End of Semester Schedule:

Continuous Quiet Hours:
Begin at 11pm Tues., May 2nd - Fri., May 12th

Reading Days:
Wed. May 3rd & Thurs. May 4th

Final Exams:
Fri., May 5th - Fri., May 12th

MOVE-OUT by NOON is on Sat., May 13th for all non-graduating students.

Senior Week:
Mon., May 15th - Fri., May 19th

Commencement:
Sun., May 21st - Congrats Seniors!

MOVE-OUT by NOON is on Mon., May 22nd 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 online within the housing portal. Damages will be assessed and the charges will be placed on your student account.

Key Return:
KEYS ARE TO BE RETURNED TO YOUR RA OR ORLL STAFF MEMBER BEFORE LEAVING CAMPUS. You will be charged $70.00 for room/suite keys not returned to ORLL staff at the

Pack It In, Pack It Out
Find out how to get free supplies for shipping or storage, and where to bring your donations, recyclables, and trash at the website below.

go.tufts.edu/getpacking

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 will 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, compost or donate all food.
- Empty and clean all closets, dressers, desks, and drawers.
- Remove all personal trash and dispose of in dumpsters outside your building. Please DO NOT leave personal trash in the hallways of your building.
- Sweep/vacuum your room and take care of general housekeeping. Please remember to turn off stove if in suite/apartment/house.
- Remove any tape residue/tacks from all doors and walls.
- Don’t forget to take home bikes!
- Donate unwanted items to Drop locations on campus. Check out go.tufts.edu/getpacking for more information.
- Report damages to your RA or other Staff Member.
- Complete the Room Check-Out Process with your RA or ORLL Staff member. Failure to do so will result in a $50.00 improper check-out charge assessed to your student account.
- Close/lock all windows and doors.
- Return your key to a member of the Residential Life Staff before you leave campus.

Please note: Charges for excessive trash/cleaning in the common areas of the residence halls will be split between all of the residents of the building. Minimum charges will start at $250.00.
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: Yes! The UPS Store is Tufts preferred provider for move-out shipping and storage services and will be on campus to help store your items for the summer or ship them home. We recommend you reserve your space early to ship or store items with UPS. Please visit https://www.bit.ly/tuftsstorage for more information.

Q: When does my Meal Plan end?
A: All Meals and Guest Meals expire Saturday, May 13th after lunch. This is also the last day you can use your Meal Money. Seniors: Friday, May 19th is the last day graduating seniors can request JumboCash credit, and Senior Week Meal Plans end after breakfast on Sunday, May 21st.

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 13th so C&W Services 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 is not 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 Harleston Hall. We are happy to answer your questions!

Q: Planning ahead… when can I come back for the fall 2017 Semester?
A: The earliest date returning students can move in is Friday, September 1, 2017 at 9am.

Have a safe, wonderful summer!