

2024 Summer Intern Lodging Program Information Sheet

UNM Residence Life and Student Housing offers affordable and convenient housing to students with summer internships in the Albuquerque area. Apartments and Suites are furnished with a full complement of furniture. Interns provide their own dishes, bed/bath linens and other personal items.

Program Dates

The 2024 Summer Intern Lodging Program begins on Saturday, May 18, 2024 and ends on Sunday, July 28, 2024. Interns must check out on or before 11:00am on Sunday, July 28, 2024 and must stay a minimum of 6 weeks (42 nights) unless otherwise approved by UNM RLSH Conference Services.

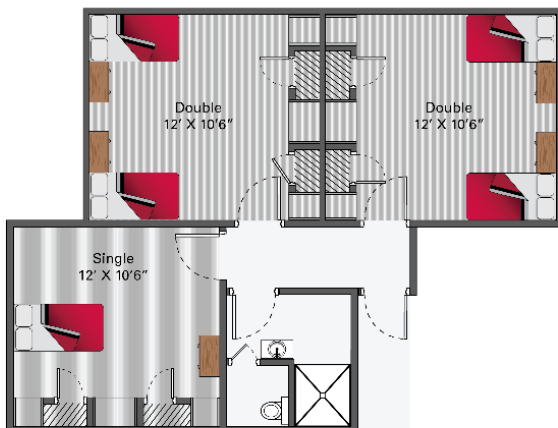
Convenient Apartment Living

We provide single accommodations (private bedrooms) in our 4-bedroom apartments at [Redondo Village Apartments](#) (RVA), located on the Southeast corner of UNM's central campus. Single occupancy bedrooms include a twin XL bed, desk, chair, dresser, and closet area. Community areas within the apartment include a bath suite, living room, kitchen with oven, stove, microwave, and full-sized refrigerator, and bar-style dining. The image below shows one of the apartment layouts.



Suite-Style Rooms

This year, we will also offer limited single accommodations (private bedrooms) in our suite-style [Laguna Hall](#), located on main campus, just West of the Student Residence Center. Single occupancy bedrooms include a twin XL bed, desk, chair, dresser, and closet. Double rooms will be utilized as singles. Each suite contains 1 to 4 bedrooms that share a bathroom. Upper floor lounges include couches, a TV, and a study area with whiteboard. The basement houses a large kitchen with oven, stove, microwave, and a full-sized refrigerator with eating areas, 2 laundry rooms, and additional lounges/study areas. Interns are welcome to bring their own micro-fridge and/or microwave for their room. The image below shows a typical suite layout.



Amenities and Pricing

- \$35 Apartment Nightly Rate, \$30 Suite Nightly Rate (42-night minimum)
- 5% discount for 49 or more nights selected
- \$15 Mailbox/Mail Service
- \$35 payment plans for interns that qualify (see linked info on webpage)
- All utilities included
- Free in-building laundry facilities
- Furniture provided
- Adjacent monitored Permit Parking
- 24/7 Customer Service Desk
- 24/7 On-campus safety escorts: UNMPD (campus-wide) and RLSH Student Safety Staff (housing areas)
- 24/7 On-duty Conference Guest Assistant
- 24/7 Emergency facilities services
- 24/7 Fob-secured building access
- LoboGuest WiFi (unsecured); Secured UNM NetId provided for VPN usage
- Mutual Roommate Requests
- Campus Dining Options
- Close to Johnson Field, Johnson Rec Center (gym memberships available)
- Half-mile track, volleyball and basketball courts

Parking Permits

Parking permits are required for to park on UNM campus and must be purchased through UNM Parking and Transportation Services. UNM RLSH is not responsible for charges incurred by individuals in possession, or not in possession of UNM parking permits or for vehicle damage, theft or loss. Daily, Weekly and Monthly permits available. [UNM Parking and Transportation Services](#): 505-277-1938 or pats.unm.edu.

Johnson Recreational Center Memberships

Interns are eligible to purchase a gym membership at the Johnson Recreational Center (JRC). Gym memberships are purchased directly from the Johnson Recreational Center at the JRC main front desk. Alert the desk staff to check the Summer Intern List when you arrive. The natatorium may be closed for construction this summer. Please review the JRC [website](#) before purchasing a gym membership.

Dining Options

Most interns opt to cook for themselves, which is made easy with the full kitchens provided in each apartment and at Laguna basement. Additionally, several [campus dining options](#) are available to interns that stay with us. La Posada Dining Hall, located adjacent to Laguna Hall, accepts walk-ins and meal plans, and will be open (limited hours) for breakfast, lunch and dinner service (weekends brunch). *The Market* at the SRC will be open (limited hours) as well as *The Mercado* and some food court restaurants at the Student Union Building. Visit [UNM Food](#) for more information about summer availability of on-campus eateries and how to [request a summer meal plan](#). Finally, there are a multitude of off-campus dining options ranging from fast food to fine dining, located within a short distance.

Rates and Charges

- Nightly rate: \$35/RVA \$30/Laguna, (42-night minimum stay)
- 5% discount: Interns purchasing 49 or more nights of lodging will receive 5% off their total lodging charges.
- Applications require a \$50 *non-refundable* application fee paid with 1st payment.
- Payment Plans require a *non-refundable* \$35.00 administrative charge paid with 1st payment.
- Summer Mail Services/SRC Mailbox: \$15.00 (required)
- Improper Check-out: \$100 / Improper Room Change: \$100
- Unauthorized occupancy of unassigned bedroom or area within the communal space: \$100 plus rent for additional room.
- Additional cleaning or damage/repair charges will apply to interns that maintain/leave their apartment in a condition other than when they arrived.
- Interns are charged for lost keys, access fobs or excessive (4+) lockouts.

Application Process

Applications open at 12:00pm on Friday, March 1, 2024. When all available rooms have been reserved, application will be on a wait-list basis. From our [webpage](#), follow the link to our online application. Please read all of the information presented. Then submit your 2024 Summer Intern Lodging Program Application and Agreement for review/approval. Payment Plans are requested with your application. Once your application has been reviewed and approved, an invoice and payment instructions will be emailed to you. We will hold a room for you for 1 week. When your payment is received, your room will be reserved. If your payment is not received within 1 week of transmission of invoice, your room hold will expire. You will need to contact us to reaffirm your intention to lodge with us and have the room hold reinstated. Interns must submit their own applications. Applications from 3rd parties (i.e. parents, faculty, sponsors, etc.) are not accepted.

Payment Plans

Payment plans are available to interns who qualify. The 2024 non-refundable payment plan administrative charge is \$35.00. The plan allows for 2 payments. The 1st payment is due upon transmission of invoice and is required to reserve a room. The 2nd payment is due on or before Friday, June 07, 2024. See the 2024 Payment Plan Information Sheet (linked on our Webpage) for details and qualifications.

Cancellation / Release of Agreement

Cancellations require the submission of a cancellation letter which can be emailed to lodging@unm.edu. All cancellations must include your full name, and your clear intent to cancel your Summer Intern Lodging Application and Agreement. Cancellation letters *must be received* at least 21 days prior to your check-in date. Cancellation charges include a \$50 cancellation charge, 20% of room charges, and all non-refundable fees/charges.

Release of Agreement after the cancellation period or refunds due to early departure are not available. Exceptions to this policy may be granted by the UNM RLSH Office in its sole and absolute discretion. All requests must be submitted in writing and will be reviewed on a case-by-case basis. If granted, release charges will closely mirror the UNM RLSH 8-week Summer Agreement Release schedule published online at housing.unm.edu. This policy applies to interns that fail to claim their room.

Code of Conduct

By choosing to live with us, you agree to abide by all UNM RLSH policies and behavioral expectations. Please read the UNM RLSH Summer Intern Lodging Program 2024 Application and Agreement Terms and Conditions (1st page of application), the 2024 Intern Policies and Guidelines (see web page), *and* all items on the current UNM RLSH Residents Expectations and Conduct [web page](#) prior to submitting your application. Alcohol and illegal drugs, including marijuana, are prohibited at UNM RLSH. Smoking, vaping and other tobacco use are prohibited within the on campus RLSH residence halls and surrounding areas, except where posted. There are posted smoking areas within 25 yards of RVA and Laguna Hall. This policy will be strictly enforced. Misconduct or policy violations will result in a review meeting with RLSH CS Management, may be reported to your Internship Program Manager, and may result in immediate forfeiture of your Agreement without refund and immediate dislodgement. It will impact your eligibility to live with us in subsequent summers.

COVID 19 Information

Effective March 13, 2023 the University of New Mexico **no longer requires** the COVID-19 primary vaccine series and initial booster for residents and lodging guests. UNM Health and Health Sciences programs and clinical areas will continue to maintain their COVID-19 vaccine requirements. UNM continues to *strongly recommend* that the Lobo community remain up to date with vaccinations, stay at home if sick, and follow [CDC guidelines](#) for all COVID-19 matters.

Additional Information

- Payments made for interns by universities other than UNM are payable via credit/debit/p-card and are due upon receipt of invoice in order to reserve a room. Because universities can take a longer time to make payments, we recommend you arrange for your university to reimburse you directly for your housing charges so you can make a timely payment and reserve your room.
- Interns must abide by all visitor policies as specified in the Intern Policies and Guidelines.
- All mail and packages must be addressed to your assigned SRC mailbox. No mail or packages received through a mail service can be delivered to your residence hall.

We are truly excited to be your host for the summer! Please feel free to email lodging@unm.edu or call RLSH Conference Services at 505-277-2660 with any questions you might have.