

March 26, 2020

RMC Residents,

The Office of Residence Life wants to take this opportunity to follow up with all students who indicated they would be staying on campus during the COVID-19 pandemic. As a student who has elected this option, in light of the Governor's shelter in place order issued today, you must complete the [COVID-19 Housing Registration Form](#) by **Friday, March 27, 2020, at 5:00 p.m.** to ensure you continue to have access to your residence hall. Failure to complete the form by the designated date/time will result in the removal of your hall access.

Should your plans have changed and you are no longer planning to stay in on-campus housing you must submit a [Contract Cancellation Form](#) online by **Friday, March 27, 2020, at 5:00 p.m.** Once this situation stabilizes we will contact you regarding the formal check out process.

Please contact the Office of Residence Life at [housing@rocky.edu](mailto:housing@rocky.edu) with any questions you may have.

Thank you,

Shaydean Saye