

# Room Selection *Tutorial*

HOW TO CHOOSE YOUR ROOM FOR THE FALL 2022 SEMESTER

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### Messages



### Room Selection

Senior/Graduate Room Selection

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This room selection is for graduate students and rising seniors for the Fall 2021 semester. Start times will be sent out on Friday, April 14th by 3:00 pm.

Start Time: **4/6/21, 9:00 AM**

Priority Number: **0**

Group Priority: **0**

Selection Times

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4/6/21, 9:00 AM to 4/6/21, 10:00 PM (CURRENTLY OPEN)

**Select A Room/Suite**

**Start times will be e-mailed one day prior to your start time. You can also view your start time by logging on to your MyHousing page one day prior to your room selection.**

**For the room selection schedule, visit:**

**<https://www.fredonia.edu/student-life/residence-life/roomselection>**

**If you don't have a start time one day prior to your selection day, please contact [reslife@fredonia.edu](mailto:reslife@fredonia.edu) as soon as possible!**

When you are ready to select your room (pictures to follow on separate slides)

- Log into MyHousing
- Click "Room Selection"
- Then click "Select a Room/Suite"

This is what page will pop up after you click "Select a Room/Suite".

A copy of the license is listed and then you can see who you will be selecting for. Then scroll down a bit.

**FREDONIA**  
STATE UNIVERSITY OF NEW YORK  
RESIDENCE LIFE

Room Selection

Select Roommates

Select a Room/Suite

### Your Room Selection

You are now eligible to select a room in the 'Senior/Graduate Room Selection' process. You have until 4/6/2021 at 10:00 PM (US/Eastern).

The license between the State University of New York at Fredonia, hereinafter referred to as the "university," and the student submitting the online application. Submission of the online application indicates agreement with the policies and procedures outlined in the license as well as the student handbook. This license is for the entire academic year and cannot be cancelled during this period as long as the student is registered, regardless of class standing. All students in their first two years post-high school, regardless of credits earned, are required to live on campus unless their registered permanent address is within a 50 mile radius of the campus. NOTE: There is a fee of \$350.00 for APPROVED termination of this license.

For the purpose of stating the understanding between the parties with respect to the charges and responsibilities for a room at the university operated housing facilities for the academic year 2021-2022 for occupancy by the student.

Basic information upon which this license is based as follows:

**Deposit Required:** \$50.00 to be paid upon acceptance or at the time of room selection.

**Refund of Deposit:** All refunds must be requested in writing to [reslife@fredonia.edu](mailto:reslife@fredonia.edu) by July 1<sup>st</sup>, or within 30 days of acceptance, whichever is later.

**Basic Room Rates\*:** (all rates are subject to change by action of the Board of Trustees of the State University of New York. The license is for both fall and spring semesters.)

### Roommate Group (1)

Name	Student Number
You	F0123567

RESIDENCE LIFE

< Room Selection ×

Select Roommates

**Select a Room/Suite**

Roommate Group (1) ^

Name	Student Number
You	F0123567

Select from Room List ^

Hall Hall (no filter) ▼

Room Type Room Type (no filter) ▼

Floor Floor ↻

**Search Available Rooms**

Select the box that says "Select from Room List".

From here, you can search for a certain building, room type, or floor.

Available Rooms: (72) ^

### Disney Hall - C101A

Room Type: Standard Double

[View Floor Plan](#)

Spots: 2

Suite: Disney 101 Spots: 3

Rate: \$3900 [Term]

**Select Room/Suite**

### Disney Hall - C101B

Room Type: Standard Single

[View Floor Plan](#)

Spots: 1

Suite: Disney 101 Spots: 3

Rate: \$4300 [Term]

**Select Room/Suite**

these rooms are just an example and do not represent what will be available during room selection

Once you have searched for your criteria, a list of available rooms will pop up.

Please note, if a room is not showing up - that means it isn't available.

If a room says standard double - that room is for TWO people and someone else can place themselves in that other bed.

Once you select the room you wish to occupy, you will be able to place yourself in either Bed A or Bed B, there is no difference in beds!

If you have selected a roommate, you are able to pull your confirmed roommate into the room. You will only be able to pull the roommate in with you if they have confirmed the request. The roommate with the earlier start time can log on and pick for both students (even if it is on a different day).

Room McGinnies Hall 119

Room 119 Bed A  
Alicia Wroblewski

Room 119 Bed B  
< Leave Empty >

Please make sure that this is correct (You will not be able to change this yourself)

**Submit Room Selection**

**MAKE SURE TO SUBMIT ROOM SELECTION!**

## **Congratulations, you have selected a room!**

Unfortunately, you are unable to change your room during room selection, however, waiting lists will be open on May 3rd until May 27th. All requests must go through the waiting list process.

### Other things to note:

- This is a fluid process, if you are unable to get a room during the selection process, make sure to add yourself to the waiting lists.
- We will have a limited number of singles available - if you select a double room during room selection, we cannot change it to a single during the process and you may get a roommate. You will need to utilize the waiting lists!
- You will receive a confirmation email when you select a room, make sure you keep that confirmation.
- If you wait too long to select a room, it is possible someone could take that room before you select it.
- Email [Reslife@fredonia](mailto:Reslife@fredonia) with questions - we will be on google hangouts during the room selection process to troubleshoot with you all!