



## Important Housing Dates & Reminders!

Please take a moment to update your personal calendar with deadlines (and procedures) that pertain to you. Below you will find dates, reminders, and information. If you have other questions or concerns, you can email **your AC** or **Housing** [housing@northwestu.edu](mailto:housing@northwestu.edu). To see **Frequently Asked Questions** and to download needed **Forms**, please visit the NU Housing webpage: <https://eagle.northwestu.edu/departments/housing/>.

<b>October 29</b>	★ Spring Class Registration Begins Online If you are <b>not</b> registered for classes before <b>December 14</b> , you will be removed from spring housing and need to move out of your room on (or before) <b>December 15</b> when Fall Semester Housing ends.
<b>November 5</b>	★ Christmas Housing Applications available for res hall AND student apartment residents (available <a href="#">online</a> )
<b>November 5 – 9</b>	★ Mandatory Res Life and Housing floor/apartment meetings (Spring Housing Intent Forms due to your RA @ meeting) – see your RA for details (\$25 fine for missing)
<b>November 30</b>	★ <a href="#">Housing Modification Form</a> <b>DUE by 5pm</b> (to Student Development office) – for housing cancellation and room changes
<b>November 30</b>	★ Christmas Housing applications <b>DUE by 5pm</b> (to Student Development office)
<b>December 7</b>	★ Christmas Housing Applications decisions emailed
<b>December 15</b>	★ Fall Semester Housing <b>ENDS @ 5pm</b>
<b>December 21 – January 1</b>	★ Residence Halls are <b>CLOSED</b> – including those approved for Christmas Housing
<b>January 2</b>	★ Residence Halls Re-Open <b>ONLY</b> for those approved to stay in Christmas Housing
<b>January 13</b>	★ New incoming students move in
<b>January 13</b>	★ Spring Semester Housing Begins – Returning students move back into residence halls

➔ **Returning for the Spring Semester?** Great! Your current placement will carry over to the next semester if you are registered for classes by **December 14<sup>th</sup>**. You may leave your belongings in your room over break. If you are **not** registered for classes before this date, you will be removed from spring housing and need to move out of your room on (or before) **December 15<sup>th</sup>** when Fall Semester Housing ends. If you need to be considered for an exception, please fill out an [appeal](#) and email to [housing@northwestu.edu](mailto:housing@northwestu.edu) on or before **November 30<sup>th</sup> by 5pm**. *\*If you leave for break before being registered for spring with your belongings in your room, you will be charged for Christmas housing (\$425).*

➔ **Leaving NU?** Withdrawing? Graduating? Going off campus? No matter the reason, if you are **NOT** returning to campus housing, please completely fill out a [Housing Modification Form](#) and submit it on or before **November 30<sup>th</sup> @ 5pm**. If intending to live off, you must also have a Residency **Exemption Request** submitted online and approved. Schedule to check-out with your RA before Saturday, December 15<sup>th</sup> @ 5pm.

➔ **Christmas Housing:** Housing is available for select days during Christmas break for students in need. All registered students assigned to a room for the Spring Semester 2019, may choose to stay in their assigned room. Remember the halls are completely closed **December 21 – January 1**. The cost to stay all available nights (17) is \$425; the minimum night stay is 4 nights with a per night rate of \$25. Applications are available online (Housing website) and are due on **November 30<sup>th</sup> by 5pm**. **No late applications will be approved.** \*Student apartment residents need to complete Christmas housing applications; there is no cost for student apartment residents.

➔ **Room Change Process:** Room or roommate changes may be approved on a case-by-case basis depending on circumstances, available space and other factors. Meeting with your Area Coordinator and turning in a [Housing Modification Form](#) are requirements for consideration. See the Room Change [policy](#) online for more info.

➔ **Housing Modification Forms:** You need to fill one out if you are not returning for the Spring Semester or if you're going through the room change process. They are available in the Student Development office or [online](#) and **DUE November 30<sup>th</sup> by 5pm**.

**\*\*The late fee for Modification Forms = \$25.**