Congratulations on finishing the spring semester! Scroll down for relevant reminders and info.

**Nuts & Bolts**
- Transferring To Your Summer Apartment
- Summer Mail Room Hours
- Community Center And Dining Commons Closed For The Summer
- Campus Holiday – Closed for Memorial Day: May 28
- New Option: Buy Your Summer Parking Permit At The Cashier’s Office
- Community Safety Over The Summer

**Money Matters**
- Fall Payment Due July 10

**Reminders**
- Donate To The Cal State LA Food Pantry
- Donate Clothing, Bedding And Other Cloth Items
- Put Electronics In E-Waste Bins
- Building 2 Laundry Room Now Open

---

**Nuts & Bolts**

**Transferring To Your Summer Apartment: May 24, 9 a.m.–2 p.m.**

If you have a Full Summer contract, you must be available to move into your summer apartment on Thursday, May 24, between 9 a.m. and 2 p.m. Spring-to-summer transitions will only occur on this date, so make the necessary arrangements to be available during this time. Failure to move into your new apartment by May 24 at 2 p.m. may result in additional fees.
**Summer Mail Room Hours**
The Mail Room has the following hours for the summer:
- Monday–Friday, 9 a.m.–5 p.m.
- Closed Saturday & Sunday

**Community Center And Dining Commons Closed For The Summer**
The Community Center will be closed this summer from May 19–August 19. For assistance during business hours M–F, 9 a.m.–5 p.m., go to the Housing Office. After hours or on weekends, call the On-Duty Staff at 323-343-4807.

The Dining Commons is closed this summer and will reopen on the first day of fall classes with breakfast on Monday, August 20.

**Campus Holiday – Closed for Memorial Day: May 28**
The University, including the Housing Office and Mail Room, will be closed for the Memorial Day holiday. If you have an emergency and need to reach the Summer Community Assistant On Duty, please call (323) 343-4807.

**New Option: Buy Your Summer Parking Permits At The Cashier’s Office**
Summer residential parking permits are now available for $121.50. If you will be paying with a check or cash, go to the **Cashier’s Office, window 7** to get your summer parking permit. If you will use a credit card, go to the **Parking and Transportation Center**.

**Community Safety Over The Summer**
With fewer residents on campus, keep in the mind the following safety tips to prevent theft and keep yourself safe:

- Make sure the door to your apartment is locked at all times.
- Keep your windows and patio door closed and locked, especially if you are on the first floor, even when you are home.
- Don’t let anyone into your apartment who you don’t know. If a person comes over to visit a housemate, your housemate should be home to let them in.
- Keep your keys on you at all times. If you lose your keys, report it immediately to the Office of Housing and Residence Life in order to have the lock changed.
- Be smart with your car. Always keep it locked. If you don’t drive it every day, check on it periodically and move it occasionally so it does not appear abandoned.
- Always walk with others. At night, when on campus, call the campus escort at 323-343-3700.
- Add emergency numbers to your cell phone: Campus Police (323) 343-3700 and the Summer Community Assistant on Duty (323) 343-4807. Remember, 9-1-1 connects you to the Highway Patrol. Use this if you are away from campus. If you are on or near campus, use the number for Campus Police for faster response.
- Put your credit-card companies’ phone numbers in your cell phone. If your wallet is stolen, you’ll need the numbers to cancel your credit cards.

**Money Matters**

**Fall Payment Due July 10**
If you applied for fall 2018, your first payment is due Tuesday, July 10. If you are on the waitlist, save your money and be prepared to make your payment upon being notified that you have been assigned a space.

**Reminders**

**Donate to the Cal State LA Food Pantry**
Instead of throwing out canned and non-perishable food, put them in the boxes in front of the housing office and the Phase I Community Center. Everything collected will be donated to the Cal State LA Food Pantry.

**Donate Clothing, Bedding and Other Cloth Items**
Help the environment by recycling your old clothes, shoes, beddings, backpacks, etc. USAgain is a textile recycling leader that can use your items regardless of their condition! Put them in the white and green USAgain bins located in Phase I, II and GEA.

**Put Electronics In E-Waste Bins**
Please place any electronics you don’t want in the e-waste bins in Phase I and II. Help Cal State LA go green by not putting electronics in the trash.

**Building 2 Laundry Room Now Open**
The laundry room in Building 2 is now open. Thank you for your patience as we repaired and renovated the laundry room.

Questions? Contact us at askhousing@calstatela.edu.

Follow us on [Instagram](#), [Twitter](#), [Facebook](#) and [YouTube](#). Copies of this email and past ones are on our [website](#).

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