

A cartoon illustration of a person's head and hands holding a scroll. The person has large, expressive eyes and is looking towards the scroll. Their hands are positioned at the top and right edges of the scroll, as if holding it open. The scroll itself is white with a black border and contains text about a spring break closing.

## SPRING BREAK CLOSING

TO ALL RESIDENCE HALL STUDENTS

FROM: David Campbell, Associate Director  
of Residence Life & Housing

**All residence halls will close for Spring Break at 7pm on  
Friday, March 9, 2018.**

**Dansbury Commons will be open for dinner from 4:30-6:00 pm.**

Please be certain the following items are completed prior to your leaving:

1. Close and lock windows.
2. Turn off all lights.
3. Leave your room clean and empty wastebaskets.
4. Remove all perishable food from refrigerator.
5. Unplug all appliances (except Univ. Apts. refrigerator).
6. Close and lock room door.
7. Take home personal items of value. The University cannot assume responsibility for personal items left in rooms.
8. Make arrangements to have important mail sent home.
9. Double check that you take home everything you need, as no one will be allowed in the residence halls over break.

**An inspection of your room will be made by your R.A.  
to ensure all items above have been completed.**

Please be sure to notify your R.A. of your intended departure date and time.

**All residence halls will re-open on Sunday, March 18, 2018 at noon.  
The first meal served will be dinner on Sunday evening.**

**HAVE A WARM AND SAFE SPRING BREAK !!**