Dear Students:

As you begin the Spring Quarter from a distance, we wanted to share some information related to on-campus housing and the fallout from the abrupt closing of the residential system due to COVID-19 a few weeks ago.

1. Per an executive order by the Governor of Michigan, residents must "shelter in place" until at least April 13. As such, all non-essential College employees are currently working from home. Unfortunately, we are not any closer to determining a timeline for those who left things behind to come and get them as a result of this. A process will be broadly publicized when it is safe and appropriate to facilitate one. We kindly ask that bear with us and refrain from making individual inquiries about this.

2. If you took everything with you but forgot to return your room key or keys, there is a procedure that you can begin now for getting them back to us by following the steps below.

   • Place the key(s) in a padded envelope with a piece of paper that notes your name and student ID. Regular envelopes tend to become damaged in transit, which increases the likelihood of keys becoming lost. If a padded envelope is not possible, it is recommended that you at least tape the key(s) to something (e.g. cardboard) or wrap them in paper to prevent them from bouncing around.

   • Mail the envelope to:
     1200 Academy Street
     Kalamazoo, Michigan 49006
     Attention: Residential Life

   • E-mail housing@kzoo.edu to let us know that you have done this so we know to be expecting a key or keys and from whom.

   • Disclaimer: While we appreciate good faith gestures, there is reasonable risk involved in any mail transaction. We will confirm with you once we have received the key(s). If they get lost in the mail, you will be charged accordingly. You significantly reduce the risk of that happening by taking the necessary precautions outlined above.

3. We will be working to transition our 2020-2021 housing selection for returning students (including the LLHU process) from its traditional in-person form to something that can be done remotely. More specific information on that will follow in the coming weeks.

4. Finally, we do not know yet whether we will be in a position to offer on-campus housing over the summer. Our state of readiness will be questionable if conditions and mandates related to COVID-19 do not become more favorable for normal operations soon. More information on that is also forthcoming.

We appreciate your patience and understanding as we navigate these unprecedented times.

~Office of Residential Life