

2022 Spring Semester Closing

The 2022 Spring semester will end on Friday May 6, 2022 at 6pm in Suites on Main, Campus View, and Valley View. Residents will need to vacate their rooms within 24-hours after their last final or by 6pm on Friday May 6. Due to academic obligations or travel constraints, if you need to stay later than 6pm on Friday May 6, please contact your area assistant director for permission. Residents will not be able to stay past 6pm without prior permission and key access will be turned off. **If you find it impossible to leave the building by the time stated above, PLEASE SEE YOUR HALL Staff – (Hannah Kercher for Campus View and Valley View or Corey Negley for Suites on Main North and Suites on Main South) by 6:00pm, Friday, April 29, for permission or to discuss alternatives.**

Upperclassmen who will be residing in University housing for the 2022 – 2023 academic year will be able to move into their new housing assignments **tentatively** on Saturday August 20, beginning at 10am.

24-hour Quiet Hours

24-hour quiet hours will be in effect from Friday, April 29 at 11:59pm until Friday, May 6 at 6pm. Please respect your fellow residents who are studying.

Move-Out

There are a limited number of carts for each building. Please bring boxes and/dollies to assist with your move-out. Please try to be quiet as you move out as others will still be prepping for finals.

Mail

The Gemmell Mailroom will officially close for the semester on Wednesday May 4. Please check your mailbox and retrieve any packages you have there before 6:00 p.m. on May 4. Packages and important mail that has not been retrieved will be returned to sender. The Gemmell Mailroom will reopen at 12:00 p.m. on the first day of classes for the Fall 2022 semester. If you are returning to live on campus in the fall, please be aware that you will be assigned a new mailbox number that will be given to you at check-in.

Preparing your room properly for move-out to avoid charges

1. Close and lock your windows.
2. Leave your drapes/window coverings open.
3. Remove all items from your room and doors.
4. Gather and empty all trash. Make sure your room is swept and cleaned.
5. **SOMN/SOMS/Campus View/Valley View residents** – turn your heat/AC to 70 degrees on the cool setting.
6. Turn off lights (last person to leave).
7. Lock room door (and bedroom door if in a Suite).
8. Complete sign-out sheet on suite main door
9. Return any hard keys to the lobby front desk and label an envelope with your name and room number.

A staff member will check your room for damages after you leave and you will be emailed by the end of May 2022, to your Eagle email if any charges were assessed.

Failure to comply with these instructions will result in documentation. You and/or your roommate will be considered in violation of the University conduct code if any residence hall/university policy violations are found in your room.