Planning your Finals Week...

Preparing a successful finals week begins with a thought-out game plan. Use the tips below to best prepare yourself to accomplish your academic goals.

**Step 1: Plan your schedule!** Create a calendar for your studies, exams and break times. Stick to it!

**Step 2: Set daily expectations!** Plan times to eat, sleep, study, exercise, etc. Be sure to plan multiple study times followed by short breaks to rest your brain. Repetition and studying over time will allow you to retain more information.

**Step 3: Take care of your body!** Pay attention to how much sleep and exercise you are getting. Your body must have both to function. Remember that when you feel good about your appearance, you feel more functional. Take time to dress properly before your exam.

**Step 4: Fuel your brain!** Eat healthy foods to sustain your body and brain for hours. Eating junk food and items that contain large amounts of sugars give you immediate energy but soon leave you without energy.

**Step 5: Use your resources!** Visit the math lab, writing center, library, available tutors, professors offices, etc. Seek out the help you need before taking your exam. The easiest way to fix a failing grade is to prevent the grade from happening!

How to Report Maintenance Concerns:

For a maintenance concern, call the FIXX line at 985.549.3499 or submit the request online at www.southeastern.edu/admin/phys_plant/fixxit/

Call 985.340.8324 to report a problem with your Internet Connection. (Please leave a voicemail)

Report pests, mold and cable problems to the University Housing Office at 985.549.2118.

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Questions about our guest policy, pet policy, or resident responsibilities?

Refer to the 2014–2015 Resident Guidebook:

http://www.southeastern.edu/admin/housing/assets/guidebook15.pdf
SPOTLIGHT ON GRADUATING RESIDENT ASSISTANT STAFF

Justin Williamson, St. Tammany Hall RA, Communication
Most looking forward to after graduation? “Joining the Air Force and being trained to become a Combat Systems Officer (CSO).”
What skill(s) have you developed during your college career? “Accountability, passion and dedication.”
What is your favorite college memory? “Being initiated into Delta Tau Delta Fraternity.”
Who made the biggest impact on your experience? “My fraternity Brothers.”

Kimmie Luce, Livingston Hall RA, Elementary Education
Most looking forward to after graduation? “I’ve always had a passion for teaching the hope of Christ and character to children in a mission setting and ministry capacity. I am applying for a teaching position at an elementary school that involves a grad program to become certified in Applied Behavioral Analysis therapy for an Elementary Special Education classroom.”
What skill(s) have you developed during your college career? “Interpersonal and intrapersonal communication skills.”
What is your favorite college memory? “Baptist Collegiate Ministry (BCM) memories and my final sweetheart of a roommate, Josie.”
Who has made the biggest impact on your experience? “My RA and BCM community as well as my fellow education major/teachers.”

Jonquell Jones, Zachary Taylor Hall RA, Accounting
Most looking forward to after graduation? “I am looking forward to life outside of school. One where study material is not following you around every corner.”
What skill(s) have you developed during your college career? “My interpersonal skills. Being able to effectively communicate ideas, facts or even coursework to others carries major weight in my opinion.”
What is your favorite college memory? “Graduating! I know it has not happened yet, but it will. This will make me smile as I am the first of my family to go to college right out of high school. With so much against you, you can’t help but smile at such an achievement.”
Who made the biggest impact on your experience? “Many… one was my English 101 teacher. I always worried about my grades and that anything below perfect was not enough. She helped me to realize that no one is perfect.”

Laci Sherman, Southeastern Oaks RA, Kinesiology
Most looking forward to after graduation? “Relaxing for a moment :) and then getting out in the workforce and putting my skills and knowledge to use.”
What skill(s) have you developed during your college career? “Interpersonal and intrapersonal communication skills.”
What is your favorite college memory? “Baptist Collegiate Ministry (BCM) memories and my final sweetheart of a roommate, Josie.”
Who made the biggest impact on your experience? “Dr. Summers. He showed me the door to obtaining a successful college career and constantly directs you to a brighter future. I’m grateful to have met him!”

Michael Barton, Taylor Hall RA, Political Science
Most looking forward to after graduation? “Starting a career… I’m ready to see what the rest of the real world has to offer.”
What skills(s) have you developed during your college career? “My organization and leadership skills have grown since entering college, especially since becoming an RA. I’ve learned better time management and how to balance responsibilities.”
What is your favorite college memory? “My time as an RA. I’ve been fortunate to meet a variety of individuals from different walks of life, a family! I’m grateful to work with such amazing people.”
Who made the biggest impact on your experience? “My housing family, but specifically my AC, Ashley White. Ashley and I began in Housing at the same time, both learning the ropes together. She is one of the greatest supporters I’ve had. She has a kind heart and has listened to us through our hardest times. Ashley wants everyone to achieve the most they can! Without her, I don’t believe I would have grown as much as I have.”

Res Hall Recipes:
Microwave Quesa Cubano
One 8 inch flour tortilla
1/2 cup grated Cheddar
2 slices deli ham
5 pickle rounds
1/2 teaspoon Dijon mustard

Directions:
Place tortilla on microwavable plate. Spread cheese on half of the tortilla, top with ham. Microwave until cheese is melted (approximately 1 minute). Top with pickles and spread mustard on other half of tortilla. Fold over to make a quesadilla. Enjoy!

Thank you for your dedication to University Housing and Southeastern residential students. We wish our graduates all the best in their future endeavors!
How do I check out of my room?

We hope you have enjoyed an outstanding semester! The University Housing staff thanks you for living on campus this semester and wishes you best of luck on your final exams! Please note that all Residence Halls will observe “24 hour Quiet Hours” to support your success on your final exams.

University Housing is excited to offer a quick checkout process to students living in the following Halls: Hammond, Livingston, Louisiana, Pride, St. Tammany, Tangipahoa, Taylor, Washington, Zachary Taylor, and Cardinal Newman. Students living in these communities will be able to “express check-out” during the week of Finals without signing up for an appointment time with their Resident Assistant.

Students in these communities may still follow traditional check-out procedures of scheduling a walk through check out appointment with their Resident Assistant by signing up for an appointment time on the schedule by their RA’s door if they chose to complete a traditional check-out.

How do I “Express Check-out”?

- Sign up on your RA’s “Express Check-out Sign Up Sheet”
- Remove all belongings and clean your room.
- Fill out the Express Check-out form provided by your RA and submit the form and your keys (in the provided key envelope) to the University Housing Office in Pride Hall during regular office hours.

University Housing Office Hours
Monday thru Thursday: 7:30 AM- 5:00 PM
Friday: 7:30 AM– 12:30 PM

Check Out “To Do” List

- Schedule your checkout or sign up for express checkout if available in your community. Each RA has posted a check out schedule near their door. Be sure to sign up at least 24 hours in advance.
- Check your mailbox and leave a forwarding address if necessary
- Unbuck your bed (if bunked) and return pegs to Housing
- Lower your bed to middle level (contemporary halls)
- Complete any outstanding payments to the University including your re-application for Fall 2015 (Deadline is May 15).
- Return your textbooks
- Remove all of your belongings from the room
- Clean your room. Double check these areas:
  - Closet
  - Bathroom and vanity area
  - Desk
  - Chest of drawers
  - Kitchen area
  - Bed
  - Commons Areas
  - Floor
- Complete your check out with your Resident Assistant or express check out process.
- Need to contest damage charges? Email universityhousing@southeastern.edu within 24 hours to contest charges.

In order to remain in University Housing for the Fall 2015 semester, students must maintain a 2.0 overall GPA or 2.0 on 12 hours or more during the Spring 2015 semester. Students who fail to meet this requirement may submit a University Housing Academic Appeal form to the University Housing Office or on-line at www.southeastern.edu/liveoncampus.

Students wishing to submit a University Housing Academic Appeal Form must do so by Wednesday, May 20, 2015 at 5:00 pm. Appeals will not be accepted after this deadline. Appeals are reviewed by a committee of faculty, staff and students familiar with student academic requirements.

If the appeal is denied, the student will be notified via their University email account as soon as possible. Students whose appeal are denied will not be eligible to live on campus for the Fall 2015 semester. Students whose appeal are approved will be assigned to their Fall assignment based on their date of appeal approval.

Please note that students on University Academic Suspension or Probation must complete the requirements from their University suspension or probation as well as University Housing requirements.

The Southeastern Sustainability Society will be collecting gently used refrigerators, microwaves, coffee pots and other small appliances for the use of Fall 2015 Southeastern students in need.

Have an item you’d like to donate? See your Resident assistant to pick up a donation tag and follow the tag directions to donate your item. Physical Plant staff and the Southeastern Sustainability Society will work together to pick up your donated item and prepare it for the next student.
What’s happening on campus?

- Earth Day Event—April 22--The Mane Dish--Locally grown produce available on produce bar: Organic Spring Greens and Organic Creole Tomatoes from Capitol City Produce

- Fuel Up for Finals--Add Cub Cash NOW

- Interested in being a Dining Ambassador? Email dining@southeastern.edu for more information

- Take a Study Break: Late Night Breakfast--May 12th 9-11pm--The Mane Dish

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Southeastern Food Pantry

Open to all Southeastern Students
Bring Student I.D.
McGehee Hall Room 109.
Tuesdays 9:00 A.M. - 12:00 P.M. & Wednesdays 1:30 P.M. - 4:30 P.M.
For more information or questions contact 549-3244 or 349-9300

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Stressed?
Tense, achy muscles?
If you are a currently a Southeastern student, faculty member, or staff member treat yourself to a massage!

They are HALF OFF for April Monday 27th to Friday the 1st of May!

To schedule an appointment contact Angel (985) 634-6040

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Hang 10 with Housing

Tuesday, April 21, 2015
Outside of Student Union
Swipe Station - 1st Floor Union by Elevator
Snowballs ◇ Music ◇ Crawfish ◇ Games

In order to participate, students must use either one meal from their meal plan, or pay $10 with Legulippe/tech cash, or pay $12 + tax using cash, credit, or debit.
Brought to you by University Housing and Dining Services

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AMERICAN CANCER SOCIETY
Tri-Sprint

Thursday, April 23, 2015
Doors Open: 4:00 PM
Where: In front of the Pennington Student Activity Center

Free 10 minute massage
Free Crawfish
Mechanical bull
Karaoke
DJ Music
Lambada
Alcohol beverages will be available for purchase
Bring your picnic blanket

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