Online Housing Application, Room Selection & Dining Plan Instructions
2022-23

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Online Housing Application, Room Selection & Dining Plan Instructions
2022-2023

Each eligible student will receive an email with “Getting Started” instructions, dining plan pricing information and a calendar of important dates. Important: Please check the class year in email to confirm your correct class year. If you have questions about your class year, please check with the Office for Residential Life and Housing Services.

Overview of the Housing and Dining selection process

There are actually three steps to the housing and dining selection process. The first step is to complete an on-line housing application. The second step is to select a room on-line. And the final step is to select a meal plan on-line.

The room selection process is still based on class year seniority. There are selection days and times during the week of April 18-22, 8am to 6pm. Rising seniors will receive the earliest days and times to select their room, followed by rising juniors and then by rising sophomores. This year, specific spaces will be set aside for sophomores. Within class year, days and times are randomly assigned. Every student who submits a housing application will have a selection day and time assigned. This will be available on the student’s Residential Life and Housing Services Student Homepage on April 15th.

Students will have access to all housing types at the time they select their room – depending on remaining availability and roommate designations. The general rule of thumb is that you must have the right number of students to fill the room type that you want to select – you must have six students to fill a six person suite, four students to fill a four person apartment or suite, three students to fill a deKiewiet 3-bedroom apartment, etc. Exceptions are made for students who aren’t able to select a single – they can select a double and a roommate will be assigned.

Integral to the selection process is the ability to designate roommates, suitemates and apartment mates during the application submission. Each student will designate the other students they are interested in living with. There must be a mutual roommate request in place for each student – once they have selected you as a roommate, you will see a note that the mutual request is confirmed. If you are planning to select a single, you will not designate roommates.

Once the room selection process is underway, students who have decided they want to live together need to determine who among them has the best selection day and time. The student with the earliest day and time will be able to look at remaining available spaces and pull all confirmed students into the housing space selected. For example, Student A has a selection time of Wednesday, at 4:02pm. Students B, C, D, E and F are all confirmed roommates. At 4:02, Student A logs in and checks 6 person suite availability in Anderson Tower. Student A selects Anderson 410 and assigns them self to a specific room and each remaining roommate to a specific room in the suite. Each of the 6 students will receive confirmation of the building and room and will be prompted to go on-line to select a meal plan appropriate to the building. Since a room has already been selected on their behalf, students B, C, D, E and F will not need to select during their own lottery time.

Random Suites Trial New this year, Residential Life will set aside several apartments in Riverview and several suites in Anderson, Wilder and Hill Court for students who wish to live in one of these areas but aren’t able to fill an entire suite or apartment. These rooms in “Random Suites and Apartments” will be available under “Random suites for students without groups” option in the lottery and will be designated as part of a Random suite or apartment. These rooms will be listed as singles and doubles, not as part of a suite or apartment. For this trial year, the apartments and suites will be designated male, female or all gender.
Calendar of Important Dates

March 18  On-line contract submission begins

March 22/23 RA, ARA, D'Lion and First Year Fellow applications due – complete at Residential Life Office

April 1  SIH, Academic Living Center & Greek member lists due to Reslife

April 8  Deadline for all SIH, Fraternity Quad House and Greek students to submit on-line contracts

April 13  Contract deadline—on-line submission process closes 11:59 pm

April 16  Selection dates and times can be found on Residential rescenter homepage

April 18-22  On-line Room Selection (8am—6pm Monday – Friday)

April 25  First Day to submit Room Change requests

April 329  last day to complete Dining contract online – thereafter, $50 late fee for submission

Network information

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/

Location of web application: https://housing.ur.rochester.edu/myrescenterweb

The application processes does not work on smart phones – tablets and laptops OK

Login Information: Login ID = student ID number, Password = student ID number

Help Information: Call 585-275-3166 if you are having difficulties accessing the Residential Life and Housing Homepage, email Residential Life at housinglottery@reslife.rochester.edu

Dashed lines under items – hover and additional information appears.

DO NOT USE THE ← OR → ARROWS IN YOUR BROWSER TO NAVIGATE THE PAGE AS IT WILL AFFECT YOUR SELECTION.

Rules

Eligibility for Housing - Students in the class of 2025 and 2026 are required to live on campus (residence halls, greek housing, or special interest housing). Juniors (2024) and seniors (2023) are eligible but not required.

Take 5 and E5 are not eligible for on campus housing for 2022-23. Residential Life will be not able to house Take 5 or E5 students for the 2022-23 academic year. For assistance with off campus housing, please reach out to us at offcampus@reslife.rochester.edu.

Sophomore Appeals to live off Campus. Residential Life will release a limited number of rising sophomores who are interested in living off campus for the 2022-23 year. Students must be in good academic standing to apply (not on academic probation). An Appeal request form is available at on the Residential Life Website under Lottery. This must be submitted by April 8. Those who are released to live off campus will need to provide an off campus address and emergency contact information to Residential Life by June 1, 2022.
Selecting Alone: Students entering alone may select either a single or a double.

Selecting as a Group: You must have the correct number of roommates, apartment mates or suitemates to fill suites, apartments and center doubles. You must mutually request each other. (only exception are Random Suites – see above).

Mutual requests: If you wish to live together in any of doubles, suites, apartments or center doubles, you must mutually request each other. If you fail to do this, you may not get to live together.

Lottery Day and Time: Every student who submits a housing application will receive a selection day and time (posted on the myrescenterweb homepage on April 15th). For those selecting alone, login and select your room at the appointed day and time. For those selecting as groups for rooms, suites and apartments, the student with the best selection day and time should select the housing for the group. All students in the group will be pulled for that housing. The "option to select" starts at the appointed time and remains open until the student selects.

Juniors and Seniors Only: Riverview, Brooks Crossing, Innovation Square and Maisonettes

Doubles, Doubles in Suites and Center Doubles can be coed on coed floors. See Gender Inclusive housing policy and contact housing@reslife.rochester.edu for details on how to manage this during the room selection process.
## Room, Suite and Apartment Options (by the number of students)

<table>
<thead>
<tr>
<th>1 person options</th>
<th>2 people options</th>
<th>3 people options</th>
<th>4 people options</th>
<th>6 people options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burton Single</td>
<td>Burton Double</td>
<td>deKiewiet 3 person Apt</td>
<td>Anderson Center Double</td>
<td>Anderson 6 suite</td>
</tr>
<tr>
<td>Burton Double</td>
<td>Crosby Double</td>
<td>Valentine 3 person Apt</td>
<td>Wilder Center Double</td>
<td>Wilder 6 suite</td>
</tr>
<tr>
<td>Crosby Single</td>
<td>Lovejoy Double</td>
<td>Riverview A (only 1)</td>
<td>O’Brien Center Double</td>
<td>Chambers 6 suite</td>
</tr>
<tr>
<td>Crosby Double</td>
<td>Anderson Double next to RA</td>
<td>Riverview B (only 1)</td>
<td>Chambers 4 suite (only 1)</td>
<td>Fairchild 6 suite</td>
</tr>
<tr>
<td>Lovejoy Single</td>
<td>Wilder Double next to RA</td>
<td>Brooks Crossing</td>
<td>Kendrick 4 suite (only 1)</td>
<td>Gale 6 suite</td>
</tr>
<tr>
<td>Lovejoy Double</td>
<td>O’Brien Double</td>
<td>Innovation Square</td>
<td>Munro 4 suite (only 1)</td>
<td>Kendrick 6 suite</td>
</tr>
<tr>
<td>O’Brien Single</td>
<td>Anderson Apt for 2</td>
<td></td>
<td>Slater 4 suite (only 1)</td>
<td>Munro 6 suite</td>
</tr>
<tr>
<td>O’Brien Double</td>
<td>Wilder Apt for 2</td>
<td></td>
<td>Riverview A</td>
<td>Slater 6 suite</td>
</tr>
<tr>
<td>Anderson Double (next to RA)</td>
<td>deKiewiet 2 Person Apt</td>
<td></td>
<td>Riverview B</td>
<td></td>
</tr>
<tr>
<td>Wilder Double (next to RA)</td>
<td>Valentine 2 Person Apt</td>
<td>Riverview C</td>
<td>Riverview G</td>
<td></td>
</tr>
<tr>
<td>deKiewiet Single in RA apt</td>
<td>Maisonettes</td>
<td>Brooks Crossing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valentine Single</td>
<td>Riverview A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valentine Single in RA apt</td>
<td>Riverview B</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maisonette Single in RA apt</td>
<td>Riverview D</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brooks Crossing</td>
<td>Riverview E</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chambers, Gale</td>
<td>Riverview G</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Munro</td>
<td>Brooks Crossing</td>
<td>Innovation Square</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>5 people options</strong></td>
<td><strong>5 people options</strong></td>
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<td><strong>5 people options</strong></td>
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<td><strong>5 people options</strong></td>
<td><strong>5 people options</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wilder 5 suites (2)</td>
<td>Anderson 5 suites (2)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remember – Riverview, Brooks Crossing, Innovation Square and Maisonettes are for Juniors and Seniors only</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
How to begin the on-line application process

Beginning March 18th eligible students must go to the Residential Life and Housing Services Student Homepage at https://housing.ur.rochester.edu/myrescenterweb to begin the process.

Login: Student ID number, Password: Student ID number

1. Select “Undergraduate Housing Application”. Click on it.
2. Read Contract Conditions and click on I agree.

Contract Conditions

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

I Do Not Agree
I Agree

Select I Agree.

3. Personal information:

Personal Information

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: 
Nickname: Stef

Student ID: 99999999
Class Year: 2023
Gender: Male
Birthdate: 12/27/1986

Street:
City:
State:
Country:
Zip:

* Email address: 

Home telephone: 
Cell Phone:

Next >
Please be sure to submit an email address that you check daily so that you receive follow up information related to room and meal plan selection.

You may also view or edit emergency contact information by clicking on HERE in the pink box. This will take you to a separate page. To return to the main part of the application process, close the Emergency Contacts tab. Click on Next >

4. Preferences:

You must fill this out even if you plan on living by yourself.

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

For students who are participating in the regular room selection, all these preferences should be marked as NO. Click on Next. (Confirmed participants in Special interest housing, D'Lions, First Year Fellows, RAs and ARAs, and RA/ARA roommates should refer to specific information distributed under separate cover or later sections of this document).
5. Contract Options

Most students will select the **Standard contract**. This is a binding contract for all sophomores, and also for juniors and seniors who want to live on campus regardless of where they select. If you don’t like the space you selected or you are assigned to space that you do not like, a student can file a room change request and Residential Life would attempt to do a room change for you. Your contract remains in effect.

**Special Limited Housing Contract.** This is only an option for junior and senior students. Sophomores are not eligible for the Special Limited Contract option. If you select a special limited housing contract and don’t pick anything during the room lottery (this applies to all upper-class housing options), Residential Life will cancel your housing contract after the room lottery is complete. If you change your mind after the contract is cancelled, you can submit a new housing contract for the waiting list for housing.

Select contract option and then **click on Next**.

6. Roommate, Suitemate and Apartment Mates:
To select a roommate(s), click on select. Enter at least 3 characters of the first and last name. Search.

Roommates will appear as unconfirmed until each of them submits an application and requests you as a roommate.

Once they have done so, confirmed appears next to each student name.

To delete a roommate: If you have selected someone as a roommate but change your mind, click on Select and then click on the Delete button.

Once you have selected all your roommates, Click on Next >

7. Housing Application Signature: 
Click on I agree

Application Complete

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.

Your Housing Application is now complete. Click on MY HOME (upper left corner) to return to the main page. Note that your completed application was submitted.

Note that your completed application was submitted. If you wish to check status of your roommates, click on the red “Check Status of roommates”. If they are unconfirmed, reach out to them to complete the process.

Your selection day and time posted on this home page late on April 15th.
Room Selection Process

On the appointed day and time, login to the Residential Life and Housing Services Homepage.

REMEMBER - Items in RED are for browsing only. Items in BLUE are for actual selection

Residential Life and Housing Services Student Homepage

test155 test

Select a contract type for Academic Year 2022-23 (Fall 2022)

- UNDERGRADUATE HOUSING APPLICATION 2022
  - You submitted a complete application on 3/7/2022 1:50 PM.

- SUITES AND APARTMENTS SELECTION FOR STUDENTS WITHOUT A GROUP (DE KIEWIET, HILL COURT, ANDERSON, WILDER, VALENTINE, RIVERVIEW, BROOKS CROSSING, MAISONETTES)
  - from 4/18/2022 to 4/23/2022

- SINGLES AND DOUBLES SELECTION (BURTON, CROSBY, O'BRIEN, WILDER, ANDERSON, SAM, SIGMA CHI, VALENTINE, DE KIEWIET)
  - from 4/18/2022 to 4/23/2022

- SUITES AND APARTMENTS SELECTION (DE KIEWIET, HILL COURT, ANDERSON, WILDER, VALENTINE, RIVERVIEW, BROOKS CROSSING, MAISONETTES)
  - from 4/18/2022 to 4/23/2022

- CENTER DOUBLES SELECTION - 4 STUDENTS, ALL THE SAME GENDER (ANDERSON, WILDER, O'BRIEN)
  - from 4/18/2022 to 4/23/2022

- SINGLES AND DOUBLES AVAILABILITY (FOR BROWSING ONLY, NOT FOR ROOM SELECTION)
  - from 4/18/2022 to 4/23/2022

- SUITES AND APARTMENTS AVAILABILITY (FOR BROWSING ONLY, NOT FOR ROOM SELECTION)
  - from 4/18/2022 to 4/23/2022

- CENTER DOUBLES AVAILABILITY (FOR BROWSING ONLY, NOT FOR ROOM SELECTION)
  - from 4/18/2022 to 4/23/2022

- SUITES AND APARTMENTS SELECTION FOR STUDENTS WITHOUT A GROUP AVAILABILITY (FOR BROWSING ONLY, NOT FOR ROOM SELECTION)
  - from 4/18/2022 to 4/23/2022
Select by clicking on the grouping that contains the housing type you wish to live in.

e.g. If you want to live in an apartment or suite, select SUITES AND APARTMENTS SELECTION.

e.g. If you want to live in a single or double room, select SINGLES AND DOUBLES SELECTION

e.g. If you want to live in a Center Double, select CENTER DOUBLE SELECTION

By clicking on CENTER DOUBLES AVAILABILITY, SUITES AND APARTMENTS AVAILABILITY OR SINGLES AND DOUBLES AVAILABILITY you will be able to see a running list of available rooms.

**Housing Selection: Singles and Doubles**

![Housing Selection, Singles and Doubles](image)

Students selecting alone may select either a single or double room and do not need to designate a roommate.

Students selecting as a group of 2 must click on the requested roommate. You must mark with a check (✓) who is included for the room.

Select the facility (building) you would like to live in. There is no comprehensive list of all buildings – you must check by building.

Select the room type.

Click on Search
You must mark with a check (√) who is to be included the group.

Select the facility (building) you would like to live in. There is no comprehensive list of all buildings – you must check by building.

Click on Search.

In the case of apartments and suites, the selecting student will select the room within the apartment or suite for themselves and then place each of their roommates/apartment mates into specific rooms in the suite or apartment. Students will see a confirmation of their housing assignment selection once a choice has been made. Each student will also receive an email with their room assignment.
**Housing Selection: Center Doubles**

You must have 4 students of the same gender to select a Center Double.

You must check (✓) the 3 students to include in your group.

Select the facility (building) you would like to live in. **Click on Search**

**Results of a Search**

The results of the search will first be displayed by floor and room number.

<table>
<thead>
<tr>
<th>Name</th>
<th>Occupants</th>
<th>Open Spaces</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BURTON Univ of Rochester 009</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 011</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 020</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 022</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 026</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 103</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 108</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 110</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 112</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 205</td>
<td>0</td>
<td>2</td>
<td>D</td>
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<tr>
<td>BURTON Univ of Rochester 207</td>
<td>0</td>
<td>2</td>
<td>D</td>
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<tr>
<td>BURTON Univ of Rochester 211</td>
<td>0</td>
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<td>BURTON Univ of Rochester 213</td>
<td>0</td>
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<tr>
<td>BURTON Univ of Rochester 225</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 229</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
<tr>
<td>BURTON Univ of Rochester 231</td>
<td>0</td>
<td>2</td>
<td>D</td>
</tr>
</tbody>
</table>

Click on the room you want to select.
This is what the confirmations will look like:

Housing Selection, Singles and Doubles

Your chosen room is being reserved, please wait...

You have successfully chosen a new room!

You are currently assigned to: BURTON Univ of Rochester 009

You will also receive an email confirmation.

Go back to MY HOME to select a dining plan.

Select a contract type for Academic Year 2022-23 (Fall 2022)

- UNDERGRADUATE HOUSING APPLICATION 2022
  - You submitted a complete application on 3/7/2022 10:19 AM.
  - Room: CROSBY Univ of Rochester 006 (8/26/2022 - 12/23/2022)

- DINING SERVICES AGREEMENT/CONTRACT
  - You have not selected a meal plan
Dining Plan Selection

To select a dining plan, click on the **DINING SERVICES AGREEMENT/CONTRACT**.

**Select a contract type for Academic Year 2022-23 (Fall 2022)**

- **UNDERGRADUATE HOUSING APPLICATION 2022**
  - You submitted a complete application on 3/7/2022 10:19 AM.
  - Room: CROSBY Univ of Rochester 006 (8/26/2022 - 12/23/2022)

- **DINING SERVICES AGREEMENT/CONTRACT**
  - You have not selected a meal plan

**Choose Your Meal Plan**

Meal plans are tied to residence hall buildings. Only those meal plans that are available for the selected building will be displayed.

You must select a meal plan. Even if you plan to appeal the meal plan, you must select a plan now. Dining Services will not accept an appeal unless a meal plan has been selected. Appeals can be made through the Customer Service Center in SBA (ID Office). *Note: the prices are per semester.*

<table>
<thead>
<tr>
<th>Plan</th>
<th>Meals</th>
<th>Meal Plan Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose Mentore Unlimited Pass Plan</td>
<td>Meliora Unlimited Pass Plan</td>
<td>$3,615.00</td>
</tr>
<tr>
<td>Choose Blue Unlimited Pass Plan</td>
<td>Blue Unlimited Pass Plan</td>
<td>$3,515.00</td>
</tr>
<tr>
<td>Choose Opt A Dining Declining</td>
<td>Option A Dining Declining</td>
<td>$3,515.00</td>
</tr>
<tr>
<td>Choose 150 Pass Plan</td>
<td>150 Pass Plan</td>
<td>$3,515.00</td>
</tr>
</tbody>
</table>

17
Click on the selected meal plan.

*Select URos – Flexible Spending.*

Use the arrow and drop down menu to select URos Account deposit.

![Choose Your Meal Plan](image)

Click on NEXT>

**Dining Contract Signature.**

Select I agree.

![Dining Contract Signature](image)

This message will appear when the meal plan contract is complete. An email will also be sent.

YOU HAVE NOW COMPLETED THE HOUSING AND DINING SELECTION PROCESS FOR 2020-2021.
Special Interest Housing, Greeks, Drama and Douglass Leadership Houses

1. Go on-line to complete the housing application/contract process between March 18 – April 8 from your computer.
2. Your group will submit a formal assignment list to the Office for Residential Life by April 1. Residential Life will make room assignments April 12 & 13.
3. Once the assignment has been made, you will receive an email confirming your housing assignment. Please return to the website to select a dining plan.

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/](https://tech.rochester.edu/remote-access-vpn-tutorials/)

1. Go to [https://housing.ur.rochester.edu/myrescenterweb](https://housing.ur.rochester.edu/myrescenterweb)
   Login ID = student ID number
   Password = student ID number

Enter required information and click on Submit
2. Select “Undergraduate Housing Application” by clicking on the blue application

3. Read Contract Conditions and click on “I agree”

4. Check personal information, Enter an Email Address that you check regularly.

Click on Next.

5. Preferences – Everyone needs to fill this out.
21

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

In the section "Special Interest Housing", click on the arrow and select your group. Click on Next.


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**Contract Options**

I want the option of selecting from all housing options and plan to live on campus (Regular lottery, Special Interest Housing, RA/ARA, D'Liions, 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: Special Limited Contract
7. Roommate selection

8. Housing Application Signature – Click on Agree

9. Application Complete. You will receive an email confirming the housing application is complete.

You will receive an email confirmation shortly. Your actual assignment to your group’s housing will be made by the Office for Residential Life and Housing Services based on the official housing list submitted by your group. Once you receive the email confirming your housing assignment, you will need to log in to the Student homepage to select a meal plan.
RA and ARA Housing Application/Contract Submission

1. Go on-line to complete the housing application/contract process between March 18 and March 23 from your computer. Instructions noted below.

2. Once you have submitted your housing application, Residential Life will make your official assignment to your room.

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

Enter required information and click on Submit.
2. Select “Undergraduate Housing Application” by clicking on the application.

3. Read Contract Conditions and click on I agree.

4. Check personal information, enter an Email Address that you check regularly. Click on Next.
5. Preferences – Everyone needs to fill this out.

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

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

6. Contract Options – Select Regular Contract, Click on Next.
7. Roommate Selection –

For those RAs and ARAs with apartments, suites, or Center Doubles, apartment/suite/roommates will file this information directly.

8. Housing Application Signature – Click on Agree

9. Application Complete. You will receive an email confirming the housing application is complete.

Residential Life will assign you to your specific room.
D’Lion and First Year Fellow Housing Application/Contract Submission

1. Go on-line to complete the housing application/contract process between March 18 – March 23 from your computer
2. Once you have submitted your housing application, Residential Life will make your official assignment to your room.

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

   Enter required information and click on Submit.
2. Select “Undergraduate Housing Application” by clicking on the application.

3. Read Contract Conditions and click on I agree.

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

5. Preferences – Everyone needs to fill this out.
• You can’t move forward without filling this out. Click on Next.

• In the section “D’Lions or First Year Fellow”, click on the arrow and select D’Lion or First Year Fellow. Click on Next.

6. Contract Options – Select Regular Contract – Click on Next.
7. **Roommate Selection –**

![Roommates Selection Image]

First Year Fellows and D’lions are in single rooms, thus do not need to designate roommates.

8. **Housing Application Signature – Click on agree.**

![Housing Application Signature Image]

9. **Application Complete. You will receive an email confirming the housing application is complete.**

![Application Complete Image]

**Residential Life will assign you to your specific room.**
RA/ARA Roommate Housing Application/Contract Submission

1. Go on-line to complete the housing application/contract process between March 18 – April 13 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

Enter required information and click on Submit
2. Select “**Undergraduate Housing Application**” by clicking on the application.

3. Read Contract Conditions and click on I agree

4. Check personal information, enter an Email Address that you check regularly. Click on Next.
5. Preferences – Everyone needs to fill this out.

- You can’t move forward without filling this out. Click on 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.
7. Roommate Selection

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

8. Housing Application Signature – Click on Agree

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.
Information about the Different Housing Areas

Southside – deKiewiet and Valentine– Apartment Style Living

- laundry in basements
- Southside Market in deKiewiet basement
- Service desk in Valentine
- Apartments 350 and 850 appear as 3 bedroom apartments but the 3rd bedroom is used as a ResNet closet.
- The “1” room in the 3 room apartments has a built in closet and is considered a large room
- The “2” room in the 3 room apartments has a free standing wardrobe and is considered by students to be the largest room in the apartment.
- The “3” room is the smallest room in the apartment – but it’s still a single!
- In the 2 room apartments, both rooms are approximately the same size.
- Shuttle bus transportation – Blue Line, or Silver Line from Park Lot

Southside – Maisonettes – Apartment Style Living

- Only juniors and seniors are eligible.
- The cost is the standard River Campus rate.
- Each apartment has two bedrooms with a full kitchen, full bathroom, and semi-furnished living room.
- The “1” is the larger of the two rooms.
- Residents have access to Valentine and deKiewiet for laundry, service desk, and Southside Market
- Shuttle bus transportation – Blue Line, or Silver Line from Park Lot

Jackson Court – Anderson and Wilder Halls – suite style and center doubles

- Special interesting housing (Greek and Non-Greek) in both Towers
- Floors 2-9 have a shared kitchen
- Most suites have 4 singles and 1 double.
- 460 and 760 are a mini – apartment with a living room and a double room (both beds MUST stay in this shared bedroom) and a private bathroom,
- Center doubles (two rooms share a bathroom; MUST be same sex)
- Area service desk is located in O’Brien Hall
- Bathrooms renovated Anderson (2017) and Wilder (Summer 2018)
- First floor in each building contains a building lounge and several reservable spaces for student meetings and studying.

Jackson Court - O’Brien Hall - Corridor style living with singles and doubles, center doubles

- Rooms are carpeted
- AC units in each room
- Singles, Doubles
- Center doubles (two rooms share a bathroom; MUST be same sex)
- Some medical singles with private baths
- Single user all-gender bathrooms on each floor
- Reservable spaces available on the first floor for classes, activities, meetings
- Area service desk is located in O’Brien Hall

Quad – Crosby, Burton, SAM and Sigma Chi Houses– Corridor style living

- Crosby, Burton – singles and doubles have sinks in each room, no kitchen facilities, laundry on ground floor
- SAM – singles and doubles, kitchen in basement, 1st and 2nd floors are male, 3rd floor is female.
- Sigma Chi – doubles, all male, kitchen in basement.

Riverview – six residential buildings: A, B, C, D, E, and G – Apartment living
• Only juniors and seniors are eligible
• Buildings A, B, G – have both 2 bedroom and 4 bedroom apartments in each building. ONE bathroom has a stall shower while the other bathrooms have tubs
• C – four bedroom apartments only; in each apartment ONE bathroom has a stall only while the other bathrooms have tubs
• D, E – 2 bedroom apartments; all bathrooms have tubs
• F is a community building with a full catering kitchen and reservable event space
• The cost is higher than the River Campus rate but you can be on the lowest meal plan
• Laundry services in each building
• Shuttle bus transportation – Gold Line – pickup in front of Building C

Brooks Crossing – Apartment living

• Only juniors and seniors are eligible
• There are 1, 2, 3 and 4 bedroom apartments. All bedrooms have their own bath. Every apartment has a living room and kitchen with refrigerator, microwave, stove and dishwasher.
• The cost is higher than the River Campus rate but you can be on the lowest meal plan.
• The one bedroom apartments will cost more.
• Laundry services in the building.
• Shuttle bus transportation – Gold Line

Innovation Square – Apartment Living

• Only juniors and seniors are eligible
• There are 2 bedroom and 3 bedroom apartments. There are shared bathrooms in the apartments – 2 bedrooms have one bathroom, 3 bedrooms have a full bathroom and powder room (toilet and sink)
• Innovation square residents may select a commuter dining plan.
• There are washers and dryers in each apartment.
• Shuttle bus transportation – orange line.
• On site parking available at an extra cost.

Hill Court – Chambers, Fairchild, Gale, Kendrick, Munro, Slater – Suite style living

• Cost is the River Campus rate
• Laundry in tunnels under Fairchild and Munro
• Common spaces reservable in the tunnels (including two kitchens)
• Special interest housing in Fairchild, Gale, Kendrick, Munro
• All suites on 2nd floors have 4 singles and a double rooms. Suites on 1st, 3rd and 4th floors are all 6 singles
• Fairchild 032 suite – enters from the tunnel level but IS above ground! Lovely suite with 3 double rooms
• Fourth floors of all buildings are lofts, except Slater 436 has no loft because of building mechanicals
• Chambers 111, 114, Gale 141, 144, and Munro 111, 114 will be entered as single suites – each has a bedroom, bathroom, living room and kitchenette. These will cost more.