

Ithaca College
Office of Residential Life

THANKSGIVING BREAK CLOSING NOTICE

All Ithaca College student housing, except the Circle Apartments, Garden Apartments and Terrace 3, will close on Saturday, November 21, 2009, at noon, and will reopen on Sunday, November 29, 2009, at noon. All students must vacate their rooms and residence halls during that time. Between these times, students' ID cards will not grant them access to their building. Students who cannot leave by noon may wait in the lobby of the Campus Center until that building closes at 2:00 p.m. Please inform those people providing you transportation to go to the Campus Center after noon. Students who wish to remain in their room on Friday night, November 20th, must notify your Residence Assistant by Monday, November 16th. Students found in the buildings after 12:00 noon on Saturday, November 21, 2009, or prior to noon on Sunday, November 29, 2009, **are subject to immediate removal from the building, judicial action, and a \$100 unauthorized presence fine.**

CLOSING PROCEDURES: Before leaving for break, all students must make sure that the following procedures listed below are followed. Failure to comply with these procedures can result in charges and/or judicial action.

1. Please turn off and unplug **all** electrical appliances and/or items **except for fish tanks.**
2. Please prop your refrigerator door open to prevent mold. Remove and dispose of all items in the refrigerator.
3. Please remove all garbage to the outside trash areas.
4. Please remove recyclables to the outside recycling areas. *All redeemable recyclables need to be redeemed/ removed prior to break.*
5. Please open curtains.
6. Please close and lock windows.
7. Remove or secure all valuables. Ithaca College does not assume any responsibility for damage to or loss of personal property.
8. Please turn off all lights.
9. Please lock your room door.
10. Please leave a note on your door when the last person leaves.

Residential life staff will check each room/apartment after closing to ensure compliance with the above-required procedures. Staff will disconnect electrical plugs in all rooms if not done by students. Staff will also document any unauthorized furniture, illegal appliances, or other violations of residential life regulations found in any room. **Failure to remove trash and/or recyclables can result in charges and judicial action.**

*All residence halls will re-open at **noon on Sunday, November 29, 2009.** No one will be permitted to enter any residence hall during the recess period or before noon on Sunday, November 29, 2009. Students found in the buildings before noon on Sunday, November 29, 2009, are subject to immediate removal from the building, judicial action, and a \$100 unauthorized presence fine.*

DINING SERVICES:

See notice posted at your dining hall for opening and closing information.

PARKING:

All students leaving vehicles on campus must park in **S Lot** closest to the tennis courts.