

# STUDENT NEWS

December 3, 1986

Robert Nowak, Editor

## END-OF-TERM NOTES AND PROCEDURES

### Housing

Houses will be locked at 4 p.m. on Saturday, December 13. Nothing may be stored in the rooms; nothing may be stored in the desks or bureau drawers.

You may store possessions in the attics at your own risk. THE COLLEGE TAKES NO RESPONSIBILITY, NOR ASSUMES LIABILITY, FOR THE LOSS OR THEFT OF, OR DAMAGE TO, STUDENTS' PERSONAL PROPERTY. Students who wish to store valuables in the attics are advised to register such items on their parent's home-owner's policy.

Students are expected to remove trash from their rooms and sweep out excess debris. Large plastic bags will be available in each house for trash. If a student's room requires additional cleaning above the norm, the student will be billed accordingly. ALSO... Housekeeping requires that all living room furniture that has been taken to a private room be returned to the living room. Take the time and save yourself a fee!

Important: Rentals and Programs will be using Bingham, Booth, Franklin, and Welling for ski weekends during the FWT. Students are not permitted to leave belongings in their room closets. Belongings that are name-tagged may be left in attics at the student's own risk.

Important: Maintenance will be making extensive repairs in Fels, Noyes, and Sawtell during the FWT. All closets, including the hallway closets, must be emptied. Belongings that are name-tagged may be left in the downstairs storage area at the student's risk.

Room Inspection: Beginning December 15 Housekeeping will inspect all student rooms for damage, painting, etc. Students will be notified during FWT at their home address if they are to be billed for damages. Students will have 10 days from the receipt of the letter to appeal the charge to Maintenance and/or pay it before it is put on the college bill.

Note: Students remaining in the Bennington area during the FWT may rent rooms in Welling Town House starting December 29. Housing contracts can be obtained from Doug Krause in Rentals and Programs, Barn 3.

## Storage and Shipping

Winter Storage: Each year the College arranges with Connors Brothers Storage Company of Williamstown to store student belongings. The larger the total amount of storage, the lower the cost to each student. STUDENTS MUST SIGN UP IN ADVANCE IN STUDENT SERVICES.

Time: The Connors Bros. truck will begin pickup on Thursday, December 11 at 1:00 p.m.

Place: Students must leave name-tagged items to be stored in the foyer of each house.

During the FWT each student will be billed for the storage cost. The charge will include pickup, storage over FWT, insurance, and return delivery. Cost is based per box; trunks are equivalent to three boxes.

Shipping: Shipments must be brought to the Maintenance plant shipping dock between 7 a.m. and 2:30 p.m., Monday through Friday. Shipping will also be open on Saturday, December 13 until 3 p.m. Each trunk, suitcase, or carton must have an address label. Shipments by UPS must be prepaid in cash or by money order. Packaging tape and some cartons are available at the shipping department. Contact Bea Shapiro or Gordy Sweet at Ext. 262 for assistance.

Foreign Shipping: Questions regarding shipment abroad should be directed to Gordy Sweet, Ext. 262.

Transportation: Students must make their own arrangements for transportation to the bus station, airport, or train station. Train and bus schedules are available in the Student Services Office.

## Other

KEYS..KEYS..KEYS!!! Maintenance requires that all keys (room and studio) be returned to the Key Room in Commons. Ernie Haas will be in the Key Room at the following times:

Friday, Dec. 12	10 a.m. - 6 p.m.
Saturday, Dec. 13	9 a.m. - 5 p.m.

If the Key Room is not open when you leave campus, return the key to the Security Booth. Don't forget to get a receipt!

N.B. If you do not return your key, the cylinder on the door will be changed and you will be charged a replacement fee of \$25.00.

Telephones: Students with private telephone service should stop the service during the FWT and not leave phones in the room. There are two ways to stop service:

Suspension: This enables an owner to retain the same telephone number in March.

Disconnection: Service is completely disconnected. When reconnected in March the owner, may or may not, be able to retain the same number. There is a slight chance it may have been given to another party during the disconnect period.

Students must make their own arrangements with New England Telephone by calling 1-658-7200. The College assumes no liability incurred by students regarding the use of individual telephones.



### INTERNATIONAL STUDENTS

Each of you should have received a special information sheet from Student Services detailing the documents required to exit and re-enter the U.S. If you have any questions, or need documents completed, please notify Student Services as soon as possible.

Dinner: The End-of-Term International Dinner will be Tuesday, December 9 at 6:00 p.m. in the Gray Dining Room.

### MISCELLANEOUS

The Last Brunch: The last meal for all board-plan students will be brunch on Saturday, December 13.

Student Services/FWT Hours: Student Services! FWT hours will be Monday-Friday from 8:30-4:00. We will be mailing information about Spring Term to all students at their home address.

### SPRING TERM

Monday, March 2

- New and\*Re-entering Students

Tuesday, March 3

- Appointments with Counselors for New and Re-entering Students

Wednesday, March 4

- \*\*Returning Students

NOTE: There will be no early arrivals before 9 a.m. on this date.

Board Plan begins at NOON.

- Registration:

New and Re-entering 9 a.m. - 12:30 p.m.

Returning 2 p.m. 4:00 p.m.

Thursday, March 5

- Classes begin 8:30 a.m.

\* Re-entering student is a student who is re-entering Bennington after a term or more away.

\*\* Returning student is a student who attended Bennington this past Fall term.

### DEPARTURE CHECKLIST

- Returned library books
- Returned living room furniture to living rooms
- Returned glasses, silver and dishware to the Food Service
- Completed forwarding address card at Post Office
- Completed Job Information Form for FWT (used for FWT party invitations)
- Notified Dean of Studies if not planning to return for Spring Term
- Items boxed and labeled for storage at Connors Bros. - Thurs., Dec. 11
- Shipments to Maintenance dock by Saturday, Dec. 13
- Bicycle stored under Barn 1 (assistance provided at Security Booth)
- Motorcycle, moped stored at Swan Garage (assistance provided by Greg Moon)
- Obtain form I-20 AB if international student and leaving the U.S.
- Transportation to Albany arranged
- Reconfirmed plane reservations 24 hours before flight
- Have adequate money for traveling and emergencies
- Double-checked gas, oil, tires for car
- Notified House Chairpersons of departure time and date
- Items boxed and stored in closet; closet locked  
(FOR HOUSES NOT BEING USED DURING THE FWT)
- Bureau and desk drawers empty
- Room cleaned; floor swept; trash in plastic bags
- Conserve energy: windows closed and lights off
- Door locked
- Returned studio and room key to the Key Room
- Hugged the housekeeper goodbye
- Put the cat in the car

\*\*\* MERRY CHRISTMAS/HAPPY NEW YEAR \*\*\*