

2021 SPRING CLOSING NEWSLETTER

Office of Residential and Dining Services



RESIDENCE HALLS CLOSING

Wednesday, May 19, 2021 @ 4pm

- **All students are required to schedule a move out time by Wednesday, May 12, 2021.**
- 24 hours quiet hours are in affect from Friday, May 7, 2021 through Wednesday, May 19, 2021
- Students who violate policy may be asked to vacate immediately.
- Students are required to move out 24 hours after their final exam but no later than the closing date Wednesday, May 19, 2021 @ 4pm.
- Graduating seniors housing ends on Wednesday, May 26, 2021 @ 4pm.
- Students who were approved for summer housing will stay in their current assignments until the move over date which is Friday, May 21, 2021.

STORAGE INFORMATION:

Students looking for storage facilities can contact the following:

Cube Smart:
www.cubesmart.com
877.279.7585

Extra Space:
www.extraspace.com
855.891.5904

Public Storage:
www.publicstorage.com
833.814.3593

REMEMBER TO:

- Submit the MOVE OUT form through myStevens - scheduling the date and time you plan on vacating. Move out times will begin on May 1st through May 19.
- Make sure all original furniture is in the room.
- Return the room to its original condition.
- Remove all personal items from the room including all drawers/wardrobes/closets.
- Remove all of the trash to the proper receptacles/dumpsters/sweep the floor.
- Remove all non-Stevens issued furniture/carpets from your room and place them in the designated area for your location (do not discard in hallway).
- Close and lock all windows.
- Turn off the lights and lock the door.
- Return your key to Jonas Hall Area Office or the Howe Center Lobby. Please make sure to place your key (and fob if living in SLH) in the envelope, seal it and place in the RDS mailbox. River Terrace residents who do not have a key to return must submit the check out form online.
- Check out online @ myStevens once you have returned your key.
- Failure to check out properly may result in an improper check out fee.
- Failure to remove all trash and personal items may result in a fee.
- Please retrieve all mail from your campus mailbox before leaving.
- Have a Great Summer!

DINING INFORMATION

- All meal plans will end Wednesday, May 19, 2021.
- Grubhub Dollars will expire on May 31, 2021.
- Duckbills will carry over and may be used at all participating duckbill merchants.
- Dining will be limited this summer. Pierce Cafe will be open weekdays from 9am to 3pm.
- Please visit www.stevensdining.com for more dining information.

QUESTIONS ?

- Email RDS@stevens.edu
- Call 201.216.5128