End of Semester Schedule:

23-Hour Quiet Hours:
Begin at 11pm Wed., April 29th - Fri., May 8th

Reading Day:
Thursday, April 30th

Final Exams:
Fri., May 1st - Fri., May 8th

MOVE-OUT by NOON is on Sat., May 9th for all non-graduating students.

Senior Week:
Mon., May 11th - Fri., May 15th
Commencement:
Sun., May 17th - Congrats Seniors! 😊

MOVE-OUT by NOON is on Mon., May 18th for all graduating seniors.

Check Out of Your Room:
Be sure to check out with your RA, ARD, other ORLL or Facilities staff member before leaving campus. The staff person will conduct a visual inspection of your room and will note any damages that are beyond normal wear and tear. This information will be documented on your Room Condition Report (RCR). Damages will be assessed and the charges will be placed on your student account.

Key Return:
No keys are to be returned to RAs or other Res Life staff members. You will be charged for any keys not returned at the end of the semester. Please drop off your keys in one of the following 5 locations:

24/7 Drop Off:
- (Uphill) Carmichael Hall Key Slot Rm. 158
- (Uphill) Hill Hall Lobby Key Box
- (Downhill) South Hall Lobby Key Box
- TUPD Dropbox, Dowling Garage 1st Floor

Monday – Friday, 9am – 5pm Only:
- Residential Facilities, 520 Boston Ave.

CLOSING CHECKLIST

Staffed and unstaffed halls must complete this checklist. You may be charged for damages including, but not limited to, furniture, walls, floors, ceilings, closets, etc. Failure to properly check out of your room may result in a $50 fee assessed to your student account. Also, failure to properly clean your room will result in an Excessive Cleaning Charge of $250.00.

☐ Make sure all furniture is accounted for in your room.
☐ Clean out micro-fridge and contact TSR for pickup instructions.
☐ Throw away/take home all food.
☐ Empty and clean all closets, dressers, desks, and drawers.
☐ Remove all personal trash and dispose of in dumpsters.
☐ Sweep and vacuum your room and take care of general housekeeping.
☐ Remove any tape residue/tacks from all doors and walls.
☐ Don’t forget to take home bikes!
☐ Donate unwanted items to Jumbo Drop locations in your building.
☐ Report damages to your RA.
☐ Complete the Room Condition Report (RCR) with your RA or ORLL Staff member and sign it before you leave.
☐ Close/lock all windows and doors.
☐ Return your key to one of the following locations before you leave campus:
  - Carmichael Room 158
  - Hill Hall Lobby Key Box
  - South Hall Lobby Key Box
  - TUPD, Dowling Garage
  - Residential Facilities, 520 Boston Ave.
    (M-F, 9am-5pm only)

Office of Residential Life & Learning & Facilities
Residence Hall Closing Bulletin 2015

617-627-3248 • reslife@tufts.edu • http://ase.tufts.edu/reslife/
Q: What do I do with my micro-fridge from TSR?
A: TSR will be contacting students directly regarding pickup, which will take place during Finals Week. Make sure to clean out the micro-fridge entirely, unplug it, and move it away from the wall. If no one can be present in the room during your pickup time, please leave your micro-fridge outside of your door. For more information, please contact TSR directly at 617-627-3224.

Q: What should I do about mail?
A: Start notifying all correspondents ASAP with your new address. Mail Services cannot forward mail. Mail that does arrive for you after you have left campus will be returned to sender. If you are remaining on campus for the summer, please advise Mail Services of your address. Mail service in the halls will continue through finals as long as your hall delivery person remains on campus. After mail service ends in your residence, Mail Services at Hill Hall will hold mail by hall through Commencement. You may check (in person) for mail that may have arrived for you. If you should leave before mail service stops, please inform your mail person not to place your mail into your mailbox. For more information, visit the Mail Services website at: http://www.tufts.edu/central/mailservices/.

Q: Is there somewhere I can store items for the summer?
A: Tufts University is affiliated with CollegeBoxes (http://www.collegeboxes.com). For more information on rates and pickup dates, please visit their website. Alternatively, you can try Google or Yelp! (yelp.com) to locate private vendors in the area. ORLL does not promote or endorse any area storage vendors.

Q: When does my Meal Plan end?
A: All Meals and Guest Meals expire Saturday, May 9th after lunch. This is also the last day you can use your Meal Money. Seniors: Friday, May 15th is the last day graduating seniors can request JumboCash credit, and Senior Week Meal Plans end after breakfast on Sunday, May 17th.

Q: What if I live in a building that’s being used for Commencement Housing?
A: South, Lewis, Tilton, Miller and Houston Halls are all being used for Commencement Housing. It’s imperative that students living in these halls must fully vacate by noon on Saturday, May 9th so DTZ can clean and prepare the rooms in a timely fashion for the arrival of graduating students’ families, friends, and University alumni.

Q: What do I do if I’ve left items behind?
A: Residential Life cannot be responsible for any items left behind after you’ve moved out. If you think you’ve left something, please contact staff in Facilities who can follow up as appropriate. Facilities can be reached by calling 617-627-3992.

Q: What if I still have questions not answered in this Closing Bulletin?
A: Feel free to contact Residential Life by calling 617-627-3248, sending us an email to reslife@tufts.edu, or stopping by our office on the first floor of South Hall. We’re happy to answer your questions!

Q: Planning ahead… when can I come back for the Fall 2015 Semester?
A: The earliest date returning students can move in is Friday, September 4, 2015 at 9am.

Have a safe, wonderful summer!