HOUSING SELECTION AND ASSIGNMENT INFORMATION
RETURNING UPPERCLASS RESIDENTS

Important Reminders
- Upperclass students are responsible for selecting a housing assignment via the Room Selection feature in the myHousing Overview. A completed housing application does not secure you a housing assignment.
- Room Selection begins on Tuesday, October 27. You will be notified via email when selection begins.
- Room Selection is a real-time database and units are first come/first serve. Space is limited. A housing assignment is not guaranteed.
- The Room Selection feature will close on March 11, 2016. Students will not be able to select or change a housing assignment after selection closes.
- After April 1, unassigned students will be placed based on listed preferences and space availability.
- The Housing Contract is a full academic year agreement for both Fall 2016 and Winter 2017 semesters.

Utilizing the Room Selection Feature
1. Log into myBanner and select “Student” followed by “myHousing” then click on the “Go to Overview” button on the right side.
2. On the lefthand tool bar you will see a menu. Select “Room Selection” to select a roommate via “Roommate Selection” and view and select available rooms via “Select a Room/Suite”
3. Available units that have capacity for you and your roommate group will be displayed for selection.
4. When you have secured an assignment, the building and room number will be visible in the myHousing Overview under “My Future Assignments”

Niemeyer Honors
If you are enrolled in the Frederick Meijer Honors College and interested in living in Niemeyer, do NOT select a housing assignment via the myHousing Overview. Room Selection for Niemeyer occurs on Tuesday, October 20. Please follow related instructions sent to your GVSU student email account.

Roommates
If you have one or more roommate requests, all individuals must have active housing applications and the requests must be mutual at the time of selection in order for the fully matched roommate group to be assigned to a unit.

Your requested roommate(s) appear in the myHousing Overview and next to the name you will either see the message “DOES NOT MATCH” or “MATCHES.”

Only units that have capacity for your matched roommate group will be visible to you. If you have an unmatched roommate request you will not be eligible to select an assignment in myHousing.

Only one person from a matched roommate group needs to select a unit via Room Selection. Upon initial selection, the full group will be assigned to the selected unit.

Should you utilize the Room Change feature in myHousing and change your housing assignment, your matched roommates will not pull into the new assignment.

If you and your roommates want to change to a different unit, you must use the Room Selection feature simultaneously and select the same unit individually.

Please See “Frequently Asked Questions” on Page 2 for more information about the selection process.

Living-Learning Communities
If you are interested in participating in WISE (Women in Science and Engineering), the Movement Science House, the International House, or Gender Justice House, do NOT select a housing assignment via the myHousing Overview. Instead, please indicate your preferred Living-Learning Community and apartment type as your first preference in myHousing. For example, if you are interested in the Movement Science House, Movement Science House 2BR or Movement Science House 4BR should be listed as your first preference.
Why isn’t the building or unit style I listed as a preference visible on selection?

- Upon completion of your myHousing Application you entered preferences but those preferences are utilized for placement in Living -Learning Communities only, not for Room Selection. Only units which have availability for a fully matched roommate group of a compatible gender will be visible for selection. If you are in a matched group of four individuals, a four person unit with three spaces available will not be visible to you. Only units that can accommodate your fully matched roommate group will be selectable. To increase your chances of securing a housing assignment, it is suggested that you reduce your number of roommate requests. It is also possible that all units of a particular type have already been filled by other students. If this is the case, you are encouraged to check back regularly for availability. Additional space becomes available throughout the selection process as a result of cancellations, consolidation and occupancy projections.

Why can I see units listed but am not able to select one?

- If you can see a list of units but are unable to select one, it is likely that you have an unmatched roommate request.

Why does my friend see rooms that I don’t see?

- You will only see units that have availability for your gender and matched roommate group. A male student with a matched roommate request will see different unit availability than a female student with no roommate requests. You will also only see units that are connected to your particular selection group.

What should I do if I’m graduating or studying abroad for Winter 2016?

- The Housing Contract is a full academic year agreement, however, students departing due to graduation or participation in a GVSU academic program outside of Kent or Ottawa counties are released from the Housing Contract with no penalty. Students planning to depart after the Fall 2016 semester are encouraged to consider housing options on the Pew Campus.

What should I do if there are no beds of my preference left in selection?

- Students interested in living on campus for Fall 2016-Winter 2017 are encouraged to secure a housing assignment, even if it is in a community or unit style that is not a top preference. While a room change is not guaranteed, assigned students can utilize the Room Change selection process through March 30. After March 30 students may request a room change online and re-assignment will occur as space becomes available throughout the spring and summer.

What should I do if there are no beds left in selection?

- Room Selection is a live, real-time database. Unit availability changes throughout the selection period and additional units are added to selection as they become available due to cancellations Monday through Friday 8am-5pm. The Housing and Residence Life department will continue to communicate with unassigned students regarding the status of on campus housing availability. Students may opt to investigate off-campus housing options and are encouraged to contact Housing and Residence Life for an assignment status update prior to signing an off-campus lease. A list of off-campus properties may be found HERE.

What do I do if I change my mind?

- Assigned students have access to the Room Change Selection process through March 30. If you want to change your housing assignment, you may utilize that feature and re-assign yourself to a different available unit on campus. (Note: Matched roommates will not be pulled into the new assignment when utilizing the Room Change Selection. Each roommate wanting an assignment change must self-select a new assignment).
- If you want to cancel your housing application, you may do so with no penalty prior by May 1 at www.gvsu.edu/housing/cancel.
- To be removed from your housing assignment for placement into a Living-Learning Community, please email myhousing@gvsu.edu with your request.

What if I want to be an RA next year?

- The RA Application process requires a completed housing application. RA candidates are encouraged to secure a housing assignment in the case that they are not hired for the position.

For general housing inquiries, please contact housing@gvsu.edu
For assignment related inquiries, please contact myhousing@gvsu.edu