



Icahn
School of
Medicine at
Mount
Sinai

Mount Sinai Housing Vacate Policy and Procedures

Effective: Immediately

Dear Students,

Congratulations Class of 2026! Following is information on our move-out procedures.

Students residing in **Aron Hall** can begin to **vacate as early as March 31st** and expected to vacate five (5) days following the May graduation ceremony, **May 10, 2026**. **Your occupancy agreement will also expire at this time. No extensions will be granted.**

Students residing in our **on-campus/student-couples housing accommodations can vacate now through May 31, 2026**. **Your occupancy agreement will also expire at this time. No extensions will be granted.**

PhD graduates will have four (4) weeks following the dissertation deposit to vacate.

MD or PhD graduates who will remain at Mount Sinai to continue their training may request interim housing as they await their Resident or PostDoc housing assignment.

Please submit your **Vacate Notice** (attached) with an approximate vacate date as soon as possible. Please include a forwarding address for security deposit refund purposes. The Vacate Notice should be returned via email to Cynthia.morales@mountsinai.org and/or housing@mountsinai.org. We would like to accommodate student transfers to your rooms or couples housing as soon as possible.

To avoid being charged for lost keys or a lock change, **your keys should be dropped off and logged-in at the Lobby Desk or with the Resident Manager upon move-out**. Please do not leave your keys in your suite/apartment, and please do not leave them with a friend.

Your Real Estate charges must be paid in full before being “signed out/cleared” prior to graduation. You will be billed through the day you return your keys. Please note, security deposits cannot be applied to your last month’s occupancy fee.

Please be aware that at least one week before you vacate your apartment, Monday to Friday between 11:00 am and 3:00 pm, you must have your room inspected. Please schedule your room or apartment inspection through **BuildingLink** as a maintenance request.

The forwarding address you provide will be used to mail your security deposit refund only. Students should arrange for mail forwarding through the U.S. Postal Service (www.usps.com). **Be sure to make the appropriate final arrangements with cable television, telephone companies, and/or Con Edison.**

Please feel free to contact the Real Estate Services Office (housig@mountsinai.org) with any questions.

Wishing you all the best,

***On behalf Mount Sinai Real Estate Services
and Rose Associates, Inc.***