

Summer Move-In & Move- Out

We excited to host students while they take summer courses. Below is important information on the openings and closing of the residence halls during the summer term. Students should read the information thoroughly to ensure they understand not only when they are able to move in, but when they are expected to vacate the residence halls.

Move In/ Move- Out Schedule

2023 Summer Schedule	
Event	Date
Students enrolled in Summer Session 1 and Dual Summer Session (I & II) Move-In	May 20, 2024 @ 12:00 PM (noon)
Students enrolled <u>ONLY</u> in Summer Session 1 Move-Out	June 25, 2024 @12:00 PM (noon)
Students Enrolled <u>ONLY</u> Summer Session 2 Move-In	June 26, 2024 @ 12:00 PM (noon)
All summer school students move out	July 27, 2024 @ 12:00 PM (noon)

All students must have their NCCU ID at the time of check in. Student will not be permitted to move in after 11:00PM.

Meal Plans

Please note that all students residing on campus for the summer will be assigned a meal plan. There is only one meal plan available for students residing on campus during the summer session(s). For more information on the summer meal plan, students can go to the [NCCU Hospitality website](#). Students can also contact the Eagle Card Office at 919-530-5010.

MOVING IN

All Students should report directly to their building upon arriving to campus for Summer 2024 move in.

CARTS AND DOLLIES

There are a limited number of carts and dollies available during move-in. Students are encouraged to bring foldable carts and dollies to assist them in moving into the residence halls.

Closing Checklist

When students check out of their room, it should be **cleaned thoroughly**, and **ALL personal belongings should be removed from their room**. Hall staff will be checking the condition of rooms and assessing charges for any damages and/or trash remaining in your space and community areas.

To assist us and to avoid damage charges please ensure the following:

Bedroom:

- All personal items are removed from your room (clothing, shoes, electronics, etc.).
- Drawers are empty, clean, and left open.
- Desks, dressers, closets, and beds are checked for stray items.
- Door(s), floor, and walls are free of items and sticky residue.
- Micro fridge is unplugged, defrosted and clean (if applicable). You should complete this a week in advance to ensure the freezer has time to thaw and proper cleaning can occur.
- Mattress cover is removed (if applicable).
- Bed is set up in its original position.
- Room, surfaces, under the bed, and behind furniture are thoroughly dusted and clean on your side of the room.

Bathroom:

- All personal items are removed (toiletries, personal hygiene products, grooming products, etc.).
- Sink, toilet, and shower are clean.
- Floor is clean.

Kitchen (if applicable)

- All personal items are removed (dishware, cooking utensils, pots, pans, etc.)
- Refrigerator is empty and clean.
- Microwave is clean.
- Sink is clean.
- Counters and appliance surfaces are clean.

General:

- Personal carpet(s), rug(s), or other large or small item(s) are removed or disposed in the appropriate receptacle (this includes microwave and refrigerators).
- Close and lock all windows and doors.
- Ensure window blinds are down and closed.
- No items are left on the windows sill.
- Floors are swept and carpets vacuumed.
- All Trash and recycling have been properly removed.
- All lights are turned off.

How do you check out of your room?

Option 1- Schedule an Appointment with RA. At the student's appointment time, the RA will meet the student at their room to assess the of the room and suite (if applicable), noting any cleanliness issues and/or damages. At this time, the student will be able to dispute or correct any concerns to avoid being fined. Once the RA has completed their assessment of the room and suite, the student will turn in their room key (if applicable) and turn in exit the building. Once a student has checked out, they should not reenter the building.

Option 2- Complete an Express Checkout. The student must move all personal items out of their room and suite (if applicable). The student should obtain an Express Checkout Envelope if they reside in a building in which a key was issued. If the student resides in a building in which a key was not issued, they should obtain an Express Checkout Card. Express checkout envelopes and card are locked in the lobby next to the black express checkout boxes. If the student has an issue locating the box, they should ask a building staff member. If returning a key, the student **must seal their room key inside the Express Checkout Envelope**. After completing the information on the front of the envelope or card, the student should place it inside the black express checkout box. Students should avoid giving their envelope to a staff member at the desk. Once a student has checked out, they should not reenter the building.

The building staff will conduct an inspection of your room, noting any cleanliness issues and damages. ****By conducting an express checkout, you waive the right to appeal any damages and/or charges assessed to me individually and/or shared with my roommate(s)/suitemate(s)/community member(s).**

Note: Keys must be turned in to a staff member during a check-out appointment or via an express checkout envelope to avoid improper check-out or lost key charges to your student account. Leaving your key with a roommate or friend is not proper procedure and will result in your being charged for an improper check-out and/or a lock change.

Canceling Your Housing

You can cancel your housing at any time by logging into the Residential Life Portal. Please review the [cancellation policy](#) to ensure you are aware of all application deadlines and cancelation fees.

If you have additional questions about NCCU Residential Life, please refer to our [website](#). You can also reach us via email at Residential_Life@NCCU.edu or phone at 919-530-7298.

Need Accommodations from Summer II to Fall?

If students are in need accommodations any time after the closing of the residence halls for summer, they can submit a Summer II Intersession Request in the Housing Portal via myEOL. Only students living on campus for Summer II who have an active Fall assignment are eligible for intersession housing. For more information including cost and required documentation for Summer II Intersession housing click [here](#). Submission of an intersession request does not guarantee a student will be able to stay during this time.