To Report A Malfunctioning A/C Unit or Heater:

VISIT

www.facilities.ohiou.edu/requests

And place an online work request.

Facilities Management

1 Riverside Drive
Athens, Ohio 45701
Phone: 740.593.2911
www.facilities.ohiou.edu/requests

New or Renovated Residence Halls

Adams
Biddle
Johnson
Lincoln
Read
Shively

Information for New or Renovated Residence Halls

Please use this guide for adjusting the temperature in your residence hall room.
Regulating Your Room’s Temperature

New and renovated residence halls are heated and cooled by a chilled water system that controls the whole building. If you are in this style of residence hall, you will see a thermostat on the wall of your room that can be seasonally adjusted. For example, during the summer months, you can adjust the temperature up or down a bit OR turn it off completely but you cannot turn on the heat. During the winter months, you can adjust the temperature up or down a bit but not turn on the air conditioning.

If your HVAC system has stopped working you may place an online work request to have the system repaired.

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To adjust the set point (temperature) in your room, you must:
- press the “set point” button
- adjust the temperature
- once you have the desired temperature displayed on the digital screen, press the “set point” button again to adjust the temperature.