

MOVE-OUT

Resident Move-Out Checklist

The following are tasks to be completed prior to your departure:

- Empty and clean microfridges/refrigerators.
- Take any personal items you need for the break. This includes valuables, medications, plants, fish, and text books/course material(s).
- Remove any personal items from the floor and move any items away from the heater.
- Unplug all electronics except microfridges/refrigerators.
- Take all trash, compost, and recycling to designated areas.
- Close and lock all windows.
- Set thermostat to 65 degrees in auto when leaving.
- Turn off all lights and close the blinds.
- Close and lock door to your room/suite.
- Empty your mailbox and pick up any packages from the front desk.

Once all items above are complete, check out at Drackett, Lawrence, Morrill, Morrison, Neil, Nosker, Park-Stradley, Taylor, with your RA/CA or by using the QR code.

<https://go.osu.edu/hrecheckout>



PLEASE NOTE

- If you live in an academic year building, you must notify Housing of your intention to stay over winter break by December 9 in order to retain access to your residence hall over the winter break.
 - If you have a vacancy in your room/suite, you may get a new roommate for spring. Please plan accordingly and move your belongings to one side of the room.
 - Housing and Residence Education will check all vacancies and all room/suites in closed buildings. Fees may be incurred if any damages or cleanliness issues are found during this time.
 - Students in closed buildings will not have BuckID access to their residence halls.
 - Spring Semester Contract Dates are January 5– April 30, 2025. Halls will close at 2 p.m. on April 30, 2025. Spring semester arrival will begin at 12 p.m. on Saturday, January 4. Meal plans will begin on Sunday, January 5.
 - One person must remain with vehicle when parking in a loading zone at all times during Move-Out.
- FOR MORE INFORMATION, CONTACT**
- Email: housing@osu.edu
Website: housing.osu.edu