



Colby·Sawyer College

PARENT & FAMILY NEWSLETTER from the Office of Student Development
April 2022

Dear Parents and Families,

The campus is buzzing – not with bees or flowers, but with course registration for the fall, room draw selections, the final push for our Capstone students before our annual Scholars’ Symposium, and plans and preparation for Commencement (<https://colby-sawyer.edu/commencement>). We look forward to welcoming parents and families to campus to celebrate your students!

My colleagues below have other good information to share with you.

Happy spring. It is coming!

Warm wishes,

A handwritten signature in black ink that reads 'Robin B. Davis'.

Robin Burroughs Davis, J.D.

Vice President for Student Development & Dean of Students

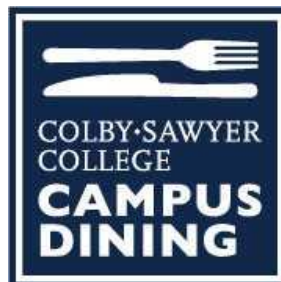
541 Main Street
New London, NH 03257

t: 603.526.3752

www.colby-sawyer.edu

COMMENCEMENT NEWS:

- Communications updates the Colby-Sawyer webpage with current information, so if you haven't already done so, be sure to check out the [Commencement](#) Information under the [Student Life](#) section of our webpage or click the following link for the latest news: <https://colby-sawyer.edu/commencement>
 - Students who plan to march in the Commencement Ceremony must wear academic regalia. Masters and Baccalaureate degree students wear a black gown, mortar-board (black hat), tassel and colorful hood. Associate degree students do not wear hoods. Students must pick up regalia at *The Stable* during Senior Week.
 - Information about ordering graduation announcements, class rings, diploma frames and more have been sent out by the store manager. You are welcome to shop on line at <https://shop.colby-sawyer.edu>. Graduation announcements may be ordered at www.cbgrad.balfour.com. For more information contact Alison Seward, store manager, 603.526.1869 or alison.seward@colby-sawyer.edu.
 - For a list of lodging options: <https://lakesunapeeregionchamber.com/>
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Please reach out to Leslie Ekstrand, General Manager, Colby-Sawyer Dining Services at Leslie.Ekstrand@colby-sawyer.edu or call 603.526.3989 with questions or concerns. Leslie is always available to meet with students about their dietary needs and requests.

STUDENT TRANSPORTATION NEWS:

Please have your student contact Jen Schad, Program Manager for Student Development, (jen.schad@colby-sawyer.edu) if they need assistance with travel to and/or from the Manchester Airport or to the Dartmouth Coach bus stop in New London which transports passengers to South Station and Logan Airport in Boston. We cannot guarantee transportation, as our few certified college vehicle drivers do have limited availability, and the local transportation service does fully book around the holidays and school breaks. Please plan ahead and encourage your student to schedule rides well in advance during daytime college office hours, Mondays through Fridays.

*Tickets for Dartmouth Coach bus trips must be purchased independently ahead of time on their website <https://dartmouthcoach.com/>. Dartmouth Coach does not guarantee seats even if a ticket has been purchased, so remember to plan ahead and to allow a buffer of extra time, especially if your student is making a connection at Logan Airport.

***Best Transportation LLC** (603.448.4004 or 603.543.7139) is the local, independent transportation service in the area. More information can be found on their website: <https://www.bestuvride.com/>

Jen Schad, Program Manager
Office of Student Development
jen.schad@colby-sawyer.edu

A MESSAGE FROM STUDENT SUCCESS & RETENTION:

Hello families,

We are close enough to the end of the semester that I've heard some students counting down the weeks, and even the days! As we approach finals, students may be tired, but also buoyed by the sunshine and freedom of being outdoors.

Finishing with support

You can help your students make it successfully to the end of the year by encouraging them to make one last push and use their resources.

- Mental Health - Baird Health and Counseling is still taking appointments
- Academics - Faculty office hours, Student Learning Collaborative, and Access Resources work with students individually
- Connection - Student Activities and CAB are hosting not-to-be-missed events to bring joy to the last days of the semester
- Communication - Students should check moodle and CSC email **daily**

If your student is withdrawing or transferring, have them contact me as soon as possible so I can help them through the process.

End of semester academic status information:

During the week of April 18th, I will send an email to students, and to you, that explains what an academic status is. An academic status describes a student's academic risk based on their GPA, and most students are in the "satisfactory academic progress" range. This means their cumulative GPA is 2.0 or above (congrats!) and they don't need to take any action steps.

Students with a *cumulative* GPA below 2.0 might have a status of probation, suspension, etc. and need to take some action steps during the break. I am here to help you, and your student, understand what that means! Do not hesitate to email me and ask questions.

****It is important to note that your student will see their grades changing during finals week as work is completed and graded. Their academic status will be determined by May 10th.**

Thank you for supporting your students through this year. And a heartfelt CONGRATULATIONS to those of you with upcoming graduates!

Warmly,

Erica

IMPORTANT NEWS FROM RESIDENTIAL EDUCATION:

Important Information for Parents and Families Regarding End of Year Check-out and Damage Billing

As the academic year approaches the end, students are in the midst of final exams and papers, and also must prepare to move out of their “home away from home”. The following information will be shared with students throughout the coming weeks, but it is important for parents and families to be aware of as well.

Preparing for the end of the year and moving out

- All students, with the exception of graduating seniors or those with an approved college-related reason, must vacate their rooms 24 hours after their last final, or by 7:00 pm on Monday, May 2, whichever comes first. If a student must stay for travel purposes, they will be able to log into the online housing system, Residence, to sign a temporary housing contract for Monday evening.

Students must be moved out of the room by 10:00 am on Tuesday, May 3. Please plan accordingly!

- Students will often find themselves with many more belongings in May than they had when they moved in! With this in mind, students have the following options:
 - Dumpsters will be placed throughout campus starting on Monday, April 25 and students are asked to bring all trash directly to the dumpster;
 - A campus recycling initiative will pick up unwanted items that are still in useable condition. Students should watch for more information;
 - Local storage options detailed below
 - **NOTE: There is no storage available on campus.**

Packed up and ready to Check out

- Once students are packed up and ready to check out of the room, they are asked to complete an EXPRESS check-out envelope (These envelopes are available from Residential Education staff members or at the Campus Safety office).
- Students are asked to review the following and act where needed:

- All furniture is in your room, assembled properly;
 - Screens are in windows;
 - Nails, tape, tape residue, stickers, hooks, etc. have been removed from walls, doors, ceilings, floors, and windows;
 - ***Please do not make any wall repairs on your own.** Often, damage charges can end up being higher if additional work is required by the facilities department to return the wall to its original condition;
 - All personal items have been removed from the room. ***You will be billed for each item that must be removed from your room;**
 - Room is clean, clear of debris, and **floor is swept or vacuumed;**
 - All trash has been removed from the room and placed in the dumpster.
- Keys should be placed in the EXPRESS envelope and returned to a member of the Residential Education staff, at the office of Residential Education on the first floor of the Ware Student Center, or can be dropped off at the Campus Safety office in James House.
 - Keys should not be left in the room OR with a roommate.
- **If a key is brought home by mistake, please place in a bubble wrap envelope and send by Monday, May 16 to:**

Colby-Sawyer College
Office of Residential Education
541 Main Street
New London, NH, 03257
Please include the name of the student

Room Condition and Damage Billing

Individual rooms and apartments:

- After all students have moved out, the Residential Education professional staff and Facilities staff will do a walk-through of all rooms and halls to assess damage;
- While we make every effort to educate students about check out and room condition, there are occasions where there is billable damage in a room. In many cases, the room itself has not been damaged, but has been left in a condition that requires extra cleaning or removal of personal items;
- If a student accepts responsibility for this damage on their EXPRESS form, or by reporting to a staff member, that student will be billed. If we cannot determine the responsible party, the cost will be divided equally amongst the residents of the room/apartment.

Key Return:

- Students will be billed for any keys that are not received by the office of Residential Education by Monday, May 20. The cost to replace a room key is as follows: Single occupancy \$35; Double \$45; Triple \$55; Quad \$65; Apartments (Rooke Hall and Off-campus Houses) \$75.

All Hall Damage:

- During the course of the academic year, there are instances of damage in the common areas of the hall. If the individuals responsible for the damage are identified, the cost will be billed to them directly. If this cannot be determined, the total cost for damage within the hall for the year will be divided equally amongst the residents of that hall.

Billing:

- Charges for any of the following will be posted to the student's college bill by June 1:
 - Any damage to their room that they may have been charged for, and/or;
 - Any damage the student was found responsible for during the year, and/or;
 - Their portion of the all hall damage bill (if applicable), and/or;
 - Any unreturned key fees.

Students should check their college bill at that time. If there are questions about any charges, the student should email residential@colby-sawyer.edu by **Monday, June 20**.

Please let us know if you have any questions or concerns through email at residential@colby-sawyer.edu. We welcome your emails at any time.

Dave Zamansky, Director of Residential Education



Looking for summer storage?

Follow this simple two-step process!

- **Step 1:** Call one of the four locations listed below and rent a storage space
 - **Notes:**
 - It is much cheaper to rent and share a place with friends.
 - We **WILL NOT** provide transportation to facilities that **are not** one of the four listed below

**Sunapee Self
Storage**

**Exit 12A Self
Storage**

Space Place
(Sunapee)

**Jewell Box
Storage**

- **Step 2** (If you need transportation): Contact [AC Michael Brown](#) and reserve a Two-hour block of time for transportation on April 22nd-May 2nd.
 - **!!!!IMPORTANT!!!**- AC Michael Brown is **ONLY** providing transportation, you need to provide your own movers.

Spaces and time are limited so don't wait!

If you have any questions or can't find someone to share a space with please email AC Michael Brown



FROM THE MAILROOM:

Spring Semester Mailroom Window Hours:

- Monday, 11 – 5 p.m.
- Tuesday, 11 – 5 p.m. and 6 – 7 p.m.
- Wednesday, 11 – 5 p.m. and 6 – 7 p.m.
- Thursday, 11 – 5 p.m. and 6 – 7 p.m.
- Friday, 11 – 3 p.m.
- Saturday, 11 – 2 p.m.

(In the event of inclement weather or any other reason for the college to be closed, the Mailroom will also be closed.)

Nancy Staszkiwicz
Mailroom Coordinator

WHAT'S HAPPENING ON CAMPUS THROUGH THE STUDENT ACTIVITIES OFFICE:

CAB PRESENTS....

QUESTIONS? CONTACT
ACTIVITIES@COLBY-SAWYER.EDU

SPRING FESTIVAL 2022



LET'S SPRING INTO FUN...

THURSDAY, MARCH 31ST

Hollywood Murder Mystery
Wheeler Hall - 7pm

FREE SPRING FESTIVAL BUCKET HATS

FRIDAY, APRIL 1ST

Free Money Game Show
Wheeler Hall - 7pm

SATURDAY, APRIL 2ND

Dance Club: An Evening of Dance
Sawyer Center - 7pm

SUNDAY, APRIL 3RD

Dance Club: An Evening of Dance
Sawyer Center - 3pm

Totally Rad Movie Night
Clements Hall
Grease 7pm
The Outsiders 9pm





Hosted by
Cultural Events Committee
& Student Activities Office

Ware Student Center,
Wheeler Hall

April 4th - April 7th

AIDS MEMORIAL QUILT VIEWING



SCHEDULE

Monday, April 4th
9am - 5pm
4pm Official Opening

Wednesday, April 6th
9am - 5pm

Tuesday, April 5th
9am - 5pm

Thursday, April 7th
9am - 5pm



DANCE CLUB PRESENTS

an evening of dance

SAWYER CENTER THEATER

MASKS ARE REQUIRED AT THIS EVENT
REGARDLESS OF VACCINATION STATUS!

7:00PM SATURDAY, APRIL 2ND

3:00PM SUNDAY, APRIL 3RD

