Directions for Roommate Matching in MyHousing

- Click on “roommate selection/roommate matching” at the top of the screen. Click on “roommates/suitemates”.

Message:
- There are no important messages.

Room Selection:
No room selection processes to list.

Room Assignments:
No active room assignments to list.

Dining Plans:
https://rowan.datacenter.adirondack-solutions.com/rowan_thdss_prod/roommates.cfm
• Select the appropriate term from the dropdown menu and click “submit”.
Search for desired roommate(s) utilizing the simple search feature or the advanced feature.
All roommate matches must be mutually agreed upon in MyHousing. Any unmatched roommate requests will be noted in THD under this screen. At this point, Stephanie would need to log in and agree (or decline) Ronan’s request.
This screen is an example of what you will see if you have requested roommates but they have not yet responded. You will see that Laura nor Stephanie has confirmed your request to be roommates. At this point you can send them a reminder email (blue email button) or remove your request (red remove button).
• This is an example of what Laura would see when she logs into MyHousing. She sees that she has two roommate requests that must be acted upon. Below is a breakdown of what each button means:

Red = decline roommate request; Green = accept roommate request; Yellow = view profile; Blue = email message
- If your screen looks like this, it means that you have successfully mutually matched with one roommate (Ronan), however you still have a pending roommate request (with Stephanie) that needs to be acted upon.
• If your screen looks like this, it means that you have done everything you need to do to mutually match with both roommates, however there is one person in your group who still has an outstanding request. In this case, Ronan has not requested Laura and must do so before the roommate matching deadline!
• When your screen looks like this, you have successfully matched as a full group. Your screen must look like this before you can go through room selection!