Student Mail After Spring Term
If mail arrives for students after the end of the semester, all first class mail will be forwarded to
the home address on file for two weeks after the close of the semester. After two weeks, mail
will be returned to the Post Office marked Return to Sender. If students receive a UPS or FedEx
package, the Mail Center will contact the student by phone to request instructions for forwarding
the package, and there will be a charge for freight.

If students need to update their home address for forwarding mail or their contact phone
number, please contact the Mail/Book Center before you leave.

Fall Housing
Returning students will make the $100 room reservation fee and complete the housing
information online through the my.pitt.edu portal for the 2018-2019 academic year. Once you
register for fall classes, you must pay your $100 room reservation fee online through PittPay
which will in turn activate your access to complete the online housing application. To pay your
room reservation fee, log into your my.pitt.edu portal, select PittPAY, then select the “Make a
Deposit” tab, then select the Titusville campus, and then click continue. This will take you through
the housing and meal plan selection process and allow you to select your room for next year. If
you have any questions or encounter issues when making your room reservation fee or
completing your fall housing application, contact Ms. Stephanie Fiely in SU 217 or
ssthomas@pitt.edu.

Book Center Reminders
The Book Center will close for the summer at noon on Monday, April 30th, and will reopen
on Wednesday, August 1st.

Summer course textbooks, including the Kaplan online resource, may be purchased in the Office
of Student Accounts beginning May 1st. Please be aware that this office can takes payment in the
form of cash or checks, but cannot take a credit card payment.
Fall course textbooks and supplies will become available for purchase, or rent, in the Book Center on Monday, August 20th. Both new and used books will be available.

If you have any questions regarding textbooks during the summer months, when the Book Center is closed, please email uptbook@pitt.edu

**Summer Housing**

Currently enrolled students can receive a free double occupancy room this summer while enrolled for at least three credits at Pitt Titusville. Important information to know before signing up for summer housing:

- Meal plans are not available in the summer on campus.
- Students are required to enroll in a minimum of three credits, whether in class, online, or an internship.
- All students participating in an internship lasting beyond August 3rd must find other housing accommodations after that date.
- Offer applies only to the time when the session is in progress.
- Students are not allowed to move-in early or stay after their session.
- Students must move out of their room within 24 hours of the last day of classes for that session.
- The University does not store belongings between terms (spring to summer and summer to fall).
- Students falling below three credits or failing a course will be billed the full room amount.
- Offer does not apply to first-time freshmen or new transfer students.

Anyone interested in staying on campus for their summer courses should see the Office of Student Affairs to complete a housing application and contract. For more information, contact Ms. Stephanie Fiely in SU 217 or stthomas@pitt.edu.

**Orientation Leader Applications**

Applications are available in the Student Affairs Office (SU 204) for August Orientation Leaders. Any student returning for the fall term who is interested in helping with New Student Orientation is encouraged to apply. Applications will be accepted until the positions are filled so don’t delay in applying for this leadership opportunity! For more information contact Ms. Stephanie Fiely in SU 217 or stthomas@pitt.edu.
Customized Graduation Announcements and Diploma Frames Available in the Book Center
Graduation is right around the corner and customized Graduation Announcements are available in the Book Center for only $1.30 each plus tax. Each announcement has the Pitt Seal and name embossed in gold lettering, and includes a detailed sketch of McKinney Hall. The announcements are personalized for each graduate, with their name and degree. Each announcement comes with two envelopes. Diploma frames are also available for purchase. These come in premium hardwood style (walnut, cherry, or mahogany) with a custom mat with the university seal. Stop in and check out the sample announcements and frames on display.

Textbook BuyBack
Textbook BuyBack is coming soon to the Book Center. Bring in any textbooks or trade books to the Book Center through April 26th, and you can get cash back for your books. Textbooks in current edition will be accepted from anywhere.

Course Schedules
There have been some updates to the fall and summer schedules. The updated schedules can be viewed at:


December Graduation Application
As we start to register for the fall term 2018, it is also time to think about if you are able to graduate in December. Please make sure that you talk to your advisor while you are looking at the fall schedule and see if you are able to graduate in December. If you think you are able to graduate in December, you can fill out the Application for Graduation and turn it in at the Office of Student Services in Davis Hall.

Summer Facilities Workers Wanted
The Facilities Office is looking to hire four Pitt-Titusville students to work 40 hours per week this summer to assist with facilities projects, grounds keeping, etc. For more information and/or to apply for a position, contact Mr. Jon Edwards at 814-827-4438 or stop by his office in Townhouse G.
Summer Student Union Worker Needed

We are looking to hire a work study student who is returning for the Fall 2018 term at Pitt Titusville to work 20-25 hours a week at the Student Union Front Desk. The tasks would include but are not limited to greeting students, faculty, staff and visitors to the Student Union, distributing Game Room equipment, assisting with projects, creating bulletin board, and completing general office tasks. For more information about the work study position, please contact Ms. Stephanie Fiely at stthomas@pitt.edu or stop by the Student Activities Office in SU 217.

Fall Program Ideas

Do you have an idea for a program you would like to see on campus or that you think others would like to see on campus? Do you have trip you think our students would enjoy? If you have ideas, please let us know because we are starting to plan the fall 2018 activities calendar. Ideas can be given to a SAB member or Ms. Stephanie Fiely at stthomas@pitt.edu. Your feedback and ideas are important in our planning process!

Upcoming Activities

April 23-26
Final Exams

April 25
Massages from 10:30 pm – 1:30 pm in SU Lobby

April 27
Residence Halls Close at 10 am

April 27
Commencement Rehearsal at 2 pm in the Gym

April 27
Nursing Pinning at 4 pm in Boomer’s

April 28
Commencement at 2 pm in the Gym

To learn more about what is happening on campus, check out the Campus Happening Webpage at http://www.upt.pitt.edu/events.