PAY OUTSTANDING CHARGES

Before move-out, please review your account through your Student Center and pay any outstanding charges. Any unpaid charges may adversely affect your:

- Continued occupancy
- Access to your meal service
- Access to SF State registration, transcripts and semester grades.
- Credit (After 180 days of non-payment your account will be sent to an outside collection agency.)
SUSTAINABLE MOVE-OUT

Recycle Bins will be available in the following locations from May 18-24, 2018:
• Community lobbies
• 225 Buckingham & 235 Buckingham.

DONATE!
Residents will have access to donate to Goodwill on Campus.

THINGS YOU CAN DROP OFF
» Unwanted clothing
» Furniture
» Electronics
» Books

Non-perishable food items can be donated to local food banks.

Please use the guide below to see which bins to use if you want to throw away any item.
sustain.sfsu.edu/recycle

MOVE OUT WORK ORDER

During move out, the Customer Service Center is always available to take a service request for emergencies and urgent matters.

However, work orders for non-essential repairs will not be processed after May 1st.

Facilities Center:
415 405-0579

Email:
rpm@sfsu.edu

MAIL AND PACKAGES

To avoid any mail-related problems, all residents are strongly encouraged to:
Change address with all necessary agencies and your student center before you move out.

Check mailbox thoroughly before moving out.

May 18, 2018
Last day for Residents desk to process packages and mail.

May 21, 2018
Last day for processed mail to be picked up.

Questions: hous123@sfsu.edu
SECURITY DEPOSIT

Your $200 security deposit will be refunded to you no later than June 19th, 2018. Any outstanding housing charges or fees for damages assessed at move-out will be deducted from your security deposit.

TO ENSURE TIMELY AND CORRECT PROCESSING:

Enter or update your mailing address in the SF State Student Center located under the general information tab. Security deposit refunds will not be processed without a mailing address, regardless of whether your account is set up for direct deposit.

STAYING FOR THE SUMMER?

SUMMER HOUSING

Students must be enrolled in at least one unit of instruction at San Francisco State University to reside on-campus during the summer.

Deadline for current Residents to submit their License Agreement for Summer Housing is: May 14th.

For current Spring Residents, transition to Summer spaces begin: May 31st.

SUMMER MEAL PLANS

Summer Residents will be able to use their summer meal plans starting on May 29, 2018.

Please note, Summer classes are broken in up in sessions: Your meal plan and Housing contract only cover the session (s) you are taking classes on campus.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>TUESDAY, MAY 1ST</td>
<td>Facilities Services will stop accepting non-emergency work orders. Questions: Email: 415 405-0579 <a href="mailto:rpm@sfsu.edu">rpm@sfsu.edu</a></td>
</tr>
<tr>
<td>FRIDAY, MAY 11TH</td>
<td>24 Hour Quiet Hours begin</td>
</tr>
<tr>
<td>TUESDAY, MAY 14TH</td>
<td>Deadline to turn in and pay 2018 Summer License Agreement</td>
</tr>
<tr>
<td>FRIDAY, MAY 18TH</td>
<td>Last day for Resident Services to process packages and mail. After May 22nd all resident mail will be marked &quot;Return to Sender&quot; and sent back the following day</td>
</tr>
<tr>
<td>MONDAY, MAY 21ST</td>
<td>Last day for mail already processed and stored at building front desk to be picked up. After May 22nd the remaining mail will be marked &quot;Return to Sender&quot;</td>
</tr>
<tr>
<td>TUESDAY, MAY 29</td>
<td>Summer meal plans begin for transitioning residents.</td>
</tr>
<tr>
<td>WEDNESDAY, MAY 23</td>
<td>Last Day of Finals</td>
</tr>
<tr>
<td>THURSDAY, MAY 23</td>
<td>Housing Move-Out Day, 8pm</td>
</tr>
<tr>
<td>THURSDAY, MAY 24</td>
<td>Commencement Ceremony <a href="http://commencement.sfsu.edu/">http://commencement.sfsu.edu/</a></td>
</tr>
<tr>
<td>SATURDAY, AUGUST 11TH</td>
<td>Summer meal plans end</td>
</tr>
<tr>
<td>OTHER UPCOMING DATES</td>
<td>May 28, 2018 Memorial Day, campus is closed.</td>
</tr>
<tr>
<td></td>
<td>August 23 and 24, 2018 Fall Move In days.</td>
</tr>
<tr>
<td></td>
<td>September 2, 2018 Last day to lower your meal plan for Fall Semester.</td>
</tr>
</tbody>
</table>

HOUSING OFFICE CONTACT INFO
Phone: 415 338-1067
Email: housing@sfsu.edu
Website: housing.sfsu.edu