Spring registration is upon us so make sure to be a full-time student next semester in order to continue living on campus. In this email, you’ll find information on an upcoming premium dinner, opportunities to volunteer or work with us and more. Scroll down for details.

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Building 2 Laundry Room Temporary Closure
The laundry room in building 2 is temporarily closed for repairs. Please feel free to use the laundry rooms in buildings 1 or 3.

Street Parking Closure: 11/15 – 11/22
Street parking along both sides of Paseo Rancho Castilla adjacent to the housing complex, from Mariondale Avenue to the Hellman Avenue Bridge, will be prohibited from 11/15 to 11/22 due to repairs. Vehicular traffic should not be affected, but the sidewalk near Building 5 will be closed.

Premium Dinner: 11/16, 5 – 8 PM
The Dining Commons is offering a premium dinner on Thursday, Nov. 16 for all residents that will include a roasted turkey carving station, honey ham, apple cranberry stuffing, sweet mashed potato, veggie wraps and more. Those who don't have a Meal Plan can pay with a credit or debit card. (Dining Commons)

Closing For Thanksgiving
The following will be closed for the Thanksgiving holiday:
- Dining Commons: 11/23 – 26
- Office of Housing and Residence Life: 11/23 – 24
- Mail Room: 11/23 – 25
If you have an emergency, please call the RA on Duty at (323) 343-4800.

Ordering a Package?
To ensure you receive your package, make sure to use the correct mailing address (5300 or 5600 Paseo Rancho Castilla) and state to deliver package to the Housing Mail Room in the special instructions or comments field. Amazon uses local carriers that may deliver your package to the wrong location unless you give instructions to the Mail Room where we can accept it, sign for it and keep it safe until you pick it up. If you do
not include this, the carrier may leave your package on a door step where it can be stolen.

**Keep Your Mail Safe**

We need your cooperation with the following to ensure the security of your mail:

- Check your mailbox at least once a week. By federal law, mail and packages must be claimed within 10 days or we have to send them back to sender.
- Make sure to lock your mailbox door by closing it and turning the combination lock.
- If your mailbox is open, we won’t deliver your mail, we’ll return it to sender.
- If your mailbox needs repair, report it to the Mail Room immediately.
- If you need help opening your box, come to the Mail Room between 9am–10am or 4pm–5pm Monday through Friday for personalized training.

**Money Matters**

**Housing Fees Were Due Monday, 11/13**

Your spring 2018 housing fees were due yesterday. A late fee will be posted to your GET account if any balance was not paid by 11/13. This applies to students paying on the semester or installment payment schedule. Check GET for details.

**Events & Opportunities**

**Call For Residents: Housing and Residence Life Photos and Videos**

Are you interested in being in our photos or videos? Do you have a nice apartment that we can film in? Let us know. Email askhousing@calstatela.edu or call (323) 343–4800 for more information.

**Apply To Be A Summer Community Assistant**

Looking for a summer job? Applications are now available to become a Summer Community Assistant (SCA). Stop by the Office of Housing and Residence Life to pick up an application packet. Visit our website for details about the job.

**Residence Hall Association Meeting: 11/21 at 7 PM**

The Residence Hall Association (RHA) is an organization for all residents. Get involved with us to help plan events and have your voice heard. (Lounge)
ASI’s Farmers Market: 11/28, 8 AM – 6 PM
Buy locally grown fruit and vegetables at the farmer’s market on campus as well as kettle corn and lunch. Remember to bring reusable bags. (Campus Walkway)

Reminders

Spring Enrollment Date Is Approaching
Remember that to live on campus and get your full financial aid disbursement, you must be a full-time student (12 units undergrad and 8 units grad). Log in to GET to find your spring 2018 enrollment date and time in the Student Center on the left sidebar.

No Outdoor Decoration Displays
With the holiday season coming up, please keep in mind that it’s against housing policy to display any outdoor decorations on your balcony, patio or windows.

Perishable Deliveries
The Mail Room is not equipped with proper refrigeration to accept perishable deliveries, such as food and flowers. Please make special arrangements to have your perishables delivered directly to your apartment.

Get Your Flu Shot!
Schedule an appointment to get your flu shot on campus for $5. Please bring cash (exact change) or check and your student ID. Call (323) 343–3302 for an appointment. (Student Health Center)

New Students Are Still Moving In
If there is an empty space in your apartment, please do not spread out your belongings. Welcome your new housemates by keeping the bedrooms and common areas clean, and remember to make room for them in the kitchen and bathroom.

Don’t Jeopardize Your Financial Aid
You may lose your financial aid if you’re not enrolled in at least 12 units for the upcoming spring semester, or if your grades are below the GPA requirement. Please read the current Satisfactory Academic Policy (SAP) in order to maintain continued funding during your attendance at Cal State LA. The SAP Policy is available for your review at http://www.calstatela.edu/financialaid/policies.
Meal Plan Changes
Residents who want to change their Meal Plan for the spring semester may stop by the housing office to complete a Meal Plan Add/Change Form. We encourage students to submit the form as soon as possible as spring 2018 charges were due on November 13th. If you want to cancel your Meal Plan, you must submit a Petition to Cancel Form with supporting documentation to the housing office.

Not Returning For Spring?
Students requesting to break their License Agreement for spring 2018 for their housing or Meal Plan may submit the Petition to Cancel Form with supporting documentation. According to the License Agreement, students need to give a 30-day notice of intent to cancel. The 30-day notice date was Thursday, November 9. Petitions that have less than a 30-day notice are subject to a prorated rate.

Each petition will be reviewed based on a criteria outlined in your License Agreement, Section III, C, 4, along with required documentation justifying your reason. Your request must be approved in order to cancel your License Agreement and move out at the end of the fall semester. Moving out without approval does not release you from the terms of the License Agreement or your financial responsibility.

Winter Intersession
There is no additional charge to stay in your apartment during winter break (December 9, 2017, to January 21, 2018). The Dining Commons will be closed. If you do stay, the same guidelines and expectations outlined in the Student Guide and License Agreement apply.

You’ve Got Mail! New Video On Getting Mail And More
Check out our new video that covers how to open your mailbox, receive packages and forward your mail once you move out.

Questions? Contact us at askhousing@calstatela.edu.

Follow us on Instagram, Twitter and Facebook. Copies of this email and past ones are on our website.

(This is a University Housing-wide email. Please do not reply.)