



UNIVERSITY HOUSING
STUDENT AFFAIRS

Dear Resident,

As you all know, in response to the evolving situation regarding COVID-19, the University has decided to move to remote instruction for the remainder of the spring semester. Additionally, the residence halls are closed as of March 16th and will remain closed for the remainder of the semester. Auburn University Housing values the student experience and all decisions are being made with the health and well-being of our students and residents in mind. We are grateful for your understanding as we work to implement the plan for Auburn University.

In planning for an early move-out, our priorities are to:

1. Maintain the health and well-being of our students and staff by adhering to guidelines set forth by the CDC regarding not gathering in large groups,
2. Maintain the security of the buildings and your belongings (access to buildings has currently been restricted), and
3. Make the move-out process as easy as possible given the circumstances.

Given these priorities, we are asking you to adhere to the following move-out schedule:

Date	Buildings	Time
March 27 - March 29	Cambridge	8am - 8pm CST
March 27 - March 29	Hill	8am - 8pm CST
	Dobbs	
	Sasnett	
	Hollifield	
	Boyd	
	Graves	
	M	
March 27 - March 29	Quad	8am - 8pm CST
	Broun	
	Little	
	Keller	
	Lupton	
	Dowdell	
March 27 - March 29	Village	8am - 8pm CST
	Aubie	
	Oak	
	Tiger	
	Plainsman	
April 3 - April 5	Hill	8am - 8pm CST
	Dunn	
	Toomer	
	Leischuck	
	Dowell	
	Duncan	
	Knapp	
April 3 - April 5	Quad	8am - 8pm CST
	Harper	
	Teague	



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STUDENT AFFAIRS

	Owen	
	Lane	
	Glenn	
April 3 - April 5	Village	8am - 8pm CST
	Magnolia	
	Eagle	
	Talon	
	Willow	
April 3 - April 5	South Donahue	8am - 8pm CST

If you arrive on campus outside of your scheduled date/time, you will not have access to your building in order to minimize the number of people on campus.

As you make arrangements to checkout, please coordinate with your roommate/suitemate on times in which best supports social distancing and all other CDC guidelines.

At the time of your checkout, we ask that you:

- Bring no more than two people. Please follow CDC guidelines and do not ask those with compromised immune systems or those with symptoms of COVID-19 to assist you.
- Upon arrival, go to the main entrance of your building to pick up an express checkout packet.
- Please limit your time in the residence hall to two hours.
- Take all personal items you want from the room. In addition, remove all perishable items.
- Leave items you no longer want. Staff will dispose of or donate these items at a later date. Once your move-out date has passed you will not be able to retrieve any items left behind.
- Turn in your room keys in the express checkout envelope to the desk or place it in the dropout box. After this step, you will no longer have access to the room.
- Parking regulations during move-out allows students to park in lots other than ones for which they are permitted, and cars that do not have an AU permit will also be able to park in an AU lot without receiving a ticket.
- Campus Security will be onsite monitoring traffic flow.

Extenuating Circumstances

If you are sick or cannot return to campus and need to access your room outside of your assigned dates, you can submit a COVID-19 Item Retrieval Request at the following link:

https://auburn.qualtrics.com/jfe/form/SV_25oH25VpFHgS4tv.

Please note that this is a request, and you will not have card access during this time unless you receive an email from our department confirming the date and time of your access.



Refunds

AUH will be issuing a prorated refund of housing fees to all students living on campus.

Area	Semester Rate	Semester Days	Daily Rate	Days Closed	Refund Amount
Cambridge					
Single	\$ 4440	121	\$ 37	50	\$ 1835
Double	\$ 3620	121	\$ 30	50	\$ 1496
Hill					
Single	\$ 3830	121	\$ 32	50	\$ 1583
Double	\$ 3060	121	\$ 25	50	\$ 1264
Quad					
Single	\$ 4440	121	\$ 37	50	\$ 1835
Double	\$ 3620	121	\$ 30	50	\$ 1496
South Donahue					
Single	\$ 5920	121	\$ 49	50	\$ 2446
Double	\$ 5810	121	\$ 48	50	\$ 2401
Quad	\$ 5810	121	\$ 48	50	\$ 2401
Village					
Single	\$ 4900	121	\$ 40	50	\$ 2025
Double	\$ 4900	121	\$ 40	50	\$ 2025
Triple	\$ 4690	121	\$ 39	50	\$ 1938
Quad	\$ 4690	121	\$ 39	50	\$ 1938

Refunds will be processed per AU direct deposit of student refunds policy.

Students must sign up for Direct Deposit if they expect a refund as refunds are sent by Direct Deposit only.

Receiving Your Refund

The refund process runs once per week. It takes about five business days before it is deposited into the bank account on file.

If you have a balance due or owe Auburn University, your refund amount will be reduced.

Signing up for Direct Deposit

1. Log in to AU Access.
2. Select the My Finances tab.
In the middle column, you will see "Banking Direct Deposit Information". Select this link and follow the instructions.



UNIVERSITY HOUSING STUDENT AFFAIRS

Entering Direct Deposit information requires 2-factor authentication.

Mail

Your area mail center will be open. Check your mail while you are on campus and complete your mail forwarding information as soon as possible:

- Log in to AU Access
- Click on My Academics
- Click on the Personal Info Tab
- Click on the "On campus mail forwarding address Form"
- Fill Out Form and submit

Accommodations

Our own Hotel at Auburn University is offering a bed and breakfast rate for \$99. It includes an overnight stay and a grab and go continental breakfast the next morning that you can enjoy in your room or on the road. If you would like to take advantage of this offer email reservations@auhcc.com or call us at 334.821.8200 or use the link below to book directly:

[MOVE OUT RATE – THE HOTEL AT AUBURN UNIVERSITY](#)

The Auburn Chamber Restaurant members are eager to serve the Auburn Family. Your continuous support of our local businesses is greatly appreciated. Please visit the link below for a list of your favorite Auburn restaurant.

<https://auburnchamber.com/members?category=8>

We recognize the frustration and inconvenience the current situation may cause, and we appreciate your patience as we work through this unprecedented event. Auburn University has no higher priority than the health and well-being of members of our community. We are working closely with campus partners and the CDC to stay abreast of this evolving public health issue.

If you have any questions, please contact us at housing@auburn.edu.

War Eagle,

Kevin Hoult, Ed.D.
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Auburn University