**Frequently Asked Questions**

**Fall 2014 Housing Selection Process**

1. **Tell us your plans**
   1. **Choose your Roommate**
   2. **Building Preference (Wish List)**
   3. **Same Hall/Same Room selection**
   4. **Interested in a triple**
2. **Pay your Deposit**
3. **Select a Room & Meal Plan**

The Housing Selection Process will be self-selection. You will be able to pay your deposit, choose a roommate, and select a room and meal plan all in “real” time. At the end of the selection process, you will know your roommate and room assignment.

**STEP #1**

**What are your Plans? Fall Intentions January 27-February 3**

For planning purposes, we would like to know your plans before we begin housing selection. Are you moving home? Are you graduating? Are you applying for a housing exception? Do you want to keep your same hall and room? All these and a few other questions will be asked. It is **IMPERATIVE** that you answer the question during this time.

**How can I choose a roommate? January 27-February 3**

During roommate selection only, you can select a roommate preference for double occupancy rooms. In order to be matched, ALL residents have to “agree” to be roommates. Matched roommates will receive a confirmation email.

**What if I am interested in a triple room?**

If you tell us you are interested in a triple room when we ask for Fall Intentions, you will be sent a triple room application.

**What if I do not have a roommate preference? How do I find a roommate?**

You will be able to see open rooms during your selection time. If a room has space availability, you are eligible to live in the room as long as the gender matches.

**Can I stay in my same hall and room? January 27-February 3**

YES, if you live in Anniversary, Siena Terzo or Siena Quarto. During January 27-Feburary 3, you will have the option to sign up for your same hall and room. If you sign up to remain in your current assignment, you will be placed in that assignment by the Residence Life Office. However, you will still need to select your meal plan during your classification selection time but not your room.

**STEP #2**

**How do I pay my deposit? January 27-March 10**

CASH Net will still be available for students to pay deposits. Your $100 deposit must be paid by March 10. If your deposit is not on file by March 10, you will not receive a time ticket to enter Housing Selection.

**STEP #3 Open in Firefox:** [**https://my.bellarmine.edu/ICS/Student/Residence\_Life.jnz**](https://my.bellarmine.edu/ICS/Student/Residence_Life.jnz)

**How can I select a room?**

Room selection will be determined by classification. You will be given a time ticket based on the number of credit hours that you will have at the end of SP14. Everyone will receive an individual time ticket during their determined selection time.

Rising Seniors (90+ credit hours) **March 13-15**

Rising Juniors (60-89 credit hours) **March 17-19**

Rising Sophomores (30-59 credit hours) **March 24-27**

**Who will maintain priority?**

Rising seniors will maintain priority during open selection. This means student with 90+ credit hours will select their rooms first if they do not want to stay in their current room.

**Will I be able to see who is in the room next to me if I choose a suite?**

Yes, the room list will show the number of available beds in the room. If a room is full, you can still click on the room to see who is listed in the room. This is also the same if the room has one bed still available.

**Can I select a single room during selection?**

You cannot select a double as a single during this selection process. If you are currently living in a double and paying the single rate, or living in a triple and paying the double rate, your room will be a double and/ triple during this selection. Single rooms that may be available during selection: Terzo 236A-D, Terzo 336 A-D and Quarto 404A-D (if not selected during same hall/same room)

**Can I change my assignment while my time ticket is open?**

**Yes.** You can make changes to your assignment while your time ticket is open. Remember, if you have a roommate pair, you are making a decision for both of you. The recent changes will be saved. Roommates are to talk to each other about all changes. Once the time ticket closes, that is your Fall 2014 room.

**Can I change my assignment after my selection closes?**

Assignment changes (if space is available) will be made April 7-11. Residence Life reserves the right to change your assignment for you.

1. Housing Contract: the University reserves the right at any time to assign the Student to a residence unit other than the one originally or previously assigned, and to assign additional students to a particular residence unit (e.g. study rooms). In such an event, fees may be adjusted.

**What if I wish to room with someone who does not live on campus this semester?**

The Returning Student Selection process is for returning students only. All new applicants must apply using the online application and pay the $200 new applicant deposit. If space is available, we will do our best to accommodate your roommate preference after the returning student selection is over.

**Where will Honors students live?**

We are reserving the 3rd floor of Siena Quarto for Honors students. Current Honor students residing in Honors housing maintain priority to the space. Other Honors students wanting to enter must be selected as a roommate or go through open selection on their selection day.

**How can I select a meal plan?**

You can select from four different meal plan options. Every residential student is required to have a meal plan.