Moving Out Deadline

Students need to check out of their rooms within 24 hours of their last exam, but no later than Friday, May 17th at 12:00PM (when residents halls officially close). Graduating Seniors may stay no later than Monday, May 20th at 12:00PM.

Prior to Moving Out

- Attend the Damage Billing Meeting that will give you important information on what to do to avoid being billed at the end of the school year.
- See your Residence Hall Director to discuss anything you or your suitemates/roommates could potentially be billed for (damages, mounted shelves/mirrors, missing items). Otherwise any damage charges noted after checkout will be applied equally to all occupants’ accounts.
- Attend the Closing Section Meeting to get all the need-to-know information regarding end of year closing.

- Beginning May 1st, garbage bags, brooms, and dust pans will be available in the Quad Information Centers. Also beginning that week, dumpsters will be available on your Quad for items you’d like to discard. Any large items you’d like to dispose of such as furniture, carpets and lamps, must be thrown away at this time. You may want to remove these items while others are around to assist you.

Need to stay past May 17th?

If you are staying for graduation, UAlbany Dining, Five Quad or the Bookstore:

- Overnight Approval Forms will be available beginning April 6th via the Residential Life MyInvolvement page.
- Completed Overnight Approval Forms must be submitted by 5:00 PM on Thursday May 9th via the Residential Life MyInvolvement page.
- Upon approval, students will be granted an extension to check out no later then Monday May 20th at 12:00PM.

www.albany.edu/housing
Moving Out Checklist

Prior to Quad Information Center Check-out

Please note that once you have check-out you will NOT be able to re-enter the room for any reason.

Before reporting to the Quad Information Center to check-out, make sure you have done all of the following:

- Closed all Windows
- Removed personal belongings and have taken all trash to the dumpster
- Removed all tape and residue from walls, doors, etc.
- Double checked that all drawers and closets are empty

Quad Information Center Check-out

- Pick up an Express Check Out form at your Quad Information Center prior to departure, make sure you fill it out completely and place your keys in and seal the envelope before submitting it to your QIC.

- Turn in your keys! You MUST return your keys before leaving campus. They WILL NOT be accepted by mail. If you do not return your keys prior to check-out, a lock change will be done immediately and you will incur a $90 charge.

- You are responsible for not only the condition of your bedroom, but also any living areas that you shared with suitemates, such as a bathroom and common area. If damage is assessed in these areas and the responsible party is unknown, cost of repair will be divided equally among the occupants who shared the space.

www.albany.edu/housing

Textbook Rental Returns

If you rented one or more textbooks from the University Bookstore this semester...

Thursday, May 16, 2019 is the last day to return textbook rentals.

Return your books early if possible to avoid long lines!

Remember you don’t get cash back on rental books; you received significant savings upfront.

If you leave campus with your textbook or left your rental at home, you can ship it to the bookstore with a prepaid shipping label available on the bookstore website: http://albany.bncollege.com/
You must make sure the textbook is with UPS as soon as possible as it is due at the bookstore by May 21st, 2019.

If your books are not returned by May 21st, 2019 you will be charged a replacement fee and a processing fee.
Book Buyback
Get Cash Now!

End of semester book buyback has begun! As you know, finals week is the best time to sell back books, but you can always bring your books in early. Please remember to bring your ID Card and ID number with you.

Graduation

Graduation regalia is now on sale! Stop into the bookstore to pick up regalia, a diploma frame and new Alumni merchandise. Regalia will be on sale at the bookstore until May 4th. Contact the Bookstore at (518) 442-5690 for further details.

Up Coming Events

Big Event will be held on Saturday, April 6. For more information and to register please visit the webpage here.

The Trashion Fashion Show will be held on Thursday, April 18th at 8:00PM in the Campus Center Ballroom.

Campus Clean-up Day is scheduled for Tuesday, April 23rd (rain day will be Thursday, April 25th). There will only be a morning session this year but there will still be a Lunch provided in the Campus Center Ball Room. Emails will be sent out campus wide shortly with more information on registration, etc.

Need to Change your Address or have your mail forwarded? Please click on the link above or visit the Mail Services Home Page.

www.albany.edu/housing
### MicroFridge

**Refrigerator Leasing Co., Inc.**

**Contact**
- (607) 431-9525
- www.refrigeratorleasing.com
- refrigeratorleasingcompany@yahoo.com

<table>
<thead>
<tr>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alumni</strong></td>
<td>FRIDAY</td>
<td>MAY 10</td>
</tr>
<tr>
<td><strong>Colonial</strong></td>
<td>SUNDAY</td>
<td>MAY 12</td>
</tr>
<tr>
<td><strong>Dutch</strong></td>
<td>SUNDAY</td>
<td>MAY 12</td>
</tr>
<tr>
<td><strong>Indian</strong></td>
<td>SATURDAY</td>
<td>MAY 11</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td>FRIDAY</td>
<td>MAY 10</td>
</tr>
<tr>
<td><strong>University Apartments</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Contact Refrigerator Leasing Co. for alternative pickup arrangements if necessary!

Don’t forget to clean unit thoroughly and defrost prior to returning. Failure to clean/defrost will result in loss of security deposit.

### Spring 2019 Packing, Moving & Storage

**Don’s Moving & Storage**

The only authorized moving and storage company allowed on campus.

<table>
<thead>
<tr>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alumni</strong></td>
<td>MONDAY</td>
<td>MAY 13</td>
</tr>
<tr>
<td></td>
<td>WEDNESDAY</td>
<td>MAY 15</td>
</tr>
<tr>
<td><strong>Colonial</strong></td>
<td>TUESDAY</td>
<td>MAY 14</td>
</tr>
<tr>
<td></td>
<td>WEDNESDAY</td>
<td>MAY 15</td>
</tr>
<tr>
<td><strong>Dutch</strong></td>
<td>TUESDAY</td>
<td>MAY 14</td>
</tr>
<tr>
<td></td>
<td>THURSDAY</td>
<td>MAY 16</td>
</tr>
<tr>
<td><strong>Indian</strong></td>
<td>WEDNESDAY</td>
<td>MAY 15</td>
</tr>
<tr>
<td></td>
<td>THURSDAY</td>
<td>MAY 16</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td>WEDNESDAY</td>
<td>MAY 15</td>
</tr>
<tr>
<td></td>
<td>THURSDAY</td>
<td>MAY 16</td>
</tr>
<tr>
<td><strong>Freedom &amp; Empire</strong></td>
<td>MONDAY</td>
<td>MAY 13</td>
</tr>
</tbody>
</table>

*Limited onsite storage boxes will be available for students without reservations.
*Call to make alternative pick up arrangements!

### Off-Campus Housing

Select the off-campus housing option on the reservation form!

### ATTENDING SUMMER SESSION?
Contact Don’s Moving and Storage to arrange for short-term summer storage.

**Fall Drop Off Dates**
- **All Locations Except Empire:** SATURDAY | AUGUST 24
- **Empire:** SUNDAY | AUGUST 25

Visit albany.edu/uas for the storage reservation form. Reserve by 5/6/19.

For more information visit albany.edu/uas

www.albany.edu/housing
2019-2020 MEAL PLAN SIGN UP BEGINS ON JUNE 1st

Non-freshmen living in residence halls for 2019-2020 are automatically assigned the myFlex Meal Plan #2 with the option to change to any of the myUnlimited or myFlex plans by 9/9/19.

Students living in University Apartments or off-campus for 2019-2020 are NOT assigned a meal plan but can add a meal plan starting on June 1st.

For Special Dining Events and Finals Week Hours of Operation for the Bookstore and UAlbany Dining please visit:

www.albany.edu/uas/hours.php

NOTICE: Any remaining Discount Dollars or Munch Money balances at the end of the Spring 2019 Semester will be forfeited. Discount Dollars and Munch Money balances are good for one academic year only (summer-spring).