## Room Selection Guide - with Screenshots

This is a guide to selecting a room on campus at UMass Lowell through the Room Selection Process

## Selecting a Room in Room Selection

Once your Application is complete and Room Selection is open - Select the Academic Year for which you wish to select a room. Then click Save and Continue.

| Welcome to the Residence Life Housing Portal |
| :--- |
| Office of Residence Life <br> University Crossing - 220 Pawtucket Street, Suite \#120, Lowell, MA 01854 <br> Contact Us: 978-934-5160 reslife@uml.edu <br> Rome Housing Applications Room Swap $\quad$ Room Change Request Cancellation Request Visitors Check Out Appointments Accounts Employment |

Application Selection - Please select the application that you would like to complete.

- Academic Year 2017-2018 (8/17/2017-5/11/2018)

Application Started: 3/9/2017 12:35:00 PM
Contract Signed: 3/13/2017 1:15:00 PM
$\mathbb{Z}$ Deposit Paid
Application Complete: 3/13/2017 1:15:00 PM
Spring 2017 - Only (1/15/2017-5/6/2017)

## Save \& Continue

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## Room Preferences - and Room Rates

Be sure to familiarize yourself with the room rates for each residence hall! No one likes surprises on their bills!!


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## Room rates



## Roommate

In your "Room Preferences" section of your application - you had the ability to include yourself in the roommate searching process. Be sure this is clicked if you want to pair

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with others. You will be able to search for a friend by name (notice your unique profile name - it is the section of your email prior to @student.uml.edu, this is how friends can find you!)


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## Roommate Request by Details

To search by student details, click "Search by Details" and enter those details you are looking for.


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Roommate requests by Profile


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## Roommate Requests by compatability

You are also able to find someone to room with based on your commonalities. The system pulls out some suggested matches for you based upon the information you provided in the Housing Application. Feel free to meet new people and discover potential roommates with this tool!

Please note that roommate requests, and all selectable housing options, must be mutual to be honored. While we try to accommodate preferences, not all requests can be honored.

You are NOT required to choose a preferred roommate. If you do not have a roommate request, please use the menu options at the top of the page to procet

```
Suggested Roommates
\begin{tabular}{|c|c|}
\hline John_Doe1 (Age: 20) & 70\% \\
\hline Request | View Profile | Send Message & \\
\hline John_Doe2 (Age: 20) & 65\% \\
\hline \multicolumn{2}{|l|}{ChemEng 2nd Semester Junior} \\
\hline John_Doe3 (Age: 20) & 60\% \\
\hline Request / View Profile / Send Message & \\
\hline
\end{tabular}
```


## Accepted Roommates

You currently have no accepted roommates. You can search for roommates using the menu.

$$
4
$$

Requested Roommates
You have no roommate requests.

Search for roommates

Search for roommates by details
Search for roommates by entering their details
Search for roommates by profile questions
Search for a roommate by selecting profile questions
Browse matching roommates
Browse roommates who match my profile information

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## Accepting a Friend's Roommate Request

To successfully create a roommate match - ALL roommates much request/accept each other (anyone who does not accept the roommate request will prevent the match from being complete). To accept the request, log into the Housing Application and click on Roommate Requests at the top of the page. Scroll down to see "Requested Roommates" and click "Accept Request".


You can search for possible roommates and invite them to room with you or you can accept random selection based on your profile.
Please note that roommate requests, and all selectable housing options, must be mutual to be hdnored. While we try to accommodate preferences, not all requests can be honored.

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Requested Roommates

```
John Doe3
                (Age: 24)
    This person has requested you as a roommate. You may accept or decline the request
    Accept Request | Decline Request | View Profile | Send Message
```

Suggested Roommates

No matching roommates could be found. Please ensure that you have entered as much profile information as possible. If you still cannot find any matching roommates, try the manual search.

## Accepted Roommates

You currently have no accepted roommates. You can search for roommates using the menu.

## Search for roommates

Search for roommates by details
Search for roommates by entering their details

## Room Selection Guide - with Screenshots

## Confirm your Acceptance

Click "yes" to accept the request.


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## Viewing Accepted Roommates

## You can search for possible roommates and invite them to room with you or you can accept random selection based on your profile.

Please note that roommate requests, and all selectable housing options, must be mutual to be honored. While we try to accommodate preferences, not all requests can be honored

You are NOT required to choose a preferred roommate. If you do not have a roommate request, please use the menu options at the top of the page to proceed

## Accepted Roommates

```
John Doe2
You and this person have accepted each other's roommate request.
Delete | View Profile | Send Message
```


## Suggested Roommates

No matching roommates could be found. Please ensure that you have entered as much profile information as possible. If you still cannot find any matching roommates, try the manual search.

## Requested Roommates

You have no roommate requests.
Search for roommates

Search for roommates bv details

## Room Selection Guide - with Screenshots

## Selecting your Room

Once you have completed the roommate section of the Application - proceed to the Room Selection portion. You want to click on "Room Search Wizard" to guide you through the process.


You are not assigned to a room for this term. You can search for one using the options above.

Options
Room Search Wizard
Select room by browsing all available rooms.

```
Save & Continue
```


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## Building Descriptions

Knowing the building you want to room in prior to room selection will certainly move the process along faster. The first part of the Wizard is to select the building. Click on the building link to see available rooms within that building. If you do not see any rooms that means either there are no rooms left in the building or you do not meet the criteria for any rooms available in that building.


1301 Middlesex St.
725 Merrimack Street Apts
Bourgeois Hall

Concordia Hall - South Campus
Concordia is co-ed by wing and is located in the heart of South Campus, right across the street from the Merrimack River. Featuring double and single rooms it's a great spot for South Campus majors!

Donahue Hall - East Campus
Featuring 4,6 , and 8 person suites Donahue Hall provides comfortable suite living on East Campus. Located in close proximity to the Campus Rec Center and Fox Dining Commons it's a great place to live.

Fox Hall - East Campus
Where else can you get a penthouse room with a view of river? As the most popular choice for housing, Fox Hall boasts the largest dining hall on campus. The Centers for Learning is also located in Fox, and the Campus Recreation Center is just a few steps away. At 18 stories tall, Fox Hall is the

Inn and Conference Center - Downtown Lowell
Located adjacent to historic canal, the ICC features private bathrooms, on-site dining facilities, brand new Learning Commons, and each room has individual climate controls. The downtown location provides easy access to the city's food and culture.

Leitch Hall - East Campus
Leitch Hall which was recently remodeled is located on East Campus. Double and Quad rooms provide comfortable community living with close proximity to North Campus classes, University Dining Commons, Campus Rec Center, and so much more!


Moody Street 500
Moody Street 502

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## Building Descriptions (2)

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Leitch Hall - East Campus
Leitch Hall which was recently remodeled is located on East Campus. Double and Quad rooms provide comfortable community living with close proximity to North Campus classes, University Dining Commons, Campus Rec Center, and so much more!

Moody Street 500
Moody Street 502
Riverview East - South Campus
Riverview East is one of our new, state-of-the-art residence halls. This suite-style building is comprised of primarily four-and six-person suites with partial kitchens, living rooms and bathrooms within each unit. There is tons of lounge space on each floor to go along with other quiet study ar..

Riverview West - South Campus
Riverview Suites is one of our new, state-of-the-art residence halls. This apartment-style building is comprised of primarily fourand six-person apartments with full kitchens, living rooms and bathrooms within each unit. There is tons of lounge space on each floor to go along with other quiet s.

Sheehy Hall - South Campus
All the rooms are suite-style with a bathroom and a common area. Sheehy is also located right on South Campus and is the home to the H.E.A.L.L. community. Sheehy Hall also has the best view of the Merrimack Riverl Sheehy Hall was built in 1989 and is named to honor Massachusetts State Representat..

University Suites - East Campus
University Suites is one of our new, state-of-the-art residence hall. This suite-style building is comprised of primarily four- and six-person suites, with plenty of common space in each suite. There are also two huge lounges and kitchens on each floor, to go along with other quiet study areas $s p$


Save \& Continue

## Finding your room

Once you click on the desired building, you should see all of the open rooms in a chart. (Please note, based on location, you may not meet the requirements to live in certain

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rooms - this will filter in the next step). (i.e. LLC locations, gender differences between rooms, etc).


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## Selecting the room

To select a room, highlight the row of the room you wish to select and click "Save and Continue"

## 725 Merrimack St. - East Campus

Living in an apartment gives you a great experience of living on your own, but still allows you to build a close community with your fellow residents. Each apartment is fully furnished, has a full kitchen, air conditioning, plus on-site parking. Some apartments even have hardwood floors throughout and stainless steel appliances!

| Floor | Single - Beds | Double - Beds | Triple - Beds | Quad - Beds | Other |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 725M-001 | 0 | 4 | 0 | 0 | 0 |
| 725M-002 | 0 | 4 | 0 | 0 | 0 |
| 725M-003 | 0 | 4 | 0 | 0 | 0 |
| 725M-101 | 0 | 4 | 0 | 0 | 0 |
| 725M-102 | 0 | 6 | 0 | 0 | 0 |
| 725M-103 | 0 | 4 | 0 | 0 | 0 |
| 725M-104 | 2 | 0 | 0 | 0 | 0 |
| 725M-105 | 0 | 6 | 0 | 0 | 0 |
| 725M-201 | 0 | 4 | 0 | 0 | 0 |
| 725M-202 | 0 | 4 | 0 | 0 | 0 |
| 725M-203 | 0 | 4 | 0 | 0 | 0 |
| 725M-204 | 1 | 2 | 0 | 0 | 0 |
| 725M-205 | 0 | 10 | 0 | 0 | 0 |
| 725M-301 | 0 | 2 | 0 | 0 | 0 |
| 725M-302 | 0 | 4 | 0 | 0 | 0 |
| 725M-303 | 0 | 6 | 0 | 0 | 0 |
| 725M-304 | 0 | 2 | 0 | 0 | 0 |

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## Selecting the Bed

The next page will show you the available beds in that room. You are able to place yourself and your selected roommate(s) (if you selected any at the Roommate Selection section) into beds within the room. If you did not select roommate(s), you will be able to place yourself into a bed and all other beds in the room will remain "open" until someone else selects them. IF YOU DO NOT SEE ANY AVAILABLE BEDS, THE ROOM IS EITHER FULL OR YOU ARE NOT ELIGIBLE TO SELECT INTO THAT SPACE.


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## Placing yourself AND a Roommate

If you had previously created a roommate match - you will put yourself in a bed and your roommate(s) in beds at this step. Once you are satisfied with who is in each bed, select Save and Continue.


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## Bed Selection Timing

You will have a certain amount of time to physically select the bed for yourself and your roommates. Once that time has passed, you will need to go back and select the building again and continue through the process from there.


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## Overview of Selection

Once you've placed yourself into a bed, you'll see an overview of what you selected. If you did not place roommates in beds, the system reminds you that you can do that by selecting the correct options to do so. Click Save and Continue to confirm and select this space. (Note that it shows two semesters listed. The housing contract is for ONE FULL YEAR). Your bed is reserved for Fall and for Spring.)

You are currently reserved in a room for this term. You can assign roommates to the other beds in the room using the options above.

Room:
Room Type:
Location:
Floor:

Available Terms:

Available To:

Mandatory Housing Profiles:

Occupancy Information
Beds
725M-204A1
725M-204A1
725M-204B1
725M-204B2

## Options

Room Swap
Select a room to swap your current assignment to by browsing all available rooms
You will not lose your current assignment if you do not select a room.

```
Save & Continue
```

725M-204A
Apartment Premium Single
725 Merrimack St. - East Campus
725M-204

Academic Year
Intersession
Spring
Summer
Continuing
Graduate
Returning
Transfer
None

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## Overview of Selection - With Roommate

The image below shows the overview if you have selected a roommate. (Note that it shows two semesters listed. The housing contract is for ONE FULL YEAR). Your beds are reserved for Fall and for Spring.)

Your selected room is detailed below. To confirm this room, please continue the application process using the options above

Room:
Room Type:
Location:
Floor:

Available Terms:

Available To:

Mandatory Housing Profiles:

Occupancy Information
Beds
725M-001A1
725M-001A1
725M-001A2
725M-001A2
725M-001B1
725M-001B2


View Profile
View Profile
View Profile
View Profile

```
Options
```


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## Meal Plan Selection

The next section allows you to pick a meal plan. If you are in a space that requires a meal plan (Riverview East, Sheehy, Concordia, ICC, Fox, Donahue, Bourgeois, Leitch and Traditional Perkins units) you must select a meal plan. Otherwise this section is optional. Click Save and Continue to proceed. NOTE THAT ALL ROOMMATES MUST SELECT THEIR OWN MEAL PLAN. Even if your roommate picked your room, you must go in and select your own meal plan. Those students in "Meal Plan Required" spaces that do not select a meal plan by May 1, 2017 will be assigned the Platinum Meal Plan.

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For more information on Dining Locations, Meal Plans, River Hawk Dollars, and more please visit University Dining, call 978-934-5369 or email dining@uml.edu. You can also connect with University Dining on Facebook, Instagram and Twitter.

## Save \& Continue

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## Confirmation of Selections

The last page confirms and outlines your selection! Congrats you are a 2017-2018 resident of UMass Lowell! We can't wait to see you back next year!

| Term: |  |
| :--- | :--- |
| Dates: |  |
| Status: | Academic Year 2017-2018 |
|  | $8 / 17 / 2017-5 / 11 / 2018$ |


[^0]:    Save \& Continue

[^1]:    Save \& Continue

