Residence Hall Closing Dates
The following is the Residence Hall closing schedule. Non-graduating students are expected to completely check-out of their rooms within 24 hours of their last final exam. Please utilize these dates as you make travel plans. Extensions for late stays will only be granted based on confirmed summer housing assignments and the operational needs of the University.

<table>
<thead>
<tr>
<th>Category of Student</th>
<th>Check-Out Date &amp; Time</th>
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</thead>
<tbody>
<tr>
<td>Undergraduate and Graduate students (except Law) who are not graduating</td>
<td>Sunday, May 9th, Noon</td>
</tr>
<tr>
<td>Undergraduate and Graduate students (except Law) who are graduating</td>
<td>Sunday, May 16th, Noon</td>
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<tr>
<td>Law students who are not graduating</td>
<td>Wednesday, May 13th, Noon</td>
</tr>
<tr>
<td>Law students who are graduating</td>
<td>Saturday, May 22nd, Noon</td>
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</tbody>
</table>

Summer 2010 Housing
CUA Students have the opportunity to live on-campus this summer, regardless if you are enrolled in classes. Summer Housing runs from May 16–August 8; current residents may also inquire about staying on-campus May 9-16 while summer residents with fall assignments may request summer-to-fall transition housing, too. For more information please go to the Summer Housing Webpage at http://conferences.cua.edu/summer/CUAsstudent

Check-Out Procedures
1. RAs will hold closing meetings beginning April 26 to explain the check-out process and schedule check-out appointments. Each resident leaving their unit should schedule a check-out appointment with an RA. Please check with your RHO for hours of operation through closing.
2. Prior to the scheduled check-out appointment, the room should be prepared for inspection. Preparations include:
   - Removing all personal belongings from the room.
   - Broom-sweeping the room.
   - Removing trash to the dumpsters.
   - In suites, apartments or trailers - emptying and cleaning the bathrooms and kitchens. This includes showers, sinks, toilets, refrigerators, ovens and stove tops. Remember to empty the cupboards and refrigerator.
3. When the RA arrives for the scheduled check-out appointment, you will be asked to complete your RCR and note any room damages.
4. Upon check-out you should return closing materials and the correct keys issued to you to your RHO (or to your RA during the checkout appointment).
5. Don’t forget to update your addresses in Cardinal Station.

Tips to Finish on a Positive Note
1. Finalize your exam schedule and plan to study accordingly.
2. Attend your RA’s Closing Floor Meeting to ask questions and to schedule a check-out time with your RA.
3. Discuss room condition with your roommate(s) and determine who is responsible for damages. Share your information with the Area Coordinator prior to checkout.
4. Start packing early! Make arrangements with College Boxes (www.collegeboxes.com) to have your items shipped or stored.
5. Clean up as you pack, taking all trash to the dumpsters outside of your building.
6. Follow all closing procedures to avoid unnecessary charges.
7. Don’t forget to turn in your keys to your RHO before leaving campus.

Thank You!
The professional and student staff members of Housing Services and Residence Life extend a gracious thank you to our residents who made 2009-2010 a very successful and memorable year! We send congratulations to our graduating residents and look forward to seeing all who are returning to campus in August.