

Sulpician Seminary



401 Michigan Avenue, N.E. Washington, D.C. 20017

Office Hours

The administrative offices are open from 9:00 am-4:00 pm Monday through Friday. If you need anything during your stay, please check with the office staff. In an emergency, the building manager, Brian Mandigo, may be contacted at 202-365-8271

Meals

Breakfast: 7:00 am -9:00 am

Lunch: 12:00 pm-1:30 pm

Dinner: 5:00 pm -6:30 pm

Food service is provided by Sodexho in the refectory of the main level. In addition to the published meal times, coffee, tea, soda, water, and fruit are available there any time. There is no meal service on Saturday evenings.

Keys

Your room is locked and unlocked with the key provided for you. In addition, you have a magnetic key "fob" with your room key. This fob will open the exterior doors as well as the parking for the gate. Simply touch your key fob to the magnetic key reader at each gate or door. The parking lot gate is closed 7 pm-7 am during the week and is closed on weekends.

Phones

To call inside the house, refer to the directory provided and dial the four digit extension of the person you are calling. TO make an outside phone call, dial 9 first and then number. Long distance calls will require a calling card. To receive calls, your direct dial phone number is listed on your phone. Voicemail can be set according to the instructions provided separately.

Computers

Some areas of the building have a unsecured wireless connection that you are free to use. Aslo, you are able to plug your laptop directly into our T-1 line with an Ethernet cable. The jack is located underneath your desk for this purpose. IP addresses are automatically assigned so you should be able to just "plug and go".

Computer Lab

There is a computer lab with computers on the third floor that everyone is free to use. There is also a printer and photocopier. These are also free to use, but you will need to supply your own paper.