Winter Break is the period between Fall & Spring semesters. Pace University Housing will close for Winter Break between December 23, 2004 through January 23, 2005. Spring Check-In begins Sunday, January 23rd at 10:00 a.m.

Maria’s Tower & Fulton Hall will close for Winter Break on Friday, December 23rd at 5:00 p.m. All residents must check out of their room with an RA within 24 hours of their last final exam, or no later then December 23, 2004 by 5 p.m. whichever comes first.

New School and St. George Residence hall will remain open during the holiday break.

If you are a New School or St. George resident and will be leaving for a substantial time over the winter break, you must check out with your RA to ensure the safety and welfare of your room while you are away.

If you are leaving Pace University and/or Housing, then you will need to complete a full check-out with your RA. Please make sure you submit an Agreement Release Form to the Office of Housing and Residential Life and inform your Resident Advisor.

This will not be a usual “check out” like you will be conducting at the end of the year. This is a “health & safety checkout” to ensure the safety and welfare of your room while you are away. Be sure that you have a staff member check this with you before you go!

If you are leaving Pace University and/or Housing, then you will need to complete a full check-out with your RA. Please make sure you submit an Agreement Release Form to the Office of Housing and Residential Life and inform your Resident Advisor.

Maria’s Tower & Fulton Hall will close for Winter Break on Friday, December 23rd at 5:00 p.m. All residents must check out of their room with an RA within 24 hours of their last final exam, or no later then December 23, 2004 by 5 p.m. whichever comes first.

Make an appointment with your RA (24 hours in advance of your last final) to check-out
Turn convectors on low heat (Maria’s Tower Only)
Turn off AC units (Fulton Only)
Prepare room for new roommate(s)
Shut & lock windows
Lock Door(s)
Remove garbage & food
Defrost & clean refrigerator
Pack away valuables
Take belongings off floor
Unplug appliances
Take home pet fish
Take home any medication you will need over the winter break

24 Hour-Quiet Hours
Begin at 9:00 a.m. on Friday, December 10, 2004
And will last until the residential halls closes at 5:00 p.m. on December 23, 2004
**Dining Services Finals Week Hours**

- **Café 101**
  - **December 13th to 22nd**
    - 8 a.m. to 12 a.m.
  - **December 23rd**
    - 8 a.m. to 6 p.m.
  - **December 24th**
    - Café is Closed

- **Spotlight Café**
  - **December 13th to 16th**
    - 11 a.m. to 8 p.m.
  - **December 17th to 23rd**
    - Spotlight is Closed

- **Kiosk**
  - **December 13th to 23rd**
    - 9 a.m. to 2 p.m.
    - Monday thru Friday only

**Computer Resource Center Finals Week Hours**

- **One Pace Plaza, 2nd Floor W 202**
  - **December 6th to 22nd**
    - Monday to Friday
      - 8:00 a.m. to 10:00 p.m.
    - Saturday and Sunday
      - 9:00 a.m. to 6 p.m.
  - **December 23rd**
    - Thursday
      - 8:00 a.m. to 5:00 p.m.

*There are 120 computers available for students use in the lab. For those of you who live off-campus call the lab to see how busy it is before you come over.*

(212) 346-1698

**Birnbaum Library Finals Week Hours**

- **One Pace Plaza, 1st Floor East**
  - **December 13th to 17th**
    - 8:00 a.m. to 12:00 a.m.
  - **December 18th**
    - 10:00 a.m. to 8:00 p.m.
  - **December 19th**
    - 12:00 p.m. to 6:00 p.m.
  - **December 20th to 22nd**
    - 8:00 a.m. to 12:00 a.m.
  - **December 23rd**
    - 8:00 a.m. to 6:00 p.m.

*Library Reopens January 4th*

- **January 4th to January 23rd**
  - Monday to Thursday
    - 8:30 a.m. to 6:00 p.m.
  - Friday
    - 8:30 a.m. to 5:00 p.m.
  - Saturday and Sunday
    - Closed

*January 24th returns to regular operating hours for Spring 2005.*

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**Office of Housing and Residential Life Services**

- **Office of Housing and Residential Life**
  - **Closes**
    - December 23, 2004 at 5:00 p.m.
  - **Reopens**
    - January 3, 2005 at 9:00 a.m.

- **Community Desk (Guest Sign-in)**
  - **Closes**
    - December 23, 2004 at 5:00 p.m.
  - **Reopens**
    - January 24, 2005 at 6:00 a.m.

- **Residential Hall Area Offices**
  - **Closes**
    - December 23, 2004 at 5:00 pm
  - **Reopens**
    - January 24, 2005 at 9:00 a.m.

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*Have a Safe and Fun Holiday Season! We’ll See you Next Year!*
How Do I Defrost My Refrigerator?

When preparing your refrigerator for defrost, select a few days in advance before beginning the actual process. This will allow you to consume all of the perishable foods in your refrigerator such as frozen foods, meat, dairy products, etc. Additionally, because the defrosting process can take anywhere from 5-8 hours to occur, make sure that you start early on the day that you plan to defrost your refrigerator and that you plan to dedicate some time to the project.

To begin the defrosting process, remove all items from the refrigerator. Next, turn the refrigerator’s temperature down to 0 or Off. If possible, remove any shelving from the refrigerator, clean it, and set it aside. Open the refrigerator door and leave it open allowing the flow of warm air to enter into the appliance and helps the defrosting process. While the door is open, take some old cloth or paper towels and set them aside. Now you will need to wait approximately 1-2 hours for the ice to melt inside the refrigerator.

As the ice melts, use the towels to absorb the melting water. You will notice that larger ice chunks will separate from the appliance. Remove these by hand as they separate. Because this melting process takes a long time, people tend to use sharp objects to pry the ice away. Using a sharp instrument, such as knives or scissors, etc., can cause severe damage to the appliance including puncturing the cooling surfaces. Your best bet is to wait for the ice to melt on its own. Although the process is timely, you will be ensured that physical damage has not been caused to your refrigerator’s interior.

Once all the ice has been removed from the refrigerator, the cleaning process begins. To clean the inside of your refrigerator, do not use any harsh abrasive cleaners or ammonia-based products. Instead, make a mixture of cold water and mild soap in a bucket. When the appliance has been washed inside, take another sponge with non-soapy cold water and re-clean the areas that you just washed in order to remove any excess soap that remains. Next, dry the appliance with clean, cloth or paper towels and let it remain open for 30 minutes to 1 hour.

Cecil Distributors, Inc. (Refrigerator Rental Co.)

If you have rented a refrigerator from Cecil Distributors Inc. for only the Fall Semester or will be leaving Pace University Housing you must make arrangements with the rental company to either return the merchandise or extend your rental contract. In addition you must inquire about their expectations and policies in regard to the condition and returning methods you must follow. Please reach out to Cecil prior to Finals Week.

Students that have questions, feel free to contact them:

Cecil Distributors, Inc.
119-66 80th Road (Suite A-4)
Kew Gardens, NY 11415

(718) 575-8531
Monday through Friday
9:00 a.m.—4:00 p.m.
# Going Home For the Holidays?

As the holidays approach be on the lookout for the best way for you to get home in time for the celebrations. There are a variety of different options, making it easier for students to find an affordable and accommodating means to travel. Students can search the internet to find the best deal on tickets travel search engines allow students to search around for the best deal.

The most obvious form of transportation, airplane, however, there are many different methods students can explore if they do not have the money to spend on a plane ticket. Buses and Amtrak trains travel to most major cities throughout the United States.

## 4 ways to get from Pace to your Plane

<table>
<thead>
<tr>
<th>New York City Yellow Cab</th>
<th>New York City MTA</th>
<th>Bus Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>John F. Kennedy Intl’ Airport</strong></td>
<td><strong>John F. Kennedy Intl’ Airport</strong></td>
<td><strong>Newark Intl’ Airport</strong></td>
</tr>
<tr>
<td>Flat Fare - $45.00 + tolls (the meter should not be turned on and no night surcharge should be included)</td>
<td>Subway Service: (A) Train to Far Rockaway get off at the Howard Beach-JFK Airport station, then take the AirTrain</td>
<td>• From Port Authority Bus Terminal use Olympia Trails coach.</td>
</tr>
<tr>
<td><strong>LaGuardia (Domestic) Airport</strong></td>
<td><strong>LaGuardia Airport</strong></td>
<td>• From Grand Central, use Olympia Trails coach at Park Av (east side) and 41 St.</td>
</tr>
<tr>
<td>Fare - $24.00 - $28.00</td>
<td>Subway Services: (A, B, C, D, 2, 3, 4, 5, 6) trains to 125 St then the M60 bus</td>
<td>• From Penn Station use NJ Transit or Amtrak to Newark Intl’ Airport station, then take the AirTrain</td>
</tr>
<tr>
<td><strong>Newark Intl’ Airport (NJ)</strong></td>
<td>Subway Services: (1, 9) trains to 116 St then the M60 bus</td>
<td><strong>Shuttle Service</strong></td>
</tr>
<tr>
<td>Fare - $69.00 - $75.00 + 15 surcharge</td>
<td>Subway Services: (N, W) train to Astoria Blvd then the M60 bus</td>
<td><strong>Super Shuttle</strong> (212) BlueVan [258-3826]</td>
</tr>
<tr>
<td><strong>Shuttle Service</strong></td>
<td></td>
<td><a href="http://www.supershuttle.com">www.supershuttle.com</a> Online reservations</td>
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<tr>
<td></td>
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<td>Get Home Safely!</td>
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</tbody>
</table>

## How do most students travel when going home?

- Bus - 45%
- Airplane- 21%
- Car - 18%
- Commuter Rail - 10%
- Amtrak - 6%

The Northeastern News 11/03