

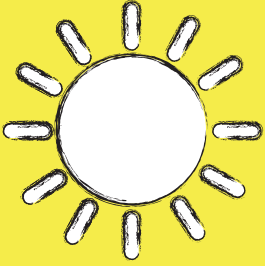
# SPRING Move-OUT PROCEDURES

Questions?

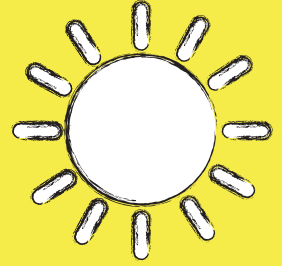
See your RA or visit  
the front desk of  
your hall



# 24- hour Quiet HOURS



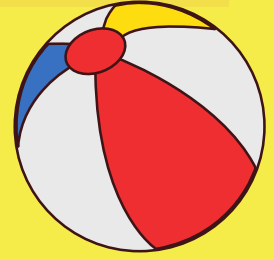
*Quiet Hours begin  
Sunday, April 30  
@ 10pm*



**Please respect  
your studying  
neighbors!**



# HOW TO PROPERLY Move-Out!



Sign up for your Move-Out time on sign up sheet  
outside your RA's door by May 2 at 5 p.m.

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Meet your RA at your room at your  
assigned move-out time

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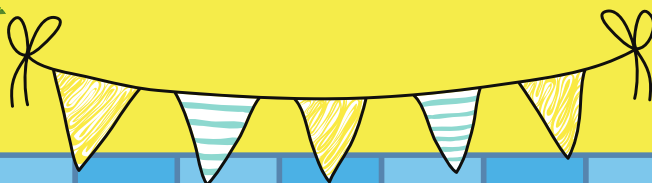
All residents must be moved out of the Halls by  
Thursday, May 11 unless approved otherwise

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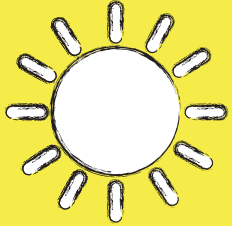
Use the Cleaning Agreement to avoid  
any cleaning fees

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Make sure your room is empty and  
clean at the time of your move out!



# HALL CLOSING



# ALL

Residence Halls close  
at noon on Thursday,  
May 11.



# ATTENTION: GRADUATING SENIORS CONGRATULATIONS!

If you need to remain in the building past  
noon on Thursday, May 11, complete the  
late extension request by 5 p.m. on  
Sunday, April 30

A limited number of extensions will be  
approved for documented, extenuating  
circumstances.



# HAVE A GREAT SUMMER!!!



Pack and remove all of your belongings  
from your room

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Complete your Spring Move-Out Checklist  
and your cleaning agreement

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Meet your RA at your room at your move-  
out time

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All residents must be out of the Halls  
before noon on May 11



# SPRING CLOSING MOVE-OUT PROCEDURES

- Sign up for a move-out time outside your RA's door. Times are available on May 4 through May 11. Your move-out date should be no later than 24 hours after your last final is over.
- West Hall will be open for summer session. All halls close on May 11 at noon and you will no longer have access to the building. If you do not have a Summer Renewal contract, you are required to move out of the building by this time.
- Remove ALL your belongings and thoroughly clean your room, suite, and bathroom areas.
- Remove any personal bicycles stored on the bicycle racks. All bicycles left behind will be removed after closing.
- Vacuum your room and suite areas.
- Remove all trash to the dumpsters.
- Lower your bed (if necessary)
- Defrost and unplug your refrigerator at least 24 hours prior to your move-out time
- Lock all windows, close the blinds, and turn off all lights.
- Set your thermostat to 70 degrees and to the Auto/Cool settings.
- Complete move-out with your RA at your scheduled move-out time.
- Failure to return your suite/room keys will result in a \$80 lost key charge.

Remember! Be sure to complete all tasks to avoid any improper check-out charges!



# 2023 SPRING CLOSING

## IMPORTANT DATES

- ✦ 4/24 Move-Out Sign Ups Open
- ✦ 4/24 Floor Meetings begin. See your RA's floor information board for details and be sure to attend so you have all necessary move-out information!
- ✦ 4/30 24-Hour Quiet Hours Begin
- ✦ 4/30 Deadline to request for a late move-out out at noon.
- ✦ 5/2 Deadline to sign up for a move-out time outside your RA's door.
- ✦ 5/10 The Connection Cafe will close after dinner.
- ✦ 5/11 Residence Halls close at noon unless you have received a written extension or you have signed a Summer Intersession Contract.
- ✦ 5/12 Spring to Summer moves between 8 a.m. and 3 p.m. If you are completing a Room/Hall change and have signed a summer housing contract to move to West Hall, you must do so between 8 a.m. and 3 p.m.

