# **Apply for Housing**

The Deadline is March 8, 2021



ROOM SELECTION 2021-2022

Read on for detailed information...





All students seeking University housing for the 2021-2022 academic year must apply by the deadline, Monday, March 8, 2021 at 11:59 pm.

## How to apply:

- Log in to <a href="https://go.rowan.edu/myhousing/">https://go.rowan.edu/myhousing/</a>
- Click on the "Housing Applications & Forms" tab on the left side
- Select the "Fall 2021-Spring 2022 Housing Application"
- Complete the application

## **Commuting?**

If you are under 21 or have fewer than 58 credits and you plan to commute next year, you are required to file for commuter status by March 8th. Please note, the mandatory housing policy was suspended during the 2020-2021 academic year due to state regulations related to the pandemic. However, we anticipate this policy will be in effect during the 2021-2022 academic year. Students will be updated if the policy will remain suspended due to state regulations.

To file for commuter status, please complete the mandatory housing waiver form by following the below steps:

- Log in to <a href="https://go.rowan.edu/myhousing/">https://go.rowan.edu/myhousing/</a>
- Click on "Housing Applications & Forms"
- Select the "Mandatory Housing Waiver Form (Fall 2021)"
- Upon successful completion of the form, you will receive a confirmation email to your Rowan email address.
- After this submision, your request to commute must be approved. A staff member will send you follow-up e-mail indicating whether your requets is approved or not.

# **Disability Accommodations**

If you require disability related accommodations affecting your housing, you must register and submit supporting documentation to the Academic Success Center- Office of Disability Resources by the deadline, March 8, 2021. Failure to meet this deadline may limit the ability of the University to reserve housing space meeting their needs. Questions should be directed to the Academic Success Center at 856-256-4259 or <a href="mailto:successcenter@rowan.edu">successcenter@rowan.edu</a>.

# **Match With Roommates**

March 10 - 17, 2021

#### **Roommate Selection**

You will have the opportunity to select roommates via the MyHousing web site between March 10 and March 17 at 11:59pm. Roommate selections must be mutually agreed upon.

#### **How to Match**

- Log in to <a href="https://go.rowan.edu/myhousing/">https://go.rowan.edu/myhousing/</a>
- Click on Room Selection and then Roommate Selection to enter the name(s) of your selected roommate(s).
- Each student in the group must complete their own roommate selections and confirm any matches requested by other students to indicating that they mutually request each other.
- Incomplete matches in a group may be presumed to be agreed to.
   If you DO NOT agree to a match, you should deny the match in the MyHousing system.

Groups may be from 2 to 8 people. Most apartments accommodate 4 people. There are a number of Nexus apartments that accommodate 6 or 8 person groups.

On the assigned date, students who have mutually selected each other will be able to select rooms together as a group during the date(s) for the roommate who has the lowest class rank. Ask your prospective roommates to confirm their class rank prior to confirming your mutual match.

#### **Examples:**

- 4 Seniors = Senior Room Selection
- 2 Seniors and 2 Juniors = Junior Selection
- 3 Juniors and 1 Sophomore = Sophomore Selection

### **Determining Class Rank**

Class rank is determined by the number of credits completed by Fall semester, plus the credits the student is currently enrolled in. Transfer credits are considered only if they have been accepted by the Rowan University Registrar.

# Class: Credits:

Seniors 90 or more credits
Juniors 58 to 89 credits
Sophomores 57 and below



# **Selecting a Room**

You will be notified of the date and time you will be able to select your room via your Rowan University e-mail address. The scheduled dates for room selection are below.

- ADA Room Selection (for students who need in-person appointments): Thursday, March 25th – Monday, March 29th. Students with ADA accommodations who are able to select on their own online will be assigned appointment times during the appropriate round based on their class standing and roommate group membership.
- Honors Room Selection: Wednesday, March 31st
- Degree in 3: Friday, April 2nd
- Mutually Matched Groups of 6 and 8 Selection: Tuesday, April 6th
- Graduate Student and Senior Round: Thursday, April 8th
- Junior Round: Friday, April 9th Monday, April 12th
- Sophomore Round: Wednesday, April 14th Monday, April 19th
- Makeup Round: Wednesday, April 21st

Students MUST select a room on the day of their assigned time. Students/groups that do not select a space will automatically be scheduled a time to select a bed space during the Make Up round. Students with an application who do not self-select during the Make Up round will be assigned a space by our office based on availability at that time.

#### Selecting a Room as an Individual

Students who do not wish to select a room with any preferred roommates may select on their own. Individual students will be assigned appointment times within the round for their class. A proportion of spaces will be reserved in each building for students selecting as individuals.



#### **E-Mail Communications Policy**

All communications regarding the room selection process will be sent to your Rowan University e-mail address. It is the your responsibility to check this e-mail account regularly.

### **Cancellation Policy**

The Terms and Conditions of the housing agreement stipulate that the contract is for the entire academic year (Fall and Spring Semesters). You are financially obligated to the contract until a request to cancel is approved.

The deadline to request to cancel with no penalty is five (5) business days after you select a space during room selection, or the University notifies you of a confirmed housing assignment. To submit a request to cancel your housing assignment within this 5 day period, please complete the form online:

- Log into <a href="https://go.rowan.edu/myhousing/">https://go.rowan.edu/myhousing/</a>
- Click on the student tab and then MyHousing
- Under the "Housing Applications & Forms" tab at the top, select the Fall 2021 Housing Application.
- Select from the dropdown menu "cancel/withdraw" this application and click submit.
- Read over the cancellation contract/information.
- At the bottom of the screen you may select "No, do not cancel this application" or "Yes, cancel this application" from the drop down.
- If "Yes, cancel this application" is selected you must select a reason from the 2nd drop down menu.
- Add additional notes regarding reasons for cancellation.
- Click submit and a confirmation will appear that the cancellation request has gone through?

Freshmen and Sophomore students who are subject to the mandatory housing policy are not eligible to cancel unless they will be commuting from the home of their parent or legal guardian and submit the required "Mandatory Housing Waiver Form."

#### **Cancellation fees:**

After the deadline, cancellations are subject to the following cancellation fees.

Requeste date:	Fee:
Through May 31, 2021	\$100
June 1 to July 31, 2021	\$250
On or after August 1, 2021	\$500

Requests submitted after September 4, 2021 will only be approved due to withdrawal, graduation or leave of absence, participation in an approved academic program, marriage, or medical, financial or other hardship.

