Students may need to arrive early to campus due to their involvement in leadership positions within student organizations, facilitators of orientation events, varsity athletic practices, or other matters of University business. Any resident assigned to a residence hall seeking approval to arrive to campus before the official opening dates must be confirmed as an eligible early arrival by an authorized department or organization and then approved by Residence Life.

Please follow all procedures as outlined under early arrival guidelines.

Name/Group: ____________________________________ Requested Date of Return: _______________________

Faculty/Staff: ____________________________ Estimated Number of Students _______________________

Summer Email: ____________________________ Summer Phone: (_____) __________________________

Need to return early for the following reason:
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Faculty/Staff (signature): ____________________________ Date: ____________________________

Vice President approval (signature): ____________________________ Date: ____________________________

All requests are due by Friday, July 7, 2017

In order to adequately prepare for the arrival of students in the fall, the following guidelines have been set for students who need to return early.

Any resident seeking approval to arrive to campus before the official opening date must be confirmed as an eligible early arrival by an authorized department or organization and then approved by Residence Life.

Early Arrival Group Request:
• Student organizations that need to have members of their group arrive on campus earlier than the posted opening date of 8:00 am, Friday, August 25, 2017, must submit this Early Arrival Request Form with their Vice President’s signature/approval.
• A student roster (using the excel document attached) must also be electronically submitted to Ian Reynolds by emailing ireynolds2@elon.edu by Friday, July 7, 2017.
• The request form will be reviewed jointly by the Vice President for the group’s area and Residence Life.
• PLEASE NOTE: Student groups that receive approval for an early arrival can move in no sooner than August 7, 2017 and no later than Tuesday, August 22, 2017.

Policy for students not approved to arrive early:
• Returning students not affiliated with a campus organization who request to return to University residence halls earlier than the posted opening date of 8:00 am Saturday, August 26, 2017, will not be approved.
• We are unable to accommodate students who arrive earlier than their approved date.