Residence Hall Closing
As a reminder, resident students must turn in their keys at the Residence Life Office in Spruce Hall before departing campus for the semester break. A staff member is in the office from 9 am until 1 am each day. Any resident not returning for the spring semester, must complete their Room Condition Report with the RA. The halls close at 10 am Friday, December 15, 2017. Students taking the Buses Home transportation should wait with their luggage in the Student Union for the bus to depart campus.

Rented Textbooks
If you rented your textbooks in the Book Center, please remember to return the books before you leave at the end of the semester. Rented textbooks are due back in the Book Center by Friday, December 15th. Please be aware that you will be charged the purchase price of any rented textbook that is not returned.

Textbook Buy Back
Textbook Buy Back will be held through Thursday, Dec 14th. Bring all your old books to the Book Center and you could get CASH BACK! Whether the books are from last semester, or even from another school, don’t hesitate to bring them in! Cash will be paid for most used textbooks still in a current edition. Highlighting and margin notes are ok, as long as the text is still legible. So round up all your unused textbooks and bring them in!

Spring 2018 Schedule
The Spring 2018 Term schedule is available at http://www.upt.pitt.edu/sites/default/files/2184%20Spring%20Term%20Schedule%202011.16.17.pdf

Please note the classrooms will be updated at a later date. The following are dates to remember:
- The spring term 2018 starts on Monday, January 8, 2018.
- The regular add/drop ends on Friday, January 19, 2018.
- *NEW* The Extended Drop period starts on January 20, 2018, and ends on Friday, January 26, 2018.
- This is a week with the ability to drop a course.
- There is NO adding of classes during the Extended Drop period.
- You must be full-time and must still be full-time after you drop a course.
- All drops in the Extended Drop period must be processed in the Office of Student Services. You must have an add/drop form signed by your advisor in order to drop a course.

**Spring Term Refunds**

Due to regulatory changes, spring term refunds will begin processing on **Tuesday, January 2, 2018**. Students will not receive any spring term refunds until after January 2, 2018. Please make sure that you are enrolled in eRefunds in PittPAY so that you will have your refund as soon as possible.

**Spring Term Textbooks**

Textbooks for spring classes will be available for purchase the week before classes start and can be purchased on move-in day, Sunday, January 7th, from 1 pm to 4 pm. If you would like to pre-order your books and supplies, so they are boxed and ready for pick-up when you move in, simply complete the form that was emailed to students and return it to the Book Center prior to leaving for semester break. If you have any questions regarding materials for spring classes, please call 827-4418 or stop into the Book Center.

**Student Union Front Desk Work Study**

There are openings for work study students at the Student Union Front Desk for the spring term. If you are interested in applying for one of the openings, please be sure you are eligible for work study and contact Ms. Stephanie Fiely at stthomas@pitt.edu or in SU 217 to receive an application by December 15, 2017.

**Residence Hall Opening – January 7th**

The residence halls will reopen for the spring term at 9 am Sunday, January 7, 2018. Students must check in at the Spruce Hall Residence Life Office to retrieve their keys when they arrive on campus. The dining hall will reopen by serving lunch starting at 11 am Sunday, January 7th.

**Upcoming Activities**

**December 11-15**

Final Exam Week

**December 14**

Admissions Spring Registration Day for New Students
December 15
Residence Halls Close at 10 am

December 15
Buses Home Departs at 12:30 pm

December 16-17
Pitt Titusville Basketball Holiday Invitational

December 22-January 1
University Closed

January 2-5
Campus Offices Open 8:30 am – 5 pm

January 7
Residence Hall Open for Spring Term at 9 am

January 7
McKinney Commons opens at 11 am

January 7
Buses Home Transportation Returns at 6 pm from Pittsburgh Campus

January 8
Spring Term Classes Begin

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