

Dear \_\_\_\_\_,

We hope this email finds you and your family safe and healthy. We are looking forward to you moving in next week. In preparation for move-in there are a few things you must do to prepare for your move and on the morning before your appointed move-in time.

- **Step 1:** Thoroughly **read and sign** the 2020-2021 Housing & Residential Life Terms and Conditions Agreement Addendum via DocuSign. This email was sent to your student email account (if under 18, a parent or guardian must sign).
- **Step 2:** Sign-up for a Move-In appointment time (an email was sent on August 3 with the subject line "CSULB HOUSING: Your Hall Assignment & Next Steps") by the deadline of August 17<sup>th</sup> at 5pm. **Due to social distancing efforts, it is imperative that you only move-in during the time frame you selected.**
- **Step 3:** Complete the Personal Evacuation Plan on the Housing Portal (located in the header once you log in).
- **Step 4:** Review the [Move In Website](#) (where you will find a [packing list](#) and [check in map](#)) and [FAQ](#) pages.
- **Step 5:** Watch [Move In Day video](#) and download the Microsoft Teams app using your university email. This video provides important information about Move-in Day. The Housing staff will be utilizing Microsoft Teams throughout the year to share important updates and information.
- **Step 6:** On the morning of your move-in date, before driving to campus, you **must complete this [COVID-19 Symptoms Pre-Screen Tool](#)**. If you or a member of your family/move-in helpers are not feeling well please stay home and contact us at [housing@csulb.edu](mailto:housing@csulb.edu) letting us know you will be coming at a later date.
- **Step 7:** MOVE IN! You will have a 90-minute time slot for your guests to help you move in. After that, no outside guests will be allowed in the building.
- **Step 8:** Participate in the [Beach Days](#) programs on August 22<sup>nd</sup> and 21 immediately following our 3-day resident move-in, we will be hosting our annual Beach Days program. Beach Days is a required series of virtual meetings, programs, and informational workshops for all residents. This year, Beach Days will be completely virtual, through the student's BeachBoard chiclet of their Single Sign On accounts. In collaboration with our campus partners, we have planned virtual modules and informational videos that will prepare you for your residential life experience during this semester and equip you with the resources for academic success and more. Additionally, you will have access to a Beach Days event calendar where you can be reminded of the day's virtual events.

**To access all virtual modules and videos or the calendar please be sure to:**

1. Log into your Single Sign On account
2. Click on the Beachboard chiclet in your Single Sign On account
3. Find the Housing & Residential Life course on the homepage
4. Click on 'Content' on the top taskbar for modules and videos
5. Click on 'Calendar' on the top taskbar for updated events

Please let us know if you have any questions!

Go Beach!

Housing & Residential Life