



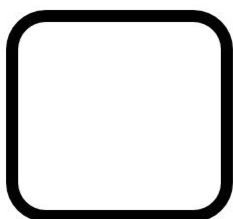
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## FRATERNITY & SORORITY EDITION

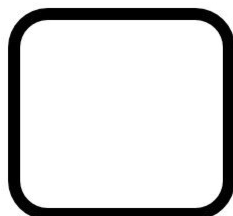
*As the semester comes to a close, here are some important reminders.*



## End of Semester Check List



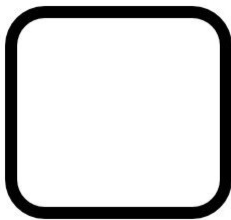
Don't forget to have chapter members **submit service hours** on your respective chapter HUB page.



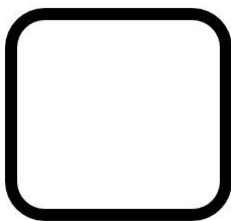
**Submit** your [Philanthropy Post-Event Report Form](#) on the HUB!

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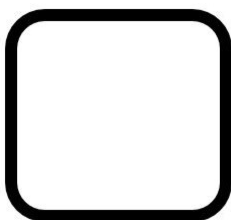
**Fraternal Excellence Awards applications are now available!** Please [visit our website](#) for more details on each of the award



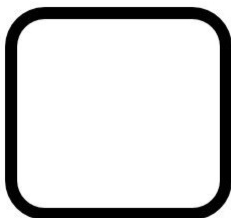
applications. The deadline to apply is Friday,  
March 1 at 11:59 pm!



Save [these dates](#) for **Spring 2019!**



Don't forget to **update your chapter's officer** information and roster on the  
**HUB!**



Be sure to stop by Armstrong and  
**check your chapter's mailbox.**

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## **Tips for Securing Chapter Suites During Winter Break**

Each chapter is responsible for cleaning and closing the suite prior to winter break. The residence halls will close at 7:00 pm on Friday, December 14, 2018. We recommend that you close and lock your suite on Thursday evening, but it must be cleaned, closed, and locked no later than Noon on Friday.

When closing, do not forget to:

1. Remove all perishable items from the kitchen and refrigerator
2. Dispose of trash
3. Unplug lamps, televisions, and other appliances including the refrigerator
4. Remove all holiday decorations
5. Lock windows and doors

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## **Tips for Securing Chapter Houses During Winter Break**

As you prepare to leave Oxford for winter break, take a few precautions to secure your house before you leave. Taking a little extra time can often avert problems which may occur through theft or damage.

When closing the house remember to:

1. Remove all perishable items from the kitchen and refrigerator
2. Lock all doors and windows
3. Unplug lamps, televisions, and other appliances in public areas as well as individual rooms
4. Leave sufficient heat on in the house to prevent waterline freeze-up
5. Remove all holiday decorations
6. Fill out a [Vacant House Check Form](#) with the Oxford Police Department
7. Dispose of all trash

A key should be left with a local member, alumni, advisor, or friend who will remain in Oxford over break.



MIAMI UNIVERSITY

STUDENT ACTIVITIES AND CLIFF ALEXANDER  
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