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.