



March 20, 2020

Dear Yavapai College Residence Hall Student,

I know this has been a difficult, confusing, and chaotic time for you and everyone around you. Hang in there and know that we, the staff and faculty of Yavapai College, are here to support you.

In order to minimize any possible transmission of the COVID 19 virus and in anticipation of moving all classes to an online format, we are requiring students to move out of the residence halls by Sunday, March 29th at 5PM.

If you are unable to move out of the halls by that date you may request to remain in the residence halls. Please read this letter carefully for details on that process.

If you check out by March 29th you will receive a refund of 50% of the costs paid directly by you for room and meals this semester. You are also eligible to receive a refund of your housing deposit. Residents must remove all of their belongings and return their room and mailbox keys by Sunday, March 29th at 5:00 pm in order to qualify for this refund.

In order to keep in line with CDC social distancing rules we are asking you to schedule your planned move out time. Please visit the Residence Life website – www.yc.edu/residencelife - to schedule a time to move out of the halls before the March 29th deadline.

If you need to stay in the residence halls after March 29th, either because you are in courses that will require a face to face component, or because you **do not have a suitable housing alternative**, you may petition to remain in the residence halls. Email residence.life@yc.edu to request the petition form. You must submit the petition form for review by Wednesday, March 25th at noon. All petitions will be thoughtfully considered. Not all requests will be approved.

Have you already moved out but never returned your room or mailbox key? Please email us at residence.life@yc.edu to receive instructions on how to return your room and mailbox key.

If you do not move out or receive permission to stay in the residence halls by March 29th, you are still required to remove all of your belongings by May 9, 2020.

We know this is a challenging situation. Please contact us with your questions or concerns at residence.life@yc.edu or 776-2220.

Stay Healthy!

Tania Sheldahl – Dean of Students and
Associate Vice President of Student Affairs

Office of the Associate Vice President of Student Affairs
1100 East Sheldon Street PMB 6006 • Prescott, AZ 86301-3297
928.776.2128 • 928.717.7862 fax • tania.sheldahl@yc.edu • yc.edu