

## Housing Selection 2024-2025 Schedule

Selection Phases	Housing Apps Assignment Eligible & Phase Appropriate By 11am	Selection Times Sent via PSU email at 11am	Selection Dates 9am-4pm	Selection Methods	Buildings/ Areas
<b>RLCs</b> (Residential Living Clusters)	<b>March 4</b> <b>RLC Applications due 2/25</b>	<b>March 5</b> <i>Proxies due by 11:59pm</i>	<b>March 6 &amp; 7</b>	<b>Proxy or Zoom</b> Preapproved RLC groups- <i>preapproval is determined based on submitted applications.</i>	<b>Affinity:</b> for like-minded students- University Apartments (4/2 Apts: 4-person / 2-bedroom, apartments only) <b>The Q:</b> for LGBTQI and allies Mary Lyon 1 <sup>st</sup> floor (singles and doubles)
<b>Invite Only</b> CAS/GR/PP	<b>March 18</b>	<b>March 19</b> <i>Proxies due by 11:59pm</i>	<b>March 20 &amp; 21</b>	<b>Proxy or Zoom</b> Grad Students, Students with an Accommodation, & Priority Picks	Various <i>*Students with accommodations may only select a space that meets their accommodation during this phase. Students desiring a space that exceeds or does not meet their accommodation will participate in one of the other phases as appropriate. (ex. single room accommodation = single room <b>not</b> single w a bathroom or an apartment space)</i>
<b>1s</b> singles	<b>March 25</b> <i>Remove groups to participate in this phase</i>	<b>March 26</b> <i>Proxies due by 11:59pm</i>	<b>March 27- 29</b>	<b>Online- Proxy as needed.</b>  <i>Note: Single spaces are extremely limited, and only individuals are eligible, not groups. Be prepared to participate in the other phases if unable to book during this phase and add your name to the waitlist once the selection process has ended.</i>	Mary Lyon – singles Langdon Woods & Merrill Place – super/singles with private bathroom Merrill Places suites – 2 singles with a shared bathroom Student Apartments – 1/1 Apt (very limited) <b>Students in groups are not eligible- form a group AFTER singles phase</b>
<b>4s</b> groups of 4	<b>April 1</b> <i>Regroup for this phase</i>	<b>April 2</b> <i>Proxies due by 11:59pm</i>	<b>April 3 - 5</b>	<b>Online &amp; Proxy -</b> Groups of 4 only <b>Online-</b> must be a confirmed group of 4 consisting of current UG OR Grad students only. <b>Proxy-</b> if a roommate is not a current PSU student (ex: new or transfer student), and/or if your roommate group consists of both graduate and undergrad students.	Langdon Woods Suites – 4-single rooms with shared bathroom and living space Mary Lyon Quads – one room with 4 sets of furniture 4/2 Apts – 4-person 2-bedroom apartments  <b>Students unable to book during 4s selection must regroup into doubles/triples in preparation for 2s and 3s selection.</b>
<b>2s and 3s</b> groups of 2 and 3, partial groups, and individuals	<b>April 8</b> <i>Regroup for this phase</i>	<b>April 9</b> <i>Proxies due by 11:59pm</i>	<b>April 10 - 12</b>	<b>Online &amp; Proxy</b> <b>Online-</b> must be confirmed group of current students able to fill a room/apt <b>Proxy-</b> if one or more roommate is not a current PSU student (ex: new or transfer student), <u>and/or</u> if your roommate group consists of both grad and undergrad students, or if you cannot fill the desired room occupancy <u>or</u> if you are an individual with no specific roommate preference.	Mary Lyon – Doubles, Triples Merrill Place – Doubles with in-room bathroom Langdon Woods – Doubles and Triples with in-room bathroom Student Apartments– 2-person 1-bedroom apts., 2-person 2-bedroom apts., 3-person 2-bedroom apts. (very Limited)  <b>All students who are required to live on campus and who have not booked a space during the previous phases must participate in this final phase. Reservation fees will be added to those who do not book during housing selection and will be adjusted accordingly when assignments are finalized.</b>

## Housing Selection General Information

- **Application Due Date:** Housing applications must be at the “Assignment Eligible” status by noon on the Monday before each selection phase to receive a selection time. Housing applications are available March 4th and students are encouraged to start selecting roommates in preparation for the selection phases. Note: students trying for a single should not select roommates until after that phase is complete as students in groups are not eligible for the single phase. If unsuccessful in booking a single, regroup for the last 2 phases (4s and the 2s/3s).
- **Selection Time Criteria:** Housing selection times are determined by random lottery within credit groups as outlined by the registrar (90+=Senior+, 60-89.99= Juniors, 30-59.99= Sophomores, 0-29.99= First years). For accepted groups of 2-4, the average of the group’s credits will be used to determine the random selection time for the entire group.
- **Selection Times—How & When:** Selection times will be sent via PSU email by 11:00a.m. on the Tuesday before each selection phase. All students with an “Assignment Eligible” application will receive a selection time for each phase. However, only those with “Phase Appropriate” groups are eligible to book a space (e.g. Single Phase cannot be in a group, 4s Phase must have a group of 4). Students/group leaders will have online access to select housing beginning at their appointed day and time through the end of the phase.
- **Group Bookings:** The student who created the group becomes the group leader. The group leader must book for all in the group online at the group’s appointed time. If the group leader is not available at the group’s selection time, the group leader will submit a proxy. IMPORTANT NOTE: If a group member leaves the group after booking a suite or an apartment, all in the group may be reassigned.
- **Proxies:** Proxies are online forms used by Reslife for individuals or groups who cannot book online during their selection time. Links to the proxy forms can be found on the ResLife web page. Each selection phase has its own proxy form which will become available after selection times are sent. Proxies must be submitted before midnight on that same day (the Tuesday selection times are sent). Reslife will then assign Individuals/groups based on the availability of their preferences as indicated on the proxy form.
- **Partial groups/individuals:** Partial groups are a group of 2 or more students who cannot fill a desired room/apt (ex. 2 students seeking a 3-person apt). partial groups and individual students (ex. students with no roommate preference) will submit a proxy for the 2s & 3s phase. Individuals and partial groups will be assigned based on the availability of preferences as indicated on the proxy form.
- **Roommates:** It is recommended that students who are not seeking a private space or were unable to book a room during single selection, accept enough roommates to fill a room/apt/suite. Students who cannot fill a room/apt/suite will be assigned based on room type availability and not by profile.
- **Zoom Sessions:** Zoom sessions will be available for the first 2 phases only- RLCs and Invite Only. Individuals/Group leaders will be placed in a waiting room and invited into a private zoom meeting at their designated selection time to work with the Housing Coordinator in selecting a space. Info sessions via Zoom will also be offered throughout the process. Watch your PSU e-mail for more information.
- **One and Done:** Once a space is selected/booked, the selection process is complete! Each student is encouraged to check the status page of the application to confirm they are assigned as intended.
- **Meal Plan:** Once a space is selected/booked, each student must return to their application to choose an eligible meal plan to complete the selection process. Those required to be on a meal plan who do not select one will be placed on the default meal plan.
- **Reservation Fee:** All students required to live on campus are expected to participate in the selection process. Those that do not will have a reservation fee, equivalent to a double room charge, added to their student account. This fee will be replaced by the room rate once assigned.
- **Commitment:** Students not required to live on campus will be bound by the lease once a space has been selected. On-campus housing is not a backup; do not select a space unless you plan to live on campus. The live-on policy is outlined on the Residential Life web page under Frequently Asked Questions.
- **Nontraditional/Grad students:** If you are over 25 years of age or a graduate student, and interested in living on campus, please contact the Office of Residential Life for more information.
- **No space:** Due to the finite number of spaces, some groups/individuals may not be assigned at the end of the selection process. This is expected. For those booking online, they may not see any housing options when they log in at their appointed time. Rest assured—we will have space for all by the time the fall semester begins. Through consolidation efforts and inevitable withdrawals/releases, spaces will open up and you/your group will be assigned. Please add your names to the pre-fall waitlist.
- **Waitlist:** The pre-fall waitlist will be available via a link under Forms & Policies, on the Residential Life web page after the selection process is complete, for students who did not book or were unable to book a preferred space during the selection process.