

You Deserve a Break!

Housing & Residential Life

Winter Break Information • December 2008

Energy & Room Security

Energy conservation will be in effect during the break period. Electricity will be turned off in all resident rooms.

- Close and lock your windows.
- Unplug all electronics including refrigerators.
- Turn your thermostat down.
- Turn off your lights.
- Lock your door.

Facilities staff will be entering all rooms to verify windows have been closed and thermostats have been turned down.

Reception Desks

All residence hall desks will close at 12:00 noon on Saturday, December 20, 2008 and reopen at 12:00 noon on Saturday, January 10, 2009.

Please return any items you have checked out from the desk by 8:00 PM on Thursday, December 18, 2008.

There will be no mail service over break.

Locking Up

Only residents requesting approval from the Housing Office may remain in the residence halls during break.

The halls will reopen at 12:00 noon on Saturday, January 10, 2009.

All residence hall exterior doors will be locked at 8:00 PM on Friday, December 19, 2008. Residents have swipe ID access to their hall ONLY until 12:00 noon on Saturday, December 20, 2008.

Room Freeze

Monday, December 8 begins the empty room freeze. This room freeze continues through the second week of spring semester. Person to person room swaps are still permitted. End of semester moves are allowed if you are taking an empty space not an empty room and only if arrangements to do so are approved by December 8 with the Housing Office.

Quiet Hours

Beginning Saturday, December 13 at midnight, 22 hour quiet hours begin and continue until Friday, December 19 at 12:00 noon. Consideration hours are in effect from 12:00 noon – 1:00 PM and 5:00 PM – 6:00 PM.

Finals Week Meal Schedule

DHH

Monday – Friday	December 15 – 19
Continental Breakfast	7:00 AM – 10:30 AM
Lunch	10:30 AM – 1:15 PM
Monday – Thursday	December 15 – 18
Deli Hour	1:15 PM – 4:00 PM
Dinner	4:00 PM – 6:00 PM

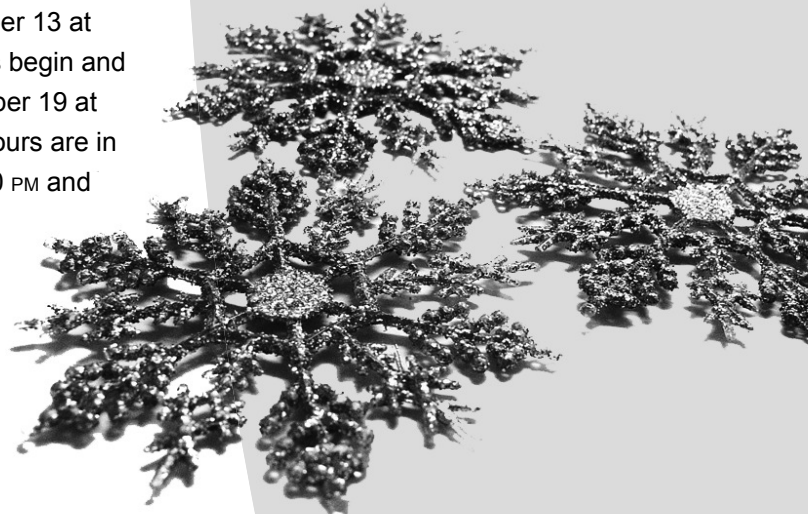
McNair

Monday – Friday	December 15 – 19
Continental Breakfast	7:00 AM – 10:30 AM
Lunch	10:30 AM – 1:15 PM
Monday – Thursday	December 15 – 18
Deli Hour	1:15 PM – 4:00 PM
Dinner	4:00 PM – 9:00 PM

Wads

Monday – Friday	December 15 – 19
Breakfast	7:00 AM – 9:00 AM
Continental Breakfast	9:00 AM – 10:30 PM
Lunch	10:30 AM – 1:15 PM
Deli Hour	1:15 PM – 4:00 PM
Dinner	4:00 PM – 6:00 PM

Friday dinner served in Wadsworth Hall only!



Dining Halls

The final meal served in DHH and McNair Halls will be the lunch meal on Friday, December 19, 2008. The Friday evening meal will be served in Wadsworth Hall only from 4:00 PM – 6:00 PM.

Wadsworth Dining Services open for brunch and dinner on Sunday, January 11, 2009.

McNair and DHH will open for breakfast on Monday, January 12, 2009.

Campus Café

The Campus Café will close on Thursday, December 18, 2008 at midnight and reopen on Saturday, January 10, 2009 at 5:00 PM.

Memorial Union Building

Convenience Store:

Open

- Friday, December 19, 7:00 AM – 1:30 PM

Closed

- Saturday, December 20, 2008 – Sunday, January 11, 2009

Reopens

- Monday, January 12, 2009 at 7:00 AM

Food Mall:

Open

- Friday, December 19, 7:30 AM – 1:30 PM
- Monday – Tuesday & Friday, December 22 – 23 & 26, 7:30 AM – 3:00 PM
- Monday – Tuesday & Friday, December 29 – 30 & January 2, 7:30 AM – 3:00 PM
- Monday – Friday, January 5 – 9, 7:30 AM – 3:00 PM

Closed

- Saturday – Sunday, December 27 – 28
- Saturday – Sunday, January 3 – 4
- Saturday – Sunday, January 10 – 11

Check Out

If you are leaving and will not be returning for the spring semester, you must see your RA who will assist you in properly checking out. When you are finished checking out of your room, please bring the following items to your Reception Desk:

- Room Key
- SIGNED Yellow Checkout Form

All students leaving must be completely checked out of their rooms by no later than 12:00 noon on Saturday, December 20. If you are a graduating senior or if you can't meet the check out deadline, please contact your RA immediately. Failure to check out properly may result in a \$25.00 improper check-out and a \$50.00 core change charge, and/or room and board charges for the first week of spring semester. To ensure proper mail forwarding, you **MUST** complete the top portion of your yellow check-out form.

Damage Bill

If you live in a house that has received community damage charges, you will be billed a percentage of those charges and be notified of your fee due. If the damage fee due is less than \$1.00 per person, then that cost will be rolled over to the following semester. At the end of spring semester, if the cost is still less than \$1.00 per person, no damage due amount will be collected.

If you do owe a damage fee for fall semester, you can pay the damage due amount at the reception desk by no later than Thursday, December 18. If you have not paid the damage due amount by this date, a University bill will be generated at the cost not less than \$5.00.

Aquariums and Plants

If you have an aquarium, you must contact the Housing Facilities office at 487-2740 or email housing@mtu.edu to make arrangements to have the power left on in your room by no later than Wednesday, December 17. Staff is not available to feed your fish over break or water your plants. Please use a vacation feeder and water your plants thoroughly.

Defrosting

Residents who have refrigerators must empty, defrost, and clean them prior to break. The refrigerator should be unplugged and the door left open.

Decorations

Holiday decorations may be displayed according to the posted guidelines: See your RA and facility boards.

All natural holiday trees must be removed from your hall by 12:00 noon, Friday, December 19, 2008 and placed in the dumpster.



Empty Space in Your Room?

If you have an empty space in your room, you will be assigned a new student as a roommate. Prior to leaving for break, you must prepare your room by clearing half of the room. You will be provided with your new roommate's information by email, letter, or phone call depending on when they complete their housing application. Please note that we place students in empty spaces up to two weeks into the spring semester.

Housing Facilities staff will be entering your room over the break to clean the space for the new resident. If you have not cleared the space, you will be charged \$100.

Private Baths

If you live in North Wadsworth Hall, the custodial staff will be entering your room over break to deep clean your private bathroom. Please be sure to remove all personal items from the bathroom areas.

Book Buyback

During finals week, the Campus Book Store will be buying back text books in the Reception Desk Lobbies 10:00 AM – 4:00 PM and at the Campus Bookstore 8:30 AM – 5:00 PM.

DHH: Monday & Wednesday
McNair: Tuesday & Thursday
Wads: Monday – Thursday
Bookstore: Monday – Friday

Parking

Residents who wish to leave their cars on campus must park in the northwest section of Lot 26 located on Garnet Street by Sunday, December 21, 2008 at 7:00 AM. Otherwise, your car will be ticketed and/or towed away.

Cars must be returned to their regular lots by midnight, Sunday, January 11, 2009.

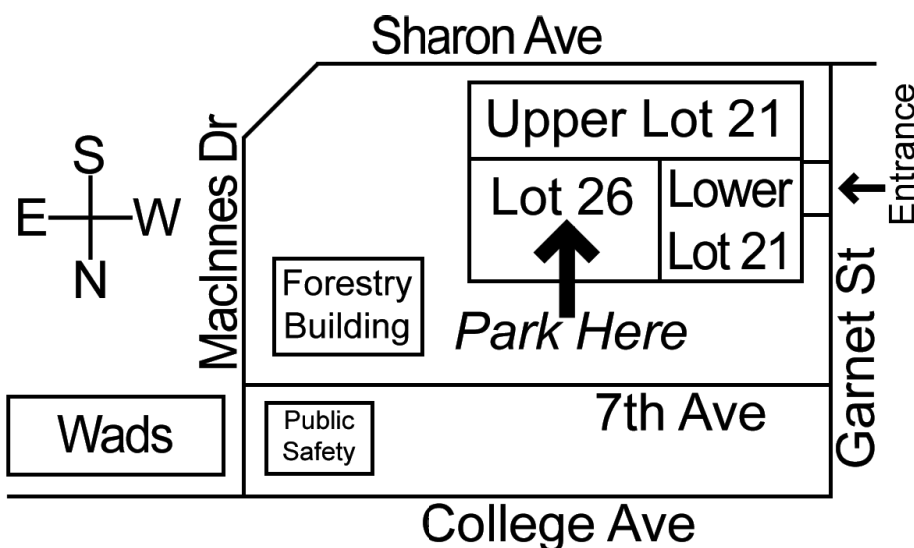


Winter Break Housing

Students who must stay for winter break or plan to leave after December 20 at noon may remain in their rooms if they have requested permission at www.housing.mtu.edu and have been approved. The deadline to make this request is Wednesday, December 17. The building will be locked 24/7 during break and only those residents who are granted permission to stay will have access.

Students who plan to arrive before the residence halls reopen on January 10 must also request permission at www.housing.mtu.edu. The deadline to make this request is Wednesday, December 17. Only residents who are granted permission to arrive early will have building access.

There will be no meal or mail service over the winter break period. However, the kitchenettes will be open for use. There is a \$14 per night charge for residents who stay during the recess period, leave late, or arrive early.



MichiganTech

Michigan Technological University is an equal opportunity educational institution/equal opportunity employer.