



January 6, 2021

Dear Resident Student:

Happy New Year! We hope you have been enjoying your time off and are looking forward to returning for the start of the spring 2021 semester. The College and Residence Life have established an intentional move-in process, which is designed to limit the number of people in each residence hall at any given time. This is for the safety of our students, families, and staff. Please do not come to campus if you have not scheduled to do so.

If you are feeling unwell the day of your move in, please stay home. If you have been exposed to or come in contact with a confirmed case of COVID-19, you are awaiting COVID test results, your temperature is 100.4F or higher, and/or you have symptoms such as cough, shortness of breath, chills, or headache the day of move in, please do not come to campus. Email reslife@kings.edu and studenthealth@kings.edu to make alternate arrangements for move in.

Move in Schedule

All resident students will move in Friday, January 29, 2021, Saturday, January 30, 2021 and Sunday, January 31, 2021.

Preparing for Move in Day

1. Sign Up for a Check-in time
 - a. Visit your [Housing Self-Service portal](#) by **January 25, 2021** to select a move in date/time on the home page of your portal.
 - i. Check in blocks are scheduled for 9:00am, 12:00pm and 3:00pm daily. You will have 2 hours to move your items into your residence.
 - ii. If you need to reschedule your selected move in time, you can go back into your Housing Self-Service Portal and adjust it accordingly, as availability of time slots permits.
 - iii. All sign-ups and changes must be made by **January 25, 2021**. Any changes or additions after that time must be made by emailing reslife@kings.edu.
2. You and anyone assisting you with moving in will need to wear a cloth face covering/mask. You will need to bring a cloth face covering/mask for you and the person helping you move in. We do not have masks to provide you.
3. Students will be provided 2 hours to move their belongings back in to the building.
4. Please bring only 1 person to assist you with your move.
5. Moving carts will be available on a very limited basis, except in Flood Hall, so we recommend that you bring your own hand truck if one is desired. You should also plan to bring your own wipes to wipe down the carts if you desire.
6. Students and those assisting students with move in are asked to please take their temperature prior to coming to campus. If your temperature is higher than 100.4F, and/or you have symptoms such as cough, shortness of breath, chills, or headache, please do not in. come to campus, and contact reslife@kings.edu and studenthealth@kings.edu to make alternate arrangements for move in
7. Students will not receive a confirmation email from the system once they sign up for a move in time.

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Re-Entry Testing

All students must follow the College's protocol on entry testing. Please see the email sent to all students on December 23, 2020 or see the email on the College's COVID-19 information page, [here](#). Students will not be permitted to return to campus without first submitting proof of a negative COVID test to covidtestresults@kings.edu. Students who test positive for COVID as part of re-entry testing must not return to campus and should email studenthealth@kings.edu for further instructions. Students who have tested positive in the 90 days prior to their return to campus (outside of re-entry testing) should email their positive test results to studenthealth@kings.edu.

Move in Day

ALL STUDENTS MUST FIRST CHECK IN AT THE COLLEGE'S CENTRAL CHECK IN LOCATION. Full details of the centralized check in process will be released no later than January 15, 2021.

1. Arrive on campus on your selected date and time.
 - a. Please do not arrive early, and please do not come to campus if you have not scheduled to do so.
2. Students will not be permitted to enter their residence hall without first going to the central check in location.
3. New students will need to visit the Office of Residence Life the day they move in to take their picture for their student ID card and to pick up their room key.
4. Resident Counselors and Resident Assistants will be present at the entry of your building when you return. Please check in with them before going right to your room.

Additional Notes for students:

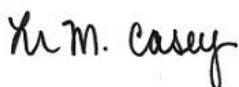
- Please wear a cloth face covering/mask whenever you are in a public area—the hallway, bathroom, lounge, elevator, lobby, laundry room, etc. You do not need to wear a mask when in your own room.
- Maintain social distancing as much as possible.
- Wash your hands regularly. When unable to wash your hands with soap and water, use hand sanitizer that is at least 60% alcohol.
- Security staff will be present to assist with traffic and parking concerns.
- Facilities will take the time in between each moving period to sanitize areas of the building that have frequently been touched (i.e., exterior door handles, elevator buttons, stairwells, and any carts). Hand sanitizer and wipes will also be limitedly available. Please bring and wear your own mask.
- Elevator capacity will be limited due to social distancing requirements. During the move-in process, elevator cars should be used by one family at a time.
- The first meal on your meal plan will be dinner on Friday, January 29, 2021.

Early Arrival Requests

If you need to request an arrival date outside of the above listed move in dates, please email reslife@kings.edu to submit a request for early arrival. Please note that we will not be able to approve many early arrival requests, so please do not submit a request unless it is absolutely necessary. Students who request early arrival will receive written approval or denial from Residence Life after their request has been considered.

If you have any questions, please don't hesitate to let us know. Our office is open Monday-Friday, 8:30a-4:30p. We can be reached via phone at 570-208-5856 or reslife@kings.edu.

Sincerely,



Associate Dean of Students for Residence Life