

Housing Policy

OVERVIEW

The UGA Skidaway Institute of Oceanography (SkIO) offers on-campus housing to

- Undergraduate and graduate students
- UGA faculty, staff, and other university-affiliated visitors

THE HOUSING TEAM

Email: housing@skio.uga.edu

Office Hours: Monday-Friday, 8:30 AM–4:30 PM

Reservationist: Grace Guyre

Housing Coordinator: Brian Chelchowski, (706) 372-2826

Business Office: Marc Mascolo

For assistance or to report concerns, please text or call Brian before emailing the Housing Team. Brian may be reached on the weekend/after-hours via text.

ARRIVAL/DEPARTURE

Wi-Fi – “Guest Services for Skidaway” | Password: Skio2017

Check-In (12:00–4:00 PM, Mon.–Fri.)

- Unit will be unlocked prior to arrival
- Key will be on the bed
- Weekend/after-hour arrivals must be made in advance

Check-Out (11:00 AM, Mon. – Fri.)

- Please leave key in the unit on the bed
 - Lost key fee: \$20.00
 - Lock replacement fee (*if necessary*): \$60.00
- Check-out after 4:00 PM on weekdays may incur an additional charge
- Weekend check-outs are not time limited

We do not have a designated cleaning staff — We ask that guests sweep the floor, strip their bed (leave linens beside), clean out leftover items from cabinets/refrigerator, empty trashcans and take trash to the dumpster (*near #8 on campus map*) before leaving.

- Recycling bins (no glass) are in the Roebling Administration building
- Additional cleaning fees may be charged: \$100.00–\$200.00
- Dirty dishes fee: \$50.00

PAYMENT

Payment is required upon check-out, or on the previous business day if check-out falls on a weekend/holiday.

- Payments must be made **in person** at the Roebling Administration building
 - Cash/checks are accepted, but debit/credit preferred
 - UGA Chartstrings are preferred for UGA members and must be indicated on the form
- Billing via invoice is available for **non-UGA institutions**

IMPORTANT

- Skidaway Institute is a smoke-free campus. Smoking is prohibited on all campus grounds, including parking lots.
- Swimming in the river off any Skidaway Institute dock is prohibited.
- Skidaway Institute operates on a septic water system (not sewer system). Please do not flush anything, except toilet paper.

TO REQUEST HOUSING

All guests must submit a [Housing Request Form](#).

- Forms must be submitted at least five business days before arrival and no earlier than eight weeks prior.
- Submission confirms the guest **has read and agrees to comply** with the policies in this document.
- Housing assignments are made on a first-come, first-served basis.
- Due to occasional unforeseen circumstances, tenants may be relocated to another unit.

If link doesn't work, use: <https://acrobat.adobe.com/id/urn:aaid:sc:US:9d933bf4-fbf8-47b7-ada5-9ab40194dfc3>

GROUP HOUSING (2+ individuals)

Please email the Housing Team to request a **Group Housing Form**.

- The main contact person will be responsible for completing the form and for all charges.
- Males and females are not housed together. Special requests may be made.

LATE ARRIVALS/CANCELATIONS

Notify the Housing Team **48 hours prior** for late arrivals/cancelations.

- No-shows/late cancelations may incur a standard nightly fee

PARKING

Parking is available next to each unit.

- If housing lots are full, guests may use the parking lot near the Roebling Administration building
- Do not park in undesignated areas or on the grass

IMMUNIZATION REQUIREMENTS

[Georgia law](#) and the [University System of Georgia Board of Regents policy](#) require students residing in campus housing to sign a [Meningococcal-disease acknowledgement](#) documenting either vaccination or review of the required information.

- Vaccination is not mandatory but strongly recommended
- The form must accompany the **Housing Request Form**

If link doesn't work, use: <https://acrobat.adobe.com/id/urn:aaid:sc:US:9fb0349c-f2f2-4fb0-95bc-6f78b1bc993a>

PERSONAL PROPERTY RENTAL INSURANCE

Skidaway Institute is not responsible for tenant belongings lost due to theft, vandalism, fire, smoke, water damage, natural events, and other hazards.

- Renters insurance is optional but encouraged and is at personal cost to the tenants.

UNIT FURNISHINGS

All units include furniture, linens, kitchen items (e.g., fridge, stove/oven, microwave, coffee maker, cookware, dishes, utensils, broom, paper towels, toilet paper).

Utilities are included in house fees.

- Keep A/C-Heat between 68-75°F
- Do **not** turn off A/C-Heat when away for extended periods

LAUNDRY

Our coin-operated laundry building includes washers/dryers (*#23 on campus map*); however, tenants must provide their own laundry supplies and clean area after use.

VISITORS

Guests must submit a **Visitor Form** at least seven (7) business days before visit.

- Overnight visitors require prior approval, and acceptance is not guaranteed
- All rules, policies, rates and procedures will apply to all visitors

DAMAGES

Please report any damage(s) to Brian and the Housing Team as soon as possible.

- Tenants are responsible for damage caused by negligence or misuse
- Sponsors will be billed if tenants do not reimburse the Skidaway Institute

PEST CONTROL

All units are sprayed on the first Friday of each month.

WILDLIFE

The Skidaway Institute campus encompasses **more than 700 acres** of undeveloped land.

- Hunting is not permitted, and please do not feed wildlife

PETS

Pets are not allowed (documented service animals are permitted in housing units with prior approval).

EXTENSION STAYS

Graduate students may stay up to eight weeks.

- Payments can be made bi-weekly/monthly for long-term stays
- Request must be submitted **at least two weeks** before original checkout date
- Approval not guaranteed and may require relocation to another unit



Skidaway Institute of Oceanography

1. Dorothy Roebling Laboratory and Administration Building
2. Geochemistry Building
3. Ocean Sciences Instructional Center
4. Roebling House Conference Center
5. Flowing Sea Water Laboratory
6. Shop and Facilities
7. Maintenance Shop A (Carpentry, Plumbing)
8. Maintenance Shop B (Grounds, Mechanical)
9. Marine Operations Storage
10. Marine Operations Dock Support
11. Marine Emergency Spill Response and Storage Building
12. Gas Bottle Storage Facility
13. Solvent Storage Facility
14. Collaborative Teaching Laboratory
15. John McGowan Auditorium
16. A-Post Doc Offices
B-Marine Operations Office
17. Marine & Coastal Science Research and Instruction Center (MCSRIC)
18. Housing (Rice House)
19. Housing (The Commons)
20. Housing (Baggett Apt)
21. Housing (A-Thomas and B-Martin Apts)
22. Housing (The Quad:
A-Carpenter, B-Knight,
C-Menzel, D-Zeigler)
23. Housing Laundry Room
24. Water Tower

UGA Marine Extension and Georgia Sea Grant

25. Marine Education Center and Aquarium
26. Shellfish Laboratory
27. Cafeteria
28. Dormitory

Other Campus Partners

29. Georgia Southern Applied Coastal Research Laboratory (ACRL)
30. NOAA Gray's Reef National Marine Sanctuary Office

P Parking