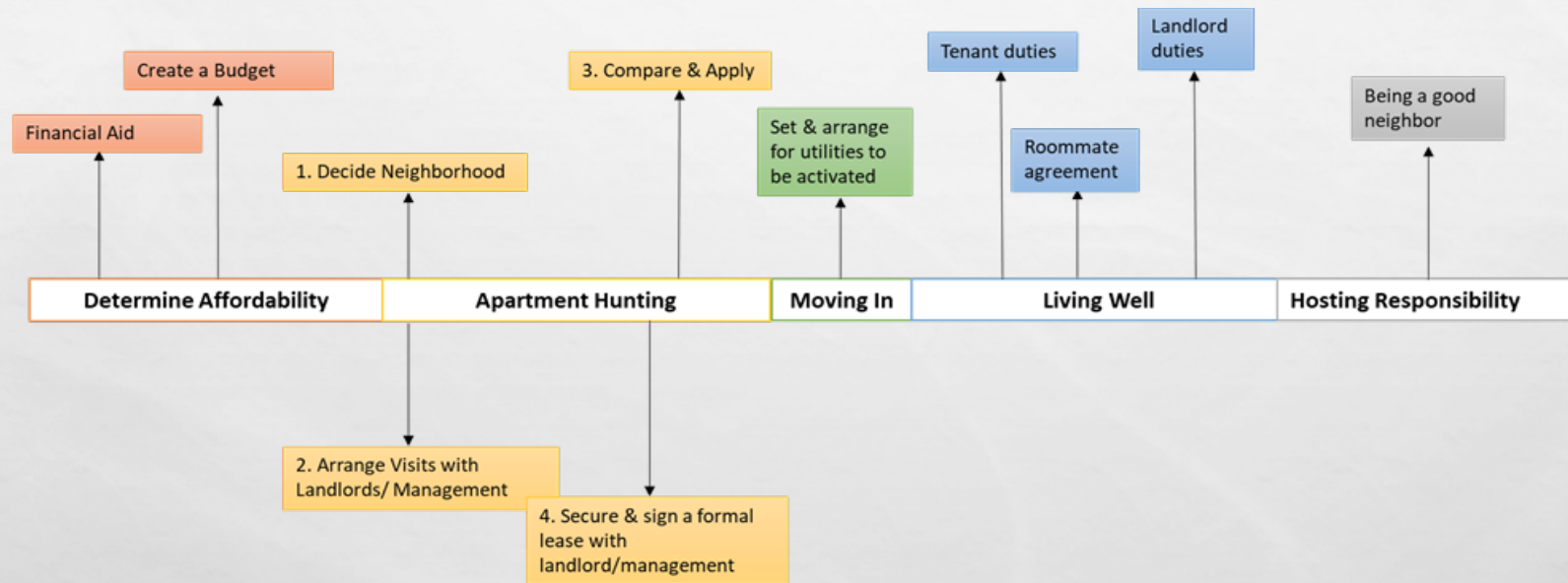
**STAGE 5:** Hosting Responsibility – continuing to learn about what makes a good tenant and a good neighbor.





# STAGE 3: MOVING IN

**Moving in** - Things to consider upon moving into your new apartment.



# STAGE 3: MOVING IN

After you have signed the lease, check the apartment for **pre-existing damages**.

- Bring this to your landlord's attention.
- It is highly recommend that you take pictures of the damages or the state of the unit/apartment and ask the landlord to put it in writing.
- Otherwise, you could be charged for those damages and lose your security deposit.

If the apartment is unavailable or you are unable to move-in during the designated move in date, you can terminate the lease.



# STAGE 3: MOVING IN

## *SELECT AND ARRANGE FOR UTILITIES TO BE ACTIVATED*

Now that you've found your roommate(s) and your new apartment, it is time to move in! In this section we will explore

- Activating Utilities: Gas, Electric, Internet/Cable
- Renter's Insurance





# STAGE 3: MOVING IN

## *SELECT AND ARRANGE FOR UTILITIES TO BE ACTIVATED – ACTIVATING UTILITIES*



- Utilities are services that may or may not be included in your monthly rent.
- To activate your utilities, connect with your landlord or building manager to see which providers they recommend. Some buildings have pre-existing agreements with providers.
- You will then need to notify these providers that you are moving into the unit and will be responsible for monthly costs.

# STAGE 3: MOVING IN

## *SELECT AND ARRANGE FOR UTILITIES TO BE ACTIVATED – ACTIVATING UTILITIES*

Here are some common services for utilities in Chicago:

- Electricity: ComEd <https://www.comed.com/Pages/default.aspx>
- Gas: People's Gas <https://accel.peoplesgasdelivery.com/>
- Water: (Already should be provided or included in the rent)
- Internet/Cable – Internet or cable provider of your choice

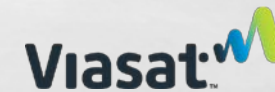




# STAGE 3: MOVING IN

## *SELECT AND ARRANGE FOR UTILITIES TO BE ACTIVATED – ACTIVATING UTILITIES*

- It is highly suggested that you begin making arrangements for cable or internet at least **1 week** prior to your scheduled move-in date.
- Many cable and internet providers now offer self-install kits that can save you both time and money.
- Shop around and find the best internet or cable package that fits your lifestyle.



# STAGE 3: MOVING IN

## *SELECT AND ARRANGE FOR UTILITIES TO BE ACTIVATED – RENTER'S INSURANCE*



- Renter's insurance is an insurance policy that covers the tenant's personal property. The protection can include fire, theft, vandalism, and more.
- In the event of a fire or break-in, this policy may aid you in replacing your belongings or, in some cases, cover legal fees.
- Policies may range from \$9-20 per month depending on the coverage.
- Rental insurance policies can often be added to existing coverage (i.e. existing car insurance).
  - Similar to cable and internet, shop around for the best rental insurance rate.

# STAGE 3: MOVING IN

## SUSTAINABILITY – *BE SMART. SAVE ENERGY.*

Minimize environmental impacts and save money. Saving energy requires action by everyone.

### Sustainability Tips/Energy Savings

- Turning off lights in rooms where people are not present
- Turning off equipment (Such as a computer monitor or T.V)
- The amount your energy bill will be credited based on your energy usage.
  - Peak Time Savings
- Recycling is required by Illinois Law. It is important to **reduce** the waste we produce by choosing materials wisely; **reuse** what we have already by considering new roles for unwanted material; and **recycle** what must be thrown away.





# STAGE 3: MOVING IN

*BE SMART. SAVE ENERGY.*

The Smart Grid, as explained by UIC Students



## You Have Completed Training Three

Living in an off-campus apartment offers a variety of new experiences and challenges. As you navigate your search, transition, and tenancy, know that Commuter and Off-Campus Life is available to guide and refer you to key resources, programs, and services here at UIC.

We can be contacted at:

**Commuter Student Resource Center**

750 South Halsted St.

Suite 245, SCE Chicago, IL

**Phone:** (312) 413-7440

**Email:** [commuter@uic.edu](mailto:commuter@uic.edu)

**Office hours for general apartment inquiry:**

Monday and Thursday from 3-5 p.m.



To proceed to the next Training please revisit our site.