Residence Out

Ready to move out? Please do the following:

- Pack/remove your belongings
- Clean your room/suite/apartment
- Return furniture to original position
- Close windows; open blinds/shades
- Set thermostat to 72°F (22°C)
- Double check room/suite/apartment
- Turn out lights/lock the door

Stop by your Building/Area Desk* to check-out and return your key

*Baumhart Hall residents use 4th floor office

If you have questions about checking-out, please contact your Resident Assistant.

Moving Carts and Vacuums

Courtsey vacuums and moving carts are available at Hall/Area Desks. Bring a photo ID to check-out these supplies. Be courteous of your neighbors and return these items as soon as you are done or within 30 minutes.

Think Green & Give

If you have lightly used items that you no longer need, bring them to the designated location in your Building/Area to donate. If you see something in a Think Green & Give area that you want, take it. May 1 – May 8

Cleaning

Students are responsible for cleaning their room/suite/apartment before moving out. If excessive cleaning/trash removal by staff is necessary, a cleaning fee may be assessed.

Mail and Packages

Students no longer residing on campus should forward their mail. Please contact the Mail Room for more information.

MicroFridges and Lofts

Students who lofted/bunked their beds or who rented a MicroFridge (Lake Shore only) from uandds.com should do the following:

- MicroFridge*: Unplug, defrost, clean
- Loft/Bunk: Leave it in your room; we’ll take care of the rest!

Summer Housing

The Summer Housing Application is available through LOCUS at: tiny.cc/reslife-portal

If you wish to stay on-campus between spring and summer contracts, you must submit an Extended Stay Request.

Extended Stay

The Extended Stay Request Form is available through LOCUS at: tiny.cc/reslife-portal

Extended Stay Fee: $40.00 per night*

*Certain groups qualify for a Fee Waiver

Extended Stay Requests are due to our office by 12:00PM on Tuesday, April 18, 2017. Approvals/denials granted by SPM, April 18.

Extended Stay participants remaining past Monday, May 15 may need to move. Due to renovations, residents of Fairfield & Mertz must check-out or relocate by May 8.

Parking and Elevators

Please keep in mind that during Move-Out, campus is busy and has limited parking. Portions of Wabash, Loyola, North Shore, Winthrop, and Kenmore Ave will be Loading Zones. If you’re not actively loading, please park elsewhere. Elevators will also be busy; do not hold doors or impede operation.

Please plan ahead and be respectful of your peers and our Loyola neighbors.

Important Dates

Tuesday, April 18
May 1-6
Extended Stay Requests are due by 12PM; Residents will be notified of their Extended Stay Status by SPM
Finals Week: Students should move-out within 24 hours of their last final

- 24-hour Quiet Hours enforced April 30 – May 7

Sunday, May 7
Monday, May 8
Move-Out Day: Students not approved for Extended Stay* must move out by 12PM

- Pre-registration/approval is required; refer to Extended Stay information above (fees may apply)

Commencement Week (Visit LUC.edu/commencement for more information)

Residents will be notified by email on or before this date of any Damage/Improper Check-Out Fees

- Appeal information and due date will be included in the email (Appeal decisions are final)

- Extended Stay students will be notified after they move-out of their spring room

Summer Housing Move-In Day: Summer Housing Contracts begin

Residence Halls Close: All students not participating in Extended Stay must move out by 12PM

Summer Storage

Residence Life does not offer summer storage, however, we have partnered with University and Student Services to offer discounted rates on moving and storage for Loyola students. Students who wish to store their belongings should visit: uandds.com

Damages and Charges

Students may be charged for any damages which occurred during their occupancy. The cost of these damages will be outlined in a notice sent to the student’s LUC.edu email address when the eCRC is submitted by staff. Some typical charges are outlined below:

- Improper Check-Out: $100.00
- Lock Change*: $150.00
- Cleaning: $50 - $225

*Keys not returned by May 8 (May 15 for Extended Stay) will be considered lost.

Meal Plans and Bulk Buy

Have extra Dining Dollars? Contact Aramark for information about Bulk Buy Discounts. cerritos-fernando or mcclinton-royal@aramark.com

Summer Improvement Projects

Residence Life will be undertaking several projects this summer, including Fairfield Hall renovations and new furniture in Mertz Hall. Stay tuned for more updates!

You Thank

Thank you for sharing the past year with us. Good luck on finals! Congrats graduates!