

Early Arrival Program for Spring 2020

The early arrival period will begin at 9:00am on Monday, January 6, 2020. Residence halls reopen for all students on Monday, January 20, 2020. There are three categories of students who should complete an early arrival application:

- **Affiliated Early Arrival Students** (students who are required to return to campus early by a college department or program) will be provided with their arrival date and other instructions by their program leader. You should confirm that *your program leader* has submitted your name, purpose/program, arrival date, and start date for meals (if applicable) to the office of Residential Education at residential@colby-sawyer.edu.
- **Voluntary Early Arrivals** (students who are not required to return to campus early, but choose to return because of travel or local employment) may choose their arrival date, and will be assessed a housing fee of \$25 per night. **Students Enrolled In January Term Classes** may choose their arrival date, and will be assessed a housing fee of \$25 per night.
- **Students Attending the Martin Luther King Jr. Day Event** We encourage all students to return in time to attend the MLK Day event featuring speaker Monti Washington on Monday, January 20, at 3:00 p.m. For those who would benefit by returning on Sunday in order to attend, we will waive the cost of the early return. Students who would like to return on Sunday and plan to attend this event should complete the Early Arrival Application, select "College Related Program," and write "MLK event" in the box provided.

All students must be financially and medically clear before they may return to campus.

Some affiliated early arrival students will have the cost of meals paid for by their department/program. Students returning as Voluntary Early Arrivals and students returning early to attend the MLK Event may purchase individual meals in the dining room once it has reopened on January 6, 2020, by using funds they deposit in their SmartCard account. Affiliated early arrival students should contact their program leader directly with questions about meals.

All early arrival students must complete and submit an early arrival application through the Residence online housing system by clicking here: <https://colby-sawyer-residence.symplcity.com>. The terms of the Temporary Housing Contract are:

- Students who are approved to remain in campus housing may not possess, consume, or be under the influence of alcohol on campus. This includes students who are 21 years of age.
- Students who are approved to remain in campus housing may only have other approved students visit their rooms.
- Students who are not approved to remain in campus housing may not be on campus during this time period. Residential students who host non-approved students, even roommates, will be charged with "guest responsibility" and any other policy violations that may apply.
- All students bound by the Temporary Housing Contract are expected to review and adhere to all of the policies outlined in the [Code of Community Responsibility](#).
- Students believed to be in violation of the Code of Community Responsibility or the Temporary Housing Contract will be referred to the Office of Citizenship Education for resolution.
- Except as outlined above, meals will not be available until the regular board plan begins on Monday, January 20, 2020.

Please note that if you are not an approved early arrival student, you must not be on campus until 9:00 a.m. on Monday, January 20, 2020, otherwise you and your host may be in violation of the Temporary Housing Contract (see above) and the Code of Community Responsibility. If you must access the residence halls for any reason, you must contact Campus Safety first.

Move-In (for returning students) and Check-In (for incoming students)

Returning students and students entering housing should plan to arrive on Monday, January 20, 2020 beginning at 9:00 a.m. All regular college policies and the full student board plan will resume at this time.

If you have any questions about this information, please contact Residential Education at residential@colby-sawyer.edu.