



CALIFORNIA STATE UNIVERSITY

LONG BEACH

Student Housing

STEPS TO MOVE OUT

Plan ahead! Some things to consider:

- Arrange transportation (late flights or late pickup is not a reason for a late checkout exception).
- Tell your work/internship your last day (prior to May 16).
- Arrange for temporary accommodation if your next lease doesn't start until after May 16.
- Start packing now! (Take packed items off campus if you can)
- Sign up for a check-out time & a check-out process by May 6th at 5pm
 - If you are graduating or a summer school resident, or need to request an extension for another reason, you will do so within the same link.
- Defrost refrigerator (start this process at least 24 hours in advance!), unplug, empty all melted water, & clean.
- Remove all personal belongings from the room. (Limited moving carts are available.)
- Remove all personal belongings from the suite bathroom.
- Check all drawers, shelves, under mattress, behind, & under furniture
- Clean the room; Remove ALL recycling and trash.
- Close window blinds; shut & lock all windows.
- Turn off lights in the room & suite.
- Check mail one last time; pick up packages.
- Forward mail to summer address – update mailing address in MyCSULB
- Take all laundry out of the laundry room.
- Remove bike from bike rack/cage.



**STUDENT
HOUSING**