

Hello,

As we approach the end of the semester, Community Living would like to provide you with updates regarding move-out for the Spring 2021 semester. All students must move out no later than 24 hours after their last final. **Please note: the residence halls close at 12:00pm (noon) on Monday, May 17.** You can find more specific information about the closing of the residence halls below.

### **Move-Out Procedure**

- Students moving out of residence halls must return their keys in a key return envelope to Community Living's main office in Usdan or the appropriate Quad Office in your residential area. Students will be charged a \$60 key replacement fee if they do not return their key before departing campus.
- Students interested in summer storage should sign up for [Storage Squad](#) and then pick up packing supplies from Community Living's Office during business hours. Community Living will work with Storage Squad to collect all belongings from the residence halls after closing.
- Students should remove all personal belongings and trash from their spaces. Any excessive trash or damage to the room will result in damage billing charges.

### **Stay Past Request Form**

- Students needing to stay on campus past May 17 should complete the Stay Past Request Form on their [MyHousing](#) Portal, which will open at 12:00pm (noon) on Friday April 9.
- This request form is for all students who need to stay past the closing of the residence halls due to extenuating circumstances. Students requesting to stay past closing must receive formal approval through Community Living, and upload documentation that supports their request. All approved students must vacate the residence halls by 12:00pm (noon) on Monday May 24.
- Stay Past Request Forms will be reviewed by Community Living. All students, except graduating seniors, approved to stay past closing will be charged \$50 a night. A meal plan is required for students who do not currently live in an apartment on campus. Community Living will confirm via email once an application is approved.

### **Summer Housing Application**

- Limited summer housing is available for all students looking to stay on campus for the summer sessions. The Summer Housing Application will be available on students' [MyHousing](#) Portal starting at 12:00pm (noon) on Friday, April 9.
- This year, Summer Housing will be located in Ridgewood and Ziv Quads. Students in apartments will not be required to have a meal plan, while those in non-kitchen areas will be required to have a summer meal plan.

- The cost of Summer Housing ranges from \$175-\$275 weekly based on whether a student is in summer school, has summer employment, or is sponsored by a University office/department on campus.
- Students who need to stay on-campus from the closing of the residence halls on May 17 until the start of Summer Housing on May 30 will be placed into Transitional Housing.
- Summer Housing session one is from May 30 - July 4. Summer session two will be from July 4 - August 8. Seniors are only eligible to live in Summer Housing for Session One.

### **Overview of Dates**

- May 17: Residence Halls Close at 12:00pm (noon)
- May 17 - 24: Stay Past Closing Dates
- May 17 - 30: Transitional Housing (those moving into Summer Housing)
- May 30 - July 4: Summer Session One
- July 4 - August 8: Summer Session Two

More information about closing and move-out will be sent by Area Coordinators in a few weeks. If you have any questions or concerns, please contact us by email at [dcl@brandeis.edu](mailto:dcl@brandeis.edu) or by phone at 781-736-5060.

We thank you for your patience and resilience during this challenging time. For those graduating, we wish you the best. And for those returning, we look forward to welcoming you back in the fall.

Best,  
Community Living