Special Interest Housing, Greeks, Drama and Douglass Leadership Houses

- 1. Go on-line to complete the housing application/contract process between March 17 April 7 from your computer.
- 2. Your group will submit a formal assignment list to the Office for Residential Life by March 31. Residential Life will make room assignments April 11 & 12.
- 3. Once the assignment has been made, you will receive an email confirming your housing assignment. Please return to the website to select a dining plan.

Completing the on-line Housing application process.

- ★ If you are trying to login from off campus and study abroad, **you will need to secure a VPN.** If you haven't already set up VPN access with Duo two-factor authentication, see the link below to begin the process. Follow the instruction in this link https://tech.rochester.edu/remote-access-vpn-tutorials/
- Go to https://housing.ur.rochester.edu/myrescenterweb
 Login ID = student ID number

Password = student ID number

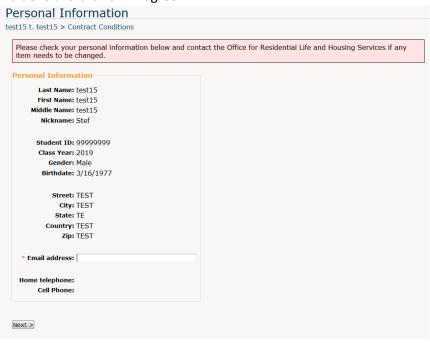


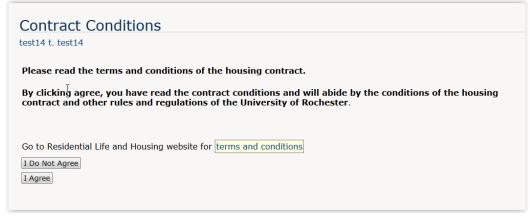
Enter required information and click on Submit

2. Select "Undergraduate Housing Application" by clicking on the blue application



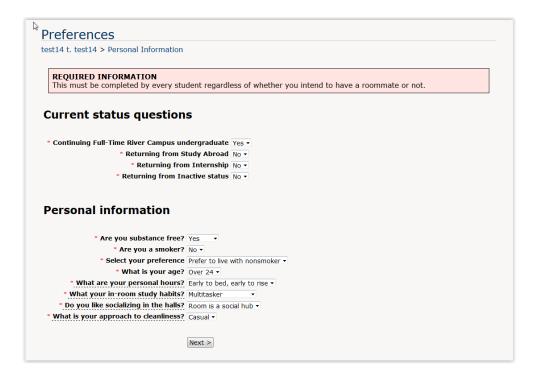
3. Read Contract Conditions and click on "I agree"



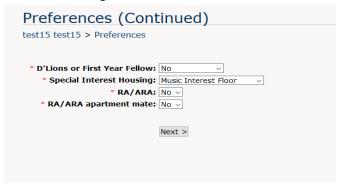


4. Check personal information, Enter an Email Address that you check regularly. Click on Next.

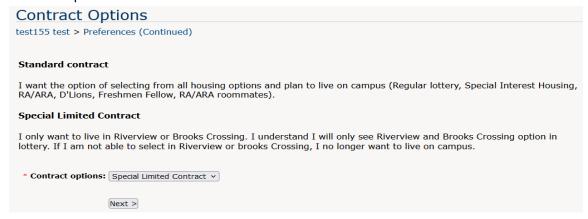
5. Preferences – Everyone needs to fill this out.



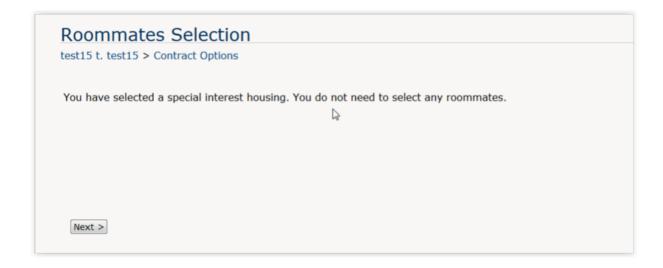
You can't move forward without filling this out. Click on Next.



- In the section" Special Interest Housing", click on the arrow and select your group. Click on Next.
- 6. Contract Options Select Standard Contract. Click on Next.



7. Roommate selection



8. Housing Application Signature – Click on Agree



9. Application Complete. You will receive an email confirming the housing application is complete.



You will receive an email confirmation shortly. Your actual assignment to your group's housing will be made by the Office for Residential Life and Housing Services based on the official housing list submitted by your group. Once you receive the email confirming your housing assignment, you will need to log in to the Student homepage to select a meal plan.