# 2017 Summer Closing Notice

## Closing of the Residence Halls

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAY 13 (SATURDAY)</td>
<td>10:00am – <a href="#">Haverford College Commencement</a></td>
</tr>
<tr>
<td></td>
<td>Residence Halls Closing for Undergraduate Students: 6:00pm, Saturday, May 13, 2017.</td>
</tr>
<tr>
<td></td>
<td>• The deadline for undergraduate students to be moved out of the residence halls is 6:00pm, Saturday, May 13, 2017.</td>
</tr>
<tr>
<td></td>
<td>• <em>ONLY</em> exceptions for undergraduates, with extension until 3:00 pm, Sunday, May 14, are for those on the pre-approved list of HC Commencement Ushers.</td>
</tr>
<tr>
<td></td>
<td>• Students are not allowed to move out and/or access storage areas during the Commencement ceremony.</td>
</tr>
<tr>
<td></td>
<td>Bryn Mawr College Commencement 2:00pm</td>
</tr>
<tr>
<td>MAY 14 (SUNDAY)</td>
<td>Residence Halls Closing for Seniors: 3:00pm, Sunday, May 14, 2017.</td>
</tr>
<tr>
<td></td>
<td>• The deadline for Seniors to be moved out of the residence halls is 3:00pm, Sunday, May 14, 2017.</td>
</tr>
</tbody>
</table>

Unauthorized students found in the dorms after the deadline will be fined $250.00 and asked to leave immediately.

## Health Services

- **By 3:00pm, Friday, May 12** please pick up medications and return all loaned items, including bed boards. Medications or allergy serum will not be returned by mail.

- **Haverford Health Services** will close at 4:00 PM, Friday, May 12 for the summer.

- After May 12 in the event of an emergency please call Campus Safety at 610-896-1111 or go to the Bryn Mawr Hospital Emergency Room 130 S. Bryn Mawr Ave., Bryn Mawr, PA, call 484-337-3000.

- If you wish to see a Health Provider for Fee for Service, please click [here](#) for a map of local Urgent Cares. **Note:** HC Health Services has not evaluated these providers for quality of services so utilize them at your own risk.

- [For a full list of local pharmacies and all other inquiries](https://www.haverford.edu/health-services)

## Dining Services

**Meal Plan:**
- **Haverford first-years, sophomores and juniors:** The last meal on Haverford’s meal plan is lunch on Friday, May 12. Take-out will be available on Friday, May 12, between 10am and 2pm.
- **Haverford seniors**- your last meal will be Commencement brunch on Sunday, May 14.

## Transportation

**Last Regular Run will be on Friday, May 12**

- **Blue Bus:** 6:25 p.m. from Haverford to Bryn Mawr
- **Swarthmore Van:** 4:50 p.m. from Swarthmore to Bryn Mawr
- **HC/SC Van:** 5:50 p.m. from Swarthmore to Haverford, 6:20 p.m. from Swarthmore to BMC

<table>
<thead>
<tr>
<th>BMC Commencement Bus Schedule on Saturday, May 13</th>
<th>HC Commencement Bus Schedule on Sunday, May 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leaves Bryn Mawr</td>
<td>Leaves Bryn Mawr</td>
</tr>
<tr>
<td>Leaves Haverford</td>
<td>Leaves Haverford</td>
</tr>
<tr>
<td>Buses run every half hour</td>
<td>Buses run every half hour</td>
</tr>
<tr>
<td>First run @ 12:30 pm</td>
<td>First run @ 8:30 am</td>
</tr>
<tr>
<td>Last run @ 6:30 pm</td>
<td>Last run @ 12:30 pm</td>
</tr>
</tbody>
</table>

- **BMC Commencement Bus Schedule on Saturday, May 13**
  - **Leaves Bryn Mawr:** 6:25 p.m. from Haverford to Bryn Mawr
  - **Leaves Haverford:** 12:45 p.m.
  - **Leaves Bryn Mawr:** 12:45 p.m.
  - **Leaves Haverford:** 8:45 am
  - **Last run:** 6:30 pm

- **HC Commencement Bus Schedule on Sunday, May 14**
  - **Leaves Bryn Mawr:** 8:45 am
  - **Leaves Haverford:** 12:45 pm
At BMC, buses will stop at Goodhart Hall. At HC, buses will stop at both Stokes Bay and Harris Road (by Jones Hall).

**ROOM KEY RETURN DEADLINE & LATE RETURN CHARGES**

**Reminder: Before leaving campus, return your room key to Facilities Management.**

The **DEADLINE** to return room keys at the end of Semester II without charge is by 4:00pm on Monday May 15. Room keys are to be returned to the Facilities Management Office. If you return your key outside of regular working hours, M-F 8am-3:30pm, please seal the key in an envelope with your name on it, and drop the envelope through the mail slot located under the window to the left of the front door of the Facilities Office.

Students who do not return their assigned room key to the Facilities Management Office by the deadline will be charged the following **LATE CHARGES:**

- Students who return their key by 4:00pm, Friday, May 19 will be charged a Late Key Return fee ($50).
- Keys not returned by the 4:00pm, Friday, May 19 will be assumed lost, lock changes will be done, and a charge ($125) will be assessed to the student.

**MAIL CENTER**

MAIL CENTER will maintain the regular schedule through Friday, May 12. See below for further information.

<table>
<thead>
<tr>
<th>Regular Hours</th>
<th>Commencement Weekend Hours</th>
<th>Summer Hours (starting May 15)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon.-Fri. 9:30am to 6:00 pm</td>
<td>Saturday 5/13 12:00pm to 3:00pm</td>
<td>Mon.-Fri. 9:30am to 4:00pm</td>
</tr>
<tr>
<td>Saturday 11:00am to 2:00pm</td>
<td>Sunday 5/14 12:00pm to 3:00pm</td>
<td>Sat. &amp; Sun. CLOSED</td>
</tr>
<tr>
<td>CLOSED</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RECEIVING MAIL DURING THE SUMMER:** Mail will be placed in your mail boxes through Commencement. After this time all first class mail will be automatically forwarded to your permanent address.

- If you are living at HCA over the summer we will automatically leave your current mailbox open and will not forward any mail.
- If you are NOT living at HCA over the summer and would like to continue receiving mail, email hc-centralservices@haverford.edu by Friday, May 5 and we will leave your current mailbox open.
- If you want mail forwarded to a summer address please visit https://www.haverford.edu/central-services/mail-center/summer-mail for more information.

**SHIPPING PACKAGES AND TRUNKS:** Please bring packages and/or trunks to Central Services in the Campus Center Lobby for shipping; Central Services will not pick them up. Use sturdy corrugated boxes sealed with plastic tape and affix a mailing label to the bottom right hand corner of the top of package. Print all label information and include both shipping address and shipper's name. Central Services staff will weigh packages/trunks and calculate shipping charges; we accept OneCard and Credit Card for payment.

**STORAGE INFORMATION**

View complete storage information here.

A few reminders:

- **By May 1,** students are asked to remove items that WILL NOT BE IN THAT PARTICULAR STORAGE AREA for the summer in order to make room for students wishing to store belongings for the summer.
- **Commencement Day, Saturday, May 13** - **NO ACCESS to storage areas until 2:00pm** (after Commencement festivities).
- **Students who will be studying abroad may only store items in the Special Study Abroad Storage rooms in Yarnall.** Students taking a leave from the college are not permitted to store their items in campus storage. Local storage companies are listed at the end of the Storage Policy document.
- All students using on campus storage acknowledge their responsibility to read, understand, and abide by all policies and procedures in the Storage Policy Guidelines and the Honor Code. For the storage program to work the full cooperation of all students using storage areas is necessary. Students are responsible for storing their belongings in a neat and orderly manner and are asked to store in the most compact ways in order to leave room for others to store their items. Items no longer wanted should be donated, taken home or thrown away. Students agree to respect the belongings of others and the storage areas, themselves, when placing items in storage areas and will for safety and security reasons shut the door to storage room when leaving.

✔️ **CHECK LIST FOR MOVING OUT of the RESIDENCE HALLS**
Please do your part! Out of respect for the members of our community who have the responsibility of cleaning the residence halls and campus after you move out, and getting the entire campus ready for Alumni Weekend and summer programs that are held on campus soon after you leave, we thank you, in advance, for doing your part!

**Students are responsible for:**

- **Cleaning** and removing all personal belongings and trash from your room. Please remove all trash from your room/apartment and place it into the nearest outside trash container to your residence. **Container locations:**
  - **North Dorms** - Next to 36 Railroad and exit (for Barclay, North Dorms, Lloyd)
  - **Walton Field** - Next to Drinker (for Drinker, Gummere, Leeds)
  - **Campus Center** - Loading dock area. (for Ira Reid, Kim, Tritton)
  - **HCA** – Regular and EXTRA dumpsters will be placed at HCA from May 15-18.

- **Returning** all college issued dorm furniture to your room.

- **Storing** all belongings only in approved Storage Areas.

- **Closing** and locking windows and room and suite/hall doors when you leave.

- **Returning your room keys** to Facilities Management Office **before** you leave campus. The deadline to return room keys at the end of semester II without charges is 4:00pm on Monday May 15. If you return your key outside of regular working hours please seal the key in an envelope with your name on it, and drop the envelope through the mail slot located under the window to the left of the front door of the Facilities Office.

<table>
<thead>
<tr>
<th>ROOM INSPECTIONS, CONDITION, &amp; FINES</th>
</tr>
</thead>
</table>

All residence halls will be inspected. Students will be fined for such things as cleaning of excessively dirty bedrooms, apartments, suites, common rooms; removal of trash or items left behind; painting of damaged walls; repair/replace of broken windows, furniture or carpet; removal of tape, stickers, wax from surfaces; removal of excess College furniture; and/or the finding, relocating and assembling of College furniture. Please see the [Students’ Guide](#) for full details and a listing of common charges.

<table>
<thead>
<tr>
<th>LOADING CARS: PLEASE DO NOT DRIVE CARS ONTO THE LAWNS FOR ANY REASON</th>
</tr>
</thead>
</table>

It is a long-standing College policy that cars may not be driven across the lawns. Violation of this regulation will result in a **large fine** and possible towing of your vehicle.

<table>
<thead>
<tr>
<th>INTERNATIONAL STUDENTS</th>
</tr>
</thead>
</table>

Denise Allison, Director of International Student Services, will be available in her office Stokes Hall 111-B for signatures on your I-20 Forms on Fri., May 12, 9:00 a.m. – 4:00 p.m. **Note that a travel signature is now required!** Students can also seek the signature of Jim Keane, Registrar (Chase Hall 1st floor). In the event that a student leaves without securing the signature of the PDSO/DSO, they can mail the Form to ISSO at the College, and it will be signed and returned via eShipGlobal (University Express Mail Service). Students will be required to go on line ([https://study.eshipglobal.com/home/?q=s](https://study.eshipglobal.com/home/?q=s)), set up their account and pay the relevant fees associated with the mailing and receiving of documents sent to and from ISSO. ISSO will not absorb such mailing costs! Additionally, the ISSO Office does not store items for international students – for information on how to store belongings, see “Storage Information” above.

International students seeking to live on campus over the summer should follow the guidelines set in place by the relevant office(s). Contact the Conference & Events Office for further information.

**Reminder!** If your F-1 visa will expire while you are abroad this summer, remember to get it renewed before attempting to reenter the U.S.

<table>
<thead>
<tr>
<th>LIBRARY</th>
</tr>
</thead>
</table>

The Magill Library staff would be grateful if borrowers return their Tri-co books **ASAP BEFORE THE END OF THE SEMESTER** so that the staff can make sure that borrowers’ records are clear before they leave for the summer. For summer hours please check [http://library.haverford.edu/hours](http://library.haverford.edu/hours).

<table>
<thead>
<tr>
<th>INSTRUCTIONAL AND INFORMATION TECHNOLOGY SERVICES</th>
</tr>
</thead>
</table>

- **COMPUTER PICK UPS** - Any student computers left for service must be picked up **by Friday, May 12 at Noon.**
- **COMPUTER LABS** in Roberts 9 & 11 and HCA # 30 will close on **Friday, May 12 at Noon.**
- **ALL COMPUTING FACILITIES** are scheduled to close at noon, Fri., May 12.
- **THE INSTRUCTIONAL TECHNOLOGY CENTER** will observe the usual hours: M–Th 8:30am–12:00am; Friday 8:30am–5:00pm; Saturday CLOSED; Sunday 12:00pm – 12:00am until noon on Fri., May 12 at which time the lab will close until classes resume next fall.
THE IITS PRODESK will close on Friday, May 12 at 4:30pm. On Monday, May 15 the ProDesk will begin SUMMER hours: Monday – Friday, 8:30am – 4:30pm.

CAMPUS CENTER

THE CAMPUS CENTER will maintain regular hours through Thurs, May 11. On Fri., May 12 & Sat., May 13 building hours will be 9:00am-11:00pm; Sun., May 14 building hours will be 9:00am-3:00pm. Summer hours: M - F 8:30am-4:30pm; closed weekends.

THE BOOKSTORE will remain open until 5:00pm, Friday, May 12. On Saturday, May 13, Commencement Day, it will be open from 8:30am-10:00am and 12:00pm-2:00pm. On Sunday, May 14, it will be open 11:00am-2:00pm. Summer hours begin Monday, May 15 and will be open M - F, 10:00 am - 4:00 pm throughout the summer. It will have extended hours for Alumni Weekend.

THE COOP will close at 2:30 pm, on Friday, May 12. It will reopen Monday, May 15 with its regular summer hours: Monday - Friday 8:00 am–2:30 pm (kitchen closes at 2:00pm). The Coop @ Night will close for the summer at 11:30pm on Wednesday, May 10.

PARKING DURING THE SUMMER

During the summer, student employees can use the Peco (Visitors) Lot or can park on Hannum Drive if they obtain permits from the Conferences & Events Office. Year round student/faculty/staff spaces are not available for summer employees.

LOOKING AHEAD

~ FALL 2017 ~

THE RESIDENCE HALLS WILL OFFICIALLY OPEN for RETURNING STUDENTS @ 10:00 am, SUNDAY, SEPTEMBER 3, 2017.

Each semester, the residence halls open for returning students two days before the start of classes to accommodate travel, move in, and getting settled. It is your responsibility to make your travel plans accordingly. If it is necessary for you to be in the area before this time, you are asked to make arrangements to stay off campus. Due to the increasing number of students arriving without permission, there will be a $250 fine for students who are on campus before the dorms officially open for returning students or the day they have been given permission to arrive. The student(s) who permits someone to stay in their residence hall/apartment without permission will also be fined the $250. Only students with permission from the Office of Residential Life or Athletic Department (e.g. UCAs, CPs, HCOs, SRPs, PAFs, OMAs, Customs Program support, or members of athletic teams) to arrive early will be allowed to move in before the official opening date of Sunday, September 3, 2017.

LABOR DAY will be on MONDAY, SEPTEMBER 4, 2017
CLASSES will begin on TUESDAY, SEPTEMBER 5, 2017

THE RESIDENCE HALLS WILL OFFICIALLY CLOSE for WINTER BREAK @ 12:00PM, SATURDAY, DECEMBER 23, 2017.

~ SPRING 2018 ~

THE RESIDENCE HALLS WILL OFFICIALLY RE-OPEN for RETURNING STUDENTS @ 10:00am, SATURDAY, JANUARY 20, 2018.

CLASSES will begin on MONDAY, JANUARY 22, 2018

Questions?
Please contact the Office of Residential Life at (610) 896 – 1298 or hc-reslife@haverford.edu