

Dear Mills Community,

We are pleased to share with you our updated policies in terms of Late Stay for on-campus living. We are glad to offer some flexibility to our students while at the same time maintaining policies that enhance the student experience of living on-campus and reducing safety and security concerns. Whereas we do understand that there are some extenuating circumstances that require students to leave later, we must balance these considerations with ensuring that our living environments are staffed properly and that spaces are adequately cleaned. We are less able to ensure the appropriate environment for students if we are unable to uphold important parameters in terms of move-out dates. We thank you in advance for your consideration and cooperation.

Sincerely,

The Housing Policies and Procedures (HPP) Committee

Late Stay Policy

We only offer Late Stay housing in the Spring. To be considered for exception to the scheduled leaving date, due to extreme circumstances, students must contact Housing Management and Dining Services (HMDS) by the date listed on the on the *Housing* website, under the *Move Out* page (http://www.mills.edu/campus_life/housing/move_out.php). Circumstances justifying a Late Stay include flight arrangements, working Graduation, SSD accommodation or staying late due to familial hardship. No student can stay past Sunday at noon, post Graduation. Requests will be reviewed by the HPP Committee, and students will be notified regarding whether their requests have been granted within 72 hours. Students who do not contact HMDS by the deadline listed online or who are not approved for a Late Stay, will not be eligible to stay in their room post their contracted time and will need to make alternative arrangements to avoid additional fees.

Fees for staying late will be billed to the students' accounts (or, if a student's Late Stay is requested by a College department to be here, it should be sponsored by that department). Fees for students on the approved Late Stay list will be billed regardless of whether the students actually stay. The fee is also listed online and changes every academic year.

Any questions and late Stay requests should be directed to

Housing Management and Dining Services (510.430.2127 or housing@mills.edu).