Information

University Village and Konkow House 6 will remain open to its residents during Spring Break (March 10 - March 19, 2017). We want to provide you with some important information to maximize your personal security and safety during the break.

During the Break

If you are staying in University Village or Konkow House 6 for any portion or the entire break period (March 10 – March 19, 2017), you MUST submit an extended stay request by 5 p.m. on Friday, March 3, 2017. This information will identify students on the premises in case of an emergency.

Submit a Spring Break extended stay request:
1. Log into the Resident Center on the University Housing website.
2. Click on the “Spring Break Extended Stay Request” button.
3. A decision will be sent to your Wildcat email account within three (3) business days.

Please Note: if you remain on the premises during Spring Break, all rules, policies, and procedures remain in effect and are enforced.

Things to do BEFORE You Leave

- Make sure you lock all doors (kitchen, bathroom, patio, or balcony) and windows (kitchen and bedroom). Unplug all electrical appliances in your apartment (as a fire safety precaution) and turn off lights. **REMEMBER: HELP US HELP YOU - LOCK IT UP!**
- **University Housing does not take responsibility for valuables left in UV or Konkow apartments or in vehicles.** It is recommended that you take all valuables home with you (computers, stereos, TV/DVD). If you have any questions, contact your RCC. (Please refer to your Student Housing License Agreement section 16 - Insurance).
- If you have a bike, take it home or store it in your room. However, you are not permitted to store a motorcycle, moped, electric scooters, or gasoline in your room. This is a **State Fire Marshal regulation.** For removal and impounding, the responsible resident will be charged $100.
- Look inside your refrigerator and pantry and decide what should be eaten now, given away, or taken home. Be sure to remove all perishable foods.
- Clean your kitchen, bathroom, and take out your trash.
- Arrangements need to be made for aquariums and computers should you choose to leave them.
- Turn off your apartment heater/thermostat.
- **University Housing staff will be entering all rooms** to perform maintenance and security inspections. The purpose of these inspections is to ensure that no potential fire or safety hazards exist while the halls are closed, and to confirm that the above steps have been completed. However, you can expect that any policy violations (alcohol, appliances, etc.) will be reported to your RCC. Air filters will be checked in all rooms.
- Any vehicles left over break must display a valid campus parking permit. Please note that University Village parking permits are not valid in main campus parking lots. **The University will assume no responsibility for your vehicle. If you have further parking questions, please contact the University Police Department at (530) 898-5555.**

University Village Service Desk Hours

- The University Village Service Desk will be **open Saturday, March 11 through March 19, 2017 from 10:00 a.m. to 2:00 p.m.**
- The Service Desk will resume regular operations on **Sunday, March 19 at 10:00 a.m.**
- A Resident Advisor will be on call during the break. The Residential Life staff Spring Break duty schedule will be posted at the University Village Service Desk.

Emergency Telephone Numbers for the Break:
University Police Department – (530) 898-5555 * University Village RA Duty Phone – (530) 514-3867
North Campus RA Duty Phone – (530) 898-3868

Have a safe and restful Spring Break!