



Dear Denmark Technical College Student:

Effective Monday, March 23, 2020, Denmark Technical College will not offer any on-campus classes and will move all classes to an online delivery for the remainder of the Spring semester. This e-mail contains important and timely information regarding the move-out process. We know this is a very challenging time for everyone and want to make this process as simple—and safe—as possible, along with following safety rules and protocols put in place by our Governor.

Effective immediately, students are expected to plan to move their belongings out of their room in the Residential Halls. We recognize that this brings some inconvenience to our students, however, we’re asking everyone to be as flexible as possible.

MOVE-OUT PROCESS

Move outs begin Friday, 27, 2020.

Please see the schedule at the bottom of this email to see the move-out dates and times.

- *You should anticipate spending no more than two (2) hours packing and moving your belongings.
- *Bring boxes and other moving supplies with you to campus at your assigned time.
- *Due to health precautions, carts will NOT be provided.
- *Take all trash and recycling out to the dumpsters. Large items and furniture should be taken with you.
- *When your move is complete, close and lock your room door, and bring your keys to the front desk. Key envelopes and pens will be provided. Seal the envelope and submit to the Residence Hall Supervisor on duty. This step is crucial for our ability to be aware of who has checked out. Persons must arrive by no later than 5:00 pm if they plan to move items out of the residence hall. No persons will be admitted after 6:00 pm.

If you have questions or need additional information, please contact either:

Mr. Marcus D. Terry, Assistant Director of Residential Life
terrym@denmarktech.edu (email) (803) 747 – 1099 (cellular phone)

Ms. Avis H. Gathers, Vice President for Student Services
gathersa@denmarktech.edu (email) (803) 682 – 0776 (cellular phone)

Move-Out Schedule

| Friday March 27 | Saturday March 28 | Sunday March 29 | Friday April 3 | Saturday April 4 | Sunday April 5 |
|----------------------------|------------------------------|----------------------------|---------------------------|-----------------------------|---------------------------|
| 10:00 am – 6:00 pm | 10:00 am – 6:00 pm | 10:00 am – 6:00 pm | 10:00 am – 6:00 pm | 10:00 am – 6:00 pm | 10:00 am – 6:00 pm |

Thank you for your patience and understanding during this critical time. Please stay safe, and we look forward to seeing you soon.

Avis H. Gathers,
Vice President for Student Services