



# Housing and Residence Life Newsletter

Gonzaga University  
Office of Housing and  
Residence Life  
Fall 2011

## Residence Halls to Close for Christmas Break

Residence halls close for Christmas break on Friday, December 16, 2011, at 10:00 a.m. You must vacate your residence hall room within 24 hours of your last final exam or by Friday, December 16, at 10:00 a.m. (whichever occurs first). During the break, the buildings' entrances will be re-keyed and kept locked until the spring semester opening on Sunday, January 15, 2012, 10 AM.

## Residents of Apartment Communities May Remain During Christmas Break

If you reside in an apartment community, you may continue to reside in your apartment during the Christmas break. Your Residence Director will be in contact via email asking you to let us know if you will be staying on campus for all or part of break. There is no additional cost; however, we need to have an accurate list of who is on-campus in case of emergencies. Please let your Residence Director know if you plan to stay all or part of the Christmas break.

## Travel Extensions Due to Weather

If your travel plans change due to flight delays or poor road conditions, please contact your Residence Director to arrange a reasonable extension.



## Opening After Break

Residence halls reopen for spring semester at 10 a.m. on Sunday, January 15, 2012.

### Inside this issue:

Room Changes  
2

Leaving at Semester  
2

Director's Corner  
3

Before You Leave List  
4

Meal Plan Changes  
4

2012-13 Housing  
Sign Up  
4

## Remember

24 Hour Quiet Hours  
December 4-16, 2011



## Room Changes Must Be Accomplished Before You Leave



Please contact your Residence Director if you wish to change rooms for next semester. All room changes will need to take place before you leave for Christmas break so that any vacancies can be prepared for incoming residents. Students changing rooms without the approval of the Residence Director will be in violation of housing policy and subject to penalties.

If you currently reside in a room/apartment that has a vacancy, please clean the common space and bedroom (if shared). For instance, if you currently occupy a double by yourself and have not been awarded a premium single, you will need to move all of your belongings to ½ the room and clean up any mess on the other side of the room. Please note that university staff will be entering the room/ apartment to ensure compliance. Any additional work required to prepare the space may result in charges.

## Leaving University Housing?

**If you are moving out of your room permanently, please notify the Housing Office in writing by December 1, 2011.** The notice may be in the form of a note dropped off at the Housing Office or an email sent to [housing@gonzaga.edu](mailto:housing@gonzaga.edu). In your notice, please let us know why you are leaving. If you are “breaking” your housing agreement, there may be substantial penalties unless you are leaving the university. If you are still subject to the residency requirement, but not leaving the university, you’ll need to secure an exemption (contact the Housing Office).

To officially check-out, you’ll need to schedule a check-out appointment with your Resident Assistant in advance. You are expected to return your room or your “half” (if double) to the same condition that you found it when you checked in. At check-out, you’ll complete the room/apartment condition report and turn in your keys. Failure to officially check out or return your room to its original condition may result in additional charges.

Your housing deposit, less any outstanding charges, will be applied to your Student Account. Any balance will be sent to your mailing address of record. Therefore, contact the Registrar’s Office to confirm/update your mailing address before you leave.



## Director's Corner

We will have some new residents joining us this spring: international students who may arrive during the middle of our normal semester, students transferring to GU, and students who have taken a semester off and are returning.

If your current roommate will not return to your room for the spring semester, please understand that you may receive a new roommate for the spring semester (most likely from one of the categories mentioned above). Sometimes, this person may be traveling from afar, even from international locations, which means they may arrive earlier than you return. Since first impressions are important, please prepare your room for a new arrival and consider leaving a welcome note for a possible new roommate.



As you may recall, the university has an on-campus residency requirement that depends on terms of on-campus living experience and age. For most current second year residents, the conclusion of the spring semester marks the fulfillment of the residency requirement. Once the residency requirement is met, on-campus housing is no longer guaranteed.

(Go to [www.gonzaga.edu/onclickliving](http://www.gonzaga.edu/onclickliving) then select "Returning Student Information" for more information)

If you aren't guaranteed on-campus housing for the next academic year, please don't panic. The 2012-13 housing sign-up process will begin in January, with "upper division" room selection in early February. For students who would prefer to remain in on-campus living, we suggest you participate in the on-campus room selection process before you seek off-campus accommodations. If you can't secure on-campus housing, you still have time to locate off-campus housing. Housing is willing and able to assist you. Please note that the neighborhood rarely runs out of space. A walk around the neighborhood surrounding GU will reveal several vacancies even halfway through the fall semester.



For students who have met the residency requirement, the on-campus options for the 2012-13 academic year include: Burch, Corkery and Kennedy Apts. The remaining on-campus housing will accommodate students still subject to the residency requirement (typically freshman and sophomores).



"If you aren't guaranteed on-campus housing for the next academic year, please don't panic."

**Office of Housing  
and  
Residence Life**

Physical Address  
704 East Sharp Ave  
Lower Level

Mailing Address  
MSC Box 2515  
Spokane, WA  
99258-2515

Phone:  
509-313-4103







Fax:  
509-313-4102

Email:  
housing@gonzaga.edu

Office Hours  
Monday-Friday  
8:30a.m.-4:30p.m.

## Make a “Before I Leave List” and Check it Twice

As you prepare to leave your room for the semester we would like to remind you of a few things:

-  Do not unplug your refrigerator. Dispose of any perishable food that is likely to “go bad” over the break and empty your garbage. You do not want to return to the smell of rotten food in your room in January.
-  Do not turn the heater thermostat all the way down. Please keep it at 68 degrees.
-  Lock all doors and windows.
-  Close all window blinds and drapes.
-  Unplug small appliances such as curling irons, blow dryers, and irons which are potential fire hazards.
-  Take all of your toiletries, medicine, contact lenses/glasses, and any other items that you might want or need before the **residence halls** reopen. You will not have access to your room from closing December 16, 2011 to opening January 15, 2012.

## Meal Plan Changes

If you wish to change your meal plan, please submit a Spring 2012 Meal Plan Selection Form [1] to Student Accounts by November 30, 2011. If you submit the form by this date, your spring billing statement will reflect the correct charge.

[1] <http://www.gonzaga.edu/Student-Life/Residence-Life-and-Dining-Services/On-Campus-Living/Forms-and-Publications.asp>



## 2012-13 Housing Sign-Up

The housing sign up process for the 2012-2013 school year, known as “Spring Sign Up” will begin with the submittal of applications in January. More information will be available after Christmas break. Please note that students who have fulfilled the residency requirement (typically juniors and above) are not guaranteed on campus housing.