

# RESIDENCE HALLS GUIDE



The break between fall and spring semester is December 19, 2019 - January 12, 2020.

Residence halls close on Thursday, December 19 at 10:00 a.m. and open for spring semester on Thursday, January 9 at 8:00 a.m.

## GOING SOMEWHERE AWESOME FOR SEMESTER BREAK - YOUR ACTION IS REQUIRED!

- Prepare the room for a new roommate(s) no later than December 19 if your roommate(s) is moving out or already moved out.
- Empty trash cans.
- Close and lock windows.
- Clean out refrigerator, if applicable.
- Lock your room door.
- Move all electronic equipment off the floor and unplug it.
- Set your heater to automatic and set room temperature to 65 degrees. Do not remove HVAC covers or turn off the valves to the HVAC unit.

## PREPARING YOUR ROOM FOR A NEW ROOMMATE

If your roommate(s) is moving out or already moved out, you may be assigned a new roommate(s) for spring semester. You are responsible for preparing the room to accommodate your new roommate(s) and creating a welcoming environment and you must do so before the residence halls close on December 19.

Remove all of your items from the vacated area of the room by Thursday, December 19. Even if you and your roommate(s) for fall agreed that some of your things could be in their area, you need to move them to your area of the room and re-negotiate that with your new roommate(s). The vacated area of the room should look like it did when you moved in at the beginning of fall semester.

NOTHING should be in the vacated area of the room – nothing in or on the closet/wardrobe, dresser, filing cabinet, desk, bed, chair, walls, and floor.



## FAILING TO PREPARE YOUR ROOM FOR A NEW ROOMMATE

RIT Housing and Residence Life staff will enter the room to inspect for damages, assess your preparation for a new roommate(s), and to possibly perform maintenance. In addition, the vacated area will be cleaned. If you fail to prepare your room for a roommate(s):

- Your student account may be immediately charged a double-as-a-single room rate.
- You may be reassigned to another room.

## RESIDENCE HALLS CLOSING FOR BREAK

Residence halls close for break at 10:00 a.m., Thursday, December 19. Residents must leave the residence halls by this time. Please schedule your travel plans accordingly. No access to the building will be allowed prior to Thursday, January 9, 2020. You do not have to take your belongings with you when you leave for break; however RIT is not liable if anything is missing or damaged upon your return.

Alternate housing is available at the RIT Inn & Conference Center for residence hall residents who are returning for spring semester, and must stay at RIT during any of the time of break. To arrange an alternate room at the RIT Inn & Conference Center, log into the housing portal and click on the "Semester Break Icon". If you have additional questions contact Donna Black at [dkbapt@rit.edu](mailto:dkbapt@rit.edu) or 585-475-4651. During the time RIT is closed for the holidays, December 24-January 1, no requests will be processed. If a reservation is made for you to stay at the RIT Inn & Conference Center and you do not check in, a \$65 no-show fee will be put on your student account.

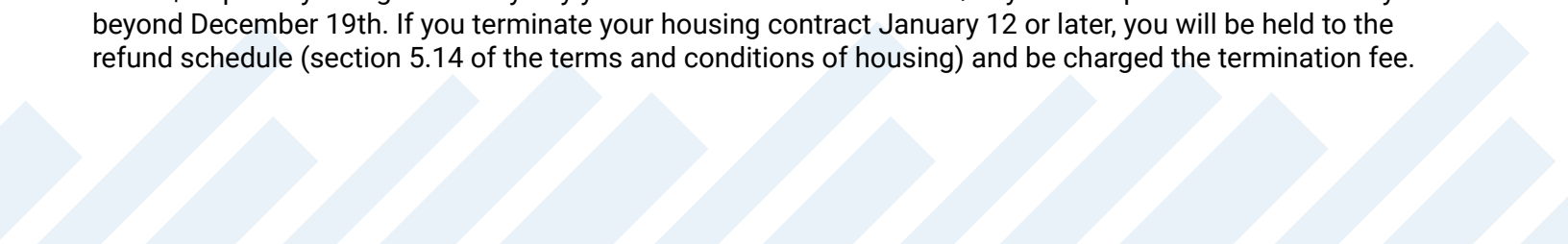
If you are assigned to alternate housing at the RIT Inn, your spring semester food debit will be activated on Thursday, December 19, therefore, you can use it at Petals, restaurant at the RIT Inn, and any open RIT dining facility over the break. Go to <https://www.rit.edu/fa/diningservices/places-to-eat/hours> to get the dining facility schedule for break.

The free shuttle service will run during the break, with the exception of the days RIT is closed for the holidays, December 24–January 1. Get the schedule for the shuttle at <https://www.rit.edu/fa/parking/transportation/bus>. There is free laundry at the RIT Inn, just like in the residence halls, ask the front desk staff where to find the laundry room.

The terms of RIT housing and the behavioral expectations remain the same during break.

## REMINDER OF TERMINATION POLICY

If you remain a registered student and move to non-RIT housing (this includes your parent's home) for spring semester, you will be charged a termination fee for breaking your 2019-2020 academic year housing contract. If you terminate your housing between December 19 and January 12, you will be charged the termination fee and a \$50 per day charge for every day your items are in the room and/or you have possession of the key beyond December 19th. If you terminate your housing contract January 12 or later, you will be held to the refund schedule (section 5.14 of the terms and conditions of housing) and be charged the termination fee.



## NOT RETURNING TO RIT HOUSING FOR SPRING SEMESTER

No later than Thursday, December 19 at 10:00 a.m. you must:

- Remove all of your items from your room.
- Return your room key to RIT Housing in Grace Watson Hall.
- Return your space to move-in condition.
- Resolve who is responsible for damage in the room prior to leaving and inform your RC. If you don't settle the matter before you go, the damage will be split equally between you and your roommate(s).
- Fill out and submit an online forwarding address form. Be sure to use your middle name or initial on your forwarding address form.

**Can't get out of here by December 19th? No worries!**

Contact Donna Black, RIT Housing, at [dkbapt@rit.edu](mailto:dkbapt@rit.edu) by Thursday, December 12, 2019 for alternate housing.

**Due to academic calendar we have a new spring semester move-in schedule.**

## SPRING SEMESTER MOVE-IN

The residence halls open on Thursday, January 9 at 8:00 a.m. for all returning and new incoming students for spring semester. Classes begin on Monday, January 13.

<b>Thursday, January 9</b>	Incoming new freshmen, transfers, and graduate students
<b>Thursday, January 9 - Sunday, January 12</b>	Returning students assigned to residence halls or RIT Inn Assigned to partially occupied Riverknoll, Perkins Green, or Greek housing
<b>Friday, January 10 - Sunday, January 12</b>	Returning students assigned to vacant Perkins Green, or Riverknoll apartment, or Greek room Assigned to a University Commons or Global Village suite

## SUMMER HOUSING

Your current 2019-2020 RIT housing contract ends on Saturday, May 9, 2020 at 10:00 a.m. If you need to arrange summer RIT housing, you must complete a summer housing contract. Summer housing contracts will be available on March 27, 2020 at [mylife.rit.edu](http://mylife.rit.edu). Summer housing will be available in the residence halls, and a very limited number of apartments, and University Commons suites.