Seasons are changing and it will not be long before we all pull out our scarves and mittens. This time of year is meant for pumpkin patches, trips to the snow, warm beverages and snuggling underneath blankets on the longest night of the year. Many of you will be traveling to spend time and make memories with family and friends.

The University has schedule closures over the next few months. During select periods, our staffing will be reduced and only limited service and emergencies will be performed. The holiday, limited service schedule is as follows:

**NOVEMBER**
- 12th - Limited Service
- 22nd - Emergency Service Only
- 23rd - Limited Service

**DECEMBER**
- 24th - Limited Service
- 25th - Emergency Service Only
- 26th - Limited Service
- 27th - Limited Service
- 28th - Limited Service
- 31st - Limited Service

**JANUARY**
- 1st - Emergency Service Only

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**MONTHLY ELECTRONIC STATEMENTS**

Employee & Family Housing is now sending electronic statements at the end of each month. These statements give a full financial summary of your account and list the amount that is due on the first of the next month.

**PAYMENT OPTIONS**

Did you know that online pay is now available for Employee & Family Housing residents? For available payments options, go to: univpark.sfsu.edu/sites/default/files/PaymentOptions.pdf.

If you have not yet received a statement via email or have questions about how to pay online, contact the Employee & Family Housing Office at 415-405-4000.

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**LOCKED OUT?**

**OUR LOCKOUT PROCESS IS CHANGING**

Effective November, if you lose your keys or lock yourself out during business hours (Monday-Friday 9am-4pm) call or come by the Employee & Family Housing Office for assistance.

**Employee & Family Housing Office:**
796 State Dr., San Francisco, CA 94132
Open from 9:00am to 4:30pm

For after hour lockouts, you will need to go to:

**Towers Front Desk**
796 Font Blvd., San Francisco, CA 94132
or call (415) 405-9360

**Please Note:** More detailed information will be communicated to your households in the upcoming weeks.
Construction of student housing began October 1, 2018, and is scheduled to be completed by July 2020. The project is located on campus south of Holloway Avenue on Block 6. This project will require the demolition of existing single story housing previously constructed as part of the Parkmerced development.

The new 214,400 square foot, mixed use development will include underground parking, retail, student amenities and support spaces, study lounges and residential units.

Once completed in 2020, these new initiatives will support our long term priorities to reinforce the campus’ educational core and provide new on campus student housing. On-campus housing will help retain students and provide close in living to allow more students to walk and bike to campus rather than drive their cars or take transit.

Did you know

WINTER IS COMING!
So is an extra hour of sleep. Daylight savings begins November 6th.

WE’RE GOING PAPERLESS!
Please ensure we have your correct email address on file.

WILL IT FLUSH?
It may say flushable, but will it? Go to https://www.youtube.com/watch?time_continue=11&v=0Tsy7lilG0s to find out.

COMMUNITY SAFETY MEASURES

Here are a few tips to keep our community safe from intruders or tresspassers.

1. Always lock your doors and windows when you leave your apartment. Even if you’re visiting a friend’s apartment down the hall for a second, lock your door.
2. Do not prop any doors open to the apartment building or your unit. This would leave us susceptible to intruders and missing/stolen shipment packages.
3. Do not allow anyone to follow you into the building. Everyone in our community has keys and is able to let themselves into their apartment.
4. Know the exits to follow in case of emergency and be proactive about your safety.

Following these steps vastly improves the safety and security of all our students and residents. If you do happen to see something suspicious or unsafe please contact University Police Department.

EMPLOYEE & FAMILY HOUSING

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Justin Weiss
Ratchanee Aiemsaard
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