

RA/ARA Roommate Housing Application/Contract Submission

1. Go on-line to complete the housing application/contract process between March 26 – April 14 from your computer.
2. Indicate the RA or ARA that you plan to live with on the preferences page. Residential Life will complete the assignment process by placing you with the correct RA or ARA.

Completing the on-line Housing application process.

★ If you are trying to login from off campus and study abroad, **you will need to secure a VPN**. If you haven't already set up VPN access with Duo two-factor authentication, see the link below to begin the process. Follow the instruction in this link <https://tech.rochester.edu/remote-access-vpn-tutorials/>

1. Go to <https://housing.ur.rochester.edu/myrescenterweb>

Login ID = student ID number

Password = student ID number



UNIVERSITY of ROCHESTER ARTS, SCIENCES AND ENGINEERING

Menu

- My Home
- My Emergency Contacts

Change Login Info

Logout

Reminders

MEAL PLAN REQUIREMENTS
Click [HERE](#) to check meal plan requirement by building.

OFF CAMPUS STUDENTS DINING CONTRACT ONLY (click here)

FLOOR PLANS

Residence Life - Login

Login ID:

Password:

Enter required information and click on Submit

2. Select “Undergraduate Housing Application” by clicking on the application.

Residential Life and Housing Services Student Homepage

test15 test15

Select a contract type for Academic Year 2021-22 (Fall 2021)

- **UNDERGRADUATE HOUSING APPLICATION 2021**

: You have not applied.

3. Read Contract Conditions and click on I agree

Contract Conditions

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Please read the terms and conditions of the housing contract.

By clicking agree, you have read the contract conditions and will abide by the conditions of the housing contract and other rules and regulations of the University of Rochester.

Go to Residential Life and Housing website for [terms and conditions](#)

4. Check personal information, enter an Email Address that you check regularly. Click on Next.

Personal Information

test15 t. test15 > Contract Conditions

Please check your personal information below and contact the Office for Residential Life and Housing Services if any item needs to be changed.

Personal Information

Last Name: test15
First Name: test15
Middle Name: test15
Nickname: Stef

Student ID: 99999999
Class Year: 2019
Gender: Male
Birthdate: 3/16/1977

Street: TEST
City: TEST
State: TE
Country: TEST
Zip: TEST

Email address:

Home telephone:
Cell Phone:

5. Preferences – Everyone needs to fill this out.

Preferences
test14 t. test14 > Personal Information

REQUIRED INFORMATION
This must be completed by every student regardless of whether you intend to have a roommate or not.

Current status questions

- * Continuing Full-Time River Campus undergraduate Yes ▾
- * Returning from Study Abroad No ▾
- * Returning from Internship No ▾
- * Returning from Inactive status No ▾

Personal information

- * Are you substance free? Yes ▾
- * Are you a smoker? No ▾
- * Select your preference Prefer to live with nonsmoker ▾
- * What is your age? Over 24 ▾
- * What are your personal hours? Early to bed, early to rise ▾
- * What your in-room study habits? Multitasker ▾
- * Do you like socializing in the halls? Room is a social hub ▾
- * What is your approach to cleanliness? Casual ▾

Next >

- You can't move forward without filling this out. Click on Next

Preferences (Continued)
test15 test15 > Preferences

- * D'Lions or First Year Fellow: No ▾
- * Special Interest Housing: No ▾
- * RA/ARA: No ▾
- * RA/ARA apartment mate: Yes ▾

Next >

- In the section “RA/ARA apartment mate”, click on arrow and select **YES**. Click on Next.

6. Contract Options – Select **Regular Contract**, Click on Next.

Contract Options
test15 test15 > Preferences (Continued)

Regular contract

I want the option of selecting from all housing options and plan to live on campus (Regular lottery, Special Interest Housing, RA/ARA, D'Lions, Freshmen Fellow, RA/ARA roommates).

Special Limited Contract

I only want to live in Riverview or Brooks Crossing. I understand I will only see Riverview and Brooks Crossing option in lottery. If I am not able to select in Riverview or Brooks Crossing, I no longer want to live on campus.

- * Contract options: Regular contract ▾

Next >

7. Roommate Selection

Roommates Selection

test15 test15 > Contract Options

You have selected "RA/ARA apartment mate" option.

* What's the RA/ARA's name?

Next >

Enter the name of the RA or ARA you will be living with. Click on Next.

8. Housing Application Signature – Click on Agree

Housing Application Signature

test14 t. test14 > Contract Conditions > Roommates Selection

Once you click agree, the application/contract is complete and officially submitted.

9. Application Complete. You will receive an email confirming the housing application is complete. Residential Life will assign you as the apartment mate with your preferred RA/CA. You will then receive an email with the actual building and room assignment. You will then need to log back into the student homepage and select a meal plan.

Application Complete

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Your housing application is now complete. A copy of this submission will be sent to your email address. Please save and print out a copy for your records.