



Housing and Residence Life  
Phone (657) 278-2168 Fax (657) 278-3994

## Graduating Seniors and Commencement Workers ONLY

If you are a graduating senior or are an official commencement worker you may stay in the apartments through Sunday, May 22, 2011. A Check out time on Sunday, May 22 will be determined and communicated to you via email shortly.



Please fill out the information below:

Name: \_\_\_\_\_

Apt & Bedroom#: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

College & Major: \_\_\_\_\_  
(for Graduating Seniors)

Date and Time of Graduation Ceremony: \_\_\_\_\_

### Things to remember:

- All Housing regulations remain in effect during this period.
- Pack early. Do NOT wait until the last minute.
- Keep track of your check out time. Checking out after your time will result in your being charged a late fee.
- Be safe during this time. Keep your doors locked even as you go back and forth from your apartment to car.
- Be sure you and your roommates clean the common areas, especially the refrigerator. The last person out of the apartment will be required to do all necessary cleaning prior to checking out.
- Please check out properly by completing an Express Check-Out or having an RA complete your Room Condition Report (RCR) and collect your keys.

Return form to Housing Office no later than Friday, May 13, 2011 by 5pm.