



## **The Village - Winter Break 2023**

The Village does not close for Winter Break.

If you leave for Winter Break

- Clean the entire apartment (bedroom, bathroom, living room, and kitchen).
- Take home or throw away food that will expire while you are gone.
- Take out trash.
- Wash all dishes in the sink or in the dishwasher.
- Unplug all appliances except for refrigerators.
- Set your thermostat to 55 degrees heat and turn off all lights in the apartment before exiting.
- Turn OFF your alarm clock.
- Lock all windows, close all blinds, and lock all bedroom doors.
- Take home all valuables (laptops, jewelry, gaming equipment, etc.).
- Submit any work orders [HERE](#).
- Confirm you have everything you will need for the break and have made arrangements for fish/plants.
- Students who own bicycles may store them in their rooms throughout the winter break period.

## **Room Changes**

Students wishing to make [room/hall changes](#) for spring should submit an online room change request to their Community Director by 5 p.m. on Friday, December 1, 2023. Any approved room changes must be completed prior to leaving for Winter Break.

## **Housing Contract**

The housing contract is for the entire year. If you are not enrolled at Georgia College next semester, you must have all of your belongings moved out of the hall by Saturday, Dec. 31, at 5 p.m. and follow all check-out procedures including returning your room key(s) to avoid any improper check-out charges. You must complete a [contract cancellation form](#) and the cancellation must be approved by University Housing, or you will be charged for spring 2024 housing. Please note that registering for online classes spring semester will not qualify students for an exemption from the University Housing contract.

## **Meal Plan Changes**

Meal plan changes can be [submitted online through Unify](#). Meal plan change requests must be submitted by Friday, Jan. 5, 2024. All freshmen are required to have a meal plan.

Freshmen living at The Village may choose one of the required plans listed below:

Unlimited Everyday plan

Unlimited Weekday plan

14 meals/week

10 meals/week

## **Office Hours/Contact Information**

All offices at GCSU will close on Friday, Dec. 22, at 5 p.m. and reopen Tuesday, Jan. 2, 2024. The Village CA on duty will be available if you need assistance.

**Building Duty Phone Numbers:**

The Village 1-3: 478-443-0288

The Village 4-6: 478-443-0297

Campus Police: 478-445-4400