All residence halls will officially close on FRIDAY, December 18, 2015, AT 7:00 PM.
All students are expected to move out of the residence halls by this time or within 24 hours after their last final exam, whichever comes first (except for students who have received permission from their RHD to stay later). Students who are graduating should make arrangements with their RHD by 5:00 PM, Friday, December 11, 2015 to stay beyond the closing time. Students granted permission to stay beyond the regular closing time must check-out of the hall no later than 5:00 PM, on Saturday, December 19. After this date you need to make arrangements to move into Break Housing.

Area Desks Operations:
- All Area Desks will close at 8:00 PM on Friday, December 18th
- All Area Desks will be open 8:00 AM to 5:00 PM on Saturday, December 19th
- Tri-Towers Desk will open 8:00 AM to 5:00 PM on Monday, January 4, 2016
- All Area Desk resume regular hours on Friday, January, 15, 2016
- Specific check in instructions for break housing students will be included in a separate communication.

STUDENTS WHO ARE IN NEED OF ON-CAMPUS HOUSING DURING THE WINTER BREAK should apply on-line for Winter Break Housing at www.kent.edu/housing. This application is due by Friday, December 4, 2015 by 5:00 PM. Priority consideration will be given to international students and out-of-state students. The cost for break housing is $35.00 per night. Halls scheduled to be used for break housing include: Beall, McDowell, Leebrick, Koonce, Wright, Clark, Centennial Court C & D, and Engleman. Unless directly told otherwise, Break Housing students must move-in by 5:00 p.m. Saturday, December 19, 2015. Break Housing students must move-out of Break Housing by 7:00 PM on Friday, January 15, 2016. Due to the limited number of expected vacancies, during winter break, submitting a winter break housing application does not guarantee a winter break housing assignment.

DURING THE BREAK, YOUR ROOM WILL BE ENTERED TO ENSURE ALL CLOSING PROCEDURES AND SAFETY CONDITIONS have been followed, as well as to perform any routine and needed maintenance. While inspecting your room for adherence to closing procedures, staff has the responsibility of addressing any visible policy violations. If you have a vacancy in your room now or one occurs over the break, a new student will be assigned to the space. Please be sure adequate and clearly visible space has been made for them. Your room should be left clean and presentable for the new student.
STUDENTS WILL NOT BE ADMITTED TO THEIR ROOMS during the semester break except by appointment only on certain days between 9:00 AM and 5:00 PM. The Department of Residence Services will be open the following dates over the break to schedule appointments: December 21-23, January 4-16. Permission to enter your room will only be approved if you have: (1) decided not to return to the University and, consequently, to the residence halls; (2) been academically dismissed from the University; or (3) an extreme emergency situation. Please call (330) 672-7000 between 8:00 AM and 5:00 PM (on the days listed above) for an appointment if your situation fits one of the above categories.

ALTHOUGH IT IS NOT A REQUIREMENT TO REMOVE ALL YOUR BELONGINGS, the University cannot assume liability for personal possessions. Therefore, items of value should not be left in your room. In the event of an inadvertent water leak or window problem, no items (books, electronics, or other water sensitive items) should be kept or stored on the floor in your room over the break period. The University does not assume any liability for damaged items as a result of broken pipes.

STOPHER, JOHNSON, BEALL, MCDOWELL, AND ALL THE CENTENNIALS WILL HAVE BATHROOMS DEEP CLEANED OVER THE WINTER BREAK. Please remove all items from your bathroom so this can be done. If you have any questions please ask your housekeeper or hall staff member.

Mail Delivery will STOP on December 21, 2015 and resume on January 4, 2016. Mail received after January 4th will be held at your area desk until the halls re-open for the spring semester. Those students not returning to the halls need to complete a change of address form. All students are responsible for stopping or forwarding mail through the US Postal Service office over the break period. Students who are staying in the residence halls during winter break can pick up their mail and/or packages at Korb Hall between 8:00 AM- 5:00 PM, if available, on days when the main office in Korb is open (hours for the main office can be found here: www.kent.edu/housing).

STUDENTS NOT RETURNING TO CAMPUS FOR SPRING SEMESTER
The residence hall contract is for the full academic year. If you are planning to be enrolled in classes but encounter an unforeseen change that prevents you from living on campus you must apply for a Petition for Contract Release. The deadline for submission of a Petition for Contract Release was November 13, 2015. Information on the process, including necessary paperwork that must be completed, is located here: http://www.kent.edu/housing/petition-contract-release. Late submissions or inadequately documented requests will delay response time. If your petition is denied, you will continue to be obligated to the terms of your residence hall contract for the remainder of the academic year. Anyone requesting a Greek Release will need to go to their Chapter President who will have information from the Center for Student Involvement.

The residence halls will officially re-open for the spring semester move-in on – Sunday, January 17, 2016 AT 9:00 AM. No area desk or hall staff services will be available prior to the official opening. Please note services on campus will be limited on Sunday, January 17th. If you need to return on Saturday, January 16 before we officially open on Sunday, January 17, and are not a resident for Break Housing, you will need to apply for early arrival online at www.kent.edu/housing. The early arrival application will be available online starting December 9, 2015.

No room changes will be authorized from January 8 – January 25, 2016. The Spring Semester room freeze ends Monday, January 26, 2016.