

# Seventh College 2025 End of Year Move Out Meeting



**2025 Move Out Date:**  
**Saturday, June 14, 2025**  
**at 3pm**

The Housing Contract states: “Students shall vacate the premises immediately upon termination of this Contract, or no later than 3pm on the last day of the Term of this Contract, or within 24 hours of the last exam, whichever occurs first.”

# Late Stay Requests

Request Late Stays by **11:59PM on June 2nd, 2025** through the Housing Portal.

Residents who are NOT a part of on-campus Summer Housing can request to stay **no later than 11PM on Sunday, June 15th, 2025.**

- To make a Late Stay Request, log into your [HDH Undergrad Housing portal](#); select the "*2024-25 UG Housing Terminations Move Out*" drop down menu, and then select the *Late Stay Request Form*. In this form, you must select the reason for your request and share a few sentences describing your circumstances. Share as many details as possible so that we can accurately review your request.

# Recommendation

If your schedule allows, moving out earlier in the week will be less stressful due to heavy commencement-related traffic and temporary road closures. As we get closer to commencement weekend:

- Expect congestion and traffic delays.
- In-and-out access to the area during commencement may be difficult and limited.
- Expect limited parking options at Seventh College.



# Parking During Move Out

Anyone who needs to load a vehicle to move out of a residential unit must print and display a college-specific move-out loading voucher on the dashboard that can be found on the Transportation Services [website](#).

Do not double park or park in RESERVED spaces. Please follow all directives of Parking & Transportation staff.



# Plan Ahead!

- Packing and cleaning often takes longer than you expect. Divide responsibilities with your apartment to avoid excessive cleaning fines.
- Take items home early, if local!
- Consider donating items that you no longer need/want. Veterans Thrift Stores donations bins are located:
  - Outside the Game Room
  - Outside the Seventh West Tower
  - Outside of Beacons
- Submit your HDH Fix-It tickets as soon as possible.

# Moving Support & Unapproved Pets

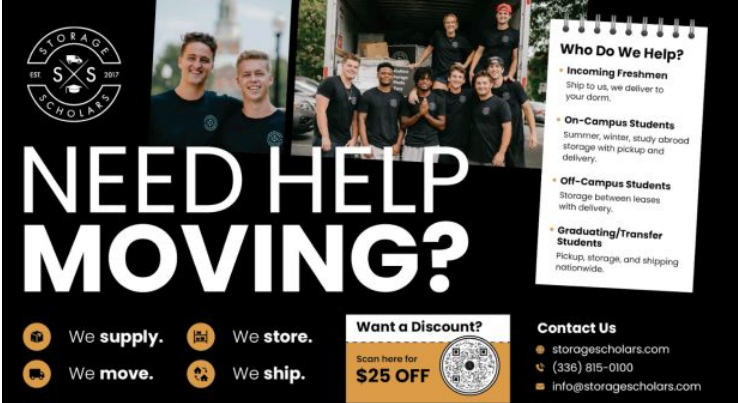


We are not able provide your family, friends, or moving helpers with access into your assigned apartment or bedroom. Please coordinate entry with them directly.

Only service animals and animals approved by the Office for Students with Disabilities are allowed in our residential spaces. For the safety of our community and your pets, please do not bring unapproved pets into our buildings.

# Storage Options

“Storage Scholars is the preferred moving, storage, and shipping partner of the University of California-San Diego. From securely storing your belongings during breaks to ensuring safe delivery of packages, Storage Scholars has consistently demonstrated their commitment to excellence. Look no further than Storage Scholars for a hassle-free experience, superior customer service, and peace of mind. Visit their website to learn more and explore the comprehensive range of student storage and moving services offered to the UCSD community.”



**STORAGE SCHOLARS**

## NEED HELP MOVING?

**Who Do We Help?**

- Incoming Freshmen**  
Ship to us, we deliver to your dorm.
- On-Campus Students**  
Summer, winter, study abroad storage with pickup and delivery.
- Off-Campus Students**  
Storage between leases with delivery.
- Graduating/Transfer Students**  
Pickup, storage, and shipping nationwide.

**We supply.** **We store.**

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• [storagescholars.com](https://storagescholars.com)  
• (336) 815-0100  
• [info@storagescholars.com](mailto:info@storagescholars.com)



# Move Out Steps

|                       |   |
|-----------------------|---|
| <b><u>Step 1.</u></b> | Clean your room and shared common areas → take out all trash & recycling to outdoor dumpsters → vacate your room completely |
| <b><u>Step 2.</u></b> | Return your Bedroom Key and any Temporary Keycards  |
| <b><u>Step 3.</u></b> | Fill out the Express Check Out Form on the Housing Portal   |

# Step 1. Clean Your Room & Common Areas

- A reminder flyer will be posted on your refrigerator with cleaning instructions.
- Discuss departure dates with your apartment mates and come up with a cleaning plan to divide responsibilities.
- What to clean before moving out: Bedroom, Kitchen Area, Living Room, Restroom
  - Clear out the fridge and freezer
  - Remove all items from cabinets
  - Take out trash and recycling to their respective outdoor dumpster
- We recommend locking your bedroom behind you if you are the last to leave.
- Before the last person moves out, do a final look over of all rooms and common areas to ensure nothing is left behind or still dirty.

# Step 2. Key Return Instructions

- Visit the Key Drop Off Station next to the Residence Life Office (SW Building 2)
  - There will be instructions posted by the Key Drop Off Station to assist you while you complete this process. Please follow these instructions as posted!
  - Fill out the key packet fully and seal your bedroom key and any leftover blank temporary keycards you may have. **Do NOT** turn in your campus ID card.

**You CANNOT re-enter your space after turning in your key!**



# Step 3. Express Check Out Form

Once you have fully vacated your space, fill out the Express Check Out form on your Housing Portal: <https://hdhughousing.ucsd.edu/>

- Select “Housing Portal” button on the website menu.
- Log in with your SSO username & password.
- Click on the “Express Check Out” Link.

**You must complete the express check-out form. If you do not, you will be considered an “Improper Check-Out” and may be charged accordingly.**

# Move Out Charges

- Upon Move Out, you will be CHARGED for the following:
  - Damages in your assigned bedroom/apartment not reported on your Move-in Housing Inventory form.
  - Any items/trash left behind in your assigned bedroom/apartment.
  - Not turning in your assigned bedroom key.
  - Checking out after 3pm on June 14th, 2025 OR later than your approved Late Stay date & time.

# Moving Carts

Before Monday, June 9th, you can check out moving carts from the Residence Life Front Desk anytime during our office hours.

From Monday, June 9th - Sunday, June 15th, carts will only be available for checkout from 8am - 8pm from a cart checkout station in the parking lot outside of West Building 2. There will be A-Frame signage posted to direct you to the checkout station.

Only Seventh College residents are able to check out carts. You must provide an ID, other than your Student ID as collateral during your checkout (no high value items such as credit cards or passports are allowed).

**Do not leave our carts unattended! You will be financially responsible for any missing or damaged carts.**



# Trash and Recycling



Trash chutes will be closing in the West and East Towers during Move Out week to avoid them getting clogged by large items.

Large Trash and Recycling containers will be located in front of the East Tower. Containers look similar, so please read carefully to avoid cross contamination.

**Do not move “No Parking” signs or park your vehicles in front of these bins!**



# Recycling

We will have large metal containers specifically for Recycling. Please break down any cardboard boxes.

**DO NOT** put your E-Waste in the Recycling bins!





# Our College's Theme is A Changing Planet.

## Please think before you throw items away!



Do not throw away items from our dining areas. Return them to Dining Halls or place them on top of our regular trash cans for collection.

Trash ends up in the landfill.

Many household items can be donated as long as they are in good condition.

# **DO NOT leave trash in stairways or hallways!**



- Please be considerate of others and do not leave anything in hallways, sidewalks, or public areas.
- This creates a fire and safety hazard. Anyone caught doing this will be documented through the Residential Conduct Process.

# Veterans Thrift Stores Donation Bins



## Acceptable Donations:

- Clothing
- Other textiles (towels, linens, curtains, pillows)
- Accessories (purses, backpacks, belts, ties, hats)
- Shoes
- Decor
- Kitchenware
- Other housewares (irons, drying racks, toiletries)
- Books, music, media
- Electronics (working or not)
- **VTS accepts E-Waste!**

## Not Accepted:

- Medicine
- Mattress/Boxspring
- Upholstered furniture in need of repairs
- Metal desk or desks over 6 feet
- Room dividers



# Donating Large Items



Large Donations (furniture, lamps, etc.) that are in good condition but can't fit in the Veterans Thrift Store bins will be accepted in the small parking lot in front of Residence Life starting Saturday, June 7, 2025 through Saturday, June 14, 2025.

Please help us to fill out a quick form on what was donated/collected to help us determine what we were able to save from the landfill!



**You're welcome to help yourself to these. Just keep sidewalks and pathways clean and clear from obstruction.**

# BOXES & FOOD DONATIONS

The Market at Seventh College has historically set aside cardboard boxes on a first come first serve basis to assist students with their packing needs.

Also, be on the lookout for opportunities to donate non-perishable and unopened food!



# COMPOST



**Think Before You Throw**

Check item list at [zerowaste.ucsd.edu](http://zerowaste.ucsd.edu)

**REMOVE ALL PLASTICS/BIOPLASTICS**



**FOOD SCRAPS**

(prepared foods, fruits, veggies, bread, dairy, meat, bones, eggshells)



**FOOD-SOILED PAPER**

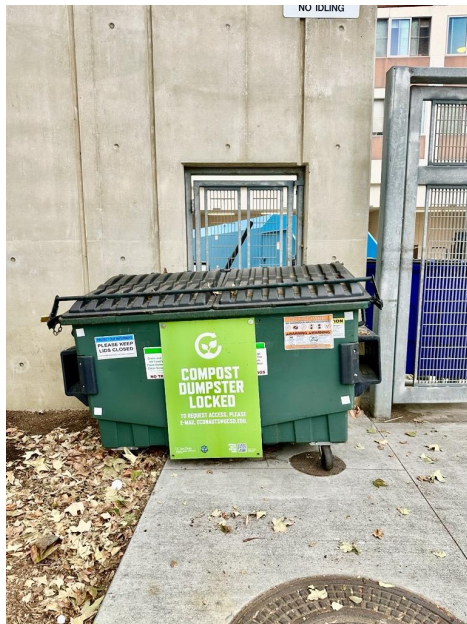
(cups, plates, tea bags, paper towels, napkins)



**NATURAL FIBERS**

(wooden utensils, flowers, plants)

# COMPOSTING



For opened or perishable food items that can't be donated/you are not taking with you, **please consider composting!**

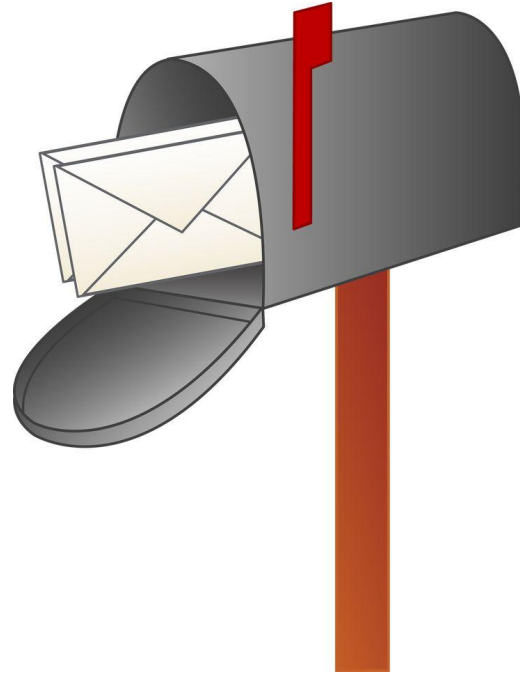
Please remove exterior packaging to avoid cross contamination.

**DID YOU KNOW...** The Compost bin is located by the Seventh College OL shuttle stop.

UC San Diego

# Additional Reminders

- Take your bicycles with you. Abandoned bicycles will be removed.
- Check your mail before you leave. Forward your mailing address.
- Please take/remove your door decorations when you leave.



# Move Out Survey

Please consider filling out our Move Out Survey by 6/20/25  
This data helps us better the move out experience for everyone!





Best of Luck Wrapping up the  
Quarter and **Happy Move Out!**

The background features a series of horizontal, wavy bands. The top band is a light cyan color, followed by a medium blue band, and a bottom band of a darker, muted purple color. The waves are smooth and flow from left to right, creating a sense of movement and depth.