As you check out of Hillside Place for the summer, please take the time to read this final issue of *You Deserve A Break*. It contains important information on room cleaning procedures, checking out, mail forwarding, room damages, dining hours, and much more. If you have any questions, feel free to contact us at housing@mtu.edu or ask your Community Assistant.

**Questions**

If you have any questions regarding this information, please see your Community 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

**Checkout**

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

Students with extenuating circumstances can request a late departure by visiting "online forms" at www.housing.mtu.edu. Please note if you do not check out properly, you will be assessed a $25.00 improper checkout penalty.

**Hall Security**

The entrances to all residence halls will be locked at 5:00 pm on Sunday, May 1. Your ID Card will NOT allow you entry into the building after this date.
Mail and Packages

Mail received after Saturday, April 30 will be forwarded to the home address you have on file with the University. If your forwarding address is other than this address, please complete the top portion of your yellow checkout form.

Please notify senders of your change of address. Mail will be forwarded until June 4, 2011. Thereafter, mail will be returned to sender.

Campus Café

Friday, April 29  CLOSING at 1:00 am
Reopens on Sunday, August 28, 2011 at 5:00 pm

Be Earth Friendly

If you are throwing away your refrigerator, please place it next to the dumpster. We will discharge the freon and dispose of the refrigerator.

House Damages

If you live in a House that has received damage charges, you will be billed a percentage of those charges. You will be notified of your fee due for the damages via email. You then have the opportunity to pay the damage fee at the Reception Desk by Saturday, April 30. If you have not paid the damage due amount by this date, a University bill will be generated at the cost not less than $5.00. If the total cost of community damages is less than $1.00 per person, no damage due amount will be processed.

Parking

All vehicles must be removed from lots by Monday, May 2, 2011 at 7:00 AM. Vehicles left will be towed at owner’s expense.

Summer residents staying in Hillside Place will need to register vehicles at the Wadsworth Reception Desk beginning Saturday, May 7, and will park in Lot 4.

Damage Billing

A final inspection of every room will be made by the Housing & Residential Life staff. This does not include residents that are currently in a 12-month contract. 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 CA before you check out.

Room Cleaning

- Empty apartment of all belongings.
- Clean desk drawers and surfaces.
- Clean dresser drawers and surfaces.
- Empty closets.
- 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.
- Close and lock your window and door.
- Empty your refrigerator and wipe down shelves.
- Wipe both bathroom and kitchen counters and sinks down.
- Empty all cupboards and drawers.

You may check out cleaning supplies at the reception desk or from the floor custodian.

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 shown below. Additional charges will result if maintenance must reassemble the bunk correctly.

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

Bike Racks

Remember to move your bike from the outside bike racks by Sunday, May 1, 2011 and take it home for the summer. Remaining bikes will be removed by Public Safety and Police Services.

Ice Cream Social

On Sunday, April 24, all three dining halls will have free ice cream available to residents from 9:00 PM - 10:00 PM. This is being sponsored by Dining Services.

You must have a meal plan and one meal swipe to attend.
**Summer Housing**

Taking summer classes?

Summer housing is available in Wadsworth Hall for Track A and Track B classes. **Housing will also be available on the sixth floor of Hillside Place.** Included in your housing rate are exciting Keweenaw excursions with activities like hiking, canoeing, waterfall tours, and more!

Visit www.housing.mtu.edu, click the Summer Housing 2011 button, and complete the Summer 2011 application and contract. If you prefer, you can pick up copies of these forms from the Housing & Residential Life office, 153 Wadsworth Hall.

When completed, bring these forms to the Housing & Residential Life office. Please complete your forms no later than April 18, 2011.

**Summer Internet**

Summer students should be able to access Resnet by directly connecting their computer to the jack in the wall. If you are having difficulty connecting to the internet over the summer, you can contact Resnet by calling 483-9955.

**Fall Opening**

Hillside Place is scheduled to open on Saturday, August 20, 2011 at 10:00AM. The first meal served will be brunch on Saturday, August 20, 2011. Check in details will be included in assignment letters, which you will receive in late July.

Classes begin Monday, August 29, 2011.

**IRHC Rideboard**

Check out Michigan Tech’s very own Rideboard: [http://www.irhc.mtu.edu/orb/](http://www.irhc.mtu.edu/orb/)

Do you need a ride home? You can post a ride request for others to see.

Are you making a roadtrip and looking for an extra rider? Post your trip and others will find you.

Commuting to Tech and want to save gas? Make a carpool listing today.

Have a Great Summer!