

Dear Privateers,

The Office of Residential Life staff wish you all the best on the final weeks of our Fall 2021 semester! As you make plans for the winter break holiday, please remember the following details:

WINTER BREAK CLOSING

Pontchartrain Halls will close on Saturday, December 11, 2021, at noon

for winter break. Students who plan to continue their housing for the Spring 2022 semester may leave their items in their suite. Please use the following check list to prepare your departure for winter break. A similar check list will be attached on the outside of your suite door – be sure to complete it accordingly as part of your check out process. Please look out for your floor’s mandatory meeting with your RA. Failure to properly check out can result in a fee of up to \$200.

- Remove all food from your space.
- Unplug all electrical items (including surge protectors, alarm clocks, computers, printers, etc.). You may leave your refrigerator plugged up; please remove food items which will spoil.
- Set air conditioner to 75 degrees.
- Secure your bicycle (make sure you have registered it with the Office of Residential Life).
- Remove all trash from common areas, your room and bathroom.
- Remove your valuable items which you may need during the break from the room: computers, money, medication, clothing, jewelry, student ID, driver’s license and or passport.
- Move all personal items off the floor to avoid loss or damage in the event of an unforeseen facilities emergency.
- Turn off all lights.
- Close and lock all doors and windows.
- Ensure your student ID is with you when you leave... you will need to have it reprogrammed upon your return.

Need to remain in Pontchartrain Halls for Winter Break? Complete our winter break housing request [form](#) to request approval to remain in Pontchartrain Halls during the winter break. Please note: a \$250 winter break housing fee will be charged to your Webstar account if your request is approved. Requests are reviewed on an individual basis; approval or denial will be sent to your UNO email account. Please remember limited services will be available on campus during Winter Break. We are attaching the Recreation Center schedule, the Dining Services schedule for the winter break is listed below:

- Fall Meal plans end on December 10th.
- PJ’s and Subway will remain open Monday- Friday, December 13th-17th
- All dining units will be closed December 17th- January 3rd
- PJ’s and Subway will open Monday- Friday, January 3rd-17th
- Meal Plans restart on January 19th

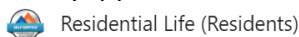
STUDENT RETURNING IN THE SPRING

Planning your Return for Spring 2022: Office of Residential Life staff will post available times for physical distanced check-in for the Spring 2022 semester within the Residential Life app in early November. The anticipated check-in dates will be January 20- January 28.



How do you access the Residential Life app to schedule your check-in?

Visit myapps.uno.edu and login using your UNO credentials. Select the app



You will be able to select your check-in time on the home screen.

STUDENTS NOT RETURNING IN THE SPRING

Not planning to return to Pontchartrain Halls for Spring 2022? Complete the Pontchartrain Hall [cancellation form](#) to cancel the Spring portion of your 2021-2022 housing agreement. Please note: students with academic and full year leases are subject to the \$750 Agreement Buy Out fee if cancelling their agreement. Students who cancel must remove all of their items and complete a full check out of Pontchartrain Halls by noon on Saturday, December 11. You may have up to two non- UNO guests to assist you with move out between December 3-11. Guests assisting with move out must be checked in at the front desk and abide by all university policies.

The Office of Residential Life will remain open through Wednesday, December 22, 2021. All campus offices will be closed from December 23- January 3.

While you are away, please note that routine maintenance will continue to be performed for the best upkeep of our halls; this maintenance may require staff to enter your room/ suite.

Please contact the Office of Residential Life staff if you have questions regarding Winter Break.

Thank you,
Amanda Robbins
Director, Residence Life