Residence halls will be closed during the break. Students will be housed in the Southwest Hall hostel space.

SPECIAL NOTES:

- Residence Halls: Unplug all electrical appliances including computers. Defrost and clean your refrigerator before leaving for break. Please leave refrigerator door open when completed.
- Apartments/Houses: Unplug electrical appliances except the college’s refrigerator and stove. You do NOT need to defrost the college’s refrigerator.
- LOCK YOUR DOOR when you leave and bring your key & ID card with you!

Break Closing Information

- Residence Halls close on Friday, March 25th, at 9:00 AM.
- Residence halls will re-open on Sunday, April 3, 2016 at 12:00 Noon.
- Each student is required to depart for the break by 9:00 AM on Friday, March 25th.
- All students wishing to remain on campus for any portion of the break MUST fill out an application for housing. Your CF will be holding a floor meeting to discuss the closing. Please be sure to attend.
- Residence hall staff will be going through all rooms and apartment spaces to insure that lights are turned off, windows are closed, smoke detectors are functioning, heat is at appropriate levels, etc. The staff will also be documenting policy violations of which they become aware. Please watch for a door flyer with the information for you to follow those instructions.
- Once the halls have closed, there is no access to locked buildings until they re-open on April 6th. Be sure to take all needed items with you.

Spring Break Room Inspections for Students Residing in Residence Halls, Apartments and Houses:

- Close and lock all windows.
- Leave heat ON to #2 or 65 degrees (This is done to avoid pipes breaking).
- Move items (beds, couches, etc) away from vents! Leave 12-18” of clearance at all times so heater can function properly.
- Close window coverings on ground level. All other floors’ window coverings should be open.
- Straighten and clean room/apartment/house.
- Empty wastebaskets and recycling bins ($50 charge if not done).
- Residence Halls: Unplug all electrical appliances including computers. Defrost and clean your refrigerator before leaving for break. Please leave refrigerator door open when completed.
- Apartments/Houses: Unplug electrical appliances except the college’s refrigerator and stove. You do NOT need to defrost the college’s refrigerator.
- LOCK YOUR DOOR when you leave and bring your key & ID card with you!

Break Housing Information

All residence halls will be closed during the break. Students will be housed in the Southwest Hall hostel space. The Southwest hostel space will be the only space open during the break. You must fill out an application for break housing in the Residential Life Office. The Southwest Hostel space will be the only space open during the break. You will have the ability to request roommates and suitemates on the application.

ELIGIBLE STUDENTS:

- International Students who are unable to travel home.
- Students who live a great distance from campus (>350 miles) who are unable to travel home will be considered on an individual basis. Permission granted by Director of Residential Life on a case-by-case basis.
- Athletes/Musicians required to remain on campus for practice/games/rehearsals/concerts.
- Students required to work for a College department
  o You must have completed the application and have your supervisor’s signature.

APPLICATION PROCESS:

- All students wishing to remain on campus for any portion of the break MUST fill out an application for housing.
- Students requesting to remain on campus can either complete the emailed application (email completed application to reslife@gustavus.edu) or come into the office and fill out an application before 4:00 PM on Monday, March 14th, 2016.
- Student Athletes/Musicians: Your coach/director should make arrangements for all team/group members. Therefore, you do not need to request to remain on campus during the break.

SPECIAL NOTES:

- Students working in the St. Peter/Mankato area during the break must make off-campus housing arrangements.
- If you fail to apply before the deadline, an on-campus space will not be reserved for your use.

Break Parking

All vehicles remaining on campus over Spring Break must be parked in the gravel lot next to the Music Building (Bjorling Lot). If this lot is full, you may park in the Break Parking Spaces at Arbor View Apartments. You may not leave your car in any other parking lot. Any vehicle not moved to the Bjorling Lot will be subject to towing at the owner’s expense. If you have any questions about parking, please contact Campus Safety.

Questions? Please contact the Residential Life Office at 507-933-7529 or email reslife@gustavus.edu