



## Housing Sign-up Process Fall 2025 - Spring 2026

The returning student Housing Sign-up process is designed to help students select the room they will occupy for the 2025-2026 academic year. On this page you will find information regarding the steps and criteria required for each stage of the housing assignments process.

### Process Information:

- You are responsible for completing the online process by the dates listed in the timeline below. Failure to follow the process or complete the online process by the listed dates below will result in you being moved to the next available stage.
- You will not be able to sign-up for an assignment until you pre-register for the Fall 2025 classes.
- We want to provide information for the differing cost between room sizes. Use this information to make your choice for the upcoming year. Here is the [Tuition and Fees for the academic year 2025-2026](#). (The Tuition and Fee schedule is subject to change.)
- The room you reserve must be filled to full capacity.
- You cannot reserve your “suite”; just your current room.
- Conflicting housing preferences within each stage will be decided based on seniority of aggregate Spring credit hours.
- Beginning with Stage 2, not every request will be granted due to reserving rooms on each hall for new students.
- Here is a link to the [roommate finder sheet](#).
- Link to sign-up will come later.

### TIMELINE

<u>Stage</u>	<u>Housing Desire</u>	<u>Opens</u>	<u>Closes</u>
<a href="#">Student Apartments</a>	To move to the apartments	Monday April 7, 2025	Sunday April 13, 2025
<a href="#">Off-campus</a>	To move off-campus	Monday April 7, 2025	Sunday April 13, 2025
<a href="#">1</a>	To stay in current room	Monday April 14, 2025	Monday April 14, 2025
<a href="#">2</a>	To stay on current hall	Wednesday April 16, 2025	Wednesday April 16, 2025
<a href="#">3</a>	To stay in current building	Thursday April 17, 2025	Thursday April 17, 2025
<a href="#">4</a>	Change Buildings	Thursday April 17, 2025	Thursday April 17, 2025

## **STAGE 1**

**Applies to you if (at least one applies)...**

1. You want to stay in your current room next year.
2. You will be an RA next year who will be moving to a new hall.
3. You are planning to room with someone who is eligible in Stage 1.

## **STAGE 2**

**Applies to you if (at least one applies)...**

1. You want to move into an open room on your current hall next year.
2. You are planning to room with someone who is eligible in Stage 1 or 2.

## **STAGE 3**

**Applies to you if (at least one applies)...**

1. You want to move to a room on a different hall in your current building.
2. You want to room with someone who is eligible in Stage 1, 2, or 3.

## **STAGE 4**

**Applies to you if...**

1. You want to move to a different building
2. Or have not already been assigned a room through any of the previous Stages.

## **STUDENT APARTMENTS**

### **Applies to you if...**

You desire to live in the Student Apartments.

### **Notes:**

- Anyone can apply to live in the Student Apartments.
- In the event of multiple complete groups request the same apartment, decisions will be based on seniority by anticipated aggregate Spring credit hours.
- Due to a limited number of units, preference will be given to those applications that request an apartment at full capacity.
- No new freshman students will be permitted to stay in the student apartments.
- Students with vehicles living in the apartments are required to purchase a Zone 3 (Shadowlands) or Zone 4 (Apartment) parking permit. A Zone 4 permit is required to park in the apartment's parking lot.

## **OFF-CAMPUS HOUSING**

### **Applies to you if...**

You desire to live off-campus and are eligible with the exceptions from the student handbook below in the Notes Section.

### **Notes:**

- To live off campus (e.g. not in the Student Apartments) you must be in good standing with all college departments and be one of the following:
  - a. Senior (90+ credits)
  - b. Junior (who has lived on-campus for at least 6 semesters)
  - c. Married
  - d. 25+ years old
  - e. Part-time status
  - f. Living with your parents
- Every person moving off-campus needs to fill out this form to provide the address that they will be occupying off-campus and select a meal plan.
- Commuters driving to campus are required to buy a Commuter or Zone 3 (Shadowlands) permit.
- If you have a class before Chapel and are approved to live off-campus, remember you will not be exempt from Chapel.

## **Additional Information**

### Requesting a Freshman/transfer roommate

To include a freshman/transfer/returning student in your request, they must have deposited to confirm their enrollment and they need to email their preferences to their Resident Director and their Admission Counselor before the deadline of the stage applicable to the current returning student.

### Requesting a Single Room

We want as many students as possible paired up for next year. Anyone not housed after stage four will be offered the chance to pair up with the other individuals who still do not have a roommate. If you cannot find a roommate, the Residence Life staff will pair you with a roommate. Your roommate and room assignment will be given towards the end of April/beginning of May.

If you need to be in a room by yourself, we have 13 single rooms across Founders and Carter. Other than these 13 single rooms, single occupancy rooms are not a part of the normal housing process. In order to be placed in a single room, you will need to fill out a single room application form found [here](#). Please state why you are requesting a single room and provide any documentation to support your request.

Based on resources and space on campus, we may not be able to meet your request for a single room on your preferred hall. All students who end up living in a two-person room by themselves will not be guaranteed to keep that room to themselves for the year, we may need to move someone in this open spot at any time throughout the school year.

If you have questions, please contact:

<b>Building</b>	<b>RD</b>
Andreas/Stu Apt	Hannah Leander
Carter	Stephen Dillon
Founders	Brett Borland
Maclellan/Rymer	Emily Whiteman