

Good Morning Bentley Residents,

As the long weekend approaches, we have begun to prepare for the semester closing and we would like to encourage you to begin taking your belongings home as the residence halls will close soon. Please note that Spring Housing will close for the semester at **6:00 PM on Thursday, May 10, 2018. All residents need to leave the residence halls within 24 hours of their last final or by Thursday, May 10<sup>th</sup>, 2018 at 6:00pm, whichever comes first.** We are providing you with this information now so that you can begin to plan your travel arrangements. You will receive additional information from your Residence Director later this month regarding the semester closing.

**If you are in need of a Late Stay Request**, then please wait to hear from your Residence Director with the process to submit a request.

**Seniors participating in Commencement Week** will receive further instructions regarding the move-out process at a later date.

**If you are in need of housing during the interim period** (May 12<sup>th</sup> – May 19<sup>th</sup>, 2018) **and/or Summer Housing** (May 20<sup>th</sup> – August 9th, 2018), please submit the appropriate application by **Thursday, April 26<sup>th</sup>, 2018**. The Interim Housing and Summer Housing applications are now available online and can be found here on the [Housing Student Self-Service Portal](#), under the **Forms & Applications** tab.

**If you wish to change your fall assignment**, you will need to submit a Room Change Request form through the [Housing Student Self-Service Portal](#). The Room Change Request form is now active and will remain open until **Thursday, May 10, 2018**. Room Changes will be processed and communicated by **Wednesday, July 11, 2018**.

Please contact the Residential Center with any questions. We can be reached at (781) 891-2148 or [housing@bentley.edu](mailto:housing@bentley.edu).

Take care,  
The Residential Center