

Winter Break Housing Form

- Students needing or choosing to remain on campus for any part of Winter Break must identify a friend who lives in one of the buildings listed above and must seek permission from the friend to stay in their room.
 - A **Winter Break Housing Form** is available at the Office of Residential Education (101 St. Clair) and must be signed by both the student staying for break and the student who has given permission to allow use of the room.
 - Written permission must be received by Residential Education by Friday, December 3rd at 12noon.
- Front door keys to be used during the break will be available for pick-up in the Office of Residential Education beginning Thursday, December 16 during regular business hours. *Room keys should be borrowed from the student providing the room.*
- Please note that there will be very few students remaining on-campus during the break. You are reminded to review all security suggestions posted during the year. Campus Safety will be available 24 hours/day during the break. Please feel free to contact their office at 781-3656 or 781-3333 (emergency line).

Residence Hall/Room Number: _____

Date: _____

Full-Year Resident (print)

Winter Break Resident (Print)

I, the full year room occupant, understand that I am granting permission for the winter break resident to reside in my room for the duration of Winter Break and will provide my keys to the winter break resident.

I, the winter break resident, understand that all regulations of the Community Standards are in effect during the winter break. I also understand that I am responsible for the belongings of the full year room occupant while I am in possession of the key. I will receive information about obtaining a building key closer to break.

Signature (full year)

Signature (winter break)