

Dear Parents,

The following information has been shared with your student about the upcoming Winter Break.

Fall Semester Closing & Winter Session **Housing Information**

Friday, December 13, 2024 – Tuesday, January 21, 2025

The Residence areas will close for the semester on Friday, December 13th at 7:00 PM. Please plan to vacate your room immediately after your last final exam or by December 13, 2024, at 7:00PM, whichever comes first. Residence halls reopen on Tuesday January 21, 2025, at 10:00 AM.

24 Hour Quiet hours begin at 10:00 PM, Sunday, December 1st. Guests will not be permitted from Sunday December 1, 2024, through January 21, 2025.

For a complete list of **Dining Options** during the winter session please see the dining website [Marist Dining](#)

INSTRUCTIONS FOR END OF SEMESTER CLOSING

Before you leave for the break you must:

- ◆ Close and lock your windows.
- ◆ All curtains on floors above the 1st floor should be left open. Curtains on the 1st floor and below should be closed.
- ◆ Broom clean your room.
- ◆ Empty your trash.
- ◆ Remove all holiday decorations, inside and outside of the room/apartment.
- ◆ Unplug all electrical appliances, power strips, and chargers.
- ◆ Empty, defrost, and unplug all **personal** refrigerators. Please leave the doors open to your refrigerator.
- ◆ All kitchen refrigerators in college-owned apartments/townhouses can remain plugged in
- ◆ **All perishable food must be removed.**
- ◆ Any non-perishable food left should be unopened and stored in sealed containers.
- ◆ Lock your door. Be sure to take all valuables home with you. The college **IS NOT RESPONSIBLE FOR ANY THEFT OR DAMAGE** to personal property.
- ◆ Remove all belongings from the floor.
 - ◆ Students should not leave items stored under beds.
- ◆ Any resident students graduating or withdrawing from college housing must fully move out and return their room key to their RA/RD before they leave.

Additional instructions for residents living in apartments and townhouse areas:

- ◆ Residents in all townhouse and apartment areas should leave heat on low (or 65 degrees) in all common spaces and bedrooms.
- ◆ All bathroom doors should be left open.
- ◆ All cabinet doors under sinks should be left open and free of obstructions.
- ◆ Common areas, such as living rooms, bathrooms, kitchens **must** be thoroughly cleaned and all items, such as dishes, should be put away properly.
- ◆ Floors, showers, toilets, counters, and sinks **must** be thoroughly cleaned.

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The following information has been shared with your student about the upcoming Winter Break.

By following this protocol, potential freezing of pipes can be avoided during excessive cold weather conditions. Rooms are expected to be left in a broom cleaned condition. Housing and Residential Life staff will conduct health and safety/closing inspections of each resident area on Friday, December 13. Rooms/apartments that have not been cleaned and/or found to have college policy violations will be documented and may lose Priority Points. Please contact your Resident Assistant or Resident Director with any questions.

Students who are moving out because of a change in a room, study abroad, graduate or for any other reason must complete an express check out.

INSTRUCTIONS FOR REQUESTING TO STAY PAST CLOSING AND/OR RETURNING FOR THE WINTER SESSION

REQUESTS TO STAY PAST CLOSING

Any resident needing to stay on campus past the official closing date of Friday, December 13th, must request permission from the Office of Housing and Residential Life, using the Break Housing Request Form by 5:00 PM on Monday December 9th. Students requesting to stay in housing past December 13, 2024, need written approval from the Office of Housing and Residential Life. ***Students granted permission to remain on campus may be required to relocate to a different building during this time.***

REQUESTS TO RETURN EARLY (January 2 - January 20- Winter Session 2025)

Those students who are involved in CAMPUS or OFF CAMPUS EMPLOYMENT, an ATHLETIC COMMITMENT, or a COLLEGE APPROVED INTERNSHIP may request permission to return to campus for the Winter Session. Everyone requesting to return to college housing for the Winter Session must complete the Break Housing Request Form no later than 5:00 PM. on Monday December 9th. Again, all requests must fall under the ABOVE CRITERIA to be considered.

Please note that all winter session classes are online and are not a valid reason to request an early return.

Only those students who have permission to reside in College Housing between January 2nd and January 20th will be permitted entry to the appropriate residence area. No guests are allowed during the winter session. Any student(s) found in violation will be removed from campus immediately.

*****All residence areas will open at 10:00 AM, Tuesday, January 21, 2025, for the Spring 2025 semester.
Classes begin on Wednesday, January 22. *****

Please plan your travel arrangements accordingly.

***The Office of Housing and Residential Life wishes you an
enjoyable, safe, and relaxing Winter Break.***