

## End of Fall Semester Tips for Those Living Off Campus

Mail Delivery: Contact the US Post Office at <https://www.usps.com/> before you leave town. Click on “Quick Tools” for instructions on how to hold or change your address.

Personal belongings: Take home valuables – computers, credit cards, jewelry, etc. Make sure your bike is inside the apartment/house.

- Why? Just in case your residence gets broken into. Having Renter’s Insurance would help too.

Doors and windows: Close and lock them before you leave town.

Refrigerator and food tips:

- Eat or throw out perishable food that will go bad, start to smell, attract mice, etc. over Winter Break.
- If not returning in the Spring, consider donating unopened non-perishable food to the [SUNY Cortland Cupboard](#), [Cortland Loaves and Fishes](#), [CAPCO](#) and/or [Catholic Charities](#).
- If not returning, empty out the refrigerator and all kitchen cabinets.
  - To avoid an extra cleaning fee, turn off and unplug the fridge (once empty). Clean it and then leave the door open so it can “breathe” and not grow mold.

Take out trash and recycling before leaving. If you have any bottles/cans with a 5-cent deposit, return them and get some money back.

Heat: Turn it down a bit before leaving. Mid 60’s usually works and saves money. Do not turn the heat off or the pipes will burst.

Pet living with you? Please take it home. If that’s not possible, contact the local [SPCA](#) (almost any animal) or [CNY Snap](#) (primarily cats) to see if they can find it a new home.

**Additional tips for those not returning in the Spring:**

- Reasonably clean your residence before you leave (and take photos or a video). Don’t give your landlord a reason not to return any deposit you paid.
- Ask landlord what to do with the key(s) when you leave. Tell them when you plan to leave.
- Take steps so that you don’t get billed for heat, electricity, cable, internet, etc. once you have left.
  - Contact the utility company (if bills are in your name) or your landlord.

Best wishes as you take finals and wrap up another semester.

Congratulations to those who are graduating!