

Meal Service:

The last meal at Sparks will be served on May 9th at lunchtime. Students in a fraternity should speak with their kitchen steward or fraternity leadership about their food service schedule.

Independent Underclassmen:

Each student must notify their RA when they are checking out. Check-out is 24 hours after their last final exam. Students must notify their RA at least 24 hours in advance to arrange a checkout time. Students staying late for an immersion trip, internship, athletic event, or any other college-sponsored event will need to notify their RA.

Fraternity Underclassmen:

Fraternity underclassmen must notify their leadership when they are checking out. Check-out is 24 hours after their last final exam. Students staying late for an immersion trip, internship, athletic event, or any other college-sponsored event will need to notify their fraternity leadership.

Seniors:

Seniors are permitted to stay for senior week. In the event that their living unit is being vandalized, damaged, etc., they will be asked to vacate early. Residing on campus during senior week is a privilege and not part of your room and board. Seniors are expected to check out by 12 pm the day after commencement at the latest. Independent seniors should reach out to their RA to notify them of their checkout time and date. Fraternity seniors will check out with their fraternity leadership. **Reminder: A proper checkout will ensure that they receive their \$250.00 deposit back this summer.**

General steps to follow for checkout:

1. Arrange checkout with RA or fraternity leadership.
2. Remove all trash to the trash bin on each floor. Bulk items should be taken to the building's dumpster. Dumpsters will be located outside all living units now.
3. **Make sure all the original furniture is in the room.**
4. Restore the room to its original condition, including sweeping the floor. The only thing that should remain in their room is college-owned furniture. Their housing agreement specifies damages, fines, or fees associated with not returning their room to its original condition. (No furniture in closets, all beds assembled, everything in the correct room)
5. Dust off all surfaces, cabinets, and drawers
6. Remove all adhesive, putty, tape, etc. from walls and furniture.
7. Clean kitchen (counters, cabinets, and appliances) and bathrooms (toilets, tub, and sink)

8. Double-check and thoroughly clean the drawers and closet to ensure nothing is left behind.
9. Move all personal belongings from the room and out of the building. **THERE WILL BE NO SUMMER STORAGE OF ANY KIND.**
10. Make sure all checkout paperwork is completed. (Independent students)
11. When ready to check out, the student should contact their RA or fraternity leadership they have made previous arrangements with to complete the checkout process. The key may be returned to them.

Room Damage Fees:

Room Damage: Fees for damages occurring in residence halls and fraternities are charged to the responsible individual or group. When this is not possible, all residents of the hall or fraternity become collectively responsible for the costs involved. Fees may include replacement cost, labor cost, and a charge to deter damage. Damage fines are assessed to student accounts. Please review the housing agreements for the damage fee chart and more information.

Other Details:

Mail: Student mail will not be automatically forwarded during the summer. They will need to complete a change of address form at the post office. If the student's permanent address will change over the summer, please be sure to have them update the Registrar's Office.

Local Storage: Wabash does not provide on-campus storage for students over the summer. Wabash College is not affiliated with any of the options below, but local options include:

Storage of America: 765-323-3128
Country Club Road Storage: 765-323-2200
Storage Express: 765-274-4727

Summer Housing:

Summer housing will be in Morris and Wolcott. If the student's internship starts at the beginning of summer break, they will remain in their spring semester room until they are notified that their summer room is ready. If the student is currently residing in Morris and Wolcott, they will remain in their room for the summer as well.

All Students:

There is no storage of personal items between the end of the spring semester and beginning of the fall semester. This includes temporary storage of personal furniture or belongings. Personal items should not be stored in the hall common areas (hallways, study lounges, kitchenettes, trash rooms, bathrooms, custodial closet, etc.) Personal items left in the building after

checkout will be disposed of. The college has no liability for the loss or damage to a resident's personal property if the property has been left behind after the designated checkout date.