

Room Selection FAQ:

ROOM SELECTION IS FOR CURRENT RESIDENT STUDENTS ONLY!

Preference is first given to students who can fill an entire room, suite or apartment. Students without enough roommates/suite-mates/apartment-mates to fill a given unit will not be able to choose until after noon on the final day.

What does the housing application consist of?

The application is made by simply following the link we send to you, reading the on-line housing agreement, signing in the box at the bottom of the page and submitting.

How do I make the application?

Follow the hyperlink that will be sent to you soon to complete the application. YOU MUST COMPLETE THE APPLICATION FIRST before you can log back in during “Room Selection Week” and choose the room you want.

What do I do if I can't log onto my portal?

If your log-in credentials are not working, please see the Help Desk in Stroud Hall room 303, or call them at 570-422-3789.

How do I choose a roommate?

First, complete the application (sign in the box). Next, you can click on “Room Selection” and “Roommate Selection” at the top to load in a roommate(s). He/She/They will need to accept your request as well until it reads “your roommate group is fully matched.” Remember you only need to match with a roommate(s) if your intention is to choose a double or triple room, or an entire suite unit of full apartment. You can load in roommate(s) during the application and/or during Room Selection Week and can add and delete anytime.

I did that but the system doesn't recognize my roommate...what do I do?

If the system won't allow you to choose a particular roommate, it is because: A) they did NOT complete the application, or B) they are not a current on-campus resident. They must qualify in all these areas or you cannot select them as a roommate.

I want a two-person suite with two single rooms in it. How do I choose that?

If you live in one now and want the same exact room back, you would choose on "Same Room" day, but make sure you DO NOT have a roommate loaded. If you do not live in one now, than you would choose one at a later day according to the credits you have earned.

I live in a double and I want my same room back. How can I do that?

"Same Room" day is the first day of sign-ups. But you MUST have a completed the application and have been paired with a roommate in order to choose a double room!

Also, please note that if you live in a room that was once a temporary triple, these rooms will NOT be available to return to as they will be freshmen temp triples again next fall. Lenape Hall will also be off-line for renovations next year.

I live at the Ridge and all four of us want our same rooms back on "Same Room" day. Should we all request each other as roommates?

No, since you live in a single room you would not want to enter a roommate request. Each of you should choose your individual rooms on Same Room day. If it is just you returning to the apartment you would still choose on Same Room day.

I live at the Ridge currently and want my same room back. However, none of my apartment-mates are returning and there are two others who want to live with me in that apartment. When do we make our selections?

You would choose your individual room back on Same Room day. They would need to wait until a later day and choose according to the credits they have earned.

If the roommate I want did not make the application, can I still choose my same room back?

No, but you may find another roommate who is eligible in order to choose a double room (or wait until noon on the last day of Room Selection to select a room without a roommate).

I made the application, and put in preferences of where I want to live...am I done?

NO! You must actually CHOOSE A ROOM using the “Room Selection” tab. Your time to choose will appear at the bottom of this page. THE HOUSING DEPARTMENT WILL NOT ASSIGN YOU A ROOM—YOU MUST PICK ONE!

How is it determined when I am eligible to choose my room?

A schedule of what occurs on each day will go out over email a little closer the start of Room Selection Week. Each day is a different option and your time to choose is dependent on your credits earned.

What do I do if I am having trouble with any part of this process?

Please DO NOT call the Housing office and leave a voice mail, or an email. Stop in to see us in person (Hemlock Suites Residence Life and Housing Dept) and we can assist you on the spot.

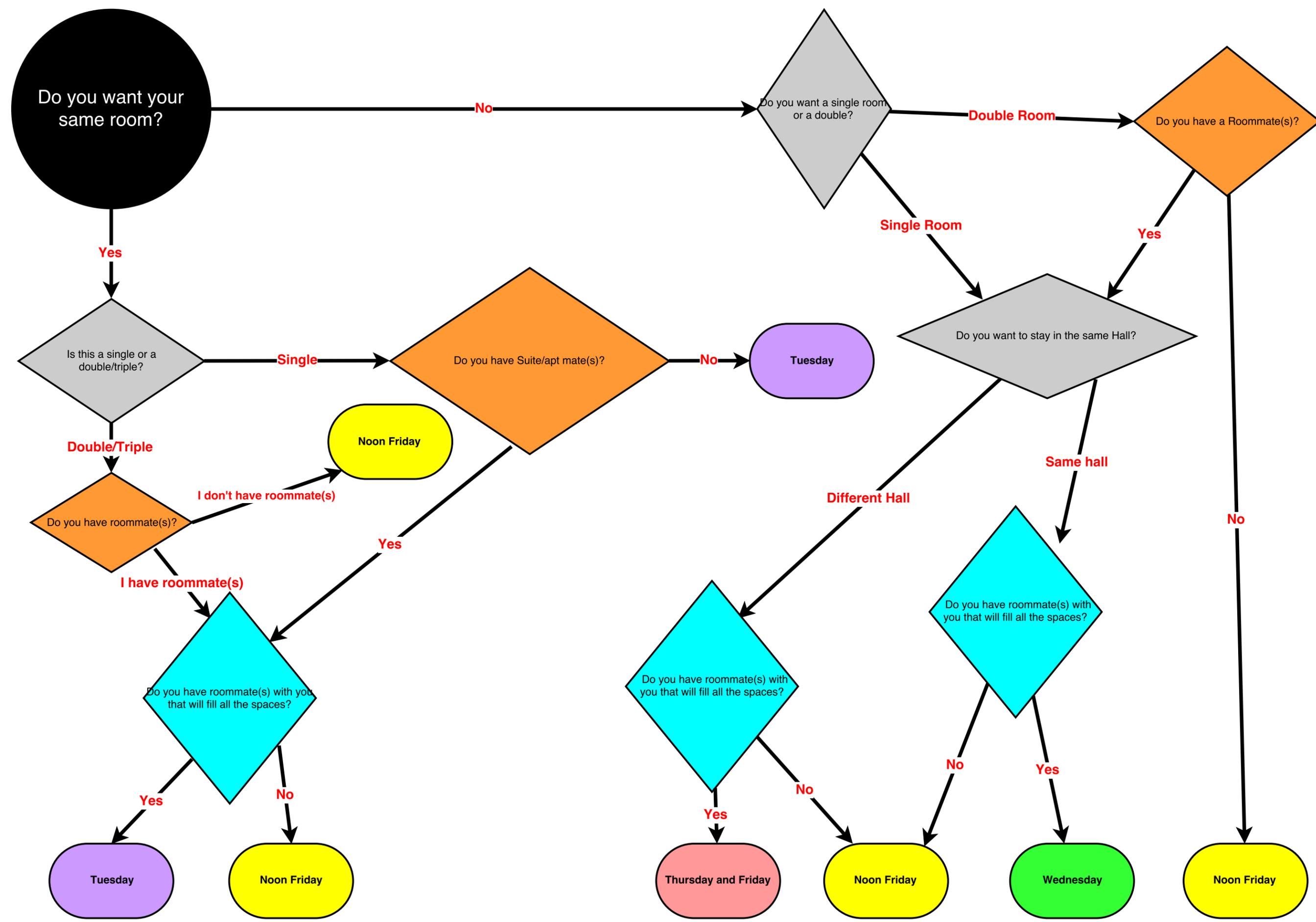
DEFINITIONS:

Single Room:
A room within a suite or apartment that has space for only one occupant. There are multiple single rooms in a suite or apartment.

Double Room:
A room that you occupy with another student.

Roommate:
A person who shares living space with you in a double or triple room.

Suite-mate/Apartment-mate:
A person who lives in your suite or apartment but does not occupy your individual room.



Our system gives preference to student who can completely fill a room, suite, or apartment. Add / Drop a roommate / suite-mate or apartment-mate to select before Friday at noon.

If you have a group that will not fill a full space, try to find more students for your group who will, or you must wait until Friday at noon, or check everyday for partially open spaces that; if available, you could select earlier.

Keep in mind that our most popular housing units are University Ridge, University Apartments, and single rooms/units within the suites. If you live in one of these currently, your best option would be to stay in that exact room, because you can do this on Tuesday of Room Selection week.