

Residence Life Newsletter



FMU Student Housing

April 2010

IT IS NOT TOO LATE TO SIGN-UP FOR FALL 2010!

If you paid your \$150 deposit after March 5, 2010 and you would like to sign-up for housing you can come by the Housing Office April 5th—April 8th Between the hours of 8:30am—5:00pm.



BE SURE TO BRING YOUR STUDENT ID AND RECEIPT!

Housing Fees for Late Spring and Summer Sessions

Late Spring

\$440.00 Due May 3rd

Summer I

\$735.00 Due May 24th

Summer II

\$735.00 Due July 5th

Summer School Sign-Up



- If you want housing for Summer School come by the office to fill out an application.
- If you have a roommate preference it must be mutual and will be honored if accommodations permit.
- Report to Housing to receive keys and move in between **9:00am – 4:00pm on the day before classes begin.**
- Late spring classes begin on May 11th.
- Summer I classes begin on June 2nd.
- Summer II classes begin on July 12th.

SPRING 2010

MOVE OUT INFORMATION

- Your residence hall room / apartment should be in the same or better condition than when you moved into it.
- Remove all personal belongings and trash.
- Make sure the furniture is placed where it was when you moved in.
- If you have a personal refrigerator please Do Not defrost your refrigerator in the hallways or breezeways.
- Make arrangements with your suitemates / roommates to ensure that the bathroom and all shared common areas get cleaned. If no agreement was written down, signed by all occupants and turned into housing at the time of check out, **all suitemates / roommates will be charged** for the cleaning of the common areas.
- A final inspection will be completed by the housing manager after all students have checked-out.

Check-Out Times and Instructions

All residents are required to come to the Housing Office to be checked out by a housing staff member and turn in your keys.

You will only be checked out of your room after it is empty, clean, and you are ready to leave. If you do not check out with Housing, you will not be able to contest any charges for damages.

During the hours of 8:30 a.m. to 5:00 p.m. you can check out at the FMU Student Housing Office Monday—Friday.

From 5:00 p.m. to 11:00 p.m. you can check out with an RA in the Community Center in the Forest Villas Monday—Friday. On the weekends you may check out in the Community Center from 12:00pm—11:00pm.

The check-out process should only take approximately thirty (30) minutes.

Important Key Information

Do not leave your keys in your room. Do not give your keys to a friend or roommate.

ALL keys must be returned at the end of the semester.

The keys are checked in by a number code and electronically. Please pay close attention to the condition of your keys. If you do not turn in the same keys that were issued to you, and your original keys do not get turned in, you will be billed for any damaged keys. **If your keys are not turned in by May 30th you will be billed for the cost of re-coring the door. There will be no refunds for keys received in the office after this date (postmark on mail does not count).**

Health and Safety Inspections

Health and Safety Inspections will be conducted throughout the month of April.

All Students are required to be off campus 24 hours after their last exam.

Housing will close at Noon on Wednesday, May 5th

Any students found in Housing after this time will be held responsible according to the guidelines of the FMU Student Handbook.

(This excludes Graduates, students participating in graduation, and students approved for late spring housing)
