



Dear [REDACTED],

As you know, Thanksgiving Break residence hall closing is coming soon! Halls will be closed this **Saturday, November 22, 2025 at 10am and will re-open Sunday, November 30, 2025 at 10am.**

Thanksgiving Break Housing Requests:

If your plans for break have changed at all and you need to request to stay late, return early, or stay for the whole break, **our Thanksgiving Break Housing Request Form remains open.** We continue to accept requests on a rolling basis. If you have athletic or student leadership opportunities that require you to be on-campus at all during the break, please ensure you have individually applied!

You can apply on [Housing Self-Service PortalX](#) by completing the "Break Housing Request form".

Additional Reminders:

- During this break period, students are not permitted to stay in the Residence Halls unless they have received prior approval from Residence Life.
- During this time, dining facilities will be limited/ some may be closed.
- Staff, including student staff, will be limited.
- Residence Life staff will be entering all Residence Hall spaces starting at 10am on November 22, 2025, to perform routine occupancy checks as well as to ensure that the community is locked up and secure. Please be sure that your space is free of all residential policy violations and student code of conduct violations prior to your departure.
- All residence hall rooms are locked during Thanksgiving break – all residents should take their Phoenix Card and room key(s) with them during the break to avoid being locked out upon return.

All students leaving for the break should be sure to do the following:

- Dispose of any perishable items and take out all trash

- Be sure all windows are closed and locked
- Take any valuable items with you
- Turn your thermostat temperature down to the lowest setting or, if you have an [in-room radiator](#), turn the knob to the lowest setting
- Close and lock your bedroom and exterior door
- Take your Phoenix ID and room key(s) with you
- Electric scooters/electric transportation devices CANNOT enter any campus buildings. This includes during breaks. Please ensure your electric transportation devices are securely locked outside on a bike rack prior to the break. Any electric transportation devices left inside campus housing/student rooms will be confiscated and students will be charged a \$50 fee.

Important Dates Reminder:

As you plan for the rest of the academic year, please continue to check our [important dates website](#). Here is a list of upcoming dates to keep in mind:

If you have any questions, please let us know by emailing residencelife@elon.edu or using the chat feature on your [Housing Self-Service PortalX](#).

Kirsten Carrier

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Pronouns: she/her

Residence Life

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