

# Yale Commencement Housing Office

PO Box 207135  
New Haven CT 06520-7135

campus  
WGS  
2 Whitney Avenue  
New Haven CT 06520

November 2011

Dear Parent(s):

We are pleased to offer housing to you and your guests on Yale's historic campus for Commencement 2012. Space is very limited, especially for those who need special accommodations for medical reasons. Reservations are on a first-come, first-served basis.

You and your guests will share a suite with an unfurnished common living room with other guests. In most cases, you will also share a common in-suite bathroom, which does not have a lockable door. In some buildings, the bathrooms are down a common hallway. Bedrooms are furnished with single beds, dressers, desks, and chairs. Rooms will be cleaned and beds made up with linens, blanket, and pillow. Towels and soap will be provided. Be sure to bring any other personal toiletries. No daily maid service will be provided during your stay.

## *General Information*

FEE: \$148 per person; this flat fee covers your entire stay of one, two, or three nights.

HOUSING DATES: Housing is available Saturday, May 19; Sunday, May 20; and Monday, May 21.

CHECK-IN/CHECKOUT: You may check in after 10 am on Saturday, May 19. It is extremely important that you vacate your room by noon on Tuesday, May 22. The University requires immediate access at that time to prepare for alumni reunions which begin on Thursday, May 24. *Sorry, we are unable to make any exceptions to this date.*

KEYS: Each suite door and most bedroom doors open with a key, which will be provided to you at check-in. In addition, an electronic access device, also provided at check-in, is required to enter the buildings.

SPECIAL NEEDS: Please let us know as soon as possible if a family member or guest has a disability that requires special accommodation. Due to limited room availability, note that the person requiring a lower floor will be housed with one other family member only. Remaining family members may be housed on an upper floor. Elevators are not available in most buildings.

PAYMENT: Reservations may be made on website [www.yale.edu/commencement](http://www.yale.edu/commencement) using a credit card. Click on "Accommodations" and follow instructions. Or, checks or money orders payable to: YALE UNIVERSITY can be forwarded with the enclosed reservation form to:

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Yale University  
P.O. Box 207135  
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DEADLINE/REFUNDS: The final day we will accept reservations is Friday, May 4, 2012. Confirmation will be e-mailed by Friday, May 11, 2012. No refunds will be given after May 4.

For additional information, visit [www.yale.edu/commencement](http://www.yale.edu/commencement) .

Carmine Amento  
Director, Facilities Services  
Central Campus South  
[carmine.ament@yale.edu](mailto:carmine.ament@yale.edu)  
203-432-7548