

October 28, 2022

Hello, Resident Students!

We are into the home stretch! As the semester begins to wind down, we want to share some important information:

### Thanksgiving Recess

While the majority of students leave campus during Thanksgiving recess, the residence halls **DO NOT** close. However, in order to ensure the safety of students who remain on campus, any student staying on campus for even one night from November 18-26 must complete a Thanksgiving break form. Information on the Thanksgiving break application will be sent as a separate message. **The Thanksgiving Stay form will be available: Early November\*.**

Campus dining facilities will close on Friday, November 18 (retail locations close at 5 p.m. and PJ's closes at 7 p.m.) and will not reopen until Sunday, November 27. On that day, PJ's will open with brunch at 11 a.m. and retail locations (Tuck Shop and Pizza Pitt) will reopen at 4 p.m.

### University Holidays

The University will be closed for Thanksgiving recess from Thursday, November 24 through Sunday, November 27. We will also be closed from Friday, December 23 through Monday, January 2. Nobody from our office will be available during this period. If you have left something behind in your room, you will not be able to retrieve it during those times.

### Winter Recess

The residence halls are officially closed during winter recess. They will close at 9 p.m., Friday, December 16 and will not reopen until Sunday, January 8. For safety reasons, **no students are permitted to reside on campus during winter recess** (unless they are required to be here as a student-athlete). Please arrange to either return home or make plans for off-campus accommodations for that period. No exceptions can be made. Students who are returning in the spring semester do not need to take their belongings home over the break. However, we encourage students to talk all valuable items home with them. Your student ID card will be deactivated during Winter Recess.

### Staying Late

Students who have extenuating circumstances, such as challenging flight schedules or long-distance travel issues, can request permission to remain on campus beyond the residence hall closing time. Information on submitting a late stay request will be provided in a separate email. Students found in residence halls after 9 p.m., Friday, December 16 without advance approval will be fined \$50 per night for an unauthorized occupancy. **The Late Stay will be available: Late November\*.**

### **Spring Housing Cancellations**

If you are not planning to return for the spring term or are graduating in December, please complete a housing cancellation form for SPRING. If you are not residing on campus in January you will need to remove your belongings and return your room key to your RA prior to leaving for winter recess. **The Spring Housing cancellation form will be available: Late November\*.**

### **Early Arrival for Spring Term Request**

Arrival day for spring term is Sunday, January 8, 2023, beginning at 8 a.m. If you need to arrive early for spring term due to athletics or student teaching, etc., you will need to complete an early arrival request form. This form must be completed by January 3, 2023, at 4 p.m. NO requests will be accepted after 4 p.m. on January 4. Students who return early without advance permission will be fined \$50 per night for an unauthorized occupancy. **The Early Arrival Request form will be available: Late November\*.**

### **Change Meal Plan for Spring Term\***

If you wish to change your meal plan for **spring term**, you may change it any time between November 4 and the deadline, which is 5 p.m., Wednesday, January 11. If you have questions, please contact [upjmeals@pitt.edu](mailto:upjmeals@pitt.edu). **This Spring Term Meal Plan Change form will be available early November\*.**

### **Room Changes for Spring Term\***

All students wishing to change rooms for spring term must complete the SPRING room change form no later than Wednesday, December 14 at 4:00 p.m. Students requesting a room change will receive further instructions on the process once the move is approved. **This Spring Term Room Change Request form will be available: Late November\*.**

I understand this is a lot of information. But, if you have any questions, please feel free to contact us at [upjhousing@pitt.edu](mailto:upjhousing@pitt.edu). Have a great rest of the semester.

Sincerely,



Robert W. Knipple  
Executive Director

\*These applications/forms can be found in the Johnstown Campus Housing and Dining Services task center on the Pitt portal.