Traditional Halls Close:
Friday, March 6, 2020 at 7:00 pm

Traditional Halls Reopen:
Sunday, March 15, 2020 at 10:00 am

Check-Out Procedures
Before you leave for break you must ensure that your room is clean & organized, have your items secured or take them with you and lock your room. Follow the directions on the check list provided on this flyer. On your way out of your residence hall, please sign-out at the front desk.

Residents, you do not have to remove your items from your room for Spring Break!

Checking Into Your Residence Hall
Upon your arrival to campus, please go directly to your assigned residence hall.

We hope that you will enjoy your break! Please travel safely!

Before you leave for break check list:

☑ Secure or remove all valuables.
  ○ The Office of Housing & Residence Life is not responsible should something happen to your personal property.

☑ Sweep the floor. Do not sweep trash or place trash bags into hallways, breezeways, etc.

☑ Make your bed.

☑ Clean room, and shared bathroom if you live in a suite.

☑ Clean out your refrigerator and unplug it.

☑ Remove trash from room and common areas and take it to the dumpster and/or recycle bins. Failure to remove trash will result in a $25 fine for the student.

☑ Dispose of any perishable items.

☑ Take any items that you may need during the break.

☑ If all roommates are leaving for the break, close and lock all windows, turn off lights, close and lock door to room and/or suite/apartment.

☑ Follow through with your check-out option. The fine for an improper check-out is $50.00.

☑ If you notice any new areas that need to be maintenance, please submit a Fix-It before you leave and the main office will contact Facilities Management to address the issue.

Questions?

Contact the Office of Housing & Residence Life at (757) 823-8407 or e-mail housing@nsu.edu.