

# Residence Hall & Housing Information

AI and Economics Summer Institute · Campus North Residential Commons  
University of Chicago · Summer Conferences 2026

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## Contacts & Emergencies

### Attendee emergencies in the residence halls

Attendees should contact any of the following:

- The residence hall front desk, in person
- University of Chicago Police Department (UCPD)
- The program emergency contacts provided by your organization

### University of Chicago Police Department (UCPD)

- **Non-emergency:** 773-702-8181
- **Emergency:** dial 1-2-3 from an on-campus phone, or 911 from any other phone

### Non-emergency questions & requests

Email [summerconferences@uchicago.edu](mailto:summerconferences@uchicago.edu). This inbox is monitored Monday through Friday, 9:00 AM–5:00 PM.

### Summer Conferences On-Call — Staff Only

For emergency assistance during your stay, staff may contact the Summer Conferences On-Call team at **773-795-0444**, available 24 hours a day. **Please share this number with staff members only — not with attendees.**

## Lost Keys, Lost IDs, Lockouts & Facilities Requests

### Non-urgent facilities concerns

Most non-urgent facilities concerns can be reported directly to the residence hall front desk, including:

- Burned-out light bulbs
- Running toilets
- Malfunctioning door locks
- Other routine maintenance concerns

### Lost IDs and keys

Report a lost ID card or room key directly to the front desk. Front desk staff will coordinate with Summer Conferences and campus partners to arrange replacement credentials.

- Replacement IDs and keys are processed during business hours only.
- Reports made on evenings, weekends, or holidays will be addressed on the next business day.
- Attendees may be buzzed into the building by front desk staff until a replacement ID is issued.
- Temporary spare keys may be issued until replacement keys are available.

### Lockouts

Attendees locked out of their room should visit the front desk to check out a spare key. The spare key must be returned immediately after re-entering the room.

### Replacement charges

| Item                                         | Charge    |
|----------------------------------------------|-----------|
| Lost room key                                | \$130     |
| Lost ID card requiring reprint               | \$50      |
| Lockout (spare key returned within one hour) | No charge |

Charges for lost keys and IDs will be added to your final group invoice.

## Heating & Cooling in Campus North

Campus North uses a radiant heating and cooling system that regulates temperature through the ceilings and floors rather than through forced air.

- **Keep windows fully closed.** Open windows can cause the system to cool the room further, resulting in colder temperatures.
- The system is designed to maintain a consistent temperature and may require time to adjust.
- If windows are closed and a room remains unusually cold for more than 24 hours, report the issue to the front desk so a work order can be submitted.

Summer Conferences is unable to provide additional blankets. Guests seeking heavier bedding may purchase blankets from nearby retailers. A separate Radiant Systems guide explaining how the system operates is available to share with attendees.

## Receiving Mail & Packages

Participants residing in the residence halls may receive mail and packages during their stay. Mail may be picked up:

- **10:00 AM–6:00 PM** from the mailroom (basement, room 010)
- Outside of these hours, from the front desk

Mail or packages received before a participant arrives or after they depart will be returned to sender. Mail cannot be forwarded.

### Please address mail as follows:

**Attendee Name**

Attn: Summer Conferences — [Group Name]

5500 S. University Ave.

Chicago, IL 60637