You Deserve a Break!

Housing and Dining Services
End of Summer Session A • June 2010

If you will be staying, please disregard this issue. If you will be leaving the residence halls at the end of Summer Session A, please take the time to read this issue of You Deserve A Break. It contains important information on room cleaning procedures, checking out, mail forwarding, room damages, dining hours, storage, and more. If you have any questions, feel free to ask your Resident Assistant.

Checkout

Make an appointment to checkout with your RA. All checkout appointments must be made at least 48 hours before you are planning to check out.

Please note if you do not check out properly, you will be assessed a $25.00 improper checkout penalty. If you do not return your key, there is a $50.00 fee.

All residents not staying for Summer Session B must vacate their room and properly check out with their RA before noon on Saturday, June 26, 2010.

Please return your key(s) and the yellow checkout form to the Wadsworth reception desk. If the reception desk is closed, tape the key(s) to the form and place it in the misaddressed mail slot.

When you leave, your room must be in the same condition it was when you moved in. All furniture must be present or accounted for on furniture request forms.

Return your bunks into the default configuration. Additional charges will result if facilities must reassemble the bunk correctly.

Questions

If you have any questions regarding checkout, please see your Resident Assistant, email housing@mtu.edu, or give one of the following offices a call:

Housing 906-487-2682
Facilities 906-487-2740
Dining Services 906-487-2664

Parking

As a reminder, all summer residents should be parking in Lot 17U.

Bike Racks

Remember to move your bike from the outside bike racks and take it home for the summer. Remaining bikes will be considered abandoned and removed by Public Safety and Police Services.

Kitchenettes

Kitchenettes will be available on 5th Floor Wadsworth for your use over the summer.

Meal Schedule

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<thead>
<tr>
<th></th>
<th>Monday - Friday</th>
<th>Saturday &amp; Sunday</th>
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<tbody>
<tr>
<td>Breakfast</td>
<td>7:00 AM – 9:00 AM</td>
<td>10:00 AM – 11:00 AM</td>
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<tr>
<td>Lunch</td>
<td>11:00 AM – 1:00 PM</td>
<td>11:00 AM – 1:00 PM</td>
</tr>
<tr>
<td>Dinner</td>
<td>4:00 PM – 6:00 PM</td>
<td>4:00 PM – 6:00 PM</td>
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McNair Dining Hall will be open Monday, May 31 through Saturday, August 14.

Reception Desk

The Wadsworth Reception Desk will be open from 8:00 AM – 8:00 PM every day, with the exception of July 4.

Mail

Mail received after Saturday, June 26 will be forwarded to the home address you have on file with the University. If your forwarding address is other than your home address on file, complete the top portion of your yellow checkout form.

Please notify senders of your change of address. Mail will be forwarded until July 17, 2010. Thereafter, mail will be returned to sender.
Fall Opening
Residence halls are scheduled to open on Saturday, August 21, 2010 at 10:00 AM. The first meal served will be brunch on Saturday, August 21, 2010. The Campus Café will open Saturday, August 21, 2010 at 5:00 PM. Check in details will be included in assignment letters, which you will receive in late July.

Classes begin Tuesday, August 31, 2010.

Storage
If you are not returning to Michigan Tech residence halls in the Fall, you must remove all items you have in storage no later than June 26.

If you are returning to the hall in the Fall, Housing has limited storage space for your belongings. All items you leave in storage must be properly labeled and sealed in a box or plastic bin. Only RAs may store items for residents. We do not assume responsibility for items left in storage over the summer.

You will not have access to the items you have in summer storage until the residence halls open in the Fall. Items left in storage over the summer which are not properly marked will be removed and discarded.

Room Cleaning
- Empty room of all belongings.
- Clean desk drawers and surfaces.
- Clean dresser drawers and surfaces.
- Empty closet or wardrobe.
- Clean inside of your room door and whiteboards. Remember to remove all tape marks, stickers, and signs.
- Vacuum your floor (do not sweep debris into hallway).
- Empty wastepaper basket.
- Remove any weatherstripping and glue from door jams and door surfaces.
- Clean window sills and ledges.
- If you leased a refrigerator from Michigan Tech, it must be cleaned and defrosted. Unplug the refrigerator and leave the refrigerator door open. It will be picked up from your room.
- Close and lock your window and door.

You may check out cleaning supplies and vacuums at the reception desk. The desk also has hand carts to assist with your moving.

Items that cannot be compacted (i.e. pizza boxes, lumber, fridges, etc.) must not be thrown down the trash chute or left in the trash room. Please take these items to the dumpster.

Damage Billing
A final inspection of every room will be made by the Housing & Residential Life staff. All damages, other than normal wear and tear, will be documented and charged to the resident(s). Unless one occupant of your room assumes full responsibility for a charge for damages or missing items in your room, all charges will be equally shared by the occupants of the room. Be sure to clear up any responsibility for damages and missing room items with your RA before you check out.

Good luck with Finals!
Have a Great Rest of the Summer!

Michigan Tech
Celebrating 125 Years
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