The end of the year is here! Housing and Residential Education is preparing to close all the residence halls on **Friday, June 14 at 9:00am**

Important dates and details to know about Move-Out 2019:

**NOW – FRI, JUNE 14:** Remember to book your trip home
You will also need to plan on taking all of your belongings with you, including bikes. Bikes cannot be stored in the racks over the summer.

**WED, MAY 8 - THURS, JUNE 6 @ 9 AM:** Apply for an Extension*
*Only available to students who are taking summer classes or involved in commencement.
Students who submit an extension request form will receive an email response from their Resident Director by the end of the day on **Friday, June 7**. If you have not received a response by that time, please make sure to check your junk email and clutter folders before reaching out.

**NOW – WED, JUNE 12:** Submit work-orders for any items NOT working
If there are things in your room/apartment that are currently not working or you have issues with (i.e. lights that do not work, drawers too tight or loose, etc.) please submit a work order online prior to move-out.

**NOTE:** By taking care of these issues you may avoid charges when you check out of your room for summer move-out. However, please keep in mind that if you have damaged items/spaces in your room/apartment such as a broken chair, stained carpet, holes in the walls, etc. these damages will be charged to your account.

**SUN, MAY 26 - SUN, June 2:** Mandatory floor meetings with your RA
Specific meetings times will be announced soon. RA’s will provide you with all of the important information and a checklist of to-dos prior to move-out.

**THURS, June 6- FRI, JUNE 14:** Mandatory 24-Hour Quiet Hours

**FRI, June 7 @ 9 AM:** Trash rooms will close
After this time all trash needs to be taken directly to the outside dumpsters. Donations will be accepted, and detailed information sent out soon.

**FRI, JUNE 7 @ 9 AM:** Laundry rooms will close

**TUES, JUNE 11:** Mail services will stop
Update your address in [PioneerWeb](#) and with any services/businesses that communicate via mail or packages (i.e. magazine subscriptions, bills, etc.)
FRI, JUNE 14: The residence halls will close promptly at 9:00 am
You must be properly checked-out no later than 9:00 am on Friday, June 14 as you will not have access to the building after that time. Please make sure to schedule a checkout time with your RA during the week of final exams. Students who are not checked-out by 9:00 am on June 14 will be fined for an improper check out.

Finals week is a busy and stressful time for everyone. Please be proactive in your efforts of packing and scheduling a checkout time with your RA.

Sincerely,

Housing and Residential Education