

Move-out FAQ

We know that the current situation is challenging and moving fast. We will strive to keep important details and updates on this page.

The residence halls are closing on *Sunday, March 29th at 5:00 PM.*

Students who continue to have in-person courses after that date, or who do not have alternate housing may apply to stay in the residence halls. More details on that process are below.

Currently, the cafeteria remains open for normal service.

Who to contact with specific questions:

- For general updates regarding the Yavapai College COVID-19 response, please visit <https://www.yc.edu/v6/college-police/covid-19/>
- For questions regarding moving out of the halls contact The Office of Residence Life @ 928-776-2220 or email residence.life@yc.edu.
- For questions regarding housing refunds and financial aid, contact the Answer Center @ 928.776-2149 or email answercenter@yc.edu.
- For questions about picking up any mail or forwarding your mailing address, please contact the Mail Center @ (928) 776-2224 or email mailcenter@yc.edu.

Moving Out Instructions

In order to facilitate proper social distancing implemented by the CDC, all residents are required to schedule a move-out time.

Please use this link to review move-out expectations and schedule a time to move-out of the halls before Sunday, March 29th:

<https://yc.jotform.com/residence.life/moveout>

If the available times do not work for you, please contact the Office of Residence Life at 928-776-2220.

To move-out of the halls please:

- Go to this link to schedule a time: <https://yc.jotform.com/residence.life/moveout>
- Remove all personal items from your room
- Drop off your room and mail key at the drop box in Marapai Hall

You will be considered having moved out of your room completely once all of your items have been removed from your room and we receive your room key. If you do not have your room key, please contact Residence Life right away to let us know - residence.life@yc.edu.

What if I've already moved out of the halls?

If you've already removed all of your items AND turned in your key, there is nothing else you need to do. If you've removed your items but not returned your key, simply return your key to us.

You can return your key in person by dropping it off at the key box in Marapai lobby, or mail it to Residence Life. If you are mailing your key, please tape it to a card with your name on it, put it in an envelope and mail it to the address below. Please also email us to let us know the day that you mailed it - residence.life@yc.edu.

Keys sent by mail must be received by Monday, April 6. Residence Life is not responsible for keys that are mailed but not received.

To return your key by mail, please send it to this address:

The Office of Residence Life
1100 E. Sheldon St. PMB 6092
Prescott, AZ 86301

Items left in rooms

Any items left in rooms after students move-out and/or the halls close will be disposed of in accordance with college policy.

Will I get a refund?

Any resident who completes the check-out process and moves out of the halls by March 29th will get a refund of 50% of the costs paid directly by them for room and meals for this semester. The exact amount of the room and meals refund each student receives will be impacted by any specific financial aid or scholarships they have received the semester.

Please contact the Answer Center for details about your specific refund @ (928) 776-2149 or email answercenter@yc.edu. The Answer Center may need time to confirm the details of your refund.

Will I receive my housing deposit?

Students who move-out by March 29th are eligible to receive their housing deposit. The exact amount of the housing deposit returned to a student will depend on whether they return their key and any damages in their room. Housing deposits will be processed and returned after March 29th.

Questions about mail

If you have questions about picking up any mail or forwarding your mailing address, please contact the Mail Center - (928) 776-2224 - mailcenter@yc.edu.

What if I need to remain in the halls after March 29th?

We know that the current situation is particularly stressful for students who do not have other housing options.

Students who will continue to have in-person courses or who do not have alternative housing can request to remain in the halls after the March 29th deadline. Please visit this link and submit your request by Wednesday, March 25th at noon. Email Residence Life at residence.life@yc.edu or call 928-776-2220.

Students who are approved to remain in the halls and who are on a meal plan will continue to have access to meals, although there may be changes to exact cafeteria hours/options.