



TO: All Residence Hall Students

FROM: Thomas Martin  
Executive Director of Residence Life

DATE: February 24, 2020

RE: Spring Break

**All residence halls will close at 6:00 p.m. on Friday, March 6, 2020, for Spring Break.**

Before going home for the Spring Break, please comply with the following room safety precautions:

1. Close and lock all windows and close the blinds.
2. Remove all food, trash and other perishable items from your room.
3. Unplug all electrical appliances. (You may leave refrigerators and aquariums plugged in).
4. Turn all room lights off.
5. Hall staff will check ALL rooms to verify that all above listed items have been done.

You may leave your personal possessions in your room. You are, however, strongly advised to remove all valuables from the premises. The University will not assume responsibility for items lost or stolen.

**There will be no cafeteria service during the break.** Lunch on March 6, 2020, will be the last meal served. All residence halls will reopen at 2:00 p.m. on Sunday, March 15, 2020. Dinner on Sunday, March 15, 2020, will be the first meal served after the Spring Break.

Housing will be available on a limited basis for students in need of emergency housing. **Persons staying must apply online at <http://www.tamuk.edu/housing/> by selecting "Staying the Break" or complete a request form at the Residence Life Office located at Lucio Hall room 119 by Wednesday, March 4, 2020. Requests received after the deadline will have a \$50.00 late sign-up fee assessed to their student account.**

TM: vp

*Have a Safe Spring Break!*