Halls will be closed December 14, 2012 – January 25, 2013

Buildings Close at End of Semester on Friday, December 14, at 7:00 p.m.
You must vacate your building no later than 7:00 p.m. on Friday, December 14, 2012.
Note: Seniors going through graduation on Saturday or International Students with late flights may speak with their Residence Life Coordinator about possible stay until Saturday. Please make contact with staff about this issue as soon as possible.

The buildings will reopen Friday, January 25, 2013 at 9:00 a.m. During this period you will not have access to enter the halls. Please remember to take all of the belongings you will need during this break period. (Exception: Sierra and Courtyard residents who are approved for the Winter Break period may return beginning at 12pm on Tuesday, January 1st. You may sign up for Winter Break stay from November 27th thru December 7th at 5pm in the Housing Office.)

Winter Break Check-out
A Winter Break Check-out Sheet will be issued to each room/suite. It will list tasks that must be completed prior to your departure. Please initial the form after you complete each task. If you are the last to leave, you must give the completed checkout sheet to the RA so they know room/suite is empty.

Mail Service Unavailable During Winter Break
Please note that mail service will NOT be available during the Winter Break. If you are expecting important mail, please notify the sender of your temporary lack of access to mail. This includes bills and checks that you may be expecting. Mail delivered during the break will be distributed after the halls reopen on Friday, January 25th.

Security and Maintenance Check
Housing and Facilities staff will be entering your room for health and safety checks. Staff will be checking for things such as food or trash left behind, missing or damaged room screens, the condition of your smoke detector and batteries, completing filter exchanges and inventory of room furniture. No common area furniture should be in your room/suite. You will be subject to charges and will be invoiced accordingly. Policy infractions will be documented and addressed with you upon your return to campus in January. Please take care of these details before your departure to avoid additional expenses. For the ensured safety of your valuables, we recommend you take them home during the Winter Break.

Housing and Residential Life Office will not be open during the Campus Closure period: December 24, 2012 until January 2nd, 2013.

If you have any questions about the winter closure, please contact your Residence Life Coordinator.

Thank you for your cooperation with these closing procedures
Have a wonderful break! Be safe and see you in January!