2022 Rising Sophomore Housing Selection Information

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Objectives

- Review of selection timeline
- Tour of housing portal
- Introduction of housing selection
- Demonstration
- Answer questions
Important Information

Sophomore Housing is traditionally offered in:

- Condron Hall
- Gavigan Hall
- Redington Hall

Each group of 4 students will receive **one time**. Group times are set randomly by the selection system.

The system will not accept your housing selection without 4 students.

**Internet Explorer is NOT supported for the Selection. Students are advised to use a different browser, such as Chrome or Firefox**
Important Information

- **Monday, February 21st:**
  - Individuals Seeking Groups and Groups Seeking Individuals applications open in the student portal.
  - Groups of 4 can begin entering the housing portal to create their groups.
- **Monday, March 28th:** Groups of 4 must be finalized and will lock in the portal.
- **Tuesday, March 29th:** Selection times are released to groups

- **Thursday, March 31st:** Live Online selection @ 3:00p.m.
  - Only group captain needs to participate
Housing Portal Access

Log into My.Scranton
   → Self Service UIS
      → Student Services/Financial Aid Tab
         → Residence Life Menu
            → Housing Portal
4-Person Group Set-Up - Pre-Selection

Decide who will be the Captain/Leader for your group

Everyone will give their roommate code to the Leader
Setting up Your Roommate Group – Captain Only

Go to Roommates Tab and Select Fall 2022 Term

To find a roommate or to edit an existing roommate group, start by selecting a term below.

Choose A Term
Setting up Your 4-person Group - Continued

Use the search box to enter roommate code.

Everyone in group will give their roommate code to one member who will use these to create a group.
Setting up Your 4-person Group - Continued

After you enter the code, each member is sent an invitation

Hi, I found your profile in the roommate search. Would you like to be my roommate?
Each group member will log into their portal and accept the roommate request.

Invitation Response

Add a message to this invitation response:

Thank you for your invitation to be roommates. I accept.

Send Cancel
Setting up Your 4-person Group - Continued

Incomplete groups will not receive a lottery time.

Group leader can see who has not yet accepted

Each member must accept invitation
Setting up Your 4-person Group - Continued
Setting up Your 4-person Group - Continued

Roommate requests can only be sent and accepted once.
Applications to find or Join a Group
The Online Selection Process

Assigned Roommates
You currently have no roommates.

Applications
Start, continue or view the application(s) listed below.

- 2019 Group Looking for Individual(s) [Get Started]
- 2019 Individual Looking to Join an Apartment [Get Started]

Room Selection
Click below to begin the room selection process.

Demo 2019 Lottery
Selection Date: Thu, Feb 28 @ 10:16 AM EST [Open]

My Room
You currently have no rooms.

Announcements
There are currently no announcements.

Quick Links

Other
Overnight Guest Registration

Once lottery times and available housing are posted, a new section will appear on portal page.
The Online Selection Process

Assigned Roommates
You currently have no roommates.

My Room
You currently have no rooms.

Room Selection
Click below to begin the room selection process.

Demo 2020 Lottery
Selection Date: Wed, Feb 19 @ 10:51 AM EST

Announcements
There are currently no announcements.

On portal page, open lottery

Other
Overnight Guest Registration
The Online Selection Process

Once times are run, a live countdown clock will appear.

Click Select a room to view available housing.

Search resident profiles
Find ideal roommates to invite into your group

Find someone you know
Enter the Roommate Code of a person you know

Browsing resident profiles has been disabled.
You may still select roommates from the Find someone you know tab.
Display of Available Housing: Group member view

- You only see housing available to your group.
Captain View

- Captain can use star feature to note favorites.
- When time available, captain will select open room and chose assignments for group.
Live Demo Time

Individual or small group info sessions can be set up by emailing housing-selection@scranton.edu