**FALL 2012 Room Sign Up**

**Do you want to live on Campus in Fall 2012?**

**Applications Available:** December 16, 2011 at noon
**Deadline for LC/Specialty:** February 15, 2012
**Priority Deadline:** February 29, 2012

**How do I Apply?**

- Your application and contract are submitted online via mySLU. Students who will be Sophomore students in Fall 2012 should complete the Residency Required Returner Application/Contract. All other returning students (Juniors and above) for Fall 2012 should complete the Returner Application/Contract.
- You are required to submit an advance payment for Fall 2012 housing. The amount is $250 and will be applied to your room and board charges. Your advance payment can be submitted online or to the Department of Housing and Residence Life in the Village Apartments, Brown Hall. **NOTE:** The Department of Housing and Residence Life is not able to process or accept cash payments.
- The due date for submission of the application and advance payment for Learning Communities and Specialty Housing is **February 15, 2012**.
- The due date for submission of the application and advance payment for all non-Specialty Housing is **February 29, 2012**. Applications submitted after this date do not receive priority.
- If you wish to have a special housing accommodation because of a disability, you must e-mail our office at reslife@slu.edu at least two weeks prior to February 29, 2012 for consideration.

**How do I sign up for Learning Communities or Specialty Housing?**

- Students who want to live in Learning Communities and other Specialty Housing (Global Villa, Honors, DeMattias Hall, Micah, etc.) are required to complete the application/contract and submit an advance payment by February 15, 2012.
- Students who plan to live in Athletic Department Assigned Spaces, as well as Housing and Residence Life Student Staff, must also complete an application/contract by February 15, 2012.

**How do my friends and I sign up as a Group?**

- You must submit the Banner ID numbers (all nine digits, including the zeros, no letters or spaces) for each of the students you want to sign up with. Only mutual requests will be considered as a group. If the request is mutual, it will say “Confirmed” after the ID number.
- **Groups must sign up for the same room/apartment, as availability permits.** Members will not be allowed to choose separate rooms unless there are no longer any spaces together on campus.
- **No mixed-gender groups are allowed.**
- To live in an on-campus apartment, each member of your group must have at least a 2.0 cumulative grade point average as of the end of Fall 2011, and no member of your group can be on disciplinary probation.
(apartment restriction). *If you or any member of your group selects a space for which you are not eligible, you will be reassigned after March 29, 2012.*

**How do I pick a Room?**

- You will be able to choose your assignment online during your designated SelectRoom access time. You will be able to pick from any available space.
- Instructions regarding the SelectRoom process will be posted to our website at a later date.
- **The selection made by you (or any of your group members) applies to your entire group. If you or any member of your group selects a space for which you are not eligible (due to GPA or apartment restriction), you will be reassigned after March 29, 2012.**

**How is my SelectRoom access time determined?**

- If you are a Junior or Senior, your access time will be determined based on a lottery. Lottery results will be posted after 5pm on Friday, March 9, 2012.
- If you are a Sophomore, your access time will be determined based on a separate lottery. Lottery results will be posted after 5pm on Friday, March 9, 2012.
- The room selection process will be administered online for Fall 2012. Applicants will be notified of their access times via email. Online SelectRoom access for Juniors and Seniors, as well as mixed groups (Junior, Senior and Sophomore), will occur March 20, 21, 22, 2012. Online SelectRoom access for Sophomores will occur March 26, 27, 28, and 29, 2012.
- You will have access beginning at your designated time and continuing until the end of the SelectRoom process for your class: March 22, 2012 for Juniors and Seniors, and March 29, 2012 for Sophomores. You may select your space at any point during your designated access period.

**What is the Lottery Process?**

- Lottery results will be posted after 5pm on Friday, March 9, 2012, on the HRL website.
- Mixed Sophomore and Upperclassman groups will be able choose spaces during Junior and Senior access times.
- In the case of a mixed Sophomore and Upperclassman group with a negative lottery result, the Upperclass student(s) will be removed from the group, and the Sophomore(s) will choose a space during Sophomore access times.
- Junior and Senior students who receive negative lottery results may request to be added to the waitlist, with possible availability arising from cancellations.

**What if I want to remain in my current space?**

- *There will be no squatters or pull-ins for Fall 2012 in on-campus housing.*
  - Exceptions may be approved through Disability Services.
  - Students who are currently assigned to the Flats will have the ability to extend their leases.

**What if I want to Cancel my Application/Contract?**

- If you submit an online application for Fall 2012 and change your mind before February 29, 2012, you can cancel by logging into the MySLU Housing Portal and selecting “cancel my form” under the correct application. Once you do this, you are no longer bound to the contract, and you will receive a credit of your advance payment to your student account.
- If you submit an online application for Fall 2012 and change your mind after the February 29, 2012 deadline but no later than March 29, 2012 (when online SelectRoom access ends), you can email reslife@slu.edu to let us know that you wish to cancel your application, or simply do not select a space during your SelectRoom access time. Once you do this, you are no longer bound to the contract, and you will receive a credit of your advance payment to your student account.
If you submit an online application for Fall 2012 and change your mind after the March 29, 2012 SelectRoom process end date, you must meet the terms and conditions of the Contract Release Application Form.

What if I don’t Apply by February 29, 2012?

- After February 29, 2012, you can still apply and/or submit your advance payment online for housing. You will need to contact the Department of Housing and Residence Life to have your status changed to Commuter so that you can fill out a Commuter application.
- All late applicants will be considered on a first-come, first-served basis after the online SelectRoom access ends on March 29, 2012.
- **If you will be a Sophomore in Fall 2012, you are required to live on-campus** and will be assigned accordingly, unless you have an approved residency exemption request form on file with the Department of Housing and Residence Life. If you are studying abroad for the Fall 2012 semester, you are required to return to on-campus housing for the Spring 2013 semester.

**Important Reminders:**

*If you will be a Sophomore in Fall 2012, you are required to live on-campus* and will be assigned accordingly, unless you have an approved Residency Exemption Request form on file with the Department of Housing and Residence Life.

- If you lived on campus your Freshman year but qualify for Residency Exemption as a Sophomore, you still have the option to submit a Residency Exemption Request.

Your housing contract is for the entire 2012-2013 Academic Year. If you know that you will be studying abroad or completing an internship in the fall semester, **you can choose not to sign up for housing until you return.**

- If you are a Sophomore studying abroad for the Fall 2012 semester, you are required to return to on-campus housing for the Spring 2013 semester to fulfill your residency requirement. You must submit a contract release for the Fall 2012 semester.
- If you plan to graduate in December 2012 or to study abroad in Spring 2013, these are approved reasons for contract release, and you may cancel the Spring portion of your housing contract at the end of the Fall 2012 semester.

The Flats at Three-Seven-Four is an option for all Junior and Senior students. **The contract release process does not apply to leases at the Flats, which are 12-month leases and cannot be cancelled. Do not sign up for the Flats if you are planning to study abroad for Spring 2013.**

Every reasonable consideration will be given to your preference for housing accommodations, room, and roommate(s). However, your contract is for residence at Saint Louis University and not for a particular accommodation, room or roommate.

**Fall 2012 Room Selection Information Sessions:**

- December 6 at 11am, BSC 352/353
- December 12 at 5:30pm, BSC 352/353
- December 19 at 11am, BSC 352/353
- January 18 at 5:30pm, BSC 251
- January 26 at 11am, BSC 251

All questions should be directed to the Department of Housing and Residence Life at 314-977-2811 or reslife@slu.edu