

Housing Selection Info Session

Spring 2020



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What is it?

Housing selection is a process where students have the opportunity to select their housing for the upcoming academic year. The goal of this process is to be fair to all students, so that they may indicate a preference regarding where and with whom they live for the upcoming academic year. Given the continued interest in on-campus living, students may not get their first preference of room or hall; therefore, we seek to share as much information as possible, so that all students may make the best decision for them with the available options. Questions should be directed to residence.life@regiscollege.edu or your hall staff



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Timeline

- **\$450 Deposit (non-refundable) due April 13** to Student Account's Office
- **Housing Selection Q&A Sessions:**
 - Monday, April 6th at 4:00pm to 5:00pm
 - Wednesday, April 8th 5:00pm to 6:00pm
- **Medical Accommodation Requests:** Due April 1 to Courtney Mulligan
 - Office of Accessibility Services, Third Floor of the Learning Commons
- **Wednesday, April 15:** 7pm: Triples, Quads, & Suites Selection
 - Room Eligibly Signed on Adirondack Portal by April 14th
 - Roommate Selected and Confirmed on Adirondack Portal by April 14th
- **Wednesday, April 22** 7pm: Traditional doubles selection
 - Room Eligibly Signed on Adirondack Portal by April 21st
 - Roommate Selected and Confirmed on Adirondack Portal by April 21st



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Housing Rates for 2020-2021

Calculated as **room rate + board per semester x 2 = Yearly Total**

- Traditional Double, Triple, or Quad (Angela, Domitilla, Maria, & College Halls):
 - \$8,092.50 (semester) + \$8,092.50 (semester) = \$16,185/year
- SJH or DH Garden Level Single:
 - \$10,047.50 (semester) + \$ 10,047.50 (semester) = \$20,095/year
- Single w/in Maria Hall Suite:
 - \$10,117.50 (semester) + \$ 10,117.50 (semester) = \$20,235/year
- Double w/in Maria Hall Suite:
 - \$9,772.50 (semester) + \$ 9,772.50 (semester) = \$19,545/year



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PHASE 1: Deposits and Approvals

**DUE APRIL 13TH TO THE CENTER
FOR STUDENT SERVICES**

PHASE 1: Deposits and Approval

- **ALL STUDENTS MUST**

- **Make a \$450 housing deposit** to the Center for Student Services or online
- **Address any holds on their account.** They will not be able to chose a room or confirm a roommate UNTIL the hold has been lifted (even after the selection dates).
- **Check their balance.** Students with a balance on their account will NOT be able to select a suite

For questions on your account, please speak with your Financial Aid counselor or Center for Student Services!



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Phase 1: Deposits and Approval HOUSING APPLICATION

Once your deposit is made and account is clear,
please **complete the housing application**

The screenshot shows a web application interface for 'Consent - Room Selection Eligibility'. On the left, a sidebar lists 'Applications' with options for 'Spring Break Housing Application (Spring 2020)', 'Room Selection Eligibility (Fall 2020)', and 'Room Selection Eligibility (Fall 2020)'. The main content area is titled 'Consent - Room Selection Eligibility' and contains a scrollable text box with the following text:

Fall 2020-Spring 2021

I, the undersigned resident student, understand that by occupying a residential room, I agree to comply with all terms and conditions of the Resident Housing Contract. In addition, I have carefully read and understand the *Regis College Student Handbook* and I agree to comply with the requirements stated therein. I understand that by residing in housing, I agree to all terms below.

Terms of Occupancy

- **Occupancy Schedule:** Residents may occupy their rooms from the day preceding the first day of classes until the last day of student examinations. Residents are expected to vacate rooms 24 hours after their last final, or within the posted schedule as distributed by the Office of Residence Life for those who have finals on the last day of exam period. Seniors will be asked to leave the day of their graduation at a designated time shared by the Office of Residence Life.
- Students are not permitted to enter before these stated dates or to stay beyond these dates an approved early arrival or late stay application. Any student who arrives before a hall opens without being pre-approved will be charged \$50 per day until the hall opens and may face student conduct consequences. Any student who does not leave when a hall closes without being approved will be charged \$50 per day until their departure and may face student conduct consequences.
- All residence halls will close during certain break periods, including but not limited to Thanksgiving, Winter, Spring, and Easter. During these periods, students must vacate their assignment unless they have been approved to stay.
- If a building must be closed due to an emergency, Regis reserves the right to relocate students to vacant and currently unoccupied

If you do not agree, [exit the application here](#).
If you agree, sign your name in the box below.

clear signature

Signature required!

[Continue](#)

The screenshot shows the 'Applications' menu on the Regis website. The menu items are: 'Spring Break Housing Application (Spring 2020)', 'Room Selection Eligibility (Fall 2020)', and 'Room Selection Eligibility (Fall 2020)'. The 'Room Selection Eligibility (Fall 2020)' option is circled in yellow.

PHASE 1: Accommodations

Students seeking to be granted an accommodated single (i.e. they are not required to pay the additional fee for a single room based on disability) must submit an application and supporting medical documentation to Courtney Mulligan, Director of Student Accessibility Services by April 1, 2020.

Students seeking any other disability related housing accommodation must meet this deadline as well.



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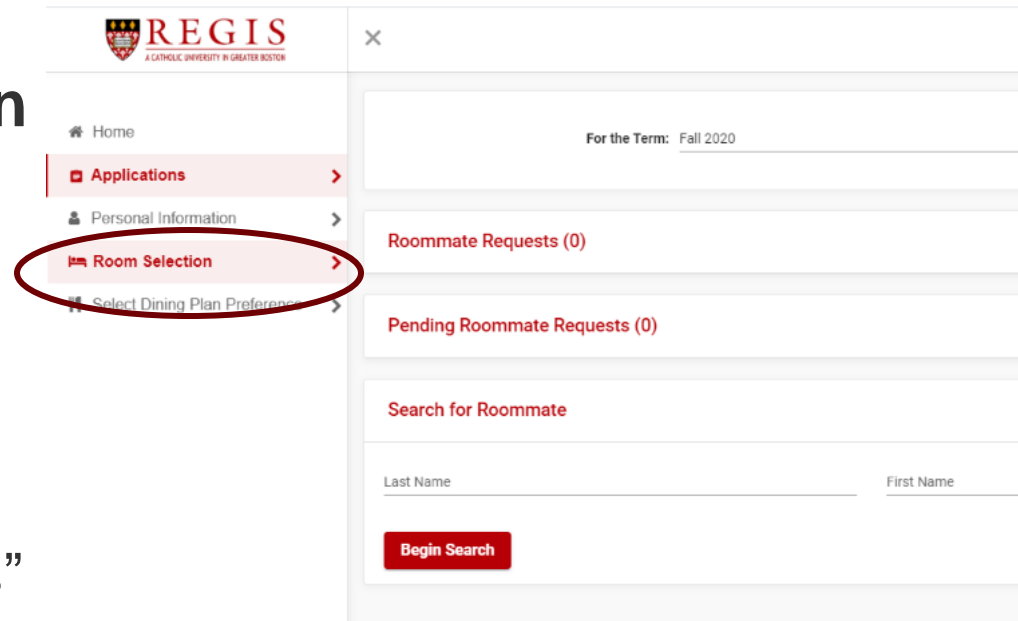
PHASE 2: Selecting Roommate(s)

**DUE APRIL 15TH FOR SUITES,
QUADS AND TRIPLES**

DUE APRIL 22ND FOR DOUBLES

PHASE 2: Roommate selection

- **AFTER housing deposit AND housing application** are complete, you may select your roommate(s).
 - Go to the “Room Selection” tab at the top.
 - Select “Roommates/Suitemates”



The screenshot displays the REGIS student portal interface. The top navigation bar includes the REGIS logo and a list of menu items: Home, Applications, Personal Information, and Room Selection. The 'Room Selection' item is highlighted with a red circle. Below the navigation bar, the main content area shows a search form for roommates. The form includes a dropdown menu for 'For the Term:' set to 'Fall 2020', a section for 'Roommate Requests (0)', a section for 'Pending Roommate Requests (0)', and a 'Search for Roommate' section with input fields for 'Last Name' and 'First Name', and a red 'Begin Search' button.

PHASE 2: Roommate selection

- Search for your desired roommate
 - Note: **only** students who have deposited **AND** completed their application can be searched
- Once you search for a roommate, that person will then be sent a notification asking them to log on and **confirm you** as a roommate.
- If you are working to fill a triple, quad, or suite repeat this process for **EVERY** person with whom you want to live

**EVERY GROUP
MUST BE FULLY
MATCHED TO GO
THROUGH
SELECTION**



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PHASE 2: Roommate selection

Select the term Fall 2020

For the Term: Fall 2020

Search for your
desired roommate

Search for Roommate

Preferred Name

First Name

Last Name

Gender

Identified Gender

Begin Search

That person will then
be sent an email
regarding your
request. They must
go online to confirm



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Phase 2: Roommate Selection

Pending Roommate Requests (1) ^

Name

Boateng, Bernice



	This will let you view their Profile
	Sends an email to the student who requested you
	This will prompt you to match with that student.



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Phase 2: Roommate Selection

Roommate Requests (1)



Name

Boateng, Bernice



Your roommate group is fully matched.



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Students w/o roommates

For those students who do not have a selected roommate or need to fill a group, you complete a Roommate Preferences Form. These answers are about you! This allows others to search for you

Applications

Spring Break Housing Application

(Spring 2020)

Room Selection Eligibility

(Fall 2020)

Roommate Preferences Form

(Fall 2020)

Consent - Roommate Preferences Form

Roommate Search Profile

If you are looking for a roommate or additional member to add to your triple/quad/suite, please fill out the questions on the following page.

These questions will be added to your **own** profile and allow people to search for you!

As other students fill out this form, you will be able to search for them.



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Students w/o roommates

- After filling out your own form, you can go and search for roommates who have also filled out their form.

My Information - Roommate Preferences Form

Alcohol	<input checked="" type="radio"/> Yes <input type="radio"/> No
Smoking	<input type="radio"/> Yes <input checked="" type="radio"/> No
Cleanliness	Very Important <input type="text"/> <input type="button" value="↕"/>
Social Preference	Go Out <input type="text"/> <input type="button" value="↕"/>
Study Time	(none) <input type="text"/> <input type="button" value="↕"/>
I am interested in...	Suite <input type="text"/> <input type="button" value="↕"/>
Roommate Search Status	Looking for a roommate for Fall 2020 <input type="text"/> <input type="button" value="↕"/>
Study Atmosphere	<input type="text"/> <input type="button" value="↕"/>



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PHASE 3: Selecting your room

**SUITE, QUAD, TRIPLE
SELECTION**

Phase 3: Room Selection Summary

- Each group will be given a selection time
- Any student in the group may choose based on the assigned time
- Once that person has chosen, they and their roommate(s) cannot change. The process will be closed for them.
- Times will be based on class standing with rising seniors receiving first times, followed by juniors and then sophomores
- Once your time has passed the next group will be allowed to choose.



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Phase 3: Room Selection

Apr 15: Suites, Quads, and Triples

- Groups that have completed their deposit, housing contract, and completed a fully matched group of 3, 4 or 6 may take part in Triples, Quads, and Suites selection
- All students will be given a priority number
 - Rising Senior Priority numbers: 1-150
 - Rising Junior Priority numbers: 175-350
 - Rising Sophomore Priority numbers: 375-550
- Groups will then receive ONE selection time based on the AVERAGE of their priority number



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Phase 3: Room Selection

Apr 15: Suites, Quads, and Triples

Examples of numbering

A group of all seniors may have

11, 23, 72, 102
Average = **52**

OR

10, 33, 52, 88, 99, 100
Average = **64**

This ensures an all senior group would have priority over mixed groups

But a mixed group....

2, 17, 18, 322, 477, 502
Average = **223**



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Phase 3: Room Selection

Apr 15: Suites, Quads, and Triples

- Based on the AVERAGE of the group, the group will be given ONE selection time.
- Once that selection time starts, the group will have ONE unique minute to select their room until the next group is permitted to enter the process.
 - Note: the process will not close for a group until they have chosen a room



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Phase 3: Room Selection

Apr 15: Suites, Quads, and Triples

You will be able to see your selection time on the Adirondack Home Screen

Your Room Selection

You are now eligible to select a room in the 'Doubles Room Selection Process' process.
You have until 1/31/2020 at 10:00 PM.

Roommate Group (2) ^

Name	Student Number
You	0977743
Howe, Brianna	0978072



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Selecting your room

- At your designated time, you should click to enter that Room Selection process.
- Start by selecting the hall you are interested in

Select from Room List ^

Hall

(no filter)

College Hall

Domitilla Hall

Maria Hall

Floor ↻



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Selecting your room

- Available rooms will appear for that hall

Available Rooms: (28) ^

College Hall - 423

Room Type: Double

Spots: 2

Rate: \$7590 [Term]

[View Floor Roster](#)

[View Floor Plan](#)

Room Files:

Select Room



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Selecting your room

- After you have clicked a room, you will be prompted to place people into beds.
 - THIS IS AN IMPORTANT STEP IF YOU ARE SELECTING A SUITE. Please make sure the right people are assigned to singles vs. doubles

Available Rooms: (28) ^

College Hall - 423

Room Type: Double

Spots: 2

[View Floor Roster](#)

[View Floor Plan](#)

Room Files:

Select Room



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Maria Extension

Amenities in the Maria Hall Extension include:

- Fitness center on the first floor (open to all residents)
- Study lounges on each floor with technology capabilities
- Large study and lounge area on first floor with technology capabilities
- Fully equipped kitchen on first floor and fourth floor
- Private common area within each suite
- Microwave provided in each suite
- Ability to choose living area with close friends and peers

Other details:

Students living in the suites are responsible for the general upkeep and maintenance of the common area.

This includes cleaning the bathroom and supplying your own toilet paper.

Inspections will take place once per month to check for common room damages.

RAs will not do rounds within the actual suites

Students with a balance on their account cannot choose a suite due to the additional fee



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Maria Extension: suite breakdown

- Two 3- person suites (with RA): 338, 538
- Six 6-person suites (2 doubles, 2 singles): 339, 341, 439, 441, 539, 541
- Seven 4- person suites (1 double, 2 singles): 343, 344, 438, 443, 444, 543, 544



PHASE 3: Selecting your room

DOUBLE SELECTION

Phase 3: Room Selection

Apr 22: Doubles

- Doubles selection will follow essentially the same process as triples/quads/suites
- Anyone who does not have a rooming assignment by April 4 and is eligible to participate (deposit and confirmed roommate), may select a room

Your Room Selection

You are now eligible to select a room in the 'Doubles Room Selection Process' process.
You have until 1/31/2020 at 10:00 PM.

Roommate Group (2)

Name	Student Number
You	0977743
Howe, Brianna	0978072

Students will receive a selection start time



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Phase 3: Room selection

Apr 22: Doubles

Select from Room List

Filter

(no filter)

Floor

College Hall

Domitilla Hall

Maria Hall

Select room from the options

The following message will appear after you have assigned beds

Available Rooms: (28)

College Hall - 423

Room Type: Double
Spots: 2
Rate: \$7590 [Term]

[View Floor Roster](#)
[View Floor Plan](#)
Room Files:

Select Room

Your process is complete!



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Phase 3: Room Selection

SINGLES

- There are an extremely limited number of singles
- Due to this fact, we will not be having a single selection, as it is unclear if we will have any non-medically accommodated singles this year.
- After housing selection is complete, if you are interested in being on a waitlist, you may email residence.life@regiscollege.edu Priority is based on class year and housing number



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FAQ

Is housing selection online?

Yes, the process is completely electronic in our Adirondack portal. For each housing selection night, we will be sending out a Zoom link, for students to join if they have questions, want to speak to a member of the Residence Life staff, or share their screen as they select their housing.

What if I pay my deposit late or have a hold on my account?

Students who do not make their deposit by April 1st, or who have a hold on their account that has not been resolved prior to housing selection will not be eligible to go through the housing selection process.

After depositing or being cleared, these students will be placed on a waitlist and placed into housing as space becomes available. Limited spaces will be available following the selection process; others will be placed after the first-year students have been assigned to housing. Housing is guaranteed to all students who deposit and are clear by August 2nd.



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FAQ

May I live in housing for Fall 2020 if I am a commuter or returning from a leave?

*Students returning from a mandatory, voluntary, medical, or other leave who are not **currently** full-time students, may not take part in housing selection. They may be placed on a waitlist for housing once they have been cleared to return.*

Commuters who wish to change to resident status may do so by making the \$450 deposit and completing the process outlined above.

I am planning to go abroad in Fall 2020; how do I request housing for Spring 2021 when I return?

Students planning to go abroad in Fall 2020 do not take part in the housing selection process. They should email Bridget Buoniconti (bridget.buoniconti@regiscollege.edu) to be placed on a waitlist for Spring 2021 housing. They will be placed as space becomes available.



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FAQ

May I “hold” or “reserve” my current room to live in next year?

No, students may not reserve a space or “squat” their room for next year.

Will living in the Maria Hall extension affect my financial aid?

No, students’ aid will not be impacted by opting to live in the Maria Hall extension rather than a traditional style hall. Students who are changing from a commuter to resident, or others who may have question about their bill or financial aid should speak directly with their financial aid counselor.

If I don’t receive my first choice in the housing selection process, may I be placed on a waitlist for my first choice?

No. Waitlists will only be maintained for those students who were unable to go through the housing selection process. A general waitlist for each hall will not be kept.



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