The Department of Residential Education and Services wishes you the best of luck on your final exams!
Please keep your fellow students in mind during this crucial time. **Beginning at 9:00pm on Monday, April 27, and continuing through Thursday, May 7 at 10:00am, quiet hours will be maintained 24 hours per day both inside and outside the buildings of all residential areas.**

Failure to abide by quiet hours will result in a policy violation being processed through the conduct system.
Talk to your roommates!

Finals can put stress on even the best roommate relationships! Talk to each other to be sure you share the same expectations about guests and other important issues!

Now is a good time to re-visit your roommate contract… or create one if you don’t have one!
All Residence Halls will be CLOSED on the following:

- **Freshmen and non-graduating Sophomores**: 24 hours after your last final or May 6, 2015 at 7:00pm *(whichever comes first)*

- **Students participating in commencement**: May 9, 2015 at 4:00pm

Unless you are approved to leave late, please plan to leave based on the dates above. RES staff will confirm that you are out of your room by the deadline.

**Best Wishes on finals!**
Dining Services...

For the most up-to-date information on food services, check the website at:

http://www.emory.edu/OXFORD/OxfordDining/lilsdining.php

The last meal for the spring 2015 semester will be

Saturday, May 9, 2015: Breakfast
Trouble-Free Checkout!

As you prepare to leave

✓ remove all personal belongings (check drawers, closets, etc.)
✓ remove all trash and food from your room
✓ clean your room… clean all surfaces, vacuum and dust
✓ check-out properly and return your keys!!!
✓ check your mail one last time
You have the choice of the following check-out processes:

- FACE-TO-FACE (with RA)
- EXPRESS CHECK-OUT
With FACE-TO-FACE CHECK-OUT,

- The Resident schedules an appointment with the RA by signing up on the schedule located on their RA’s door at least 24 hours in advance.
- The Resident will make sure the room is ready to be inspected at the scheduled time by removing all personal belongings and cleaning the room.
- The RA will meet the Resident at his/her room to inspect.
- After the inspection, the Resident and RA will sign the RCR.
- The Resident will return his/her room key to the Front Desk at the Student Center.
With EXPRESS CHECK-OUT,

- The Resident will remove all personal belongings from the room and clean the room
- The Resident will lock the bedroom door when he/she leaves
- The Resident will go to the Express Check-out box located in the hall lobby
- The Resident will complete the Express Check-out envelope, place the room key into the envelope, seal the envelope, and place the envelope into the Express Check-out collection bin
As you dispose of trash, please take it to the appropriate trash receptacle or to a nearby dumpster. If the trash receptacle is full, please take your trash directly to the dumpster.

As always, Recycling Stations are available in each building for paper and cans. There will also be Donation Boxes in the lobbies of each complex. You can donate clothes, office supplies, un-open non-perishable food, and gently used beddings.
The last day of mail delivery for the spring semester will be Friday, May 8, 2015. Please visit Mail Services (810 Whatcoat Street) for instructions on how to ensure that your important mail and packages get to you!
Mailbox Key Return

- ALL MAILBOX KEYS MUST BE RETURNED TO MAIL SERVICES AT 810 WHATCOAT ST.
- KEYS NOT RETURNED WILL INCUR A FEE
Storage Needs

• We will send out additional information shortly!
As the end of the semester approaches, reports of theft increase! Follow these simple tips to help protect you and your belongings:

• Watch your personal items in public areas such as the laundry room and study lounges.

• Lock your room doors.

• Don’t hold the door for strangers and let them ‘tailgate’ into your building.
As you prepare to head home for break, follow these simple tips to help protect you, your car and your belongings!

- Pack your belongings as you have time, but secure them in your locked room until you are ready to move.

- Remember that leaving your car loaded with your stuff makes it an easy target for a break-in.

- Report any suspicious activity (including parking lots) to Oxford Campus Police at 770-784-8377.
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