

ROOM SELECTION WEEK DETAILS:

Thank you for applying for housing for the 2021-2022 academic year. Room Selection begins April 19, and here are a few things to keep in mind.

You must be registered for courses as a FULL TIME student for the fall 2020 in order to participate in Room Selection.

PRIORITY FOR FILLING ROOMS/SUITES/APARTMENTS:

Until the final day of Room Selection (May 7), priority is given to roommate groups who can fill an entire room, suite, or apartment. Partial groups will not be able to select until May 7. However, any student can select a single room of any kind without being paired as soon as their credit earned process date begins.

SCHEDULE - CREDITS EARNED AS OF DECEMBER, 2020:

(Each new process starts at 8am and then continues through until 4pm May 7)

Apr 19 & 20:	You have earned 45+ credits
Apr 21 & 22:	You have earned 22-44 Credits
Apr 23 & 26:	You have earned 15-21 Credits
Apr 27 & 28:	You have earned 0-14 Credits (and/or have no roommate)
Apr 29 – May 7:	You may select anything that remains

Please note that as soon as your credits earned process date starts, you may select anytime on that day or later, until the process closes on May 7. But, the longer you wait, the fewer options there will be.

TO SELECT A ROOM:

Log back into your portal, and follow the housing application link to access Room Selection, a drop down box at the top. The system will show you only what rooms are available based upon the roommate group you have identified. Changes in Room/Suite/Apartment-mates can be made at any time during the Room Selection process.

If you are experiencing any problems with the process, email us at: housinganddining@esu.edu or call 570-422-3460.

Room Selection FAQ:

Preference is first given to students who can fill an entire room, suite or apartment. Students without enough roommates/suite-mates/apartment-mates to fill a given unit will not be able to choose until the final day.

Who is eligible to apply for housing and participate in the Room Selection process?

Any currently enrolled ESU students may apply for housing. This includes current resident students, and students commuting or living off campus.

To be eligible to keep your room, however, you must be registered as a full-time student by May 15, 2021.

How do I make the housing application?

Follow the hyperlink that was sent to you soon to complete the application.

- Read the housing contract
- Electronically sign in the box

YOU MUST COMPLETE THE APPLICATION FIRST before you can log back in during the designated Room Selection weeks and choose the room you want. You will receive a message that reads “Thank you for applying for housing” when you have successfully completed the application.

What do I do if I can't log onto my portal?

If your log-in credentials are not working, please see the Help Desk in Stroud Hall room 303, or call them at 570-422-3789.

How do I choose a roommate?

- Complete the application (sign in the box).
- You can click on “Room Selection” and “Roommate Selection” at the top to load in the name of your roommate(s). He/She/They will need to accept your request as well until it reads “your roommate group is fully matched.”

- Remember you only need to match with a roommate(s) if your intention is to choose a double or triple room, or an entire suite unit or full apartment.
- You can load in the name(s) of your roommate(s) during the application and/or during Room Selection periods, and can change the names of your roommates anytime during this process.

I did that but the system doesn't recognize my roommate...what do I do?

If the system won't allow you to choose a particular roommate, it is because: A) they have NOT completed the application, or B) they are not a currently enrolled student.

I live in a double and I want my same room back. How can I do that?

There is no longer a "Same Room" day. Everyone will start with a clean slate and be able to select the room they want according to the credits they have earned.

I want a mixed gender suite, or apartment. How can I do that?

Email David Campbell (dcampbell@esu.edu) AHEAD of the start of Room Selection with what type of housing you want, and your ID#, name and the names and ID#s of each student. He will then make the assignment for you.

I live off campus or commute currently. When do I select a room?

Anytime according to the credits you have earned. More specific information on this timeline will be send closer to when the Room Selection process is live.

I completed the application, and put in preferences of where I want to live...am I done?

NO! You must actually CHOOSE A ROOM using the "Room Selection" tab. Your time to choose will appear at the bottom of this page. THE HOUSING DEPARTMENT WILL NOT ASSIGN YOU A ROOM—YOU MUST PICK ONE!

How is it determined when I am eligible to choose my room?

A schedule of what occurs on each day will go out over email closer to the start of the Room Selection process. Your time to choose is dependent on your credits earned.

What do I do if I am having trouble with any part of this process?

Please call the Housing office at 570-422-3460, or send us an email at: (housinganddining@esu.edu).