

## Welcome to Pitzer College!

The Summer Conference Staff wants to make your stay with us a pleasant experience!  
You can help us by being aware of the following information.

### Staff Office Hours

Have any questions?

Visit the Staff in the Summer Conference  
Office located in Sanborn C300 from  
9:00 am-4:30 pm to talk with one of our  
Summer Conference Assistants!

### Staff Contact Info

Our staff would be more than happy to  
assist you!

Please talk with us during staff office hours  
9:00 am – 4:30 pm Monday - Friday.

**909-607-3900**

### Lockouts

**Between 9am-4:30pm M-F call Conference Office at 909-607-3900.**

**Between 4:30pm-9am please call Campus Safety at 909-607-2000.**

**No Phone? Blue lights around campus also connect to Campus Safety.**

### Safety

**Claremont Colleges  
Campus Safety:  
909-607-2000**

For your safety do not prop doors  
open or let unknown persons in  
the building. Report all suspicious  
activity to a staff member or call  
Campus Safety.

The front doors of the residence  
halls will remain locked.

### Quiet Hours

Please be  
considerate of noise  
at all times but  
especially during

**Quiet Hours from  
10 pm - 9 am**

### Fire Evacuation

When you hear the fire alarm,  
please take your keys and exit  
through the nearest stairwell.

**Exit the building and follow the  
direction of Summer Conferences  
Staff or Emergency Personnel.**

Do not re-enter the building until  
staff tell you that it is safe to do so.

### WiFi Access

Contact your group leader for Guest WIFI access

### Checking Out

Place all linens on the beds in a pile. Take all  
personal belongings and return assigned room keys  
to group leader. Place trash in nearby trash room

### Rules & Policies

**Smoking in the residence halls is not allowed. You must be 25 feet away from  
the building to smoke.**

**Open containers of alcohol are NOT allowed in the outdoor hallways or  
outside the building.**

**Summer Conferences Office - Pitzer College**