

Fall 2017/Spring 2018 Housing Selection Process



Room Selection Times

Each student will be assigned a **lottery number** based on *their class standing and roommate group size at the close of this current semester* (assuming you will pass all of your current classes/receive credit for them).

Class standing is determined as follows:

- Freshmen 0-29 credit hours
- Sophomore 30-59 credit hours
- Junior 60-89 credit hours
- Senior 90+ credit hours



Roommate groups will have their individual credit hours averaged between all members of the group!

EXAMPLE:

James (senior)

credits earned 92

Chris (junior)

credits earned 73

Alex (sophomore)

credits earned 44

John (freshmen)

credits earned 27

averaged credits earned 59

New This Year: Priority Selection for *GROUPS!*

In response to feedback about roommate satisfaction and process, this year priority will be given to roommate groups, from largest to smallest. Each group size will have their own day to select rooms. *Roommate group selection times will continue to be based on average credit hours completed per group.*

Example:

Day 1: Roommate groups of 4 select

Group 1 (group average 90 credits) Lottery # 1

Group 2 (group average 89 credits) Lottery # 2

Etc.

Day 2: No selection taking place

Day 3: Roommate groups of 3 select

Day 4: No selection taking place

Day 5: Groups of 2 select

Day 6: No selection taking place

Day 7: Individual selection

Assistance with selection and choosing rooms will be available on days when selection is not taking place. This will be a good time for students struggling with selection to come to Residence Life for help.

PLEASE NOTE: the Office of Residence Life will be hosting **TWO** “Roommate Meet & Greet” events to help individuals pair up with other residents they would be happy to live with in 2017-2018!

Roommate Selection

Only those residents who are eligible to submit a Housing Application can go through the Roommate Selection process.

Residents can search for a roommate or use a resident's roommate code to request to live together for the upcoming year.

All roommate pairing must be mutual! If a resident does not accept another's roommate request the system will not pair you up!



Know Your Group Leader!

Once a group is formed in our online system, the Group Leader will receive information regarding the group's time for the Room Selection process.

The Group Leader will be the individual who selects the room for the group! Don't know who the Group Leader of your group is? They are the one with the YELLOW STAR by their name!



If you are the Group Leader, make sure you know when to sign your room up!



DID YOU KNOW?

The first person who sends an invite to someone else in the group is AUTOMATICALLY the Group Leader

BUT the Group Leader can give anyone in their group the Leadership (BEFORE SELECTION DAY) if a change is needed! See the Office of Residence Life for more information!

HOUSING SELECTION DATES & TIMELINE



FEBRUARY 6TH

All current residents will receive notice if they are eligible to complete the Housing Application

FEBRUARY 13TH

Fall '17/Spring '18 Housing Application available online at www.saintleo.edu/residence

MARCH 1st

Active roommate matching begins (only for those who have submitted an application)

MARCH 10TH 1:00 pm

Fall '17/Spring '18 Housing Applications are due

MARCH 13TH – 17th

Individuals and groups notified of selection date and time

MARCH 20TH

Room selection process begins

ELIGIBILITY FOR HOUSING APPLICATION!

Those residents who are not eligible to register for Fall 2017 classes will not receive a Housing Application.



HOW WILL I KNOW IF I AM ELIGIBLE?

Residence Life will email all current residents of their eligibility status!

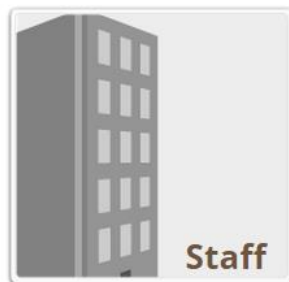
WHAT IF I AM ON A PAYMENT PLAN?


You will need to have Student Financial Services sign a waiver that shows you are current & up-to date with all payments. This waiver is due before the Housing Application deadline!

Online System

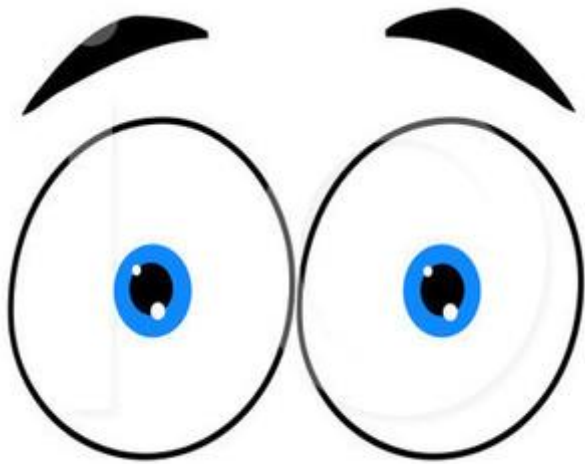
The Housing Application, Roommate Selection, and Room Selection are all completed through our online system.

www.saintleo.edu/residence



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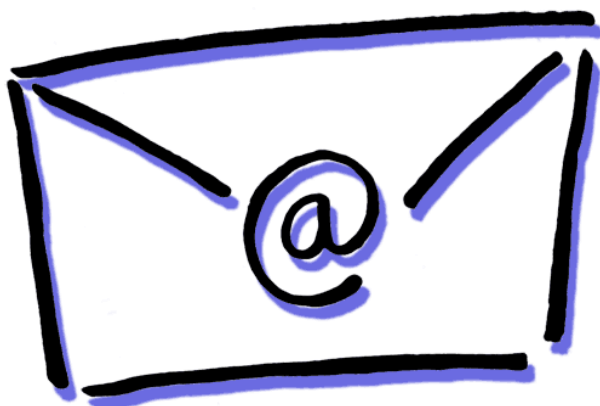
Please login under the Resident section with your Saint Leo email and password.



KEEP AN EYE OUT

All communication for the Housing Selection process will be done through your Saint Leo email address and through our online system.

Residence Life will also send out instructions to walk residents through the different processes in the online system.



Please check these often throughout the process so you do not miss important information about our process!

NEED ASSISTANCE?

If you have questions about the selection process please contact a member of the Residence Life staff at 352-588-8268 or e-mail residence.life@saintleo.edu.

The Office of Residence Life is located in Apartment Six and hours of operation are Monday-Friday 8am-5pm.



**If you have questions
– ask now! Don't wait
until your deadline
has passed!**